

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.

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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

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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**

Agenda #: 5.1
Meeting Date: March 19, 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 5, 2024 REGULAR MEETING.**
STRATEGIC
GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

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

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Minutes have been prepared and are being presented for approval.

PREPARED BY:



Kristina Santana, City Clerk

3/19/2024

REVIEWED BY:



Ryan McLean, Assistant City Manager

3/11/2024

Attachments:

1. 5.1.a March 5, 2024 City Council Regular Meeting Minutes

**CITY OF DIAMOND BAR
MINUTES OF THE CITY COUNCIL REGULAR MEETING
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT/MAIN AUDITORIUM
21865 COPLEY DRIVE, DIAMOND BAR, CA 91765
MARCH 5, 2024**

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

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

INVOCATION: Pastor Emeritus Mark Hopper, Evangelical Free Church, provided the invocation.

ROLL CALL: Council Members Andrew Chou, Mayor Pro Tem Chia Yu Teng, Mayor Stan Liu

Absent: Council Members Ruth Low and Steve Tye

Staff present in person: Dan Fox, City Manager; Ryan McLean, Assistant City Manager; Omar Sandoval, City Attorney; Anthony Santos, Assistant to the City Manager; Alex Batres, Management Analyst; Jason Jacobsen, Finance Director; Cecilia Arellano, Senior Community Relations Coordinator; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk

Staff present telephonically: Amy Haug, Human Resources and Risk Manager; David Liu, Public Works Director; Hal Ghafari, Public Works Manager/Assistant City Engineer; Ken Desforjes, Information Systems Director; Marsha Roa, Community Relations Manager

Others present: Aaron Scheller, Deputy, Diamond Bar/Walnut Sheriff's Station; Daniel Dail, Lieutenant, Diamond Bar/Walnut Sheriff's Station; Stephen Tousey, Captain, 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 M/Liu and Council Members presented the Proclamation declaring March 2024 a Women's History Month which was accepted by members of the Diamond Bar Women's Club.
- 1.2 M/Liu and Council Members presented the Proclamation declaring March 2024 as American Red Cross Month which was accepted by the Ambassador Volunteer and Executive Director Diana Pineda Ramirez of the San Gabriel Pomona Valley Chapter.

MARCH 5, 2024

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CITY COUNCIL

2. **CITY MANAGER REPORTS AND RECOMMENDATIONS:** NONE

3. **PUBLIC COMMENTS:**

Cynthia Yu, Diamond Bar Library, spoke about the Connect & Go program and other library programs and services available to residents during March. For additional information on these and other programs and services, visit the library website at www.lacountylibrary.org

Ricky Choi, San Gabriel Valley Council of Governments announced a Town Hall Meeting on Monday, March 18 from 6:30 to 8:00 p.m. in the City Hall Windmill Community Room to provide information to residents about the project improvements, construction schedule, temporary and ongoing traffic impacts and address residents' questions regarding the SR57/60 Confluence Project.

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

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

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

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

5.1 APPROVED CITY COUNCIL MINUTES:

5.1.1 FEBRUARY 20, 2024 STUDY SESSION.

5.1.2 FEBRUARY 20, 2024 REGULAR MEETING.

5.2 RATIFIED CHECK REGISTER DATED FEBRUARY 14, 2024 THROUGH FEBRUARY 27, 2024 TOTALING \$1,262,776.13.

5.3 APPROVED THE JANUARY 2024 TREASURER'S STATEMENT.

5.4 APPROVED AND AUTHORIZED THE CITY MANAGER TO SIGN THE THIRD AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH LANCE, SOLL & LUNGHARD, LLP FOR AUDITING SERVICES REQUIRED BY THE LOS ANGELES COUNTY SAFE, CLEAN WATER PROGRAM (SCWP) FOR FISCAL YEARS 2020/21 THROUGH 2022/23.

5.5 APPROVED NATURAL RESOURCES AGENCY GRANT FOR HERITAGE PARK RENOVATION PROJECT AND CALIFORNIA

MARCH 5, 2024

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CITY COUNCIL

DEPARTMENT OF PARKS AND RECREATION GRANT FOR MAPLE HILL PARK PLAYGROUND/RESTROOM REPLACEMENT PROJECT AS FOLLOWS:

A. ADOPTED RESOLUTION NO. 2024-07, APPROVING THE ACCEPTANCE OF GENERAL FUND GRANT FUNDS FOR THE HERITAGE PARK RENOVATION PROJECT, AND AUTHORIZED THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AND SUBMIT ALL DOCUMENTS NECESSARY TO ACCEPT, ADMINISTER AND EXPEND THE GRAND FUNDINGS; AND,

B. ADOPTED RESOLUTION NO. 2024-08, APPROVING THE APPLICATION FOR SPECIFIED GRANT FUNDS FOR MAPLE HILL PARK PLAYGROUND/RESTROOM REPLACEMENT PROJECT, AND AUTHORIZED THE CITY MANAGER, OR DESIGNEE TO EXECUTE AND SUBMIT ALL DOCUMENTS NECESSARY TO ACCEPT, ADMINISTER AND EXPEND THE GRANT FUNDING.

6. PUBLIC HEARINGS: NONE

7. COUNCIL CONSIDERATION: NONE

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

C/Chou reminded everyone to vote.

MPT/Teng encouraged everyone to address their concerns regarding crime and vote to improve law enforcement, safety and security in the state.

M/Liu said that one's vote is one's voice and a great opportunity to make your voice count, spoke about attending the Sanitation District meeting during which the recent storm was discussed and keeping drains clean to help prevent flooding for which he thanked the City's Public Works Department for keeping Diamond Bar safe, and encouraged everyone to attend the 57/60 Confluence Project Town Hall meeting on Monday, March 18th and reminding everyone that the nomination period for outstanding volunteers is also still open through March 18th.

ADJOURNMENT: With no further business to conduct, M/Liu adjourned the Regular City Council Meeting at 7:02 p.m.

Respectfully Submitted,

Kristina Santana, City Clerk

MARCH 5, 2024

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CITY COUNCIL

The foregoing minutes are hereby approved this 19th day of March, 2024.

Stan Liu, Mayor

Agenda #: 5.2
Meeting Date: March 19, 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 FEBRUARY 28, 2024 THROUGH MARCH 12, 2024 TOTALING \$767,065.72.**
STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of \$767,065.72.

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 February 28, 2024 through March 12, 2024 totaling \$767,065.72 is being presented for ratification. All payments have been made in compliance with the City's purchasing policies and procedures, and have been reviewed and approved by the appropriate departmental staff. The attached Affidavit affirms that the check register has been audited and deemed accurate by the Finance Director.

PREPARED BY:


Luisa Allen, Accounting Technician

3/19/2024

REVIEWED BY:A handwritten signature in black ink that reads "Jason Jacobsen". The signature is written in a cursive, flowing style.

Jason Jacobsen, Finance Director

3/13/2024

Attachments:

1. 5.2.a Check Register Affidavit 3-19-2024
2. 5.2.b Check Register 3-19-2024



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 February 28, 2024 through March 12, 2024 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

Description	Amount
General Fund	\$383,319.36
LLAD 38 Fund	\$5,969.64
LLAD 39 Fund	\$3,720.10
LLAD 41 Fund	\$3,662.27
Integrated Waste Mgmt Fund AB939	\$12,357.52
Prop C Transit Tax Fund	\$25,492.41
Prop A Transit Tax Fund	\$31,064.49
Community Dev Block Grant Fund	\$173.57
Capital Imprv Project Fund	\$126,888.33
Vehicle Maint & Equip Fund	\$4,838.03
Equip Maint & Replacement Fund	\$5,895.00
Beverage Cntnr Recycling Grant Fund	\$49.31
Citizens Option Public Safety Fund	\$4,800.00
Measure R Local Return Fund	\$338.44
Pool Cash Fund	\$26,181.93
General Plan Update Fund	\$11,356.25
OPEB Reserve Fund	\$1,727.00
Equip Maint & Replacement Fund	\$118,893.62
Measure M Local Return Fund	\$338.45
	\$767,065.72

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
11311	2/29/2024	SOUTHERN CALIFORNIA EDISON		3564 BREA CYN RD(011224-021224) FY23-24	238638	52210	\$7.68
CHECK TOTAL							\$7.68
11312	2/29/2024	SOUTHERN CALIFORNIA EDISON		2746 BREA CYN RD (011224-021224) FY23-24	238638	52210	\$7.43
CHECK TOTAL							\$7.43
11313	2/29/2024	SOUTHERN CALIFORNIA EDISON		2025 DIAMOND BAR BLVD (011224-021224) FY23-24	238638	52210	\$7.68
CHECK TOTAL							\$7.68
11315	2/29/2024	SOUTHERN CALIFORNIA EDISON		CITYHALL (011224-021224) FY23-24	100620	52210	\$12,828.49
CHECK TOTAL							\$12,828.49
11317	2/29/2024	CANTO INC		SUBSCRIPTION FEE - 2/24-2/25	100230	52314	\$6,820.00
CHECK TOTAL							\$6,820.00
11318	2/29/2024	SOUTHERN CALIFORNIA EDISON		1000 S LEMON AVE (011124-021124) FY23-24	238638	52210	\$9.20
CHECK TOTAL							\$9.20
11319	2/29/2024	SOUTHERN CALIFORNIA EDISON		22745 SUNSET CROSSING RD (011224-021224) FY23-24	238638	52210	\$8.70
CHECK TOTAL							\$8.70
11321	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	250	21106	(\$509.73)
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	225	21106	\$109.44
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	203	21106	\$129.75
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	204	21106	\$129.75
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	239	21106	\$227.57
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	241	21106	\$227.57
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	100220	50062	\$228.36
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	238	21106	\$400.50

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11322	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	201	21106	\$508.45
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	206	21106	\$942.62
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	207	21106	\$1,458.11
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	105220	50048	\$1,727.00
	3/1/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM MARCH 2024	100	21106	\$62,505.38
	CHECK TOTAL						\$68,084.77
	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	238	21118	\$5.54
11322	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	239	21118	\$5.54
	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	241	21118	\$5.54
	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	207	21118	\$20.39
	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	250	21118	\$36.09
	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	206	21118	\$59.69
	3/1/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/01/2024	100	21118	\$1,833.49
	CHECK TOTAL						\$1,966.28
11323	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	225	21110	\$47.89
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	204	21110	\$73.71
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	203	21110	\$73.72
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	239	21110	\$154.42
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	241	21110	\$154.42
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	238	21110	\$234.26

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	201	21110	\$439.64
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	207	21110	\$699.34
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	206	21110	\$787.86
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	250	21110	\$1,889.86
	3/1/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 02/10/24-02/23/24	100	21110	\$40,703.47
						CHECK TOTAL	\$45,258.59
11324	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	225	21109	\$4.63
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	203	21109	\$108.31
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	204	21109	\$108.31
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	239	21109	\$244.59
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	241	21109	\$244.59
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	238	21109	\$366.06
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	207	21109	\$543.88
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	201	21109	\$597.57
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	206	21109	\$1,527.27
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS- 303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	250	21109	\$4,169.12

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/1/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/01/2024	100	21109	\$53,580.67
						CHECK TOTAL	\$61,495.00
11325	3/5/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - VARIOUS LS-1 ALL-NITE	100655	52210	\$917.07
						CHECK TOTAL	\$917.07
11326	3/5/2024	SOUTHERN CALIFORNIA EDISON		652 S BREA CYN RD (011224-022024) FY23-24	238638	52210	\$9.88
						CHECK TOTAL	\$9.88
11327	3/6/2024	SOUTHERN CALIFORNIA EDISON		3334 1/2 BREA CYN RD (012324-022124) FY23-24	100630	52210	\$95.66
						CHECK TOTAL	\$95.66
11328	3/11/2024	SOUTHERN CALIFORNIA EDISON		DISTRICT 38 (012624-022624) FY23-24	238638	52210	\$392.84
						CHECK TOTAL	\$392.84
11329	3/11/2024	SOUTHERN CALIFORNIA EDISON		DISTRICT 39 (012624-022624) FY23-24	239639	52210	\$141.43
						CHECK TOTAL	\$141.43
11330	3/11/2024	SOUTHERN CALIFORNIA EDISON		DISTRICT 41 (012624-022624) FY23-24	241641	52210	\$83.60
						CHECK TOTAL	\$83.60
11336	3/12/2024	ABOUND FOOD CARE		FISCAL YEAR 23-24 FOOD RECOVERY SERVICES	250170	54900	\$1,632.25
						CHECK TOTAL	\$1,632.25
11337	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	239	21117	\$1.66
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	241	21117	\$1.66
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	203	21117	\$9.02
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	204	21117	\$9.02
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	201	21117	\$14.90
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	207	21117	\$40.80
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	250	21117	\$42.53

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	206	21117	\$82.46
	3/12/2024	AFLAC		SUPP INSURANCE PREMIUM FEBRUARY 2024	100	21117	\$1,421.60
						CHECK TOTAL	\$1,623.65
11338	3/12/2024	AIRGAS INC		ARGON CYLINDER REFILL (020124-022924) FY23-24	100630	51200	\$30.43
						CHECK TOTAL	\$30.43
11339	3/12/2024	ALL CITY MANAGEMENT SERVICES INC		CROSSING GUARD SERVICES - 2/4/24-2/17/24	100310	55412	\$13,633.80
						CHECK TOTAL	\$13,633.80
11340	3/12/2024	ALLIANT INSURANCE SERVICES INC		SPECIAL EVENT INSURANCE - CITY BIRTHDAY	100520	55300	\$931.00
						CHECK TOTAL	\$931.00
11341	3/12/2024	ANIMAL PEST MANAGEMENT SERVICES INC		COMPREHENSIVE PEST CONTROL (MARCH2024) FY23-24	100630	52320	\$70.00
	3/12/2024	ANIMAL PEST MANAGEMENT SERVICES INC		COMPREHENSIVE PEST CONTROL (MARCH2024) FY23-24	100510	52320	\$105.00
	3/12/2024	ANIMAL PEST MANAGEMENT SERVICES INC		COMPREHENSIVE PEST CONTROL (MARCH2024) FY23-24	100620	52320	\$120.00
						CHECK TOTAL	\$295.00
11342	3/12/2024	ROBYN A BECKWITH		INTERIOR PLANT SERVICE (JANUARY2024) FY23-24	100510	52320	\$275.00
	3/12/2024	ROBYN A BECKWITH		INTERIOR PLANT SERVICE (JANUARY2024) FY23-24	100620	52320	\$380.00
	3/12/2024	ROBYN A BECKWITH		INTERIOR PLANT SERVICE (FEBRUARY 2024) FY23-24	100510	52320	\$275.00
	3/12/2024	ROBYN A BECKWITH		INTERIOR PLANT SERVICE (FEBRUARY 2024) FY23-24	100620	52320	\$380.00
						CHECK TOTAL	\$1,310.00
11343	3/12/2024	CDW GOVERNMENT		TV MONITOR - DBC SALES OFFICE	100230	52314	\$907.74
	3/12/2024	CDW GOVERNMENT		LOGITECH WIRELESS KEYBOARDS/MICE (6)	100230	51200	\$284.81
						CHECK TOTAL	\$1,192.55
11344	3/12/2024	CHEM PRO LABORATORY INC		WATER TREATMENT(CITYHALL/MARCH) FY23-24	100620	52320	\$187.95
						CHECK TOTAL	\$187.95

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11345	3/12/2024	CITY OF INDUSTRY		GRAND/GSD INTERSECTION ENHANCE-FY24 TDA	301610	56105	\$40,000.00
						CHECK TOTAL	\$40,000.00
11346	3/12/2024	CITY OF WALNUT		2024 SHARED AGREEMENT CITY OF WALNUT	280310	54900	\$4,800.00
						CHECK TOTAL	\$4,800.00
11347	3/12/2024	CIVICPLUS LLC		ANNUAL RENEWAL - SECLICKFIX	100230	52314	\$11,071.81
						CHECK TOTAL	\$11,071.81
11348	3/12/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROS-900 DIA BAR BL-NOV2023	100120	54024	\$20.50
	3/12/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-JANUARY 2024	100120	54024	\$2,963.10
						CHECK TOTAL	\$2,983.60
11349	3/12/2024	DAVID EVANS AND ASSOCIATES INC		LANDSCAPE PLAN REVIEW-2626 WAGON TRAIL	100	22107	\$190.50
	3/12/2024	DAVID EVANS AND ASSOCIATES INC		LANDSCAPE PLAN REVIEW-2626 WAGON TRAIL	100	22107	\$569.00
						CHECK TOTAL	\$759.50
11350	3/12/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM MARCH 2024	206	21105	\$0.96
	3/12/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM MARCH 2024	207	21105	\$0.96
	3/12/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM MARCH 2024	250	21105	\$1.96
	3/12/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM MARCH 2024	100	21105	\$153.00
						CHECK TOTAL	\$156.88
11351	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	225	21105	\$6.13
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	203	21105	\$8.23
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	204	21105	\$8.23
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	239	21105	\$22.29
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	241	21105	\$22.29

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	238	21105	\$36.26
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	201	21105	\$54.48
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	206	21105	\$104.42
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	207	21105	\$107.43
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	250	21105	\$214.98
	3/12/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM MARCH 2024	100	21105	\$4,739.09
						CHECK TOTAL	\$5,323.83
11352	3/12/2024	DFM ASSOCIATES		2024 CALIFORNIA ELECTIONS CODE	100140	53530	\$75.08
						CHECK TOTAL	\$75.08
11353	3/12/2024	DS SERVICES OF AMERICA INC		WATER SERVICE (CITYHALL-FEB) FY23-24	100620	51200	\$208.31
						CHECK TOTAL	\$208.31
11354	3/12/2024	ECOFERT INC		FERTILIZER INJECT SYSTEM (PARKS FEB2024) FY23-24	100630	52320	\$1,207.00
						CHECK TOTAL	\$1,207.00
11355	3/12/2024	EDUARDO M QUINTERO		PLUMBING REPAIR (CITYHALL 022924) FY23-24	100630	52320	\$650.00
						CHECK TOTAL	\$650.00
11356	3/12/2024	EDUARDO SALCIDO		EARTH DAY DJ- DEPOSIT	250170	54900	\$200.00
						CHECK TOTAL	\$200.00
11357	3/12/2024	FEDERAL EXPRESS CORPORATION		POSTAGE	100140	52170	\$33.09
						CHECK TOTAL	\$33.09
11358	3/12/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS 021624 (STATION#119) FY23-24	100350	51200	\$650.92
	3/12/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS 020624 (STATION#121) FY23-24	100350	51200	\$700.20
	3/12/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS 022024 (STATION#121) FY23-24	100350	51200	\$700.20
	3/12/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS 020624 (STATION#119) FY23-24	100350	51200	\$700.20

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$2,751.52
11359	3/12/2024	GATEWAY WATER MANAGEMENT AUTHORITY		COST SHARE TO PREPARE & IMPLEMENT LSGR - 22-23	201610	54200	\$117,213.36
						CHECK TOTAL	\$117,213.36
11360	3/12/2024	GO LIVE TECHNOLOGY INC		ELM PROJECT MGMT - FEB 2024	503230	56135	\$5,625.00
	3/12/2024	GO LIVE TECHNOLOGY INC		PS - SOLAR APP PROJECT MGMT - FEB 2024	503230	56135	\$270.00
						CHECK TOTAL	\$5,895.00
11361	3/12/2024	GUARANTEED JANITORIAL SERVICE INC		JANITORIAL SUPPLIES (FEB2024) FY23-24	100630	55505	\$2,962.55
	3/12/2024	GUARANTEED JANITORIAL SERVICE INC		JANITORIAL SUPPLIES (FEB2024) FY23-24	100510	55505	\$6,290.84
	3/12/2024	GUARANTEED JANITORIAL SERVICE INC		JANITORIAL SUPPLIES (FEB2024) FY23-24	100620	52320	\$10,094.61
						CHECK TOTAL	\$19,348.00
11362	3/12/2024	HINDERLITER DE LLAMAS & ASSOCIATES		CONTRACT SVCS - SALES TAX JAN-MAR 2024	100210	54900	\$728.28
	3/12/2024	HINDERLITER DE LLAMAS & ASSOCIATES		CONTRACT SVCS - SALES TAX JAN-MAR 2024	100210	54010	\$900.00
						CHECK TOTAL	\$1,628.28
11363	3/12/2024	HOME DEPOT CREDIT SERVICES		MAINT GRNDS/BLDG FY23-24	100630	52320	\$109.04
	3/12/2024	HOME DEPOT CREDIT SERVICES		ROAD MAINT SUPPLIES FY23-24	100655	51250	\$150.68
	3/12/2024	HOME DEPOT CREDIT SERVICES		ROAD MAINT SUPPLIES FY23-24	100655	51250	\$108.50
						CHECK TOTAL	\$368.22
11364	3/12/2024	HR GREEN PACIFIC INC		JANUARY 2024_PLAN CHECKS	100	22109	\$38.00
	3/12/2024	HR GREEN PACIFIC INC		JANUARY 2024_PLAN CHECKS	100	22109	\$348.00
	3/12/2024	HR GREEN PACIFIC INC		JANUARY 2024_PLAN CHECKS	100	22109	\$893.00
	3/12/2024	HR GREEN PACIFIC INC		NOVEMBER 2023 PLAN CHECKS	100	22109	\$310.00
	3/12/2024	HR GREEN PACIFIC INC		NOVEMBER 2023 PLAN CHECKS	100	22109	\$353.50
						CHECK TOTAL	\$1,942.50
11365	3/12/2024	INTEGRUS LLC		RICOH COPY CHARGES - 1/19/24-2/18/24	100230	52100	\$512.49
						CHECK TOTAL	\$512.49

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11366	3/12/2024	JACKSON'S AUTO SUPPLY/NAPA		VEHICLE MAINT (LIC#1363853) FY23-24	502655	52312	\$57.20
	3/12/2024	JACKSON'S AUTO SUPPLY/NAPA		VEHICLE MAINTENANCE (LIC#1524113) FY23-24	502630	52312	\$315.59
	3/12/2024	JACKSON'S AUTO SUPPLY/NAPA		VEHICLE MAINT (SCISSOR LIFT LIC#1279080) FY23-24	502630	52312	\$153.55
CHECK TOTAL							\$526.34
11367	3/12/2024	JAMES EVENT PRODUCTION INC		DEPOSIT FOR CITY BIRTHDAY EVENT	100520	55300	\$20,000.00
CHECK TOTAL							\$20,000.00
11368	3/12/2024	JOE A GONSALVES & SON INC		STATE LOBBYIST - PROF SERVICES IN MARCH	100130	54900	\$2,500.00
CHECK TOTAL							\$2,500.00
11369	3/12/2024	KRZYSZTOF CHRIS BALASINSKI		YOUTH BASKETBALL OFFICIALS	100520	55305	\$4,536.00
CHECK TOTAL							\$4,536.00
11370	3/12/2024	LA PHILHARMONIC		COMMUNITY EXCURSION ADMISSION	100520	55300	\$533.00
CHECK TOTAL							\$533.00
11371	3/12/2024	LEWIS ENGRAVING INC		TILE PLATE FOR MISS DIAMOND BAR	100140	52140	\$26.84
CHECK TOTAL							\$26.84
11372	3/12/2024	LOS ANGELES COUNTY PUBLIC WORKS		SUMP PUMP MAINT SYCAMORE CYN PK (121823-011124)	100630	52320	\$1,641.91
CHECK TOTAL							\$1,641.91
11373	3/12/2024	METROLINK		METROLINK PASSES - FEBRUARY 2024	206650	55610	\$1,211.00
	3/12/2024	METROLINK		METROLINK PASSES - FEBRUARY 2024	206650	55620	\$4,844.00
CHECK TOTAL							\$6,055.00
11374	3/12/2024	MICHAEL BALLIET CONSULTING LLC		CONSULTING SERVICES - JANUARY 2024	250170	54900	\$4,397.50
CHECK TOTAL							\$4,397.50
11375	3/12/2024	MOBILE RELAY ASSOCIATES INC		REPEATER SERVICES FOR EMERGENCY PREPAREDNESS IN MAR	100350	52300	\$78.75
CHECK TOTAL							\$78.75
11376	3/12/2024	MULHOLLAND CONSULTING INC		CIP-STEEP CYN RD EROSION CNTRL - DEC 2023	301610	56105	\$9,709.23
	3/12/2024	MULHOLLAND CONSULTING INC		CIP-STEEP CYN RD EROSION CNTRL - 9/19/23-11/30/23	301610	56105	\$12,259.50

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	MULHOLLAND CONSULTING INC		CIP-STEEP CYN RD EROSION CNTRL - JAN 2024	301610	56105	\$2,919.60
						CHECK TOTAL	\$24,888.33
11377	3/12/2024	MYERS & SONS HI-WAY SAFETY INC		ROAD EQUIPMENT FY23-24	100655	51250	\$951.97
						CHECK TOTAL	\$951.97
11378	3/12/2024	NATIONAL TRENCH SAFETY INC		EQUIPMENT RENTAL (KRAIL 030524-040124) FY23-24	100655	52300	\$607.35
						CHECK TOTAL	\$607.35
11379	3/12/2024	NETWORK PARATRANSIT SYSTEMS INC		JAN 2024, FY2023-24 DIAMOND RIDE SR TRANS SVCS	206650	55560	\$21,393.30
						CHECK TOTAL	\$21,393.30
11380	3/12/2024	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		PRE-EMPLOYMENT PHYSICAL FEES	100220	52510	\$261.00
						CHECK TOTAL	\$261.00
11381	3/12/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - FEBRUARY 2024	100410	51200	\$29.08
	3/12/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - FEBRUARY 2024	100210	51200	\$49.74
	3/12/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - FEBRUARY 2024	100630	51200	\$71.79
	3/12/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - FEBRUARY 2024	100510	51200	\$205.61
	3/12/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - FEBRUARY 2024	100140	51200	\$1,157.49
						CHECK TOTAL	\$1,513.71
11382	3/12/2024	ONE TIME PAY VENDOR	ADOLFO LOEVANO	FACILITY REFUND	100	20202	\$500.00
						CHECK TOTAL	\$500.00
11383	3/12/2024	ONE TIME PAY VENDOR	ANNIE KIM	FACILITY REFUND	100	20202	\$200.00
						CHECK TOTAL	\$200.00
11384	3/12/2024	ONE TIME PAY VENDOR	BRIANA WANG	FACILITY DEPOSIT REFUND	100	20202	\$200.00
						CHECK TOTAL	\$200.00
11385	3/12/2024	ONE TIME PAY VENDOR	CATHERINE WHITEHOUSE	FACILITY REFUND	100	20202	\$800.00
						CHECK TOTAL	\$800.00
11386	3/12/2024	ONE TIME PAY VENDOR	CORY REANO	FACILITY DEPOSIT REFUND	100	20202	\$200.00
						CHECK TOTAL	\$200.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11387	3/12/2024	ONE TIME PAY VENDOR	ELIZABETH LONDON	FACILITY DEPOSIT REFUND	100	20202	\$700.00
						CHECK TOTAL	\$700.00
11388	3/12/2024	ONE TIME PAY VENDOR	HANA DAO	RECREATION PROGRAM REFUND	100	20202	\$274.00
						CHECK TOTAL	\$274.00
11389	3/12/2024	ONE TIME PAY VENDOR	LIBERATO SALCIDO	FACILITY REFUND	100	20202	\$1,250.00
						CHECK TOTAL	\$1,250.00
11390	3/12/2024	ONE TIME PAY VENDOR	MUSIC TEACHERS ASSOCIATION OF CALIFORNIA	FACILITY REFUND	100	20202	\$200.00
						CHECK TOTAL	\$200.00
11391	3/12/2024	ONE TIME PAY VENDOR	TRINA PINERA	RECREATION PROGRAM REFUND	100	20202	\$21.00
						CHECK TOTAL	\$21.00
11392	3/12/2024	ONE TIME PAY VENDOR	ARMINE DAVTIAN	FACILITY REFUND	100	20202	\$500.00
						CHECK TOTAL	\$500.00
11393	3/12/2024	PAPER RECYCLING & SHREDDING		CITY HALL 2 CONSOLES FEBRUARY SERVICE	250170	55000	\$105.00
						CHECK TOTAL	\$105.00
11394	3/12/2024	PARKWOOD LANDSCAPE MAINTENANCE INC		LANDSCAPE MAINTENANCE (DBC/PARKS FEB2024)FY23-24	100510	55505	\$3,014.61
	3/12/2024	PARKWOOD LANDSCAPE MAINTENANCE INC		LANDSCAPE MAINTENANCE (DBC/PARKS FEB2024)FY23-24	100630	55505	\$31,193.12
						CHECK TOTAL	\$34,207.73
11395	3/12/2024	PROTECTION ONE INC		ALARM MONITORING (DBC 030124- 053124) FY23-24	100510	52310	\$203.22
						CHECK TOTAL	\$203.22
11396	3/12/2024	PROTECTION ONE INC		ALARM MONITORING(CITYHALL 032924- 042824) FY23-24	100620	52320	\$41.74
						CHECK TOTAL	\$41.74
11397	3/12/2024	PUENTE HILLS FORD LLC		VEHICLE MAINT (LIC#147074) Y 23-24	502655	52312	\$257.64
						CHECK TOTAL	\$257.64
11398	3/12/2024	PYRO COMM SYSTEMS INC		SERVICE CALL 022924 (DBC) FY23-24	100510	52310	\$187.50
						CHECK TOTAL	\$187.50

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11399	3/12/2024	RAYMOND TARAZON		MAINT REPAIR (REAGAN PARK) FY23-24	100630	52320	\$1,500.00
						CHECK TOTAL	\$1,500.00
11400	3/12/2024	REINBERGER CORPORATION		BUSINESS CARDS	100140	52110	\$951.56
						CHECK TOTAL	\$951.56
11401	3/12/2024	SAN GABRIEL VALLEY ECONOMIC PARTNER		ECONOMIC DEVELOPMENT MEMBERSHIP	100150	52400	\$5,250.00
						CHECK TOTAL	\$5,250.00
11402	3/12/2024	SC FUELS		FLEET VEHICLE FUEL (020124-021524) FY23-24	502620	52330	\$276.39
	3/12/2024	SC FUELS		FLEET VEHICLE FUEL (020124-021524) FY23-24	502630	52330	\$617.92
	3/12/2024	SC FUELS		FLEET VEHICLE FUEL (020124-021524) FY23-24	502655	52330	\$1,031.08
	3/12/2024	SC FUELS		FLEET VEHICLE FUEL (021624-022924) FY23-24	502620	52330	\$351.54
	3/12/2024	SC FUELS		FLEET VEHICLE FUEL (021624-022924) FY23-24	502630	52330	\$498.86
	3/12/2024	SC FUELS		FLEET VEHICLE FUEL (021624-022924) FY23-24	502655	52330	\$529.56
						CHECK TOTAL	\$3,305.35
11403	3/12/2024	SCI CONSULTING GROUP		PS- ENGR ASSESSMENT - LLAD #38, #39 & #41	239639	54900	\$2,904.22
	3/12/2024	SCI CONSULTING GROUP		PS- ENGR ASSESSMENT - LLAD #38, #39 & #41	241641	54900	\$2,904.22
	3/12/2024	SCI CONSULTING GROUP		PS- ENGR ASSESSMENT - LLAD #38, #39 & #41	238638	54900	\$2,904.23
						CHECK TOTAL	\$8,712.67
11404	3/12/2024	SIMPSON ADVERTISING INC		DESIGN OF MARCH 2024 CITY NEWSLETTER-6P	100240	54900	\$2,275.00
						CHECK TOTAL	\$2,275.00
11405	3/12/2024	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT		EQUIP PERMIT RENEWAL FEE (DBC DIESEL GEN) FY23-24	100510	52310	\$504.91
	3/12/2024	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT		EMISSION FEE (DBC) FY23-24	100510	52310	\$160.35
						CHECK TOTAL	\$665.26
11406	3/12/2024	SPECTRUM BUSINESS		SUMMARY BILL. - CABLE TV/INTERNET - FEB 2024	100230	54030	\$1,727.81

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	SPECTRUM BUSINESS		INTERNET SERVICE/HERITAGE PARK - MAR 2024	100230	54030	\$283.93
						CHECK TOTAL	\$2,011.74
11407	3/12/2024	SSN & S INC		VEHICLE MAINTENANCE (LIC#1524113) FY23-24	502630	52312	\$68.40
						CHECK TOTAL	\$68.40
11408	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	225	21107	\$0.82
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	203	21107	\$1.99
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	204	21107	\$1.99
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	239	21107	\$2.44
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	241	21107	\$2.44
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	225	21113	\$2.76
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	238	21107	\$3.40
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	203	21113	\$4.21
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	204	21113	\$4.21
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	239	21113	\$8.61
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	241	21113	\$8.61
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	206	21107	\$11.48
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	207	21107	\$12.72
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	238	21113	\$13.29
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	201	21113	\$21.83
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	201	21107	\$27.30

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	207	21113	\$39.32
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	250	21113	\$43.32
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	206	21113	\$48.86
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	250	21107	\$51.43
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	100	21107	\$1,612.45
	3/12/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM MAR 2024	100	21113	\$2,173.15
						CHECK TOTAL	\$4,096.63
11409	3/12/2024	STAY GREEN INC		LANDSCAPE MAINTENANCE (CITYHALL MAR2024) FY23-24	100620	52320	\$1,172.00
						CHECK TOTAL	\$1,172.00
11410	3/12/2024	THE ARTINA GROUP		W2 & 1095C TAX FORMS FOR 2023	100210	52110	\$489.78
						CHECK TOTAL	\$489.78
11411	3/12/2024	THE KNOT WORLDWIDE INC		WEDDING WIRE DBC ONLINE PAYMENT 3	100510	52160	\$3,744.00
						CHECK TOTAL	\$3,744.00
11412	3/12/2024	TORTI GALLAS AND PARTNERS INC		TOWN CENTER SPECIFIC PLAN-JAN 2024	103410	54900	\$11,356.25
						CHECK TOTAL	\$11,356.25
11413	3/12/2024	TRANE SERVICE GROUP INC		MECH & BAS PREV MAINT (CITYHALL-JAN SRVS) FY23-24	100620	52320	\$4,366.95
	3/12/2024	TRANE SERVICE GROUP INC		AC REPLACEMENT&AIR QUALITY UPGRADES (DBC) FY23-24	301630	56104	\$62,000.00
						CHECK TOTAL	\$66,366.95
11414	3/12/2024	TRIANGLE SPORTS INC		YOUTH BASKETBALL MEDALS	100520	51200	\$919.80
						CHECK TOTAL	\$919.80
11415	3/12/2024	TUCKER TIRE COMPANY INC		VEHICLE MAINTENANCE (LIC#1479593) FY23-24	502655	52312	\$680.30
						CHECK TOTAL	\$680.30
11416	3/12/2024	ULINE INC		BEV RECY/20898 MISSIONARY	254180	56116	\$49.31

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	ULINE INC		SUPPLIES FOR CITY BIRTHDAY	100520	51200	\$793.95
	3/12/2024	ULINE INC		DBC SUPPLIES - GLOVES FOR STAFF	100510	51200	\$271.76
						CHECK TOTAL	\$1,115.02
11417	3/12/2024	UNDERGROUND SERVICE ALERT OF SO CA		CA STATE FEE - DIGALERT - MAR 2024	100610	54900	\$55.42
	3/12/2024	UNDERGROUND SERVICE ALERT OF SO CA		DIGALERT - MONTHLY SERVICE - FEB 2024	100610	54900	\$368.75
						CHECK TOTAL	\$424.17
11418	3/12/2024	US BANK		CALCARD STATEMENT - FEBRUARY 2024	999	28100	\$26,181.93
						CHECK TOTAL	\$26,181.93
11419	3/12/2024	VERIZON WIRELESS		WIRELESS PHONE SERVICE - 1/17/24-2/16/24	100230	52200	\$2,159.53
						CHECK TOTAL	\$2,159.53
11420	3/12/2024	VERMONT SYSTEMS INC		RECTRAC UPGRADE ASSISTANCE	100230	52314	\$175.00
						CHECK TOTAL	\$175.00
11421	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	225	21108	\$1.90
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	203	21108	\$3.22
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	204	21108	\$3.22
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	239	21108	\$7.33
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	241	21108	\$7.33
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	238	21108	\$12.29
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	201	21108	\$16.09
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	207	21108	\$40.12
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	206	21108	\$50.57
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	250	21108	\$83.21

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/12/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM MARCH 2024	100	21108	\$1,884.16
						CHECK TOTAL	\$2,109.44
11422	3/12/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (CITYHALL) FY23-24	100620	51200	\$66.66
	3/12/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC) FY23-24	100510	51210	\$173.20
	3/12/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (HERITAGE PARK) FY23-24	100630	51200	\$312.70
						CHECK TOTAL	\$552.56
11423	3/12/2024	WEST COAST ARBORISTS INC		D38 (20948 MOONLAKE ST) FY23-24	238638	55522	\$1,550.40
	3/12/2024	WEST COAST ARBORISTS INC		TREE MAINTENANCE (020124-021524) FY23-24	100645	55522	\$2,217.30
	3/12/2024	WEST COAST ARBORISTS INC		TREE MAINT (021624-022924) FY23-24	100645	55522	\$581.40
						CHECK TOTAL	\$4,349.10
11424	3/12/2024	WILLDAN GEOTECHNICAL		PR2019-0644 GEOTECHNICAL REVIEW	100	22109	\$840.00
	3/12/2024	WILLDAN GEOTECHNICAL		PR2023-2105 GEOTECHNICAL REVIEW	100	22109	\$1,470.00
	3/12/2024	WILLDAN GEOTECHNICAL		PR2022-1942 GEOTECHNICAL REVIEW	100	22109	\$420.00
	3/12/2024	WILLDAN GEOTECHNICAL		PR2020-1178 GEOTECHNICAL REVIEW	100	22109	\$420.00
						CHECK TOTAL	\$3,150.00
11425	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$1,320.00
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$3,484.80
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$52.80
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$132.00
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$1,291.47
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$1,790.70
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100	22107	\$26.40
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100	22107	\$184.80

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11426	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100	22107	\$1,504.80
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100	22107	\$1,557.60
	3/12/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - JANUARY 2024	100120	54020	\$6,520.80
	CHECK TOTAL						\$17,866.17
	3/12/2024	YUNEX LLC		TS MAINTENANCE/CALL-OUTS - JAN 2024	207650	55536	\$5,409.34
	3/12/2024	YUNEX LLC		TS MAINT/BBS INSPECTION - JAN 2024	207650	55536	\$8,180.00
	3/12/2024	YUNEX LLC		TS MAINT/TC @ GLDN SPRGS/HIGH KNOB - 1/24/24	100655	55536	\$7,029.54
	3/12/2024	YUNEX LLC		TS MAINTENANCE - AUG 2023	207650	55536	\$5,540.00
	3/12/2024	YUNEX LLC		TS MAINT - FURNISH/INSTALL VDS MONITORS (4)	207650	55536	\$3,400.00
	CHECK TOTAL						\$29,558.88
GRAND TOTAL						\$767,065.72	

Agenda #: 5.3
Meeting Date: March 19, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **TREASURER'S STATEMENT.**
STRATEGIC
GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Approve the February 2024 Treasurer's Statement.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

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

PREPARED BY:



Jason Jacobsen, Finance Director

3/19/2024

REVIEWED BY:A handwritten signature in black ink that reads "Jason Jacobsen". The signature is written in a cursive, flowing style.

Jason Jacobsen, Finance Director

3/13/2024

Attachments:

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

**CITY OF DIAMOND BAR - CITY TREASURER'S REPORT
AS OF FEBRUARY 29, 2024**

CASH & INVESTMENT BALANCES

Cash Funds

General Account	\$2,164,755.48	
Payroll Account	\$0.00	
Change Fund - General Fund	\$600.00	
Petty Cash Account	\$500.00	
Cash With Fiscal Agent (US Bank 2021 Bonds)	<u>\$1,532.35</u>	
Total Cash Funds		<u>\$2,167,387.83</u>

City & LAIF Invested Funds (Book Value):

Local Agency Investment Fund	\$2,079,076.35	
City-Managed Fixed-Income Securities (0-5 year maturity)	<u>\$71,790,499.07</u>	
Total Investment Funds (Book Value)		<u>\$73,869,575.42</u>

Fiscal Year-To-Date Effective Rate of Return (City Funds & LAIF) 3.74% (8 months)

Fiscal YTD Interest Earnings (City Funds & LAIF) \$1,744,772.93 (8 months)

FY 2023-24 Budgeted Investment Earnings (City Funds & LAIF) \$987,450.00 (12 months)

Invested Funds With OPEB Trust (Managed by CalPERS/State Street)

Historical rate of return as of 9/30/2023 (since 2016, 7.25 yrs)	1.51%	
OPEB Trust Fiscal Year-To-Date Unrealized Gain/(Loss)	\$32,344.16 (8 months)	
		<u>\$765,780.61</u>

GRAND TOTAL - CASH & INVESTMENTS

\$76,802,743.86

CITY OF DIAMOND BAR
INVESTMENT PORTFOLIO SUMMARY REPORT
February 29, 2024

INVESTMENTS	BOOK VALUE	PERCENT OF PORTFOLIO	TERM	DAYS TO MATURITY	YIELD TO MATURITY
Federal Credit Union CD	\$11,172,000.00	15.12%	1,393	997	4.098%
Local Agency Investment Fund	\$2,079,076.35	2.81%	1	1	4.122%
Corporate Notes	\$456,032.56	0.62%	1,638	1,208	5.000%
Federal Agency Coupon Securities	\$11,265,529.70	15.25%	1,224	746	4.259%
Federal Agency Discount-Amortizing	\$3,186,265.00	4.31%	193	146	5.127%
Treasury Coupon Securities	\$11,972,141.33	16.21%	1,116	456	2.664%
Federal Agency Callable	\$8,499,178.86	11.51%	1,633	607	2.447%
Certificates of Deposit-Banks	\$3,958,960.99	5.36%	1,523	553	2.146%
Municipal Bonds	\$2,029,340.57	2.75%	1,565	927	3.680%
Money Market Fund	\$19,251,050.06	26.06%	1	1	5.250%
Total Investments and Averages	\$73,869,575.42	100.00%	909	477	3.935%

	MONTH ENDING	FISCAL YEAR-TO-DATE
	February 29, 2024	2023-2024
TOTAL INTEREST EARNED	\$227,497.81	\$1,744,772.93

Daniel Fox
City Treasurer

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



City of Diamond Bar
Portfolio Management
Portfolio Summary
February 29, 2024

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C
Federal Credit Union CD	11,172,000.00	11,106,725.46	11,172,000.00	15.12	1,393	997	4.098
Local Agency Investment Funds	2,079,076.35	2,047,533.64	2,079,076.35	2.81	1	1	4.122
Corporate Notes	500,000.00	456,032.56	456,032.56	0.62	1,638	1,208	5.000
Federal Agency Coupon Securities	11,250,000.00	11,286,395.92	11,265,529.70	15.25	1,224	746	4.259
Federal Agency Disc. -Amortizing	3,250,000.00	3,186,265.00	3,186,265.00	4.31	193	146	5.127
Treasury Coupon Securities	12,000,000.00	11,766,107.18	11,972,141.33	16.21	1,116	456	2.664
Federal Agency Callable	8,500,000.00	8,141,581.00	8,499,178.86	11.51	1,633	607	2.447
Certificate of Deposit	3,959,000.00	3,816,685.23	3,958,960.99	5.36	1,523	553	2.146
Municipal Bonds	2,145,000.00	1,994,644.42	2,029,340.57	2.75	1,565	927	3.680
Money Market Fund	19,251,050.06	19,251,050.06	19,251,050.06	26.06	1	1	5.250
Investments	74,106,126.41	73,053,020.47	73,869,575.42	100.00%	909	477	3.935

Total Earnings	February 29 Month Ending	Fiscal Year To Date
Current Year	227,497.81	1,744,772.93
Average Daily Balance	73,585,713.41	69,841,888.20
Effective Rate of Return	3.89%	3.74%

March 13, 2024

Jason M. Jacobsen, Finance Director

Reporting period 02/01/2024-02/29/2024

Run Date: 03/13/2024 - 14:34

Portfolio POOL
AP
PM (PRF_PM1) 7.3.0
Report Ver 7.3.6.1

**City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
February 29, 2024**

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Days to Term Maturity	YTM/C	Maturity Date
Federal Credit Union CD											
03784JTK0	10443	Apple Bank For Savings		07/22/2022	248,000.00	248,000.00	248,000.00	3.200	731	143	07/22/2024
07181JAG9	10444	Baxter Credit Union		07/22/2022	248,000.00	248,000.00	248,000.00	3.150	731	143	07/22/2024
917352AA4	10454	Utah Community Fed Cr Union		07/27/2022	248,000.00	248,000.00	248,000.00	3.150	730	147	07/26/2024
00224TAL0	10528	A+ FEDERAL CU		01/27/2023	249,000.00	249,000.00	249,000.00	4.700	731	332	01/27/2025
02589ACS9	10419	American Express Bank		05/18/2022	246,000.00	244,052.66	246,000.00	3.100	1,097	444	05/19/2025
90352RCM5	10424	US ALLIANCE FED CREDIT UNION		05/31/2022	249,000.00	246,987.08	249,000.00	3.100	1,095	455	05/30/2025
130162BL3	10621	CALIFORNIA CREDIT UNION		12/28/2023	243,000.00	243,000.00	243,000.00	5.100	550	486	06/30/2025
795451BQ5	10461	Sallie Mae Bank		07/06/2022	248,000.00	248,000.00	248,000.00	3.400	1,097	493	07/07/2025
37424PAG9	10570	GESA CREDIT UNION		07/31/2023	248,000.00	248,000.00	248,000.00	5.500	731	517	07/31/2025
20825WBC3	10474	Connexus CU		08/26/2022	248,000.00	248,000.00	248,000.00	3.500	1,096	543	08/26/2025
90353EBC6	10550	USF FCU		03/15/2023	249,000.00	249,000.00	249,000.00	5.050	915	563	09/15/2025
914242AA0	10492	UNIVERSITY CREDIT UNION		09/26/2022	249,000.00	249,000.00	249,000.00	4.000	1,096	574	09/26/2025
16863LAE5	10502	CHIEF FINANCIAL FCU		10/12/2022	249,000.00	249,000.00	249,000.00	4.600	1,098	592	10/14/2025
92348DAA7	10500	VERIDIAN CU		10/24/2022	249,000.00	249,000.00	249,000.00	4.500	1,096	602	10/24/2025
20367GBD0	10440	Community Commerce Bank		07/27/2022	248,000.00	248,000.00	248,000.00	3.050	1,280	697	01/27/2026
530520AC9	10530	LIBERTY FIRST CU		01/27/2023	249,000.00	249,000.00	249,000.00	4.500	1,096	697	01/27/2026
19123RAA0	10529	COCA-COLA FCU		01/31/2023	249,000.00	249,000.00	249,000.00	4.600	1,098	703	02/02/2026
39573LAV0	10255	GREENSTATE CREDIT UNION		02/26/2021	248,000.00	224,875.74	248,000.00	0.650	1,826	727	02/26/2026
59524LAA4	10549	MID CAROLINA CU		03/13/2023	249,000.00	249,000.00	249,000.00	4.850	1,096	742	03/13/2026
87868YAL7	10551	TECHNOLOGY CU		03/23/2023	249,000.00	249,000.00	249,000.00	5.000	1,096	752	03/23/2026
722000AC0	10575	PIMA FEDERAL CREDIT		08/17/2023	248,000.00	248,000.00	248,000.00	5.300	1,096	899	08/17/2026
42228LAH4	10496	HEALTHCARE SYSTEMS FCU		09/21/2022	249,000.00	249,000.00	249,000.00	3.600	1,461	934	09/21/2026
91823MBE4	10499	VCC BANK		10/14/2022	249,000.00	249,000.00	249,000.00	4.250	1,461	957	10/14/2026
50625LBR3	10606	LAFAYETTE FCU		11/30/2023	248,000.00	248,000.00	248,000.00	5.250	1,096	1,004	11/30/2026
06251A3K4	10402	America's Credit Union		12/16/2021	248,000.00	227,139.23	248,000.00	1.350	1,826	1,020	12/16/2026
58404DUA7	10622	Medallion Bank		12/29/2023	248,000.00	248,000.00	248,000.00	4.500	1,096	1,033	12/29/2026
856285E98	10410	State Bank of India		01/31/2022	248,000.00	230,670.75	248,000.00	1.750	1,827	1,067	02/01/2027
89235MNT4	10442	Toyota Financial SGS Bank		07/22/2022	248,000.00	248,000.00	248,000.00	3.400	1,826	1,238	07/22/2027
14042THZ3	10453	Capital One Bank USA		07/27/2022	248,000.00	248,000.00	248,000.00	3.500	1,826	1,243	07/27/2027
55026MAE5	10487	LUMINATE BANK		09/15/2022	249,000.00	249,000.00	249,000.00	3.400	1,826	1,293	09/15/2027
052392BT3	10495	AUSTIN TELCO FCU		09/21/2022	249,000.00	249,000.00	249,000.00	3.800	1,826	1,299	09/21/2027
472207AE9	10491	JEANNE D'ARC CREDIT UNION		09/30/2022	249,000.00	249,000.00	249,000.00	3.800	1,826	1,308	09/30/2027
06543PDA0	10494	BANK OF THE VALLEY NE		09/30/2022	249,000.00	249,000.00	249,000.00	4.100	1,826	1,308	09/30/2027
42869GAB2	10639	Hickam		01/31/2024	249,000.00	249,000.00	249,000.00	4.150	1,461	1,431	01/31/2028
011852AE0	10547	Alaska USA FCU		03/08/2023	249,000.00	249,000.00	249,000.00	4.600	1,827	1,468	03/08/2028
89854LAD5	10564	TTCU FED CU		07/26/2023	248,000.00	248,000.00	248,000.00	5.000	1,827	1,608	07/26/2028

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Days to Term Maturity	YTM/C	Maturity Date
Federal Credit Union CD											
534574AC2	10571	LINCOLN PARK COMMUNITY BANK		08/28/2023	248,000.00	248,000.00	248,000.00	5.000	1,827	1,641	5.000 08/28/2028
72221MAA1	10578	PINAL COUNTY FED CU		09/08/2023	248,000.00	248,000.00	248,000.00	5.700	1,827	1,652	5.700 09/08/2028
291916AG9	10596	Empower FED Credit Union		10/23/2023	248,000.00	248,000.00	248,000.00	5.100	1,827	1,697	5.100 10/23/2028
91739JAD7	10589	UTAH FIRST CD		10/30/2023	248,000.00	248,000.00	248,000.00	5.100	1,827	1,704	5.100 10/30/2028
98138MCA6	10590	WORKERS FCU		10/30/2023	248,000.00	248,000.00	248,000.00	5.200	1,827	1,704	5.200 10/30/2028
89839KAD7	10604	TRUSTSTAR BANK		11/22/2023	248,000.00	248,000.00	248,000.00	4.750	1,827	1,727	4.750 11/22/2028
77357DAB4	10607	ROCKLAND FCU		11/30/2023	248,000.00	248,000.00	248,000.00	5.000	1,827	1,735	5.000 11/30/2028
949764JY1	10617	Wells Fargo		12/27/2023	248,000.00	248,000.00	248,000.00	4.100	1,827	1,762	4.100 12/27/2028
17783PAK7	10625	City Federal Credit Union		01/18/2024	249,000.00	249,000.00	249,000.00	4.000	1,827	1,784	4.000 01/18/2029
Subtotal and Average			11,172,000.00		11,172,000.00	11,106,725.46	11,172,000.00		1,393	997	4.098
Local Agency Investment Funds											
LAIF	10028	Local Agency Investment Fund			2,079,076.35	2,047,533.64	2,079,076.35	4.122	1	1	4.122
Subtotal and Average			2,079,076.35		2,079,076.35	2,047,533.64	2,079,076.35		1	1	4.122
Corporate Notes											
06048WR36	10515	Bank of America Corp.		12/27/2022	500,000.00	456,032.56	456,032.56	2.000	1,638	1,208	5.000 06/22/2027
Subtotal and Average			455,480.08		500,000.00	456,032.56	456,032.56		1,638	1,208	5.000
Federal Agency Coupon Securities											
3133ENMZ0	10624	Federal Farm Credit Bank		12/21/2023	500,000.00	498,155.29	498,155.29	1.200	104	33	5.400 04/03/2024
3130ASDS5	10460	Federal Home Loan Bank		07/08/2022	1,000,000.00	998,904.15	998,904.15	2.750	721	119	3.099 06/28/2024
3130AT6G7	10483	Federal Home Loan Bank		09/22/2022	750,000.00	747,709.37	747,709.37	3.500	722	196	4.100 09/13/2024
3130ATVD6	10533	Federal Home Loan Bank		02/22/2023	750,000.00	749,300.79	749,300.79	4.875	569	196	5.058 09/13/2024
3133EPBH7	10543	Federal Farm Credit Bank		03/01/2023	500,000.00	499,132.39	499,132.39	4.750	723	357	4.939 02/21/2025
3133ENZG8	10458	Federal Farm Credit Bank		07/11/2022	500,000.00	501,224.98	501,224.98	3.375	1,075	476	3.176 06/20/2025
313373B68	10537	Federal Home Loan Bank		02/27/2023	500,000.00	497,701.81	497,701.81	4.375	1,110	742	4.619 03/13/2026
3130ASJ59	10447	Federal Home Loan Bank		07/18/2022	1,000,000.00	1,004,970.44	1,004,970.44	3.375	1,425	833	3.141 06/12/2026
3133EPQC2	10572	Federal Farm Credit Bank		08/02/2023	1,000,000.00	999,196.24	999,196.24	4.625	1,080	868	4.661 07/17/2026
45818WED4	10498	INTER-AMERICAN DEV. BANK		09/13/2022	500,000.00	491,760.12	491,760.12	2.980	1,731	1,196	3.902 06/10/2027
3130ASGU7	10432	Federal Home Loan Bank		06/16/2022	1,000,000.00	1,020,268.00	999,401.78	3.500	1,821	1,197	3.520 06/11/2027
3130AXMQ8	10588	Federal Home Loan Bank		10/30/2023	1,000,000.00	1,000,000.00	1,000,000.00	5.600	1,460	242	5.600 10/29/2027
3133EPCG8	10545	Federal Farm Credit Bank		03/01/2023	1,000,000.00	995,271.05	995,271.05	4.125	1,736	1,370	4.267 12/01/2027
3130AWMN7	10563	Federal Home Loan Bank		07/21/2023	500,000.00	503,796.88	503,796.88	4.375	1,785	1,561	4.177 06/09/2028
17325FBB3	10631	CITIBANK		01/30/2024	750,000.00	779,004.41	779,004.41	5.803	1,704	1,673	4.847 09/29/2028

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Days to Term Maturity	YTM/C	Maturity Date
Subtotal and Average			13,471,205.61		11,250,000.00	11,286,395.92	11,265,529.70		1,224 746	4.259	
Federal Agency Disc. -Amortizing											
313384UE7	10610	Federal Home Loan Bank		12/11/2023	1,000,000.00	998,405.00	998,405.00	5.220	92 11	5.364	03/12/2024
313384A58	10626	Federal Home Loan Bank		01/29/2024	750,000.00	734,054.58	734,054.58	4.970	186 154	5.169	08/02/2024
313384J75	10627	Federal Home Loan Bank		01/29/2024	750,000.00	728,114.58	728,114.58	4.775	252 220	4.975	10/07/2024
313384N39	10628	Federal Home Loan Bank		01/29/2024	750,000.00	725,690.84	725,690.84	4.705	280 248	4.910	11/04/2024
Subtotal and Average			3,180,020.42		3,250,000.00	3,186,265.00	3,186,265.00		193 146	5.127	
Treasury Coupon Securities											
912828WJ5	10417	U.S. Treasury		04/25/2022	2,000,000.00	1,983,672.00	1,999,126.17	2.500	751 75	2.720	05/15/2024
9128286Z8	10435	U.S. Treasury		06/14/2022	1,000,000.00	976,875.00	995,317.73	1.750	747 121	3.222	06/30/2024
912828Y87	10434	U.S. Treasury		06/08/2022	1,000,000.00	975,742.00	996,061.86	1.750	784 152	2.730	07/31/2024
91282CED9	10415	U.S. Treasury		03/22/2022	3,000,000.00	2,903,439.00	2,983,849.43	1.750	1,089 379	2.290	03/15/2025
91282CEU1	10459	U.S. Treasury		07/08/2022	1,000,000.00	997,839.51	997,839.51	2.875	1,073 471	3.051	06/15/2025
9128285C0	10456	U.S. Treasury		07/11/2022	1,000,000.00	997,621.34	997,621.34	3.000	1,177 578	3.158	09/30/2025
9128285J5	10445	U.S. Treasury		07/18/2022	1,000,000.00	998,019.23	998,019.23	3.000	1,201 609	3.125	10/31/2025
91282CDQ1	10403	U.S. Treasury		01/04/2022	1,000,000.00	925,664.00	997,070.96	1.250	1,822 1,035	1.357	12/31/2026
91282CEW7	10436	U.S. Treasury		07/14/2022	1,000,000.00	1,007,235.10	1,007,235.10	3.250	1,812 1,216	3.014	06/30/2027
Subtotal and Average			11,970,353.46		12,000,000.00	11,766,107.18	11,972,141.33		1,116 456	2.664	
Federal Agency Callable											
3134GXYM0	10433	Federal Home Loan Mtg Corp		06/28/2022	750,000.00	749,124.00	749,475.94	3.125	731 27	3.349	06/28/2024
3134GYE57	10527	Federal Home Loan Mtg Corp		01/26/2023	500,000.00	500,000.00	500,000.00	5.020	547 56	5.020	07/26/2024
3133EMVS8	10259	Federal Farm Credit Bank		04/14/2021	500,000.00	468,659.00	500,000.00	0.690	1,461 409	0.690	04/14/2025
3130AL7M0	10254	Federal Home Loan Bank		02/24/2021	500,000.00	460,993.50	499,702.92	0.625	1,826 84	0.668	02/24/2026
3133EMSH6	10258	Federal Farm Credit Bank		03/03/2021	500,000.00	463,515.50	500,000.00	0.790	1,826 732	0.790	03/03/2026
3133ENKG4	10397	Federal Farm Credit Bank		01/11/2022	1,000,000.00	933,642.00	1,000,000.00	1.470	1,826 1,046	1.470	01/11/2027
3133ENMA5	10405	Federal Farm Credit Bank		01/26/2022	1,500,000.00	1,417,582.50	1,500,000.00	1.840	1,826 1,061	1.840	01/26/2027
3130AQKJ1	10406	Federal Home Loan Bank		01/28/2022	1,500,000.00	1,398,064.50	1,500,000.00	1.700	1,826 58	1.700	01/28/2027
3133ENH52	10475	Federal Farm Credit Bank		08/23/2022	500,000.00	500,000.00	500,000.00	4.030	1,826 1,270	4.030	08/23/2027
3130AUDL5	10513	Federal Home Loan Bank		12/30/2022	750,000.00	750,000.00	750,000.00	4.550	1,826 304	4.550	12/30/2027
3010B07G8	10641	Federal Home Loan Bank		02/26/2024	500,000.00	500,000.00	500,000.00	5.000	1,827 1,823	5.000	02/26/2029
Subtotal and Average			8,826,691.79		8,500,000.00	8,141,581.00	8,499,178.86		1,633 607	2.447	

**City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Days to Term Maturity	YTM/C	Maturity Date
Certificate of Deposit											
246399AB5	10451	Deleware Police Fed Credit Uni		07/20/2022	246,000.00	245,960.99	245,960.99	3.000	618	28	3.210 03/29/2024
61760AZR3	10226	Morgan Stanley Bank		05/02/2019	246,000.00	243,893.01	246,000.00	2.750	1,827	62	2.753 05/02/2024
29278TKJ8	10230	EnerBank USA		08/07/2019	247,000.00	241,213.04	247,000.00	2.150	1,827	159	2.152 08/07/2024
75472RAE1	10233	Raymond James Bank NA		08/23/2019	247,000.00	240,310.01	247,000.00	2.000	1,827	175	2.002 08/23/2024
14042RRH6	10429	Capital One Bank		05/18/2022	248,000.00	246,036.83	248,000.00	3.100	1,097	444	3.100 05/19/2025
87165GR79	10430	Synchrony Bank		05/20/2022	248,000.00	246,033.11	248,000.00	3.100	1,096	445	3.100 05/20/2025
48128UDS5	10250	JP Morgan Chase		05/28/2020	248,000.00	231,727.23	248,000.00	1.000	1,826	88	1.001 05/28/2025
254673F68	10431	Discover Bank		06/01/2022	246,000.00	244,005.19	246,000.00	3.100	1,097	458	3.100 06/02/2025
59001PAS8	10457	Meritrust Fed CU		07/08/2022	248,000.00	248,000.00	248,000.00	3.350	1,096	494	3.350 07/08/2025
066519QK8	10256	BANK UNITED NA		03/05/2021	248,000.00	224,768.35	248,000.00	0.650	1,826	734	0.000 03/05/2026
70320KAX9	10257	Pathfinder Bank		03/11/2021	249,000.00	225,981.94	249,000.00	0.700	1,826	740	0.000 03/11/2026
70962LBH4	10414	Pentagon Federal Credit Union		03/22/2022	248,000.00	234,447.30	248,000.00	1.800	1,462	752	1.800 03/23/2026
38149MZJ5	10260	Goldman Sachs Bank		09/08/2021	248,000.00	225,703.81	248,000.00	1.050	1,826	921	1.051 09/08/2026
90348JS92	10261	UBS Bank USA		09/09/2021	248,000.00	224,604.42	248,000.00	0.950	1,826	922	0.000 09/09/2026
23288UAA5	10555	Cy Fair FCU		05/19/2023	249,000.00	249,000.00	249,000.00	4.350	1,461	1,174	4.355 05/19/2027
88413QDM7	10455	Third Fed Savings & Loan		07/27/2022	245,000.00	245,000.00	245,000.00	3.400	1,826	1,243	3.402 07/27/2027
Subtotal and Average			3,958,941.49		3,959,000.00	3,816,685.23	3,958,960.99		1,523	553	2.146
Municipal Bonds											
13032UXL7	10252	CALIF STATE HLTH FACS AUTH		11/04/2020	200,000.00	189,923.60	200,000.00	0.752	1,305	92	0.752 06/01/2024
13077DMK5	10251	California St Univ Rev-Bond		09/17/2020	100,000.00	93,759.00	100,000.00	0.685	1,506	245	0.685 11/01/2024
13032UXM5	10253	CALIF STATE HLTH FACS AUTH		11/04/2020	250,000.00	231,621.25	250,000.00	0.952	1,670	457	0.952 06/01/2025
54438CYL0	10523	LOS ANGELES CA CMNTY CLG DIST		01/05/2023	365,000.00	336,669.90	336,669.90	1.174	1,304	883	4.700 08/01/2026
738850TA4	10522	POWAY UNIFIED SCHOOL DIST		01/04/2023	1,230,000.00	1,142,670.67	1,142,670.67	2.414	1,670	1,248	4.750 08/01/2027
Subtotal and Average			2,027,790.70		2,145,000.00	1,994,644.42	2,029,340.57		1,565	927	3.680
Wells Fargo Sweep Account											
SWEEP	10036	Wells Fargo		07/01/2012	0.00	0.00	0.00	0.010	1	1	0.010
Subtotal and Average			0.00		0.00	0.00	0.00		0	0	0.000
Money Market Fund											
857492888	10562	State Street Advisors		05/31/2023	19,251,050.06	19,251,050.06	19,251,050.06	5.250	1	1	5.250
52470G882	10561	Western Asset		05/25/2023	0.00	0.00	0.00	5.150	1	1	5.150
Subtotal and Average			16,444,153.51		19,251,050.06	19,251,050.06	19,251,050.06		1	1	5.250

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
February 29, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C
Total and Average			73,585,713.41		74,106,126.41	73,053,020.47	73,869,575.42		909	477	3.935

City of Diamond Bar
Portfolio Management
Portfolio Details - Cash
February 29, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C
Average Balance			0.00						0	0	
Total Cash and Investments			73,585,713.41		74,106,126.41	73,053,020.47	73,869,575.42		909	477	3.935

**City of Diamond Bar
Portfolio Management
Activity By Type
February 1, 2024 through February 29, 2024**

CUSIP	Investment #	Issuer	Stated Rate	Transaction Date	Purchases or Deposits	Redemptions or Withdrawals	Balance
Federal Credit Union CD							
Subtotal							11,172,000.00
Local Agency Investment Funds (Monthly Summary)							
Subtotal							2,079,076.35
Corporate Notes							
Subtotal							456,032.56
Federal Agency Coupon Securities							
3130ARHG9	10416	Federal Home Loan Bank	2.125	02/28/2024	0.00	2,000,000.00 **	
3130AV2E1	10534	Federal Home Loan Bank	5.000	02/21/2024	0.00	500,000.00 **	
Subtotal					0.00	2,500,000.00	11,265,529.70
Federal Agency Disc. -Amortizing							
Subtotal							3,186,265.00
Treasury Coupon Securities							
Subtotal							11,972,141.33
Federal Agency Callable							
3130ARYU9	10428	Federal Home Loan Bank	3.000	02/23/2024	0.00	1,000,000.00 **	
3010B07G8	10641	Federal Home Loan Bank	5.000	02/26/2024	500,000.00	0.00	
Subtotal					500,000.00	1,000,000.00	8,499,178.86
Certificate of Deposit							
Subtotal							3,958,960.99
Municipal Bonds							
Subtotal							2,029,340.57
Wells Fargo Sweep Account							
Subtotal							0.00
Money Market Fund							
857492888	10562	State Street Advisors	5.250		3,572,800.19	400,000.00	

** - Indicates incomplete recording of maturity redemption.

City of Diamond Bar
Portfolio Management
Activity By Type
February 1, 2024 through February 29, 2024

CUSIP	Investment #	Issuer	Stated Rate	Transaction Date	Purchases or Deposits	Redemptions or Withdrawals	Balance
Money Market Fund							
		Subtotal			3,572,800.19	400,000.00	19,251,050.06
		Total			4,072,800.19	3,900,000.00	73,869,575.42

Agenda #: 5.4
Meeting Date: March 19, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **2023 HOUSING ELEMENT ANNUAL PROGRESS REPORT.**
STRATEGIC GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

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).

FINANCIAL IMPACT:

None.

BACKGROUND:

Government Code Section 65588 requires that each local government review its Housing Element as frequently as appropriate to evaluate all of the following:

- 1) The appropriateness of the housing goals, objectives, and policies in contributing to the attainment of the state housing goal;
- 2) The effectiveness of the Housing Element in attainment of the community's housing goals and objectives;
- 3) The progress of the city, county, or city and county in implementation of the Housing Element; and
- 4) The effectiveness of the Housing Element goals, policies, and related actions to meet the community's needs.

The City's 6th Cycle (2021-2029) Housing Element was adopted by the City Council on August 11, 2022. The California Department of Housing and Community Development (HCD) reviewed the Housing Element and found it to be in full compliance with State Housing Element Law (Article 10.6 of the Gov. Code) in a letter dated October 5, 2022. With the adoption and certification of the City's Housing Element, the City has initiated

updates to the City's Development Code to implement the goals, policies, and programs in the Housing Element.

Regional Housing Needs Assessment

Each California city is required to plan for new housing to accommodate a share of regional needs. The Regional Housing Needs Assessment ("RHNA") is the process established by State law in which housing needs are determined. The Southern California Association of Governments (SCAG) determines the housing growth needs by income category for cities within its jurisdiction, which includes the City of Diamond Bar. The City's RHNA allocation for the 6th cycle planning period was 2,521 units, which was divided into income groups as follows:

Very Low	Low	Moderate	Above Moderate	Total
844*	434	437	806	2,521
*Per state law, half of the very-low units are assumed to be in the extremely low category Source: SCAG 3/4/2021				

Housing Element Annual Progress Report

Pursuant to Government Code Section 65400, local jurisdictions are required to file a Housing Element Annual Progress Report (APR) with HCD and the Office of Planning and Research (OPR) by the first of April each year. The APR (Attachment 1) outlines progress on the implementation of the adopted 6th Cycle Housing Element.

Tables A and A2 list approvals and permits issued in 2023 for housing units, categorized by income category. Table B counts those units toward the City's RHNA obligation for the 2021-2029 planning period. Table D outlines progress toward implementation of the City's Housing Element programs.

ANALYSIS:

Housing Units

According to the California Department of Finance (DOF) Diamond Bar had approximately 17,959 housing units in 2000, and 18,478 housing units in 2013. The DOF estimated that as of January 1, 2023, the City had 18,850 approximately housing units, comprised of 81.8% single-family residences, 16.4% multi-family units, and 1.9% mobile homes.

The City's housing production for 2023 is summarized below:

- Four entitlement requests were approved for new single-family residences;
- Six building permits were issued for new single-family residences;
- 32 building permits were issued for new Accessory Dwelling Units (ADUs);
- Three building permits were issued for new Junior Accessory Dwelling Units (JADUs);

- Three single-family residences received certificates of occupancy; and
- 23 ADUs received certificates of occupancy.

The 2023 reporting period shows that there was a slight decrease in the number of total building permits issued for new housing units compared to that of the previous year (a total of 46 building permits issued in 2022). However, there was a significant increase in the number new housing units that received certificates of occupancy compared to that of the previous year (a total of 10 issued in 2022).

The number of ADUs in Diamond Bar continue to increase, largely due to the passage of several bills: SB 13, AB 881, AB 68(1), AB 587, and AB 671, which were intended to address the State's housing shortage by easing development restrictions that cities and counties may place on ADUs. These new laws took effect on January 1, 2020, and on July 20, 2021, the City Council adopted Ordinance No. 01(2021), updating the City's ADU regulations to comply with State law. Permits issued for ADUs will continue to increase, especially in light of more recent ADU legislation that took effect on January 1, 2023 (SB 897 and AB 2221). These bills made several changes to the existing law that clarify certain provisions, further ease development restrictions, and facilitate more expeditious permitting.

The State continues to pass legislation aimed to remove constraints on housing development. Notable housing bills enacted in 2023 include the following:

- SB 684 (Caballero): Streamlined Ministerial Approval and Construction of Ownership Housing Projects with 10 or Fewer Units on Sites Zoned for Multifamily Housing
- SB 423 (Wiener): Amendment to SB 35's Provisions for Streamlined Ministerial Review of Multifamily Housing Developments
- SB 4 (Wiener): Affordable Housing on Faith and Higher Education Lands Act of 2023
- AB 1490 (Lee): Adaptive Reuse of Existing Residential Buildings to Affordable Housing
- AB 1218 (Lowenthal): Expansion of Replacement Housing and Tenant Protection Law
- AB 1332 (Carrillo): Preapproval Program for ADUs
- AB 1287 (Alvarez): State Density Bonus Law Amendments
- AB 812 (Boerner): Reserving Affordable Housing for Artists

Future opportunities for housing production lie primarily with ADUs and development in the mixed-use districts created under current General Plan. In May 2022, the City entered into a Consultant Services Agreement with Torti Gallas + Partners to prepare the Town Center Specific Plan (TCSP) in one of those mixed-use districts, which is also one of the housing sites identified in the Housing Element to accommodate the RHNA. The TCSP is an important component of the City's overall strategy to revitalize older areas and expand housing production. The administrative draft specific plan and draft supplemental EIR are underway and expected to be released to the public in late Spring of 2024.

The 15 housing programs identified in the Housing Element include efforts to remove constraints to the maintenance, improvement, and development of housing, as listed

under Table D of Attachment 1. All programs remained in effect during the reporting period.

PREPARED BY:

Mayuko Nakajima

Mayuko Nakajima, Associate Planner

3/19/2024

REVIEWED BY:

Grace Lee

Grace Lee, Senior Planner

2/28/2024

Greg Gubman

Greg Gubman, Community Development Director

2/29/2024

Attachments:

1. 5.4.a 2023 Annual Progress Report

Jurisdiction	Diamond Bar	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A

Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes
1					2	3	4	5						6		7	8	9	10		11	12	13
Prior APN ⁺	Current APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total <u>PROPOSED</u> Units by Project	Total <u>APPROVED</u> Units by project	Total <u>DISAPPROVED</u> Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes ⁺
Summary Row: Start Data Entry Below								0	18	0	12	0	5	4	39	39	0						
	8285-011-026	2649 Crooked Creek		PR20220000598	ADU	R	3/20/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8718-007-035	23104 Sunset Crossing		PR20220002048	ADU	R	4/19/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8281-036-090	24459 Deepsprings		PR20220001739	ADU	R	2/13/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8704-049-014	1125 Flying Hill		PR20190002199	ADU	R	8/10/2023						1		1	1		NONE	No	N/A	Approved	Ministerial	
	8719-011-020	21122 Sunwood		PR20210001771	ADU	R	11/16/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8281-011-025	23590 Prospect Valley		PR20220000457	ADU	R	3/7/2023						1		1	1		NONE	No	N/A	Approved	Ministerial	
	8763-001-015	1049 Farel		PR20220002105	ADU	R	5/22/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8718-009-023	151 Rock River N		PR20220002181	ADU	R	6/22/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8763-024-010	1449 Fairlance		PR20220001728	ADU	R	12/14/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8717-013-014	618 Great Bend		PR20220000064	ADU	R	1/24/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8703-018-009	23540 Sunset Crossing		PR20230001689	ADU	R	12/11/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8285-017-020	2811 Castle Rock		PR20220000842	ADU	R	10/2/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8281-044-075	735 View		PR20220001105	ADU	R	7/14/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8765-017-003	20933 Quail Run		PR20220001961	ADU	R	4/24/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8717-007-008	416 Golden Prados		PR20230000066	ADU	R	11/2/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8285-003-003	2319 Evergreen Springs		PR20230000097	ADU	R	5/8/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8714-007-002	3176 Hawkwood		PR20230000109	ADU	R	7/11/2023						1		1	1		NONE	No	N/A	Approved	Ministerial	
	8765-020-017	2700 George		PR20230000537	ADU	R	10/12/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8701-025-007	1027 Banner Ridge		PR20230001139	ADU	R	12/11/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8760-016-020	20733 Moonlake		PR20230000722	ADU	R	7/31/2023		2						2	2		NONE	No	N/A	Approved	Ministerial	ADU & JADU
	8706-014-042	1120 Flintlock		PR20230000994	ADU	R	10/17/2023		1		1				2	2		NONE	No	N/A	Approved	Ministerial	ADU & JADU
	8281-040-025	648 Armitos		PR20230001848	ADU	R	12/22/2023		1		1				1	1		NONE	No	N/A	Approved	Ministerial	
	8762-028-002	1205 Calbourne		PR20230001101	ADU	R	11/20/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8701-002-001	436 Charmingdale		PR20210001188	ADU	R	11/1/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8718-001-006	612 Old Trail		PR20220001803	ADU	R	2/1/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8281-043-023	24364 Claywood		PR20220000373	ADU	R	11/9/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8718-021-007	22710 Eagle Spur		PR20220002089	ADU	R	8/14/2023		1		1				2	2		NONE	No	N/A	Approved	Ministerial	ADU & JADU
	8281-037-076	645 Foxhaven		PR20220001811	ADU	R	11/8/2023						1		1	1		NONE	No	N/A	Approved	Ministerial	
	8718-009-015	223 Rock River N		PR20220002241	ADU	R	5/16/2023		1						1	1		NONE	No	N/A	Approved	Ministerial	
	8281-018-023	318 Ballena		PR20220001407	ADU	R	5/12/2023						1		1	1		NONE	No	N/A	Approved	Ministerial	
	8293-033-020	1309 Eaglefen		PR20220000730	ADU	R	4/20/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8713-039-007	2648 Clear Creek		PR20220001759	ADU	R	8/16/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	8713-006-009	22307 Broken Twig		PL2023-6	SFD	O	6/13/2023							1	1	1		NONE	No	N/A	Approved	Discretionary	
	8713-026-008	2826 Wagon Train		PL2022-62	SFD	O	2/14/2023							1	1	1		NONE	No	N/A	Approved	Discretionary	
	8713-003-013	1519 Derringer Lane		PL2022-112	SFD	O	10/24/2023							1	1	1		NONE	No	N/A	Approved	Discretionary	
	8713-005-013	23121 Ridge Line		PL2020-31	SFD	O	2/28/2023							1	1	1		NONE	No	N/A	Approved	Discretionary	

Table A2																
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement									
1					2	3	4							5	6	
Prior APN*	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Entitlement Date Approved	# of Units issued Entitlements	
Summary Row: Start Data Entry Below							0	0	0	0	0	0	4		4	
	8763-017-028	1260 Mahogany Ct		PR20230001815	SFD	O									0	
	8713-026-008	2626 Wagon Train		PR20230001834	SFD	O							1	2/14/2023	1	
	8713-018-012	2759 Steeplechase		PR20180007853	SFD	O									0	
	8762-030-009	20221 Damietta		PR20230001576	SFD	O									0	
	8281-002-029	340 Fern		PR20200000962	SFD	O									0	
	8713-032-012	23712 Ridge Line		PR20220001649	SFD	O									0	
	8285-011-026	2649 Crooked Creek		PR20220000598	ADU	R									0	
	8718-007-035	23104 Sunset Crossing		PR20220002048	ADU	R									0	
	8281-036-090	24459 Deepsprings		PR20220001739	ADU	R									0	
	8704-049-014	1125 Flying Hill		PR20190002199	ADU	R									0	
	8719-011-020	21122 Sunwood		PR20210001771	ADU	R									0	
	8281-011-025	23590 Prospect Valley		PR20220000457	ADU	R									0	
	8763-001-015	1049 Farel		PR20220002105	ADU	R									0	
	8718-009-023	151 Rock River N		PR20220002181	ADU	R									0	
	8763-024-010	1449 Fairlance		PR20220001728	ADU	R									0	
	8717-013-014	618 Great Bend		PR20220000064	ADU	R									0	
	8703-018-009	23540 Sunset Crossing		PR20230001689	ADU	R									0	
	8285-017-020	2811 Castle Rock		PR20220000842	ADU	R									0	
	8281-044-075	735 View		PR20220001105	ADU	R									0	
	8765-017-003	20933 Quail Run		PR20220001961	ADU	R									0	
	8717-007-008	416 Golden Prados		PR20230000066	ADU	R									0	
	8285-003-003	2319 Evergreen Springs		PR20230000097	ADU	R									0	
	8714-007-002	3176 Hawkwood		PR20230000109	ADU	R									0	
	8765-020-017	2700 George		PR20230000537	ADU	R									0	
	8701-025-007	1027 Banner Ridge		PR20230001139	ADU	R									0	
	8760-016-020	20733 Moonlake		PR20230000722	ADU	R									0	
	8706-014-042	1120 Flintlock		PR20230000994	ADU	R									0	
	8281-040-025	648 Armitos		PR20230001848	ADU	R									0	
	8762-028-002	1205 Calbourne		PR20230001101	ADU	R									0	
	8701-002-001	436 Charmingdale		PR20210001188	ADU	R									0	
	8718-001-006	612 Old Trail		PR20220001803	ADU	R									0	
	8281-043-023	24364 Claywood		PR20220000373	ADU	R									0	
	8718-021-007	22710 Eagle Spur		PR20220002089	ADU	R									0	
	8281-037-076	645 Foxhaven		PR20220001811	ADU	R									0	
	8718-009-015	223 Rock River N		PR20220002241	ADU	R									0	
	8281-018-023	318 Ballena		PR20220001407	ADU	R									0	
	8293-033-020	1309 Eaglefen		PR20220000730	ADU	R									0	
	8713-039-007	2648 Clear Creek		PR20220001759	ADU	R									0	
	8285-005-017	2252 Evergreen Springs		PR20210001091	SFD	O									0	
	8713-014-002	2909 Steeplechase		PR20190000632	SFD	O									0	
	8762-030-031	20605 Flintgate		PR20180034550	SFD	O									0	
	8713-003-013	1519 Derringer Lane		PL2022-112	SFD	O							1	10/24/2023	1	
	8713-005-013	23121 Ridge Line		PL2020-31	SFD	O							1	2/28/2023	1	
	8713-006-009	22307 Broken Twig		PL2023-6	SFD	O							1	6/13/2023	1	
	8281-013-051	333 Ballena		PR20220000548	ADU	R									0	
	8702-021-052	23120 Singing Wind		PR20190001280	ADU	R									0	

	8703-020-022	23943 Sunset Crossing		PR20210000232	ADU	R									0
	8760-017-017	866 Adamsgrove		PR20210001582	ADU	R									0
	8281-032-065	455 Armitos		PR20210001617	ADU	R									0
	8718-007-026	22922 Sunset Crossing		PR20210001755	ADU	R									0
	8714-023-014	21300 Chirping Sparrow		PR20210001853	ADU	R									0
	8703-017-015	436 Navajo Springs		PR20210000547	ADU	R									0
	8285-026-003	21035 Cool Springs		PR20210001438	ADU	R									0
	8714-013-042	20920 Flapjack		PR20210001444	ADU	R									0
	8760-018-022	20711 Northampton		PR20220000261	ADU	R									0
	8293-012-020	1427 Pecan Grove		PR20220000543	ADU	R									0
	8760-016-002	20806 Moonlake		PR20210001295	ADU	R									0
	8285-014-019	2538 Sunbright		PR20210000462	ADU	R									0
	8718-013-019	404 Rock River		PR20220000334	ADU	R									0
	8293-035-008	1330 Deeplawn		PR20220000146	ADU	R									0
	8285-028-002	3177 Castle Rock		PR20220001343	ADU	R									0
	8292-010-017	2136 Chestnut Creek		PR20220000863	ADU	R									0
	8292-002-002	21316 Tambo		PR20220000865	ADU	R									0

Table A2											
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units											
Project Identifier			Affordability by Household Incomes - Building Permits								
			7							8	9
Current APN	Street Address	Project Name ⁺	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Building Permits <u>Date Issued</u>	# of Units Issued Building Permits
			0	18	0	12	0	5	6		41
8763-017-028	1260 Mahogany Ct								1	10/19/2023	1
8713-026-008	2626 Wagon Train								1	12/21/2023	1
8713-018-012	2759 Steeplechase								1	11/20/2023	1
8762-030-009	20221 Damietta								1	12/7/2023	1
8281-002-029	340 Fern								1	9/13/2023	1
8713-032-012	23712 Ridge Line								1	11/22/2023	1
8285-011-026	2649 Crooked Creek			1						3/20/2023	1
8718-007-035	23104 Sunset Crossing			1						4/19/2023	1
8281-036-090	24459 Deepsprings					1				2/13/2023	1
8704-049-014	1125 Flying Hill							1		8/10/2023	1
8719-011-020	21122 Sunwood			1						11/16/2023	1
8281-011-025	23590 Prospect Valley							1		3/7/2023	1
8763-001-015	1049 Farel					1				5/22/2023	1
8718-009-023	151 Rock River N			1						6/22/2023	1
8763-024-010	1449 Fairlance			1						12/14/2023	1
8717-013-014	618 Great Bend			1						1/24/2023	1
8703-018-009	23540 Sunset Crossing			1						12/11/2023	1
8285-017-020	2811 Castle Rock					1				10/2/2023	1
8281-044-075	735 View			1						7/14/2023	1
8765-017-003	20933 Quail Run					1				4/24/2023	1
8717-007-008	416 Golden Prados					1				11/2/2023	1
8285-003-003	2319 Evergreen Springs					1				5/8/2023	1
8714-007-002	3176 Hawkwood							1		7/11/2023	1
8765-020-017	2700 George			1						10/12/2023	1
8701-025-007	1027 Banner Ridge			1						12/11/2023	1
8760-016-020	20733 Moonlake			2						7/31/2023	2
8706-014-042	1120 Flintlock			1		1				10/17/2023	2
8281-040-025	648 Armitos			1						12/22/2023	1
8762-028-002	1205 Calbourne			1						11/20/2023	1
8701-002-001	436 Charmingdale			1						11/1/2023	1
8718-001-006	612 Old Trail					1				2/1/2023	1
8281-043-023	24364 Claywood					1				11/9/2023	1
8718-021-007	22710 Eagle Spur			1		1				8/14/2023	2
8281-037-076	645 Foxhaven							1		11/8/2023	1
8718-009-015	223 Rock River N			1						5/16/2023	1
8281-018-023	318 Ballena							1		5/12/2023	1

8293-033-020	1309 Eaglefen					1				4/20/2023	1
8713-039-007	2648 Clear Creek					1				8/16/2023	1
8285-005-017	2252 Evergreen Springs										0
8713-014-002	2909 Steeplechase										0
8762-030-031	20605 Flintgate										0
8713-003-013	1519 Derringer Lane										0
8713-005-013	23121 Ridge Line										0
8713-006-009	22307 Broken Twig										0
8281-013-051	333 Ballena										0
8702-021-052	23120 Singing Wind										0
8703-020-022	23943 Sunset Crossing										0
8760-017-017	866 Adamsgrove										0
8281-032-065	455 Armitos										0
8718-007-026	22922 Sunset Crossing										0
8714-023-014	21300 Chirping Sparrow										0
8703-017-015	436 Navajo Springs										0
8285-026-003	21035 Cool Springs										0
8714-013-042	20920 Flapjack										0
8760-018-022	20711 Northampton										0
8293-012-020	1427 Pecan Grove										0
8760-016-002	20806 Moonlake										0
8285-014-019	2538 Sunbright										0
8718-013-019	404 Rock River										0
8293-035-008	1330 Deeplawn										0
8285-028-002	3177 Castle Rock										0
8292-010-017	2136 Chestnut Creek										0
8292-002-002	21316 Tambo										0

Table A2											
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units											
Project Identifier			Affordability by Household Incomes - Certificates of Occupancy								
			10							11	12
Current APN	Street Address	Project Name ⁺	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u>	# of Units issued Certificates of Occupancy or other forms of readiness
			0	8	0	15	0	0	3		26
8763-017-028	1260 Mahogany Ct										0
8713-026-008	2626 Wagon Train										0
8713-018-012	2759 Steeplechase										0
8762-030-009	20221 Damietta										0
8281-002-029	340 Fern										0
8713-032-012	23712 Ridge Line										0
8285-011-026	2649 Crooked Creek			1						10/10/2023	1
8718-007-035	23104 Sunset Crossing			1						12/14/2023	1
8281-036-090	24459 Deepsprings					1				8/28/2023	1
8704-049-014	1125 Flying Hill										0
8719-011-020	21122 Sunwood										0
8281-011-025	23590 Prospect Valley										0
8763-001-015	1049 Farel										0
8718-009-023	151 Rock River N										0
8763-024-010	1449 Fairlance										0
8717-013-014	618 Great Bend										0
8703-018-009	23540 Sunset Crossing										0
8285-017-020	2811 Castle Rock										0
8281-044-075	735 View										0
8765-017-003	20933 Quail Run										0
8717-007-008	416 Golden Prados										0
8285-003-003	2319 Evergreen Springs										0
8714-007-002	3176 Hawkwood										0
8765-020-017	2700 George										0
8701-025-007	1027 Banner Ridge										0
8760-016-020	20733 Moonlake										0
8706-014-042	1120 Flintlock										0
8281-040-025	648 Armitos										0
8762-028-002	1205 Calbourne										0
8701-002-001	436 Charmingdale										0
8718-001-006	612 Old Trail					1				2/23/2023	1
8281-043-023	24364 Claywood										0
8718-021-007	22710 Eagle Spur										0
8281-037-076	645 Foxhaven										0
8718-009-015	223 Rock River N										0
8281-018-023	318 Ballena										0

8293-033-020	1309 Eaglefen										0
8713-039-007	2648 Clear Creek										0
8285-005-017	2252 Evergreen Springs								1	2/21/2023	1
8713-014-002	2909 Steeplechase								1	8/31/2023	1
8762-030-031	20605 Flintgate								1	10/2/2023	1
8713-003-013	1519 Derringer Lane										0
8713-005-013	23121 Ridge Line										0
8713-006-009	22307 Broken Twig										0
8281-013-051	333 Ballena			1						4/11/2023	1
8702-021-052	23120 Singing Wind			1						4/26/2023	1
8703-020-022	23943 Sunset Crossing					1				5/31/2023	1
8760-017-017	866 Adamsgrove					1				2/16/2023	1
8281-032-065	455 Armitos					1				7/20/2023	1
8718-007-026	22922 Sunset Crossing					1				12/14/2023	1
8714-023-014	21300 Chirping Sparrow			1						2/27/2023	1
8703-017-015	436 Navajo Springs					1				5/3/2023	1
8285-026-003	21035 Cool Springs					1				1/16/2023	1
8714-013-042	20920 Flapjack			1						6/28/2023	1
8760-018-022	20711 Northampton					1				9/11/2023	1
8293-012-020	1427 Pecan Grove					1				5/9/2023	1
8760-016-002	20806 Moonlake			1						3/29/2023	1
8285-014-019	2538 Sunbright			1						4/27/2023	1
8718-013-019	404 Rock River					1				11/16/2023	1
8293-035-008	1330 Deeplawn					1				7/13/2023	1
8285-028-002	3177 Castle Rock					1				9/7/2023	1
8292-010-017	2136 Chestnut Creek					1				8/21/2023	1
8292-002-002	21316 Tambo					1				6/19/2023	1

Table A2																
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																
Project Identifier				Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus			
			13	14	15	16	17	18	19	20			21	22	23	24
Current APN	Street Address	Project Name*	How many of the units were Extremely Low Income?	Please select the streamlining provision the project was APPROVED pursuant to. (may select multiple)	Infill Units? Y/N*	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)*	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)
			18								8					
8763-017-028	1260 Mahogany Ct		0	NONE	Y					1	Demolished	O				
8713-026-008	2626 Wagon Train		0	NONE	Y											
8713-018-012	2759 Steeplechase		0	NONE	Y					1	Demolished	O				
8762-030-009	20221 Damietta		0	NONE	Y					1	Demolished	O				
8281-002-029	340 Fern		0	NONE	Y					1	Demolished	O				
8713-032-012	23712 Ridge Line		0	NONE	Y					1	Demolished	O				
8285-011-026	2649 Crooked Creek		0	NONE	Y			Affordability calculator								
8718-007-035	23104 Sunset Crossing		1	NONE	Y			Affordability calculator								
8281-036-090	24459 Deepsprings		0	NONE	Y			Affordability calculator								
8704-049-014	1125 Flying Hill		0	NONE	Y			Affordability calculator								
8719-011-020	21122 Sunwood		1	NONE	Y			Affordability calculator								
8281-011-025	23590 Prospect Valley		0	NONE	Y			Affordability calculator								
8763-001-015	1049 Farel		0	NONE	Y			Affordability calculator								
8718-009-023	151 Rock River N		1	NONE	Y			Affordability calculator								
8763-024-010	1449 Fairlance		1	NONE	Y			Affordability calculator								
8717-013-014	618 Great Bend		1	NONE	Y			Affordability calculator								
8703-018-009	23540 Sunset Crossing		1	NONE	Y			Affordability calculator								
8285-017-020	2811 Castle Rock		0	NONE	Y			Affordability calculator								
8281-044-075	735 View		1	NONE	Y			Affordability calculator								
8765-017-003	20933 Quail Run		0	NONE	Y			Affordability calculator								
8717-007-008	416 Golden Prados		0	NONE	Y			Affordability calculator								
8285-003-003	2319 Evergreen Springs		0	NONE	Y			Affordability calculator								
8714-007-002	3176 Hawkwood		0	NONE	Y			Affordability calculator								
8765-020-017	2700 George		1	NONE	Y			Affordability calculator								
8701-025-007	1027 Banner Ridge		0	NONE	Y			Affordability calculator								
8760-016-020	20733 Moonlake		2	NONE	Y			Affordability calculator								
8706-014-042	1120 Flintlock		0	NONE	Y			Affordability calculator								
8281-040-025	648 Armitos		1	NONE	Y			Affordability calculator								
8762-028-002	1205 Calbourne		1	NONE	Y			Affordability calculator								
8701-002-001	436 Charmingdale		1	NONE	Y			Affordability calculator								
8718-001-006	612 Old Trail		0	NONE	Y			Affordability calculator								
8281-043-023	24364 Claywood		0	NONE	Y			Affordability calculator								
8718-021-007	22710 Eagle Spur		0	NONE	Y			Affordability calculator								
8281-037-076	645 Foxhaven		0	NONE	Y			Affordability calculator								
8718-009-015	223 Rock River N		1	NONE	Y			Affordability calculator								
8281-018-023	318 Ballena		0	NONE	Y			Affordability calculator								
8293-033-020	1309 Eaglefen		0	NONE	Y			Affordability calculator								
8713-039-007	2648 Clear Creek		0	NONE	Y			Affordability calculator								
8285-005-017	2252 Evergreen Springs		0	NONE	Y											
8713-014-002	2909 Steeplechase		0	NONE	Y					1	Demolished	O				
8762-030-031	20605 Flintgate		0	NONE	Y											
8713-003-013	1519 Derringer Lane		0	NONE	Y					1	Demolished	O				
8713-005-013	23121 Ridge Line		0	NONE	Y											
8713-006-009	22307 Broken Twig		0	NONE	Y					1	Demolished	O				
8281-013-051	333 Ballena		1	NONE	Y			Affordability calculator								
8702-021-052	23120 Singing Wind		1	NONE	Y			Affordability calculator								
8703-020-022	23943 Sunset Crossing		0	NONE	Y			Affordability calculator								
8760-017-017	866 Adamsgrove		0	NONE	Y			Affordability calculator								
8281-032-065	455 Armitos		0	NONE	Y			Affordability calculator								
8718-007-026	22922 Sunset Crossing		0	NONE	Y			Affordability calculator								
8714-023-014	21300 Chirping Sparrow		0	NONE	Y			Affordability calculator								
8703-017-015	436 Navajo Springs		0	NONE	Y			Affordability calculator								
8285-026-003	21035 Cool Springs		0	NONE	Y			Affordability calculator								
8714-013-042	20920 Flapjack		0	NONE	Y			Affordability calculator								
8760-018-022	20711 Northampton		0	NONE	Y			Affordability calculator								
8293-012-020	1427 Pecan Grove		0	NONE	Y			Affordability calculator								
8760-016-002	20806 Moonlake		1	NONE	Y			Affordability calculator								
8285-014-019	2538 Sunbright		1	NONE	Y			Affordability calculator								
8718-013-019	404 Rock River		0	NONE	Y			Affordability calculator								
8293-035-008	1330 Deeplawn		0	NONE	Y			Affordability calculator								
8285-028-002	3177 Castle Rock		0	NONE	Y			Affordability calculator								
8292-010-017	2136 Chestnut Creek		0	NONE	Y			Affordability calculator								
8292-002-002	21316 Tambo		0	NONE	Y			Affordability calculator								

Jurisdiction	Diamond Bar	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2021-10/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	844	-	-	-	-	-	-	-	-	-	-	39	805
	Non-Deed Restricted		4	1	16	18	-	-	-	-	-	-		
Low	Deed Restricted	434	-	-	-	-	-	-	-	-	-	-	43	391
	Non-Deed Restricted		3	2	26	12	-	-	-	-	-	-		
Moderate	Deed Restricted	437	-	-	-	-	-	-	-	-	-	-	5	432
	Non-Deed Restricted		-	-	-	5	-	-	-	-	-	-		
Above Moderate		806	1	1	4	6	-	-	-	-	-	-	12	794
Total RHNA		2,521												
Total Units			8	4	46	41	-	-	-	-	-	-	99	2,422
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5											6	7
		Extremely low-Income Need		2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		422		-	11	14	-	-	-	-	-	-	25	397

*Extremely low-income housng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Diamond Bar
Reporting Year	2023 (Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1. Residential Neighborhood Improvement Program	Continue to implement the code enforcement program, and direct eligible households to available rehabilitation assistance to correct code violations. Provide focused code enforcement and rehabilitation assistance for 5 to 6 households during the planning period in neighborhoods evidencing concentrations of deteriorating units.	2022-2029	The City continues to operate the code enforcement program. This program is successful and is being continued. Code enforcement cases have increased in number and complexity due to factors including aging housing stock and the declining financial resources of longtime residents. The code enforcement officers and building inspectors are typically the first public officials to learn which homeowners lack the financial resources to correct property maintenance violations, and in the process, become aware of other deferred maintenance issues. The officers carry copies of the City's Home Improvement Program (HIP) brochures and inform homeowners potentially in need of assistance that the City offers no-interest, deferred loans for essential home repairs.
2. Home Improvement Program	Improve neighborhoods evidencing deferred maintenance through property maintenance and rehab. Provide minor repair and rehabilitation to 4 units annually.	2022-2029	The City allocates at least \$100,000 of its annual CDBG award to the Home Improvement Program. The HIP provides zero-interest loans of up to \$30,000 to low- and very-low-income homeowners, which do not need to be repaid unless the home is sold or refinanced. There is a waiting list of pre-screened applicants, and HIP loans are processed in the order received. On June 20, 2023, the City Council approved the expansion of the HIP to utilize both CDBG and PLHA funds to broaden the scope of homeowners eligible to receive HIP loans. Key changes of the updated HIP Program Policies are highlighted below: •The maximum loan amount for single-family detached homes increased from \$20,000 to \$30,000. •Owner-occupants of condominiums that meet the household income requirements are now eligible for HIP loans for up to \$20,000, provided that PLHA funds are available. The maximum loan amount is lower than the cap for single-family detached homes because costlier improvements, such as roof maintenance and exterior repairs, are the responsibility of the condominium HOAs, not the individual homeowners. •PLHA funds may be used to issue loans to households (both single-family detached and condominium) earning up to 150% of the Area Median Income (AMI) for L.A. County. CDBG funds continue to be restricted to owner-occupied households of single-family detached housing earning no more than 80% of AMI. •A minimum loan amount of \$10,000 is now required. Previously, no minimum was specified. Establishing a minimum loan amount encourages homeowners to address more improvements at once, and provides economies of scale with respect to the administrative costs associated with processing loans. The HIP is successful in improving housing conditions and is being continued at available funding levels.
3. Section 8 Rental Assistance Program	Continue to direct eligible households to the County Section 8 program.	2022-2029	This program is beneficial in reducing problems such as overpayment and overcrowding. City continues to coordinate with the County on the Section 8 program. Handouts are available at the public counter and contact information is regularly provided to requestors. The program is being continued.
4. Preservation of Assisted Housing	Preserve 100 percent of the 149 low- and moderate-income units in The Seasons Apartments.	2022-2029	Diamond Bar contains only one assisted housing project, the 149-unit Seasons Apartments (formerly Heritage Park) for senior citizens. This project was constructed in 1988 and was originally financed under the Los Angeles County Multi-Family Mortgage Revenue Bond program. The project was refinanced in November 1999 under the California Community Development Authority's Multi-Family Housing Re-funding Bond, and was transferred to the Corporate Fund for Housing, a non-profit organization. According to the terms of the new bond agreement, income restrictions for residents and corresponding rent limits were set. For the duration of the bond, which expires December 2, 2034, all units will be affordable: 30 units (20%) will be very-low-income, 82 units (55%) will be low-income, and 37 units will be moderate-income (defined as 100% AMI). All units will be preserved.
5. Mobile Home Park Preservation	Continue to support preservation of the City's two mobile home parks as important affordable housing resources.	2022-2029	Zoning for mobile home parks is successful in preserving this affordable housing option and is being continued. No proposals to close the parks were submitted. The City will continue to support preservation of its two mobile home parks as important affordable housing resources.

6. First-time Homebuyer Assistance Programs	Advertise County's Home Ownership Program (HOP) and Mortgage Credit Certificate (MCC) and provide information to interested homebuyers. In addition, the City will work with realtors to make them <u>aware of these programs</u> .	2022-2029	The City advertised these programs on the City website and will provide information to interested homebuyers annually via City newsletters and through social media. In addition, the City will work with realtors to make them aware of these programs.
7. Senior and Workforce Housing Development	Identify and evaluate sites suitable for new senior and workforce housing. The City will post information on the City website during the first year of the planning period regarding the City's interest in assisting in the development of senior and workforce housing, provide information on available regulatory and financial incentives, and assist developers in applying for funds. The City will also contact local colleges and universities annually to identify potential partnership opportunities for affordable housing.	2022-2029	This program is intended to encourage affordable housing development and is being continued. The City is a member of the San Gabriel Valley Regional Housing Trust (SGVRHT), which is a joint powers authority. SGVRHT's focus is primarily on providing funding assistance in the planning and construction of new homeless and affordable housing. The Trust provides funding and loans to help bridge funding gaps for affordable housing projects. Land Use Policies 10 and 28, which were adopted in the 2019 General Plan Update, also encourage the production of senior and workforce housing.
8. Land Use Element and Zoning	Maintain adequate sites for housing development at all income levels in conformance with the RHNA and ensure compliance with No Net Loss requirements. Process Development Code amendments to provide adequate sites to accommodate the RHNA. Update all regulations and fees on the City website annually throughout the planning period. Notify water and sewer providers immediately upon adoption of the Housing Element.	October 2024	The City has maintained adequate sites for housing development at all income levels and ensure compliance with No Net Loss requirements. In May 2022, the City entered into a Consultant Services Agreement with Torti Gallas+Partners to prepare the Town Center Specific Plan (TCSP) in the Town Center Mixed-Use focus area, which is one of the sites to accommodate the RHNA. Continuous progress has been made on the Specific Plan during the planning period. On November 15, 2022, the City notified the water and sewer providers immediately upon adoption of the Housing Element.
9. Mixed Use Development	Prepare handout and marketing materials encouraging mixed-use development where appropriate and make it available to interested developers throughout the planning period.	2022-2029	In December 2019, the City adopted the Comprehensive General Plan Update that created community visions and blueprint for growth and development in the City through 2040. One of the key features of the new General Plan was the establishment of three new Focus Areas where substantial land use changes are planned as part of a strategy to provide walkable mixed-use activity centers. Goals and policies to promote mixed use developments are as follows: Land Use Goals 12, 14, 15, 16, 18, 19, 22, 24, 26, Land Use Policies 15, 16, 21, 23, 27, 28, 29, 35, 45; Community Character and Placemaking Goals 7, 8, 14, 17; and Circulation Goal 4. In May 2022, the City entered into a Consultant Services Agreement with Torti Gallas+Partners to prepare the Town Center Specific Plan in the Town Center Mixed-Use focus area. The TCSP will provide the regulatory and urban design framework to establish a downtown, or "Town Center" in Diamond Bar as a walkable place with entertainment, retail, restaurants, community gathering spaces, and urban housing opportunities. This program is an important component of the City's overall strategy to revitalize older areas and expand housing production. On March 22, 2023, the City held a community meeting to provide an update to the public on the TCSP. The evening presentation provided a recap, suggested preferred plan and alternatives, affordable housing options, concept of the "Road Diet" along Diamond Bar Boulevard and how to create a human scale. 35 residents attended the meeting.
10. Accessory Dwelling Units	Continue to encourage construction of ADUs through an informational handout available at City Hall and on the City website throughout the planning period.	2022-2029	In 2017, the City approved an amendment to the municipal code pertaining to accessory dwelling units to satisfy all of the requirements of Government Code §§65852.150-65852.2. Per AB 68 (Ting), AB 587 (Friedman), AB 671 (Friedman), AB 881 (Bloom), SB 13 (Wieckowski) that went into effect January 1, 2020. In 2021 the City adopted a subsequent amendment to ADU regulations in accordance with the new State laws. The City is currently drafting another Development Code amendment for consistency with the most recent passages of AB 2221 (Quirk-Silva) and SB 897 (Wieckowski). The Code amendment is anticipated to be completed no later than Summer of 2024. The updated ADU Ordinances have been effective in supporting the production of ADUs and provides affordable rents to low- and moderate-income households. An ADU handout has been created which is being distributed at the public counter. The City continues to encourage accessory dwelling units and this program is being continued. 32 building permits for ADUs totaling 22,685 square feet were issued.

11. Housing for Persons with Special Needs	Continue to facilitate emergency shelters and transitional/ supportive housing and continue participating with LAHSA and SGVCOG on efforts to address homelessness throughout the planning period. Process an amendment to the Development Code to allow supportive housing, low barrier navigation centers and large residential care facilities consistent with State law.	2022-2029	The City is currently drafting a Development Code amendment to allow supportive housing and low barrier navigation centers consistent with State law and to replace or modify the CUP requirement to provide greater objectivity and development certainty for residential care facilities serving seven or more persons in all residential zones. The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024.
12. Affordable Housing Incentives/ Density Bonus	Amend the Development Code in 2021 consistent with current Density Bonus Law and continue to encourage the production of affordable housing through the use of density bonus and other incentives.	2021-2022	This program is being continued in compliance with recent changes to State density bonus law. City staff discusses opportunities for affordable housing and density bonuses with developers for housing projects. As mentioned above, an inclusionary housing requirement is also being considered for the TCSP, in addition to other incentives to increase density. The density bonus program is among several tools the City utilizes to facilitate affordable housing. The City is currently drafting a Development Code amendment for consistency with current Density Bonus Law. The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024. The City is also a member of the San Gabriel Valley Regional Housing Trust (SGVRHT), which is a joint powers authority. SGVRHT's focus is primarily on providing fundings assistance in the planning and construction of new homeless and affordable housing. The Trust provides funding and loans to help bridge funding gaps for affordable housing projects.
13. Efficient Project Processing	Continue to offer streamlined development processing, and periodically review departmental processing procedures to ensure efficient project processing.	October 2024	The City continues to offer efficient permit processing. As a small city, staff is able to work closely with applicants through the review and approval process, thereby helping to expedite the entitlement process to issuance of building and zoning permits. In addition, the City has several procedures in place to minimize project review times, which include concurrent processing, pre-application reviews, and recently adopted General Plan EIR, which allows for individual projects that fall within the scope of the EIR to utilize this as environmental clearance under CEQA. Practices to streamline the issuances for residential projects such as room additions and ADUs have been implemented to eliminate the need to submit a separate application for Planning prior to applying for building permits. The pandemic accelerated implementation of online permit services, and by June 2020, applicants were able to submit applications, plans and payments entirely online. In 2023, the City embarked on the implementation of a new permitting software (Enterprise Land Management system), which will eventually streamline City processes and project processing. This program will be further enhanced through revisions to the Development Code.
14. Affirmatively Furthering Fair Housing	Explore and pursue alternative land use strategies and make necessary amendments to zoning and other land use documents to facilitate a variety of housing choices, including but not limited to higher density opportunities on religious, institutional and quasi-institutional lands, missing middle zoning in addition to SB9 such as SB10, adaptive reuse, more than one JADU per structure, acquiring and adding affordability to existing structures and upzoning with the goal of 50 housing opportunities in the planning period.	2022-2029	In May 2022, the City entered into a Consultant Services Agreement with Torti Gallas+Partners to prepare the Town Center Specific Plan in the Town Center Mixed-Use focus area. The TCSP will provide the regulatory and urban design framework to establish a downtown, or "Town Center" in Diamond Bar as a walkable place with entertainment, retail, restaurants, community gathering spaces, and urban housing opportunities. This program is an important component of the City's overall strategy to revitalize older areas and expand housing production. Incentives for lot consolidation are being considered as the TCSP is being crafted to encourage the improvement of underutilized properties. On December 21, 2021, the City adopted an urgency ordinance to expand the housing supply in single-family zones by allowing for lot splits and duplexes under the parameters of SB 9. The City intends to adopt a permanent ordinance during the planning period. The City continues to distribute fair housing information at the public counter through brochures, and refers fair housing related complaints to the Housing Rights Center.
15. Reasonable Accommodation for Persons with Disabilities	Continue to implement reasonable accommodation procedures for persons with disabilities in compliance with SB 520.	2022	The City supports the provision of housing for disabled persons through zoning opportunities for transitional housing, reasonable accommodation procedures, and programs to facilitate affordable housing. In 2010, the City adopted an ordinance to facilitate reasonable accommodations. This program is an important component of the City's overall efforts to address the special housing needs of persons with disabilities and is being continued and revised to include additional amendments to City regulations to incorporate recent changes to State law. The City is currently processing a Development Code amendment to ensure that reasonable housing accommodation procedures do not inadvertently act as a constraint on persons with disabilities. The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024.

Jurisdiction	Diamond Bar	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT					
Local Early Action Planning (LEAP) Reporting					
(CCR Title 25 §6202)					
Please update the status of the proposed uses listed in the entity’s application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.					
Total Award Amount	\$ 129,000.00		Total award amount is auto-populated based on amounts entered in rows 15-26.		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Town Center Specific Plan - Task "Existing Community Engagement Strategy"	\$114,750.00	\$0.00	Other (Please Specify in Notes)	Local General Fund	Task Completed. Specific Plan pending adoption in 2024.
Town Center Specific Plan - Portion of Task "Existing Conditions & Local and Regional Plans"	\$14,250.00	\$0.00	Other (Please Specify in Notes)	Local General Fund	Task Completed. Specific Plan pending adoption in 2024.

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2.

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		4
Total Units		4

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	18
Low	Deed Restricted	0
	Non-Deed Restricted	12
Moderate	Deed Restricted	0
	Non-Deed Restricted	5
Above Moderate		6
Total Units		41

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	8
Low	Deed Restricted	0
	Non-Deed Restricted	15
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		3
Total Units		26

Agenda #: 5.5
Meeting Date: March 19, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **2023 GENERAL PLAN STATUS REPORT.**
STRATEGIC
GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

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).

FINANCIAL IMPACT:

None.

BACKGROUND:

State Law requires each city to prepare and adopt a comprehensive, long-term General Plan to guide its physical development. The General Plan is a policy document comprised of goals and policies for implementation. In the fall of 2016, the City embarked on a comprehensive update to the General Plan to create a community vision and blueprint for the City through 2040. The City Council adopted *Diamond Bar General Plan 2040* on December 17, 2019.

In accordance with California Government Code Section 65400(b), the City is required to submit an annual General Plan status report to the local legislative body (City Council), the State Governor's Office of Planning and Research (OPR), and State Department of Housing and Community Development (HCD) on the status of the General Plan, its implementation progress, and how the City is meeting the region's housing needs. The attached report lists the City's progress toward the implementation of the updated General Plan for the period of January 1, 2023 to December 31, 2023.

The City Council is asked to review and approve the annual report for submittal to OPR and HCD. This report is due to HCD by April 1, 2024.

Major accomplishments during this period include the following:

- Town Center Specific Plan:** The TCSP will provide the regulatory and urban design framework to establish a downtown, or “Town Center” in Diamond Bar as a walkable place with entertainment, retail, restaurants, community gathering spaces and urban housing opportunities. Several tasks were commenced and/or completed throughout 2023. On January 24, the Planning Commission and City Council held a joint study session to discuss project buildout alternatives and approaches to encourage the development of inclusionary housing, and directed staff to evaluate a buildout of 2,055 dwelling units in the EIR. On March 21, the City hosted a community meeting to update the public on the project, with a focus on density and the incorporation of an inclusionary housing component to the plan. The Initial Study and Notice of Preparation of the Supplemental EIR were published on June 5. Significant progress on the Administrative Drafts of the Specific Plan and Supplemental EIR were made through the end of 2023, and the public review drafts of these documents are anticipated to be released by late spring of this year. The TCSP implements General Plan Goals LU-G-4, 12-14, 22-24, 35-39, 41-43, ED-G-1 and 2, CC-G-2, 11-13, CR-G-3-5, 14 and Housing Element Programs #8,9,12. as well as Policies LU-P-7, LU-P-8, ED-P-3, CC-P-5, CC-P-9, CC-P-16-18, 21-23, 25-26, 32-33, 41-51, CR-P-39-40 and CHS-P-14-15.
- Public Safety:** The City completed installation of 50 Flock Safety Automated License Plate Reader security/surveillance cameras throughout the community. This project implements General Plan Goal PS-G-6.
- Environmental:** The City contracted with Abound Food Care and is actively encouraging generators of edible food to establish contracts or agreements with food rescue organizations to divert edible food from being needlessly disposed of or destroyed as mandated under Senate Bill 1383 (SB 1383). The City is facilitating the establishment of partnerships between generators and food rescue organizations, fostering a collaborative approach to addressing food waste challenges. This implements General Plan Policy CHS-P-50.
- Economic Development:** The City launched the Open Rewards pilot program app during Diamond Bar’s Restaurant Week (October 1st to October 15th), where diners were offered a 20% reward for making purchases at Diamond Bar eateries. During the 2-week timeframe, over \$4,200 in rewards were distributed, amounting to a total economic impact of \$22,075.35 or approximately a 5x return on the initial investment. This program implements General Plan Goal ED-G-3.
- Citywide Bus Shelters Replacement:** The Citywide replacement of bus shelters and unsheltered bus stop amenities was completed. Among other upgrades, the new bus shelters feature a City logo on the back panel, solar-powered (where feasible), and owned by the City. This project implements General Plan Policies CC-P-1, CC-P-4, CR-P-1, and CR-P-48.
- Citywide Street Name Sign:** The replacement of internally illuminated street name signs (with the new design) and LED safety lights for arterial streets was completed.

Replacement of the residential street name signs with the new design (new windmill logo, new typeface, etc.) was completed for half of the City. The second half of the City's residential areas will be addressed in 2024. This project implements General Plan Policy CC-P-1.

- Canyon Loop Trail Project:** The first and most significant phase of the project was complete. The improvements on the hardpan trail were successful and includes a safer trail experience and improved amenities such as three benches, a new stairway, gabion walls, water diverters to protect the trail from erosion, V-swailes, a water velocity reducer to protect the blue line stream, timber fencing, directional trail makers, and overall trail compaction to ensure a safe experience for residents. In addition to those amenities, staff installed two site maps and one flora/fauna interpretative panel, and three shade structures above each bench. The team will continue to work with all consultants at US Fish and Wildlife and CA Fish and Wildlife as staff implements the Habitat Mitigation and Monitoring Program (HMMP) in 2024. In short, this program addressed the environmental impact this project included and will provide a five-year plan which includes on-site vegetation restoration to ensure the revegetation of the habitat is as greater amount than the take during the project. This project implements General Plan Goals and Policies RC-G-3, RC-P-9, PF-G-1 and PF-P-14.

A complete summary matrix of the City's progress toward implementing the General Plan is provided in Attachment A.

On March 12, 2024, the Planning Commission reviewed the report and directed staff to forward it to the City Council with a recommendation to receive and file.

PREPARED BY:

Grace Lee

Grace Lee, Senior Planner

3/19/2024

REVIEWED BY:

Grace Lee

Grace Lee, Senior Planner

3/5/2024

Greg Gubman

Greg Gubman, Community Development Director

3/6/2024

Attachments:

1. 5.5.a 2023 GP Status Report Matrix



DIAMOND BAR
GENERAL PLAN 2040

City of Diamond Bar General Plan Status Report 2023

Period beginning January 1, 2023, and ending December 31, 2023

OVERVIEW
On December 17, 2019, the City Council adopted Diamond Bar General Plan 2040, which is a State mandated document that the City uses to plan the framework for its future physical, social, and economic development. The General Plan is considered a long-term document that projects development within a community for approximately 20 years. The General Plan serves as the foundation for all land use decisions and provides a vision and blueprint about how a community will grow, reflecting community priorities and values while shaping the future.

The City of Diamond Bar General Plan consists of the following eight elements (“Chapters”):

- 1) Land Use & Economic Development
- 2) Community Character & Placemaking
- 3) Circulation
- 4) Resource Conservation
- 5) Public Facilities & Services
- 6) Public Safety
- 7) Community Health & Sustainability
- 8) Housing

The following information summarizes the status of the goals and policies that the City has implemented for each chapter of the updated General Plan in 2020. Each chapter is organized by color scheme for navigation.

1. Land Use & Economic Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
LAND USE & ECONOMIC DEVELOPMENT				
This chapter provides the overall framework for the physical development of the community and the distribution and intensity of land uses upon which many of the goals and policies in other chapters are based.				
GENERAL				
<i>Goals</i>				
LU-G-4	Land Use	Locate new residential growth in or adjacent to mixed-use centers and transit stations to support regional and statewide efforts to encourage sustainable land use planning and smart growth principles.	In June 2022, the City kicked off the preparation of the Town Center Specific Plan for the Town Center Mixed-Use focus area. The TCSP will provide the regulatory and urban design framework to establish a downtown, or “Town Center” in Diamond Bar as a walkable place with entertainment, retail, restaurants community gathering spaces and urban housing opportunities. Several tasks were commenced and/or completed in 2023. On January 24, the Planning Commission and City Council held a joint study session to discuss project buildout alternatives and approaches to encourage the development of inclusionary housing, and directed staff to evaluate a buildout of 2,055 dwelling units in the EIR. On March 21, the City hosted a community meeting to update the public on the project, with a focus on density and the incorporation of an inclusionary housing component to the plan. The Initial Study and Notice of Preparation (IS/NOP) were published on June 5, and a public scoping meeting was held on June 8 to obtain public input on the scope of environmental issue areas that should be addressed in the Supplemental EIR. Comments on the IS/NOP were received	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			through July 5, 2023. Significant progress on the Administrative Drafts of the Specific Plan and Supplemental EIR were made through the end of 2023, and the public review drafts of these documents are anticipated to be released in the spring of 2024.	
Policies				
LU-P-1	Land Use	Ensure that the scale and massing of new development provides sensitive transitions or design techniques in building height, bulk, and landscaping to minimize impacts on adjacent, less intensive uses, particularly residential uses.	All new development projects are reviewed to ensure compliance with the City's General Plan policies and design guidelines, including but not limited to, massing and scale of buildings, building materials and colors to blend in with the surrounding environment, appropriate setbacks, building separations and heights, landscaping, and window and door placements. To comply with the Housing Accountability Act (SB 330), the City's FY 2023/24 budget includes funding for the hiring of a consultant to assist the city in the preparation of Citywide objective design standards.	Community Development
LU-P-4	Land Use	Monitor and evaluate potential impacts of proposed adjacent, local, and regional developments to anticipate and require mitigation to the greatest extent feasible to reduce land use, circulation, and economic impacts on Diamond Bar.	On October 30, 2023, the Los Angeles County Department of Regional Planning published a Draft Environmental Impact Report (DEIR) in preparation for the development of 360 dwelling units on a 75.65-acre portion of an existing golf course (Royal Vista Golf Club). On December 22, 2023, the City provided a letter in response to the DEIR, requesting additional analyses and mitigations be provided to address potential blight, land use and safety, and transportation concerns. The City also requested additional analyses of the potential development on the remaining 80-acre portion of the golf course.	Community Development
LU-P-5	Land Use	Ensure that adequate public services, facilities, and infrastructure are available or provided to support new development, including water, wastewater, stormwater, solid waste, transportation, public safety, and parks.	Safe, Clean Water Program (Measure W) Staff prepared and submitted the City's Measure W Annual Plan to the County of Los Angeles. The Annual Plan outlined the City's proposed Measure W expenditures for the fiscal year, including CIP projects, routine maintenance, consultant costs, efforts to pursue grant funding, and staff time. As a result, Diamond Bar received its local return of over \$8K for FY 2023-2024. Parks and Facility Projects: The design of the redevelopment of Maple Hill Park was started in 2023. The project includes the complete replacement of the restroom building and the playground and significant ADA improvements. The design work is scheduled to complete in 2024, with the construction work starting subsequently.	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			The design of the redevelopment of Heritage Park and Community Center was started in 2023. The project includes significant upgrades to the community center, complete reconstruction of the detached park restroom building, ADA and parking lot improvements, landscaping, and park facilities upgrades. The design work is scheduled to complete in 2024, with the construction pending funding.	
LU-P-6	Land Use	When appropriate, require new development to pay its fair share of the public facilities and off-site improvements needed to serve the proposed use.	The Public Works Dept. requires all new development projects to pay their fair share of public improvements, including a City sewer fee (when applicable), traffic, and road infrastructure.	Public Works
LU-P-7	Land Use	As larger vacant or underutilized sites within the built environment are developed or redeveloped, maximize multimodal accessibility with appropriately designed street networks, and walkable block sizes scaled to proposed uses.	The Town Center Specific Plan (see Goal LU-G-4 above) will establish a fine-grained street and block grid to encourage pedestrian and bicycle circulation, and improved connectivity between the east and west sides of Diamond Bar Boulevard.	Community Development
RESIDENTIAL				
Goals				
LU-G-7	Land Use	Promote a variety of housing and neighborhood types that respond to a range of income, household sizes, and accessibility levels.	The City began drafting a Development Code amendment for consistency with AB 2221 (Quirk-Silva) and SB 897 (Wieckowski). The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024. The City has been processing new ADUs in accordance with the new State laws and continues to encourage ADUs and Junior ADUs, which provide an affordable housing option for lower income households. In 2023, 32 building permits for ADUs were issued.	Community Development
Policies				
LU-P-8	Land Use	Ensure that new residential development be compatible with the prevailing character of the surrounding neighborhood in terms of building scale, density, massing, and design. Where the General Plan designates higher densities, provide adequate transitions to existing development.	All new residential development requires review and approval by the Planning Commission through a Development Review application process to assess a project’s compatibility, architectural design, size, scale and massing with the neighborhood. The Planning Commission reviews the design to ensure compliance with the City’s General Plan policies and design guidelines, and to minimize adverse effects of the proposed project upon the surrounding properties and the City in general. In compliance with recent legislation, the City has begun the process of formulating objective design standards for residential development, beginning with the drafting of the Town Center Specific Plan regulatory document, and	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			will embark on the preparation of Citywide objective design standards in 2024.	
LU-P-9	Land Use	Incorporate architectural and landscape design features in new development that create more pedestrian-friendly neighborhoods, such as orientation to the street; set-back, or detached garages; tree-lined streets; and landscaped parkways between streets and sidewalks.	Through the development review process, all new development is reviewed to promote high functional and aesthetic architectural and landscape standards to complement and add to the economic, physical, and social character of Diamond Bar.	Community Development
COMMERCIAL, OFFICE, AND INDUSTRIAL				
Goals				
LU-G-11	Land Use	Support existing commercial centers by encouraging ongoing investment and, where appropriate, reuse and redevelopment.	In 2023, the City approved three Conditional Use Permits for an educational center, dance studio and fitness studio. All three businesses have occupied an existing tenant space, thereby encouraging ongoing investment of the existing commercial center. In addition, 175 new business licenses were issued in 2023.	Community Development
Policies				
LU-P-13	Land Use	Promote the revitalization of existing neighborhood commercial centers by encouraging property owners to maintain and improve the appearance of individual buildings and commercial centers through building façade improvements, landscaping, and pedestrian improvements.	The City is working on the creation of an Economic Development page on the City’s website. While the website is still being built, it will likely be launched to the public in 2024.	City Manager’s Office & Community Relations
LU-P-14	Land Use	Improve vehicular accessibility, traffic flow, and parking availability as well as pedestrian and bicycle access and amenities within office, commercial, and industrial areas.	During project review, staff ensures that all office, commercial, and industrial areas provide improved vehicular accessibility, traffic flow, and parking availability as well as review for opportunities to incorporate pedestrian and bicycle access and amenities. Adaptive Traffic Control System The City's Adaptive Traffic Control System (ATCS) is a traffic management strategy in which traffic signal timing changes or adapts based on actual traffic demand. This is accomplished using an adaptive traffic control system consisting of both hardware and software. The system's deployment (hardware and software) was completed and deployed in 2020. After being in service, the system is serving the City well, especially with all of the regional and local construction projects that are happening in the City. Staff continues to monitor the system for a robust coverage of the traffic circulation on the City’s main arterials.	Community Development Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			Diamond Bar Boulevard/SR60 Eastbound Ramp Intersection project (Diamond Bar Blvd dual left turn to SR-60 East onramp) In 2023, the design work was completed, and an approval (permit) was obtained from Caltrans for the subject project. The project will be done in Caltrans Right-of-Way. It went through a lengthy and detailed approval process with the State agency. With the grant funding approved in 2022, the project will be constructed as a change order to the main 57/60 Confluence Project in 2026-7. Confluence Project The construction work on the main SR57/SR60 Confluence Project commenced in 2023. Project improvements will stretch from just south of the northbound SR-57/SR-60 merge to eastbound SR-60 and south of the Golden Springs Drive overpass and along a portion of Grand Avenue from the City of Industry to the City of Diamond Bar. The project will include significant upgrades of the freeway system, including adding lanes and on/off ramps, as well as the replacement of the Grand Ave overcrossing (bridge over the freeway). Although the project is sponsored by Metro, it is implemented by the San Gabriel Valley Council of Governments under an approval and permit issued by Caltrans. Due to work happening on or immediately adjacent to the City right-of-way and the traffic diverted or detoured in or to the City, staff in the Public Works Department are directly involved in the day to day works of the project. The project is scheduled to be completed in 2028. Grand and Golden Springs Project The construction of the widening project at the intersection of Grand Ave and Golden Spring Drive continued in 2023. The majority of the work was completed in 2023, and it will be completed in early 2024.	
MIXED USE				
Goals – General				
LU-G-12	Land Use	Encourage compact mixed-use developments and projects that are walkable, designed to encourage community interaction, and fulfill a diversity of local commercial, employment, housing, and recreational needs.	See Land Use Chapter Goal LU-G-4.	Community Development
LU-G-13	Land Use	Maximize multi-modal accessibility to and connectivity within mixed-use areas.	See Land Use Chapter Goal LU-P-7.	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
LU-G-14	Land Use	Foster development of nodes or clusters of mixed-use centers to promote city and neighborhood identity, improve accessibility to stores, parks, natural open spaces, and services, and promote walkable, pedestrian-scaled retail and dining destinations.	See Land Use Chapter Goal LU-G-4.	Community Development
Goals – Town Center Mixed Use				
LU-G-22	Land Use	Promote and support the commercial area on both sides of Diamond Bar Boulevard from Golden Springs Drive to SR-60 as a vibrant, pedestrian-oriented Town Center that serves as Diamond Bar’s primary specialty retail and dining destination and is accessible to all Diamond Bar residents.	See Land Use Chapter Goal LU-G-4.	Community Development
LU-G-23	Land Use	Ensure an inviting and comfortable public realm to encourage pedestrian activity in the Town Center area.	See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.	Community Development
LU-G-24	Land Use	Allow residential and office uses as secondary to commercial (retail, dining, and entertainment) uses.	See Land Use Chapter Goal LU-G-4.	Community Development
Policies – Town Center Mixed Use				
LU-P-35	Land Use	Ensure that any reuse, redevelopment, or refurbishment of the Town Center area maintains a dominance of retail, dining, and entertainment uses. Allow residential uses within the designation’s permitted maximum range, as well as offices, either on upper floors or otherwise in locations that do not detract from the area’s predominant role as a community shopping, dining, and entertainment destination.	See Land Use Chapter Goal LU-G-4.	Community Development
LU-P-36	Land Use	Prioritize and support renovation, infill, and reuse of the existing commercial center. Require, where appropriate, redesign and modernization of architectural treatment and the introduction of finer-grained pedestrian network, as well as utilization of parking lots to create central gathering spaces and make the Town Center more pedestrian-friendly.	See Land Use Chapter Goal LU-G-4.	Community Development
LU-P-37	Land Use	Utilize buildings and streetscapes to define the public realm and encourage pedestrian activity and comfort. To further promote these objectives, incorporate attractive landscaping elements and usable outdoor green spaces, and discourage new drive through uses.	See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.	Community Development
LU-P-38	Land Use	Promote site designs that create an active street frontage and screen off-street parking from the Diamond Bar Boulevard and Golden Springs Drive frontages.	See Land Use Chapter Goal LU-G-4.	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
LU-P-39	Land Use	Streetscape and intersection improvements along the major corridors of South Diamond Bar Boulevard and Golden Springs Drive should enhance connectivity, comfort, and safety for all modes of travel, and increase accessibility to and from surrounding areas.	See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.	Community Development
LU-P-41	Land Use	Maximize accessibility for transit, automobiles, cyclists, and pedestrians to the Town Center from surrounding neighborhoods, the Metrolink station, and other Diamond Bar destinations.	See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.	Community Development
LU-P-42	Land Use	Avoid expanses of surface parking and encourage the consolidation and location of parking to the rear or side of buildings where appropriate.	See Land Use Chapter Goal LU-G-4.	Community Development
LU-P-43	Land Use	When updating the Development Code’s parking standards or preparing specific plans, evaluate parking ratios for the Town Center to balance the financial feasibility of development projects with the provision of adequate parking for visitors. Coordinate with developers and transit agencies to the extent possible to provide alternative modes of transportation to allow for reduced parking requirements.	See Land Use Chapter Goal LU-G-4.	Community Development
PUBLIC FACILITIES, OPEN SPACE, AND HILLSIDES				
LU-P-56	Land Use	Ensure that development on privately owned, residentially designated land in hillside areas is compatible with surrounding natural areas promoting the following design principles: a) Minimize—as articulated by the landform grading criteria of the Development Code’s Hillside Management regulations—excavation, grading, and earthwork to retain natural vegetation and topography; b) Preserve existing vistas of significant hillside features such as ridgelines, particularly from public places; c) Do not create unsafe conditions; d) Incorporate site and architectural designs that are sensitive to natural contours and land forms and hydrological features; e) Preserve natural watersheds, including existing vegetation within undeveloped hillside areas to the maximum extent feasible, including mature trees and native plant materials; f) Incorporate fuel modification as part of the Fire Department’s approved fuel modification program; g) Utilize planting palettes consisting of drought tolerant, fire resistant, non-invasive plants that are native to or compatible with those in the surrounding area; and	All new residential development requires review and approval by the Planning Commission through a Development Review application process to ensure compliance with the design principles listed. Violation Prevention To preserve resources and prevent code violations, the City issued six NPDES Notices of Violation, mostly related to illicit discharges into the storm drain system.	Community Development Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		h) Group plants within swale areas to more closely reflect natural conditions within landform graded slopes.		
ECONOMIC DEVELOPMENT				
<i>Goals</i>				
ED-G-1	Economic Development	Prioritize infill development opportunities and the reuse of existing vacant commercial space to grow the city's base of residents and employment to ensure long-term fiscal sustainability and promote conservation of natural open space.	<i>See Land Use Chapter Goal LU-G-4.</i>	Community Development
ED-G-2	Economic Development	Provide for the development of jobs and commercial uses within Diamond Bar to reduce residents' commutes, and to encourage residents to shop and dine locally.	The TCSP envisions the Town Center to become Diamond Bar's downtown, a mixed-use village setting where the local workforce can live and work, and provide the greater community with more local options to shop and dine.	Community Development
ED-G-3	Economic Development	Support the retention, rehabilitation, and/or expansion of existing businesses, and the attraction of new businesses.	In October of 2023, the City launched Open Rewards, a purpose-built application aimed at fostering positive economic growth in communities. This program supported the retention and expansion of existing businesses in town. The pilot program ran during Diamond Bar's Restaurant Week (October 1st to October 15th) - diners were offered a generous 20% reward for making purchases at Diamond Bar eateries. During the 2-week timeframe over \$4,200 in rewards were distributed – amounting to a total economic impact of \$22,075.35 or approximately a 5x return on the initial investment. <i>Also see Land Use Goal LU-G-11.</i>	City Manager's Office & Community Development
<i>Policies – Commercial Centers</i>				
ED-P-3	Economic Development	Create commercial centers or districts that have a sense of place and provide attractive places to shop, dine, and gather. Within these areas, support the development of uses and distinct characters that complement other commercial areas within Diamond Bar and adjacent jurisdictions.	<i>See Land Use Chapter Goal LU-G-4.</i>	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
ED-P-4	Economic Development	Collaborate with business owners, the Regional Chamber of Commerce – San Gabriel Valley and/or business development organizations to promote shopping and dining opportunities in Diamond Bar. Efforts may include listing information on local business on the City’s website, working with the Regional Chamber or business development organizations to establish and sustain promotional events and programs, increasing local business participation at community events, and developing promotional materials and guides to showcase existing businesses.	The City is actively engaged in collaborative efforts with business owners, the Regional Chamber of Commerce – San Gabriel Valley, and/or business development organizations to boost awareness and participation in shopping and dining opportunities within Diamond Bar. Our joint initiatives focus on promoting the vibrant local dining scene, encouraging community members to explore the diverse offerings during Diamond Bar Restaurant Week. Through strategic marketing campaigns including direct mailings, a dedicated website, social media and partnerships, the City aims to enhance the visibility of local businesses and foster a thriving economic environment. Regular updates on our collaborative endeavors will be shared to keep the community informed about the progress and impact of these initiatives.	City Manager’s Office
Policies – Community-Serving Uses				
ED-P-6	Economic Development	Work with property owners of existing office centers to increase the daytime population and facilitate opportunities to attract quality office tenants and supporting commercial businesses.	The new three-story medical office building in the Brea Canyon Business Park located at 850 S. Brea Canyon Road has completed construction.	Community Development
ED-P-7	Economic Development	Allow for home occupations where compatible with the privacy and residential character of the neighborhood.	Home based businesses are allowed, and are required to comply with the operating standards in Diamond Bar City Code Section 22.42.070, where the business shall be incidental and secondary to the residential use of the property. Modifications that alter the character of the residence or change its occupancy classification are prohibited, and activities that create nuisances, such as glare, light, noise, solid waste, or other characteristics in excess of that customarily associated with similar residential uses are prohibited. 87 home-based business licenses were issued in 2023.	Community Development

2. Community Character & Placemaking

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
COMMUNITY CHARACTER & PLACEMAKING				
This Chapter guides the physical form and character of the City by providing strategies to strengthen the City’s identity through both new development and public improvements. Placemaking elements include features such as monuments and decorative treatments that define City entry points, public art installations, decorative streetscape elements at key intersections or districts, and landscaping that creates a memorable and unified character. The Goals and Polices contained in this Chapter provide direction to incorporate such elements into both new development projects and public improvements. The majority of the Goals and Policies are related to the new opportunities within the four mixed-use focus areas and encourage walkable and pedestrian-oriented neighborhoods.				
OVERALL CHARACTER & DESIGN				
Goals				

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
CC-G-2	Community Character & Placemaking	Encourage development within mixed-use areas that is inviting to pedestrians, promotes community interaction and activity, and contributes to an engaging street environment.	See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.	Community Development
CC-G-4	Community Character & Placemaking	Preserve the scale and character of existing residential neighborhoods and ensure sensitive transitions between densities and uses.	See Land Use Chapter Policies LU-P-1 and LU-P-8.	Community Development
CC-G-5	Community Character & Placemaking	Provide an expanded pedestrian and bicycle infrastructure network to improve connectivity throughout the city where topography and technology permit.	Diamond Bar Boulevard Complete Streets Corridor The initial design of the Diamond Bar Boulevard Complete Streets Project was completed in 2020. In light of the new TCSP and to implement the City's new vision for the Town Center area, a redesign effort for a reimagined complete street was started in 2023. The design work is scheduled to be completed in 2024. The City secured \$3 million in Metro grant funding for construction. To ensure adequate funding for the project, the City submitted multiple grant funding requests, and eventually, in 2023, an additional \$4M was awarded to the Project under the State's Transportation Commission's Active Transportation Program (ATP) Cycle 6 Metropolitan Planning Organization allocation.	Public Works
Policies – City Identity				
CC-P-1	Community Character & Placemaking	Develop visual gateways at entry points to the city and at the entrances to the Neighborhood Mixed Use, Town Center, Transit-Oriented Mixed Use, and Community Core areas. Establish a gateway design palette and guidelines consistent with the existing gateway at Grand Avenue and Longview Drive, employing the same or a similar elements of streetscape design, monument signage, lighting, and building massing and setback.	Street Name Sign Replacement of the residential street name signs with the new design (new windmill logo, new typeface, etc.) was completed for half of the City. The second half of the City's residential areas will be covered in 2024. Replacement of internally illuminated street name signs (with the new design) and LED safety lights for arterial streets was completed in 2023. Procurement of new bus shelters for the City-wide replacement of bus shelters was completed in 2023. Among other upgrades, the new bus shelters will feature a City logo on the back panel. Also applies to Circulation Chapter Policies CR-P-20 and CR-P-21.	Public Works
CC-P-4	Community Character & Placemaking	Continue to support community identity with streetscape improvement and beautification projects in both existing residential areas and commercial centers, as well as new mixed-use areas that incorporate unified landscaping and pedestrian amenities. Amenities should include seating, bus shelters, pedestrian safety treatments such as sidewalk bulb-outs and widening and improved	See Community Character & Placemaking Chapter Policy CC-P-1.	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		crosswalks, and city-branded decorative elements such as street lighting, concrete pavers, tree grates, and theme rails.		
CC-P-5	Community Character & Placemaking	Establish a landscaping palette made up of native, drought-tolerant plants and stormwater management systems with a view to enhancing beautification and sustainable landscaping practices.	<i>See Land Use & Economic Development Chapter Policy LU-P-5 and Community Character & Placemaking Chapter Goal CC-G-5 and Policy CC-P-1.</i> The streetscape design in the TCSP project area will be centered around reducing the number of years to carbon neutral/zero carbon in order to reduce the effects of climate change by planting evergreen trees and installation of cool pavements such as hydro pavers.	Community Development & Public Works
CC-P-9	Community Character & Placemaking	Encourage pedestrian orientation in mixed-use development using a variety of site planning and architectural strategies, such as locating and orienting buildings to street frontages, plazas, or pedestrian paseos; providing visual transparency through fenestration; entries and arcades close to the street edge and sidewalk; and/or incorporating porches, patios, or outdoor spaces that overlook or interact with front yards or sidewalks.	The TCSP is intended to create vibrant public realm with a high intensity mix of uses to include retail, office, hotel, civic, and residential uses, and a bustling active environment during both day and evening hours. Numerous new public spaces, both hardscape squares and landscaped greener park spaces, will be located throughout the Plan area to provide a variety of environments that will serve residents and downtown visitors alike. <i>See Land Use Chapter Goal LU-G-4 and LU-P-7 and Community Character & Placemaking Chapter Goal CC-G-5 and Policy CC-P-1</i>	Community Development
CC-P-11	Community Character & Placemaking	In residential and mixed-use areas, use traffic calming measures such as pavers, bollards, sidewalk bulb-outs, and speed humps to slow travel speeds.	Neighborhood Traffic Management Program (NTMP) In residential neighborhoods, the NTMP continues to be an effective tool in providing a procedure to implement traffic calming devices in neighborhoods that experience speeding and cut-through traffic. The program's goal is to improve the livability of neighborhoods by empowering residents with the proper calming devices to modify driver behavior. In 2023, a complete revision of the City's NTMP Guidelines was completed. The Guidelines, which will replace the current Guidelines after the Council's approval, will significantly improve and streamline the NTMP process by creating two separate procedures (vs. the current one-fit-for-all procedure) for local and broad impact traffic issues. The design and construction work on both Hawkwood Drive and North Del Sol NTMP neighborhoods were completed, and staff monitored the improvements in 2023. Additionally, as a pilot project for the new NTMP Guidelines, a traffic calming project was completed in the Northampton neighborhood.	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			<i>Also applies to Circulation Chapter Policies CR-P-22 and CR-P-23 and Community Health & Sustainability Policy CHS-P-29.</i>	
Policies – Parks & Open Spaces				
CC-P-13	Community Character & Placemaking	Encourage landscaped common public spaces to be incorporated into new mixed-use development.	<i>See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.</i>	Community Development
CC-P-15	Community Character & Placemaking	Where public space fronts the sidewalk, ensure that it is primarily open and free of walls or other obstructions (not including trees, lights, and steps). Use landscaping strategically to identify pedestrian entrances and articulate edges for plazas and courtyards.	See Circulation Chapter Policy CR-G-5.	Public Works
CC-P-16	Community Character & Placemaking	Ensure that common spaces be integrated elements of development, coordinating landscaping and amenities with the projects' architecture and character.	<i>See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.</i>	Community Development
Policies – Site Planning & Parking				
CC-P-17	Community Character & Placemaking	Encourage the aggregation of individual small lots into larger development parcels within mixed-use areas that will support an appropriately-scaled, cohesive and economically viable development.	<i>See Land Use Chapter Goal LU-G-4.</i> The TCSP is an important component of the City's overall strategy to revitalize older areas and expand housing production. Incentives for lot consolidation are being considered as the TCSP is being crafted to encourage the improvement of underutilized properties.	Community Development
CC-P-18	Community Character & Placemaking	As large vacant or underutilized sites are developed or redeveloped, maximize multimodal accessibility with fine-grained street networks and walkable block sizes. Generally limit new block sizes to a maximum of about 400 feet in length. Mid-block plazas or alleys may be considered if the intent is to ensure fine-grained patterns where pedestrian access can be accommodated in intervals no more than 400 feet apart.	<i>See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.</i>	Community Development
CC-P-21	Community Character & Placemaking	Site plans should be designed to create pedestrian-oriented neighborhoods that follow these guidelines: a) Buildings should be oriented to the street; b) Garages and parking areas should be screened and/or located at the side or rear of properties wherever possible; and c) Landscaping, sidewalk conditions, and other streetscape elements should be improved during rehabilitation and new construction.	<i>See Land Use Chapter Goal LU-G-4 and Policy LU-P-7.</i> The planning goals for the TCSP include the following: 1. To implement the community vision, goals and policies of the General Plan, which established the Town Center Mixed-Use land use designation to "foster the development of a vibrant, pedestrian-oriented Town Center in Diamond Bar that serves as a place for Diamond Bar's residents to shop, dine, and gather.	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			2. To make the town center a complete neighborhood with a sense of place, that takes advantage of its location, to provide residents and visitors a unique experience. 3. Ensure that the physical design and programming of the town center supports health, wellbeing, and environmental sustainability, the latter so as to make progress toward meeting the greenhouse gas reduction targets of the Diamond Bar Climate Action Plan by supporting compact, infill, mixed-use development. 4. The town center allows for car-lite/car-optional living allowing those who choose not to use their car on a daily basis or who choose not to own a car at all to be easily accommodated thus furthering progress to the City's climate action goals. 5. The town center provides great public spaces, and small parks with regenerative landscapes to support the goal of environmental sustainability.	
CC-P-22	Community Character & Placemaking	Orient buildings adjacent to public spaces such that entries, windows, and seating areas face the public space.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-23	Community Character & Placemaking	Where appropriate and feasible, locate and orient active uses (such as commercial uses and parks) along the street edges of new mixed-use development, at street corners, or along main roadways internal to larger developments.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-25	Community Character & Placemaking	Encourage the design of shared parking for commercial and office uses where possible.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-26	Community Character & Placemaking	Establish reduced minimum commercial parking requirements for all development within new mixed-use land use designations. Reduced parking requirements should be supported by proximity to transit, shared parking, and technologies that, once mainstreamed, would reduce the need for conventional parking layouts.	See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.	Community Development
<i>Policies – Building Massing and Design</i>				
CC-P-29	Community Character & Placemaking	Promote the revitalization of existing commercial centers by encouraging property owners to maintain and improve the appearance of individual buildings and commercial centers through building façade improvements, landscaping, and pedestrian improvements.	On September 18, 2023, approval was granted to convert an existing auto repair station to a convenience store at a gas station located at 22628 Golden Springs Drive. The structure was constructed in 1983 and the project will include renovating the building façade as well as enhance the onsite landscaping.	Community Development
CC-P-30	Community Character & Placemaking	Ensure that infill residential development is designed to be sensitive to the scale, character, and identity of adjacent existing development.	All new residential development requires review and approval by the Planning Commission through a Development Review application process to assess a project's compatibility, architectural design,	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			size, scale and massing with the neighborhood. The Planning Commission reviews the design to ensure compliance with the City's General Plan policies and design guidelines, and ensure sensitive transitions between densities and uses.	
CC-P-32	Community Character & Placemaking	Emphasize human-scaled design within large-scale commercial and mixed-use centers. Employ measures such as articulated massing, awnings, and landscape elements to break down the scale of development.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-33	Community Character & Placemaking	Encourage new mixed-use and commercial development to incorporate visual quality and interest in architectural design on all visible sides of buildings through the following approaches: a) Utilizing varied massing and roof types, floor plans, detailed planting design, or color and materials; b) Maintaining overall harmony while providing smaller-scale variety; and c) Articulating building facades with distinctive architectural features like awnings, windows, doors, and other such elements.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
TOWN CENTER MIXED USE FOCUS AREA				
<i>Goals</i>				
CC-G-11	Community Character & Placemaking	Support an intense mix of active uses on both sides of Diamond Bar Boulevard within the Town Center focus area.	See Land Use Chapter Goal LU-G-4 and Policy LU-P-21.	Community Development
CC-G-12	Community Character & Placemaking	Establish an inviting and comfortable public realm that encourages pedestrian activity in the Town Center focus area.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-G-13	Community Character & Placemaking	Establish a new pedestrian-oriented “Main Street” within the Town Center focus area lined with retail uses.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
<i>Policies</i>				
CC-P-41	Community Character & Placemaking	Through development review, ensure that the Town Center remains predominantly a community shopping, dining, and entertainment destination, and that residential uses and offices are located so as not to detract from this image.	See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.	Community Development
CC-P-42	Community Character & Placemaking	Prioritize retail and other uses that promote pedestrian activity on the ground floor of buildings.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-43	Community Character & Placemaking	Establish gateways to the Town Center area at the intersections of Diamond Bar Boulevard and Golden Springs Drive and at Diamond Bar Boulevard and Palomino Drive. Gateway elements should be consistent with the gateway design palette.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
CC-P-44	Community Character & Placemaking	As the Town Center redevelops, enhance pedestrian connectivity throughout the district through the incorporation of a new “Main Street” within the western portion of the focus area that is off of or set back from Diamond Bar Boulevard.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-45	Community Character & Placemaking	The design of new development should be pedestrian-oriented, with the majority of building frontages located at the new street edge and with entrances located along the roadway or along pedestrian pathways or public spaces.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-46	Community Character & Placemaking	Ensure that new buildings employ horizontal and vertical building articulation and diversity in color, materials, scale, texture, and building volumes.	See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.	Community Development
CC-P-47	Community Character & Placemaking	Develop specific building height and other development standards through implementation mechanisms such as the City’s Zoning Ordinance or a master or specific planning process.	See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.	Community Development
CC-P-48	Community Character & Placemaking	Encourage dining establishments to incorporate outdoor dining or sidewalk cafés.	See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.	Community Development
CC-P-49	Community Character & Placemaking	Encourage reductions in surface parking and allow for the development of consolidated parking structures, provided that they are screened from view from Diamond Bar Boulevard and Golden Springs Drive.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-50	Community Character & Placemaking	Where possible, above-grade parking structures should be wrapped with pedestrian uses where they front onto active streets. If active uses are not feasible, frontages should be architecturally attractive. This may include unique designs and materials such as glass, articulated masonry, murals, or landscaping setbacks.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CC-P-51	Community Character & Placemaking	Enhance the pedestrian experience along Diamond Bar Boulevard within the Town Center area with widened sidewalks, shade trees, and pedestrian amenities such as street furniture, attractive paving, pedestrian-scaled lighting, and landscape buffers.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development

3. Circulation

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
CIRCULATION				

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
This Chapter is aimed at improving the transportation network within the City, balancing the circulation needs with safety and access across a variety of modes of transportation, including automobile travel, public transit, non-motorized transportation and goods movement through a Complete Streets approach.				
TRANSPORTATION NETWORK AND STREET DESIGN				
Goals				
CR-G-1	Circulation	Improve the operating efficiency of the transportation system by reducing vehicle travel demand and providing opportunities for other modes of travel. Before approving roadway improvements that focus on increasing vehicle capacity, consider alternatives that reduce vehicle volumes and prioritize projects that would reduce single-occupancy vehicle use and greenhouse gas emissions.	The City's Transportation Study Guidelines are implemented in the review of the new development projects for, among other things, the mitigation and reduction of the level of Vehicle Mile Traveled (VMT) of the projects. Additionally, in 2023, the City started the process updating the Transportation Study Guidelines per the new requirements and clarifications from the State and the new (2020) model data from SCAG.	Public Works
CR-G-2	Circulation	Maintain a street classification system that considers the broad role of streets as corridors for movement but also reflects a Complete Streets concept that enables safe, comfortable, and attractive access for pedestrians, bicyclists, motorists, and transit users of all ages and abilities, in a form that is compatible with and complementary to adjacent land uses, including neighborhood schools.	See Community Character & Placemaking Chapter Goal CC-G-5.	Public Works
CR-G-3	Circulation	Strive to achieve a finer grained network of streets and pedestrian/bicycle connections as development occurs, especially in focus areas such as the Transit-Oriented, Neighborhood, Town Center, and Community Core mixed-use areas.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CR-G-4	Circulation	Design roadways serving pedestrian-oriented mixed-use areas to promote neighborhood interaction, pedestrian comfort and walkability, and commercial patronage.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
CR-G-5	Circulation	Develop neighborhood streets and alleys that encourage walking, biking, and outdoor activity through engineering and urban design principles that reduce the potential for speeding and cut-through traffic, which may include traffic calming measures.	See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.	Community Development
Policies				
CR-P-1	Circulation	When redesigning streets, plan for the needs of different modes by incorporating elements such as shade for pedestrians, safe pedestrian-friendly crossings/ intersections, lighting at the pedestrian scale, bike lanes, signage visible to relevant modes, transit amenities, etc.	Citywide Bus Shelter Replacement In 2023, the replacement of all bus stop amenities on the City right-of-way was completed. The project replaced all sheltered and unsheltered bus stop amenities city-wide using Prop A funding. This excluded the bus stops upgraded in the past three years by using grant funding from the Foothill Transit Authority.	Public Works

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			Additionally, in 2023, a bus shelter was replaced, and one stop was turned from unsheltered to sheltered at Golden Springs Dr. and Calbourne by using the latest grant from Foothill Transit Authority. <i>Also applies to Circulation Chapter Goal CR-P-3, CR-G-13 and Policies CR-P-8 and CR-P-48</i>	
CR-P-2	Circulation	Promote new street designs and efforts to retrofit existing streets in residential neighborhoods minimize traffic volumes and/or speed as appropriate without compromising connectivity for emergency vehicles, bicycles, pedestrians, and users of mobility devices.	Local Highway Safety Improvement Program (HSIP) Project Federal regulations require each state to develop a Strategic Highway Safety Plan (SHSP) to reduce traffic accident fatalities and serious injuries on all public roadways. While the SHSP is used as a statewide approach for improving roadway safety, a Local Road Safety Plan (LRSP) is the means for providing City-owned roads with the opportunity to address unique highway safety needs in their jurisdictions while contributing to the SHSP. The City applied for and was awarded a grant by Caltrans to develop an LRSP. The City's LRSP was completed, and its findings were presented to the City's Traffic and Transportation Commission 2022. An LRSP is a recommended prerequisite to apply for specific State Grant applications, including HSIP Grants which are awarded to implement the recommendations in the LRSP. In 2022, the City submitted a Caltrans Cycle 11 HSIP Grant application with a list of proposed traffic improvements. The City was awarded over \$300K HSIP grant funding in 2023. The project engineering design started in late 2023. The goal is to complete the design work in spring 2023 and immediately start the bidding process for construction and installation. The project will improve pedestrian and cyclist safety at nine main intersections of the City with high-visibility crosswalks, upgraded signal heads, and pedestrian crosswalk counter heads. <i>See Community Character & Placemaking Chapter Goal CC-G-5.</i> <i>Also applies to Circulation Chapter Policies CR-P-19, CR-P-26, CR-P-45, and CR-P-65, and Public Safety Chapter Policy PS-P-35.</i>	Public Works
CR-P-3	Circulation	Plan for and provide new connections within the Transit-Oriented, Neighborhood, Town Center, and Community Core mixed-use areas to create finer grained, pedestrian-scaled circulation networks that support the development of connected and	<i>See Circulation Chapter Policies CR-P-1 and Goal CR-G-13.</i>	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		accessible neighborhoods. Connections should facilitate the use of alternatives to single-occupancy vehicles, such as walking, bicycling, and transit by improving the safety and accessibility of those modes.		
CR-P-4	Circulation	Develop traffic calming strategies for Diamond Bar Boulevard between Temple Avenue and Golden Springs Drive in order to provide a safe and comfortable pedestrian-friendly environment along and through the Neighborhood Mixed Use and Town Center Mixed Use areas.	See Community Character & Placemaking Chapter Goal CC-G-5.	Public Works
CR-P-5	Circulation	Necessary transportation improvements should be in place, or otherwise guaranteed to be installed in a timely manner, before or concurrent with new development. In evaluating whether a transportation improvement is necessary, consider alternatives to the improvement consistent with CR-G-1, and the extent to which the improvement will offset the traffic impacts generated by proposed and expected development.	See Community Character & Placemaking Chapter Goal CC-G-5.	Public Works
VEHICLE CIRCULATION				
Goals				
CR-G-7	Circulation	Ensure smooth traffic flows by maintaining or improving traffic levels of service (LOS) that balance operational efficiency, technological and economic feasibility, and safety.	See Circulation Chapter Goal CR-G-1.	Public Works
CR-G-8	Circulation	Encourage reduction in vehicle miles traveled (VMT) as part of a strategy to reduce greenhouse gas (GHG) emissions.	See Circulation Chapter Goal CR-G-1.	Public Works
CR-G-9	Circulation	Create and maintain programs for funding transportation improvements, with fair and equitable sharing of transportation improvement costs.	See Circulation Chapter Goal CR-P-2.	Public Works
CR-G-10	Circulation	Discourage traffic from SR-57 and SR-60 from using Diamond Bar roadways as alternatives to the freeway.	See Land Use Chapter Goal LU-P-14.	Public Works
Policies – Level of Service (LOS) Standards				
CR-P-12	Circulation	Balance meeting LOS standards with the need to reduce VMT through maintaining and supporting multi-modal connectivity such as transit, bicycling, walking, and by encouraging infill development with a pedestrian-friendly urban design character.	See Circulation Chapter Goal CR-G-1,	Public Works
CR-P-13	Circulation	Maintain a standard of LOS D during peak hour conditions on all streets in the City’s jurisdiction, with exceptions as noted below: a) Brea Canyon Rd south of Diamond Bar Blvd (LOS F) b) Brea Canyon Rd north of Diamond Bar Blvd (LOS E)	See Circulation Chapter Goal CR-G-1.	Public Works

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		c) Grand Ave west of Country View Dr (LOS E) d) Diamond Bar Blvd at SR-60 Eastbound Ramps (LOS F).		
CR-P-14	Circulation	Prioritize pedestrian movement and safety— through wider sidewalks, more frequent pedestrian crossings, sidewalk bulbouts, median pedestrian refuges etc.—rather than LOS in Community Character Priority Areas, which are areas designated for higher density mixed-use development in the General Plan. <i>See Section 4.4 for more detailed policies on bicycle and pedestrian movement in mixed-use areas.</i>	<i>See Community Character & Placemaking Goal CC-G-5.</i>	Public Works
CR-P-19	Circulation	Develop a prioritized program to implement measures to reduce traffic collisions at collision hot spots. Continue to monitor collision data for type, location, severity, and cause and update the collision reduction program as needed.	Due to higher-than-normal collision rate observed in 2023 at Diamond Bar Blvd and Mountain Laurel, the City implemented a project to change the signal system at this location from protected/permissive left-turn phasing to protected-only left-turn phasing at this intersection. Protected/permissive left-turn phasing provides a protected phase (green arrow) during one interval and allows unprotected turns (on a circular green) to be made through gaps in the opposing traffic flow during another interval. With this new change, vehicles can make a left turn only during the left turn green arrow. This required changes to the lanes arrangement and the signal heads at the intersection. The City will monitor the other protected/permissive left-turn intersections City-wide for collision causes and rates to implement similar changes, if needed. <i>Also applies to Circulation Chapter Goal CR-P-2.</i>	Public Works
<i>Policies – Adaptive Traffic Control (ATCS) & Intelligent Traffic Systems (ITS)</i>				
CR-P-20	Circulation	Implement measures such as additional signal timing and synchronization, speed limit regulations, and ITS techniques to increase safety and reduce congestion. Maintain a pavement management system and maintenance program for all public roadways throughout the City.	<i>See Land Use & Economic Development Chapter Policy LU-P-14.</i> Battery Back-Up and CCTV Replacement Program Battery backup units are a critical part of the City's public safety efforts as they allow traffic signals to operate fully for a short period and then operate on red flash for several hours in an emergency resulting in a power outage. CCTV cameras display live feeds of the City's most heavily used intersections, allowing staff to view and diagnose any traffic or public safety concerns quickly. The City implemented a multi-year program to replace battery backup systems that have reached their useful life on the City's 66 signalized intersections. The City is also implementing CCTV cameras at intersections that do not already have them. The year 2 of the project was completed by 2023.	Public Works

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CR-P-21	Circulation	On an ongoing basis, examine opportunities to avoid delay, spillover, or cut-through traffic onto Diamond Bar’s roadways through techniques such as adaptive traffic control systems along major corridors and traffic calming measures along cut-through routes that would reduce speeds and discourage drivers from electing to drive on them. Consider financial and technological feasibility and community priorities to determine whether and how strategies should be implemented.	See Land Use & Economic Development Chapter Policy LU-P-14 and Circulation Chapter Policy CR-P-20.	Public Works
Policies – Safety				
CR-P-22	Circulation	Implement traffic calming measures to slow traffic on local and collector residential streets and prioritize these measures over congestion management where appropriate and feasible.	See Community Character & Placemaking Chapter Policy CC-P-11	Public Works
CR-P-23	Circulation	Maintain the integrity of existing residential areas and discourage cut-through traffic by retaining cul-de-sacs and implementing other traffic calming measures that promote safe driving at speeds appropriate to the surrounding neighborhood, particularly at Prospectors Road, Chaparral Drive, Sunset Crossing Road, Lycoming Street, and Washington Street.	See Community Character & Placemaking Chapter Policy CC-P-11	Public Works
Policies – Inter-Jurisdictional Coordination				
CR-P-26	Circulation	As opportunities arise, coordinate with other jurisdictions, including neighboring cities, Los Angeles County, San Bernardino County, and Caltrans, on improvements to street segments common to the City of Diamond Bar and other jurisdictions.	See Circulation Chapter Policy CR-P-2.	Public Works
CR-P-27	Circulation	Encourage improvements to regional routes and arterial streets to account for environmental, aesthetic, and noise concerns, as well as to provide adequate buffers to adjacent land uses.	See Community Character & Placemaking Chapter Policies CC-P-1	Public Works
CR-P-29	Circulation	Solicit State and Federal funds to improve area freeways and local streets.	See Community Character & Placemaking Chapter Goal CC-G-5 and Circulation Chapter Goal CR-P-2.	Public Works
PEDESTRIAN AND BICYCLE CIRCULATION				
Goals				
CR-G-11	Circulation	Expand and strengthen existing pedestrian and cyclist network and facilities.	See Community Character & Placemaking Chapter Goal CC-G-5	Public Works
CR-G-12	Circulation	Improve safety and accessibility for pedestrians and cyclists.	See Community Character & Placemaking Chapter Goal CC-G-5	Public Works
Policies – Design & Programs				
CR-P-36	Circulation	Where appropriate, plant street trees and provide landscaping along major pedestrian and bicycle routes to provide shade and	See Circulation Chapter CT-P-36. The project will include those elements.	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		barriers between cyclists and motorists, as well as enhance aesthetics.		
<i>Policies – Bicycle & Pedestrian Movement in Mixed Use Areas</i>				
CR-P-39	Circulation	Ensure a safe environment for pedestrians and cyclists while allowing for local traffic to access freeways in the Neighborhood Mixed Use area through the following strategies: a) Widening sidewalks, providing planting strips between sidewalks and streets and providing pedestrian amenities such as shade trees and street furniture along Diamond Bar Boulevard; b) Implementing traffic calming measures such as reduced vehicle speeds, striping and signage along Diamond Bar Boulevard; c) Buffering bike lanes along Diamond Bar Boulevard; d) Enhancing pedestrian crossings at the intersection of Diamond Bar Boulevard and Sunset Crossing Road, at Diamond Bar Boulevard and Highland Valley Road, and at Diamond Bar Boulevard and the SR-60 on/off ramps; and e) Incorporating multi-use pathways internal to new development and connecting to existing development.	<i>All these elements and considerations are being incorporated into the design of the Diamond Bar Complete Street Project and the future TCSP. The project is described in Community Character & Placemaking Chapter Goal CC-G-5. After completion, this project will be used as a Complete Street template for the rest of the City.</i>	Public Works
CR-P-40	Circulation	Provide for a vibrant Town Center that encourages pedestrian activity and comfort within the Town Center Mixed Use area while accommodating through traffic along Diamond Bar Boulevard through the following strategies: a) Establishing a new pedestrian-oriented main street or pedestrian pathway in the Town Center; b) Enhancing the pedestrian experience along Diamond Bar Boulevard within the Town Center area with widened sidewalks, shade trees, and pedestrian amenities such as street furniture, attractive paving, pedestrian-scaled lighting, and landscape buffers; c) Buffering bike lanes along Diamond Bar Boulevard; d) Improving crosswalks at the intersection of Diamond Bar Boulevard and Palomino Drive, at Diamond Bar Boulevard and Golden Springs Drive, and where Diamond Bar Boulevard intersects with the driveway to the Town Center; and e) Strengthening cyclist and pedestrian connections between the Town Center area and nearby schools to provide safe and convenient routes to the Town Center for students by identifying barriers such as safety hazards and gaps in the	<i>See Land Use Chapter Goal LU-G-4 and Policies LU-P-7 and CC-P-21.</i> <i>See Circulation Chapter Goal CR-P-39.</i>	Community Development Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		bicycle and pedestrian networks and implementing improvements to address those barriers.		
CR-P-41	Circulation	Promote a fine-grained network of safe pedestrian, bicycle, and vehicle connections in the Transit Oriented Mixed-Use area, emphasizing connectivity to the Metrolink station through the following strategies: a) Improving crosswalks along Brea Canyon Road and Lemon Avenue; b) Enhancing the pedestrian experience along South Brea Canyon Road within the Transit Oriented Mixed Use area with widened sidewalks, shade trees, and pedestrian amenities such as street furniture, attractive paving, and pedestrian-scaled lighting, where feasible; c) Providing high-visibility pedestrian and bicycle connections to the Metrolink station; d) Incorporating multi-use pathways internal to new development and connecting to existing development; and e) Studying the potential for shuttle, bikeshare, and/or other linkages to improve the convenience of travel within the mixed-use area.	See HSIP Improvements as described in Circulation Chapter Goal CR-P-2	Public Works
Policies – Safety				
CR-P-43	Circulation	When planning capital improvement programs, ensure that projects incorporate measures that strengthen the protection of cyclists in bike lanes by implementing improvements such as increasing visibility of lane markings and signage, increasing bike lane widths, raising lanes, designing safer intersection crossings and turns, and buffering lanes from traffic wherever feasible, prioritizing bicycle lanes along arterials.	See Diamond Bar Blvd Complete Street Project as described in Community Character & Placemaking Chapter Goal CC-G-5.	Public Works
CR-P-44	Circulation	Enhance bicycle and pedestrian safety and comfort where feasible through means such as: a) Introducing bicycle- and pedestrian-level street lighting to improve safety at night; b) Furnishing intersections with crosswalks on all legs of the intersection; c) Improving pedestrian safety with intersection design features such as improved signal timing, sidewalk bulbouts, pedestrian refuge islands with “noses” that extend past the crosswalks, advance vehicle stop bars, high visibility crosswalk striping or decorative paving;	Most of these considerations are being incorporated into the design of the Diamond Bar Complete Streets Project and the future TCSP. The project is described in Community Character & Placemaking Chapter Goal CC-G-5. After completion, this project will be used as a Complete Street template for the rest of the City	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		d) Improving bicycle safety with intersection design features such as bicycle detection and signalization, painted bike boxes, and intersection crossing markings; e) Widening sidewalks, providing planting strips between sidewalks and streets and providing pedestrian amenities such as shade trees and street furniture; and f) Implementing traffic calming measures to reduce vehicle speeds and congestion.		
CR-P-45	Circulation	Routinely review pedestrian and cyclist collision data for type, location, severity, and cause, and develop strategies to prevent these collisions.	These reviews are being done consistently. After every collision, the City staff reviews the police report and, if applicable, makes changes to the circulation system. An example of such change is provided in Circulation Chapter Goal CR-P-19 (Diamond Bal Blvd. and Mountain Laurel). Another example is the HSIP project that was created based on the collision data as described in Circulation Chapter Goal CR-P-2.	Public Works
PUBLIC TRANSPORTATION				
<i>Goals</i>				
CR-G-13	Circulation	Support the availability, efficiency, and effectiveness of public transit service.	In 2013, The City actively participated SGV Public Transit Feasibility Study sponsored by Metro and implemented by the San Gabriel Valley Council of Governments (SGVCOG). The feasibility study evaluated options to improve mobility in the San Gabriel Valley. The work continued in 2023 and was completed later in the year with a selection of options that provided the most benefit to the region. The study's recommended options would connect with Diamond Bar and provide benefits to the residents and businesses. <i>Also applicable to Circulation Chapter Policy CR-P-3</i> <i>See Circulation Chapter Policy CR-P-1</i>	Public Works
<i>Policies</i>				
CR-P-48	Circulation	As opportunities arise, work with Foothill Transit to maintain and improve bus stops and shelters, as well as identify areas where service can be improved or expanded to increase system use.	In 2023, bus shelters and other transit amenities were replaced Citywide, including the Foothill Transit sponsored bus stop upgrade at Golden Springs Dr. and Calbourne.	Public Works
PARKING				
<i>Goals</i>				
CR-G-14	Circulation	Provide adequate parking for all land use types, while balancing this against the need to promote walkable, mixed-use districts and	<i>See Land Use Chapter Goal LU-G-4.</i>	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		neighborhoods in targeted areas, and promoting ride-sharing and alternative transportation modes.		
Policies – Truck Routes				
CR-P-63	Circulation	Develop design guidelines for designated truck routes, including proper turning radii at intersections.	The engineering standard already exists and is being used by the City in project reviews.	Public Works
CR-P-64	Circulation	Continue prohibiting trucks heavier than 5 tons from operating on designated residential streets, except for emergency, maintenance, residential moving trucks, and transit vehicles, to maintain pavement integrity.	This is currently being implemented.	Public Works
CR-P-65	Circulation	Periodically review collision data for type, location, severity, and cause. Develop countermeasures for sites with recurrent truck-involved collisions.	This is currently being implemented.	Public Works

4. Resource Conservation

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
RESOURCE CONSERVATION A conservation element is required to provide guidance for the conservation, development, and utilization of natural resources, including water quality and hydraulic force, forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals, and others as applicable to each jurisdiction. An open space element is intended to ensure that cities and counties recognize that open space land is a limited and valuable resource, and that they prepare and carry out open space plans to guide the comprehensive long-range preservation and conservation of open space land. The Resource Conservation Chapter provides policies to guide the City’s stewardship of its resources, ensuring the conservation and enhancement of open spaces, biological resources, water and air quality, and cultural resources.				
OPEN SPACE				
Goals				
RC-G-3	Resource Conservation	Preserve to the extent possible open space ridgelines, hilltops, and prominent slopes for aesthetic, biological and natural resource conservation, and safety purposes.	The Canyon Loop Trail project included many improvements to provide a safer trail experience for residents while preserving the natural habitat. Improvements such as gabion walls, stairs, and water erosion devices will extend the life of the hard pan trail and increase safety for those accessing the trail. These improvements triggered habitat monitoring to comply with all state and federal requirements for the protection, replacement and restoration of native habitat affected by the project. The City contracted with Michael Baker International and Helix Environmental to implement the five-year Habitat Mitigation Monitoring Program to implement mitigation measures supporting the natural habitat found around the Canyon Loop Trail.	Parks & Recreation
Policies				

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
RC-P-7	Resource Conservation	Minimize visual and environmental impacts to ridgelines, hilltops, and slopes through regulations that minimize grading, ensure that development conforms to natural topography, and maximize safety, correlating development intensity with the steepness of terrain. Landform grading criteria and maximum allowable densities shall be based upon the slope density formula as set forth in the Development Code.	The Planning Division reviews each project to ensure compliance with the City's General Plan policies and City's Hillside Management Design Guidelines. The guidelines were created to ensure that development will complement the character and topography of hillside areas set forth in the Development Code.	Community Development
RC-P-8	Resource Conservation	To the extent feasible, support and cooperate with the efforts of other jurisdictions and conservation organizations to protect prominent ridges, slopes, and hilltops in and adjacent to the City and its Sphere of Influence. <i>Such features include, but are not limited to, areas identified by Los Angeles County as Significant Ecological Areas; Tonner Canyon; the hills within Tres Hermanos Ranch; and the hillsides along SR-57, between Diamond Bar and Brea.</i>	In coordination with the cities of Chino Hills and Industry, a one day guided tour of the Tres Hermanos property was provided free of charge for approximately 100 members of the public on September 23, 2023. The guided tours included exhibits and historical presentations led by local historians, current City Managers and staff.	Parks & Recreation
BIOLOGICAL RESOURCES				
Goals				
RC-G-5	Resource Conservation	Protect rare, threatened, endangered, and other special-status plant and animal communities.	See Resource Conservation R-C-G3	Parks & Recreation
RC-G-6	Resource Conservation	Utilize native and drought-tolerant vegetation in landscaping, site stabilization and restoration where practical to prevent the spread of invasive plant species into natural open spaces.	See Resource Conservation R-C-G3 During project review, the Planning Division ensures that the plant palette is diverse, Southern California native and drought-tolerant vegetation is utilized, and that the planting and irrigation plans comply with the City's Water Efficient Landscaping Ordinance.	Parks & Recreation Community Development
Policies				
RC-P-9	Resource Conservation	Require, as part of the environmental review process prior to approval of discretionary development projects involving parcels within, adjacent to, or surrounding a significant biological resource area, a biotic resources evaluation of the site by a qualified biologist. Focused plant surveys shall be conducted at the appropriate time of year, and local reference populations checked to ensure detectability of the target species. Wildlife shall also be evaluated by a qualified biologist through appropriate survey or trapping techniques necessary to determine presence. Such evaluation shall analyze the existing and potential natural resources of a given site as well as the potential for significant adverse impacts on biological resources. The report shall identify measures to avoid, minimize, or mitigate any impacts to species that have been observed or have	In compliance with the Mitigation Monitoring and Reporting Program (MMRP) for the Canyon Loop Trail project , focused plant and nesting bird surveys were conducted and construction was adjusted to avoid habitat disturbance during the breeding seasons of the California Gnatcatcher and Cactus Wren.	Parks & Recreation

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		the potential of being present on the site. In approving any permit based on the evaluation, the City shall require implementation of mitigation measures supported by the evaluation, or work with the applicant to modify the project if mitigation is determined not to be adequate to reduce the impacts to a non-significant level.		
RC-P-10	Resource Conservation	Require, to the greatest extent feasible, new development to preserve mature native trees including oak and walnut, and trees of significant cultural or historical value such as sycamore and arroyo willow, etc., as set forth under the Diamond Bar Tree Preservation and Protection Ordinance. Review the ordinance periodically and update it as necessary to reflect current best practices.	The Planning Division reviews each project to evaluate if a protected tree can be preserved or retained on-site. If preservation is not feasible, trees are required to be replanted at a minimum 3:1 ratio pursuant to the City's Tree Preservation and Protection Ordinance.	Community Development
WATER RESOURCES				
<i>Goals</i>				
RC-G-7	Resource Conservation	Protect waterways—including creeks, riverines, artesian springs, seeps, and wetlands—and watersheds in Diamond Bar from pollution and degradation as a result of urban activities.	See <i>Land Use & Economic Development Chapter Policy LU-P-5</i> . Also, staff prepared and submitted the City's annual Urban Runoff and Stormwater NPDES compliance report. The report summarizes the City's effort for the year on the protection of the City's storm drain system from pollution.	Public Works
<i>Policies – Water Conservation</i>				
RC-P-17	Resource Conservation	Continually evaluate and upgrade the efficiency of City irrigation systems, prioritizing the use of reclaimed water.	This is being implemented.	Public Works
RC-P-19	Resource Conservation	Encourage the implementation of the latest water conservation technologies into new developments.	Building and Safety requires water conservation fixtures as required by the California Green Building Code (CALGreen) and the California Plumbing Code.	Community Development
<i>Policies – Water Quality</i>				
RC-P-23	Resource Conservation	Ensure that post-development peak stormwater runoff discharge rates do not exceed the estimated predevelopment rate and that dry weather runoff from new development not exceed the pre-development baseline flow rate to receiving water bodies.	Implemented on all of the development projects through stormwater quality and quantity review (Hydraulic and Hydrology) including through requiring construction and maintenance of Low Impact Development Best Management Practices (LID BMP) and/or Water Quality Management Plans (WQMP).	Public Works
AIR QUALITY				
<i>Goals</i>				
RC-G-14	Resource Conservation	Aim for a diverse and efficiently-operated local and regional ground transportation system that reduces VMT and generates the minimum amount of pollutants feasible.	See <i>Circulation Chapter Goal CR-G-1 for VMT Guidelines and implementation efforts</i> .	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
Policies				
RC-P-24	Resource Conservation	Encourage new development to minimize impacts on air quality through the following measures: a. Use of building materials and methods that minimize air pollution. b. Use of fuel-efficient heating equipment, and other appliances, such as water heaters, swimming pool heaters, cooking equipment, refrigerators, furnaces, boiler units, and low or zero-emitting architectural coatings. c. Use of clean air technology beyond what is required by South Coast Air Quality Management District (SCAQMD), leveraging State and local funding sources.	• Building & Safety implements CALGreen. Whenever a building permit is issued for construction, CALGreen requires the building inspector to verify the reduction of dust and volatile organic compounds (VOCs). Dust control measures include watering of dirt on projects that are moving earthwork and VOCs are limited in quantity by requiring materials with certified lower VOCs be used. • Through the implementation of the California Energy Code and CALGreen, more efficient equipment and reduced VOC's are required respectively. The CA Energy Code requires highly efficient heating and cooling systems through requiring high seasonal energy efficiency ratings and energy efficient materials such as low-E (low emissivity) windows. The CA Energy Code also requires high efficacy lighting, energy efficient switching and sensors, certified cooktop hoods, rooftop solar installations in new construction, and mostly instantaneous water heaters for new construction. CALGreen requires low emitting architectural coatings through limiting the VOC's and requiring certified listed low-emitting products including paints and sealants. • CALGreen requires clean air within buildings including through requiring higher minimum efficiency reporting value (MERV) filters and minimum outdoor air circulation. Higher filtration removes contaminants and outdoor air circulation reduces carbon dioxide levels within structures	Community Development
RC-P-25	Resource Conservation	Conserve natural open spaces, biological resources, and vegetation, recognizing the role of these resources in the reduction and mitigation of air pollution impacts, and the promotion of CO2 sequestration.	Building & Safety follows various SCAQMD rules including requiring SCAQMD proof of notification before some projects are demolished, preventing wood burning fireplaces from being installed, prevention of excessive dust on construction sites, and requiring SCAQMD notification prior to the issuance of permits for char-broilers.	Community Development
RC-P-28	Resource Conservation	Cooperate with the ongoing efforts of the U.S. Environmental Protection Agency (EPA), SCAQMD, the Southern California Association of Governments (SCAG), and the State of California Air Resources Board in improving air quality in the regional air basin.	Building & Safety Department requires all construction projects to provide proper mechanical ventilation systems pursuant to the California Mechanical Code. The California Building Code limits the amount of hazardous materials on a site which could lead to further Toxic Air Contaminants. During construction, dust mitigation and erosion control are required and enforced by the building inspector on any construction project. The remainder of this work is conducted through the Public Works Department.	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
RC-P-30	Resource Conservation	For new or modified land uses that have the potential to emit dust, odors, or TACs that would impact sensitive receptors, require the business owners to obtain all necessary SCAQMD clearances or permits prior to business license or building permit issuance.	The Public Works Department requires an erosion control plan to be provided prior to permit issuance, including sandbags around the property and intermittent watering of a grading site. Prior to any demolition, the Building & Safety Division requires that SCAQMD to be notified before permits are issued.	Public Works
RC-P-33	Resource Conservation	Require construction and grading plans to include State and AQMD-mandated measures to the maximum extent possible fugitive dust and pollutants generated by construction activities and those related to vehicle and equipment cleaning, fueling and maintenance as well as mono-nitrogen oxides (NOx) emissions from vehicle and equipment operations.	Public Works implements all dust control measures during grading with assistance from Building & Safety Department during construction.	Public Works
Policies – Tribal Cultural Resources				
RC-P-46	Resource Conservation	Conduct project-specific Native American consultation early in the development review process to ensure adequate data recovery and mitigation for adverse impacts to significant Native American sites. Ensure that City staff and local developers are aware of their responsibilities to facilitate Native American consultation under Senate Bill 18 and Assembly Bill 52.	The City contracted with Kizh Nation Resource Management so a representative was on-site each day of ground disturbance during the Canyon Loop Trail project (Assembly Bill 52 requires lead agencies to request consultation with all Native American tribes that have ancestral ties to the area in which a project subject to CEQA is located. The mitigation measures required the City to retain a culturally-affiliated Native American monitor to observe ground-disturbing construction activities for the purpose of identifying the potential presence of any significant historic or prehistoric tribal cultural resources).	Parks & Recreation

5. Public Facilities and Services

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
PUBLIC FACILITIES & SERVICES This Chapter sets forth the policy framework for the City to manage infrastructure and services, identify areas for improvement, and ensure that public utilities, services, and programs can meet the needs of the community into the future.				
PARKS & RECREATION				
Goals				
PF-G-1	Public Facilities & Services	Maintain and expand the system of parks, recreation facilities, open spaces, and trails that meet the active and passive recreational needs of residents of all ages and abilities.	The City continued to update the outdoor court lighting in youth playgrounds. The Canyon Loop Trail renovation project was completed in 2023.	Public Works and Parks & Recreation

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			Also, see Maple Hill Park and Heritage Park design work as described in Land Use Chapter Goal LU-P-5.	
<i>Policies – General</i>				
PF-P-2	Public Facilities & Services	Continue to seek public input on parks and recreation needs and preferences through surveys, presentation to the Parks and Recreation Commission, neighborhood meetings and workshops, and other community outreach methods as necessary, such as when siting/ designing new parks, when updating the Parks and Recreation Master Plan, when renovating existing parks, etc.	Staff conducted the Maple Hill Public Information session on Wednesday, December 13, 2023 at Maple Hill Park. The information session provided the public with an opportunity to review and comment on the three playground options for the project. An online survey was conducted two weeks after the public information session, allowing for residents to comment online regarding the three playground options. Feedback was overwhelming and indicated that playground option 1 was the clear favorite by residents.	City Manager's Office / Parks & Recreation / Public Works
PF-P-3	Public Facilities & Services	Identify and pursue funding and financial resources to acquire land for parks and to continue providing high quality maintenance of parks, trails, and recreational facilities.	Staff applied for Proposition 68 State funding, Measure A and Measure W funding to improve and create parks and open space.	Parks & Recreation
PF-P-5	Public Facilities & Services	Continue cooperative efforts with the Walnut Valley and Pomona Unified School Districts through joint use agreements for park and recreational facilities.	City staff continue to utilize the revised Joint Use Agreement with Walnut Valley Unified School District for indoor athletic space for community programming.	Parks & Recreation
<i>Policies – Parks & Recreation Facilities</i>				
PF-P-13	Public Facilities & Services	When planning and designing public facilities and parks, take into consideration accessibility, flexible use, adaptability, energy and water efficiency, ease of maintenance, and sustainable design elements that take advantage of the natural processes of healthy ecosystems, while preserving historic and cultural resources and sensitive habitats.	All of these recommendations are being considered in the design of Maple Hill Park and the Heritage Park and Community Center.	Public Works
PF-P-14	Public Facilities & Services	Preserve existing and future City-owned recreational open space as recreational open space in perpetuity. City-owned recreational open space includes undeveloped areas of City parks that are available for passive recreational use, and portions of designated open space land that have been dedicated to the City for use as trails.	The Canyon Loop Trail project was completed to provide a safer trail experience for residents while preserving the natural habitat. Improvements such as gabion walls, stairs, and water erosion devices will extend the life of the hard paved trail and increase safety for those accessing the trail.	Parks & Recreation
PF-P-16	Public Facilities & Services	Continue to provide programming and services for seniors, including active programs, classes, and activities and outings, adjusting programming based on needs and preferences, particularly as Diamond Bar's residents age.	The new weekly "Wednesday Walkers" program allows for seniors to walk around parks with a group of other senior residents and City staff to improve health and knowledge of the City.	Parks & Recreation
PF-P-17	Public Facilities & Services	Address the recreational needs of all children and adults, including persons with disabilities, seniors, and dependent adults, be addressed in recreational facility planning efforts.	All of these recommendations are being considered in the design of Maple Hill Parks and Heritage Park and Community Center.	Public Works

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
<i>Policies – Trails</i>				
PF-P-21	Public Facilities & Services	Seek grants and alternative funding mechanisms for trail development and maintenance.	Staff continues to annually apply for Proposition 68 and Habitat Conservation Grant funds, as well as other competitive grant opportunities focused on park development.	Parks & Recreation
<i>Policies – Community Facilities</i>				
PF-P-28	Public Facilities & Services	Continue sponsoring and promoting events and cultural activities that bring the community together in different locations throughout the city.	City staff continues to organize and update City-wide special events such as the Windmill Lighting, Veterans Day, Corporate Showcase, and Bridal Show in order to promote community enrichment and the business community.	Parks & Recreation
UTILITIES				
<i>Goals</i>				
PF-G-6	Public Facilities & Services	Ensure that public facilities and services, including water, wastewater, sewage, electricity, natural gas, and solid waste, are provided in a safe, efficient, and timely manner to meet the current and future needs of the city.	Underground Utility District In 2023, the construction work commenced on the Brea Canyon Rd Underground Utility District. The project uses the City’s \$1.6M Rule 20A undergrounding work credit to underground about 2,000 ft of overhead electricity and telecommunication lines in front of Heritage Park and the adjacent school. The project will be completed in 2024. Also, applies to Public Facilities & Services Chapter Policies PF-P-37 and PF-P-38.	Public Works
<i>Policies – Water & Wastewater</i>				
PF-P-37	Public Facilities & Services	As opportunities arise, work with the Los Angeles County Public Works Department (LAC PUBLIC WORKS) and Los Angeles County Sanitation District (LACSD) to ensure that wastewater treatment conveyance systems and treatment facility capacity is available to serve planned development within Diamond Bar.	Will serve letters from the LACSD are required for building permit issuance to show that adequate sewer facilities are or will be available to serve a proposed Accessory Dwelling Unit (ADU).	Community Development

6. Public Safety

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
PUBLIC SAFETY The purpose of this Chapter is to identify the natural and man-made public health and safety hazards that exist within the City, and to establish preventative and responsive policies and programs to mitigate their potential impacts, particularly in light of our unique environmental, seismic, and topographic conditions. This Chapter also addresses the excellent public safety services provided by the L.A. County Sheriff’s and Fire Departments, and endorses the continuation of the contract model of government for the continuation of these services. Lastly, the Public Safety Chapter addresses noise and serves to limit the exposure of the community to excessive noise levels. The Goals and Policies emphasize partnerships with local, regional and State agencies to ensure the City’s readiness for public safety threats through action plans and educational efforts.				
SEISMIC AND GEOLOGIC HAZARDS				

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
Goals				
PS-G-1	Public Safety	Partner with the Los Angeles County Fire and Sheriff's Departments in community education efforts aimed at preventing potential loss of life, physical injury, property damage, public health hazards, and nuisances from seismic ground shaking and other geologic hazards such as landslides and mudslides.	The City and its public safety partners continue outreach efforts to residents on safety, including earthquake, fire, and emergency preparedness topics. In particular, the City's Community Relations Division works closely with public safety members to communicate time sensitive information to residents through the City's website, as well as the Neighborhood Watch Program and to local businesses using the Business Watch Program. Outreach materials are distributed to the community via print and electronic media that focuses on public safety and emergency preparedness. <i>Also applies to Public Safety Chapter policy PS-P-5 and goal PS-G-5</i>	Community Relations
Policies				
PS-P-2	Public Safety	Require areas identified as having significant liquefaction potential (including secondary seismic hazards such as differential compaction, lateral spreading, settlement, rock fall, and landslide) to undergo site-specific geotechnical investigation prior to development and to mitigate the potential hazard to a level of insignificance or, if mitigation is not possible, to preserve these areas as open space or agriculture.	Through the development review process, all projects proposing development on lands with known geotechnical and/or geological issues, including lands identified as Restricted Use Areas (RUA), are required to prepare a Geotechnical Study acceptable to the City Engineer, pursuant to the Municipal Code requirements as provided in Diamond Bar Municipal Code Section 15.00.320.	Public Works
PS-P-4	Public Safety	Carry out a review of City-owned critical facilities that may be vulnerable to major earthquakes and landslides and develop programs to upgrade them.	Diamond Bar Center Slope Stabilization Project The City became aware of concrete separations along the northern side of the Diamond Bar Center. A decision was made to take preventative measures to ensure long-lasting slope stability and prevent any potential risk to the facility. Therefore in 2020, the City conducted a geotechnical investigation and sampled the soil conditions of the northern slope at the facility. The design of a slope stabilization engineering solution was completed in 2021. The construction work commenced in late 2022 and was completed in 2023.	Public Works
PS-P-6	Public Safety	Prevent and control soil erosion and corresponding landslide risks on public property and in conjunction with new private development through hillside protection and management.	<i>See Public Safety Chapter Policy PS-P-6.</i>	Public Works
FLOOD HAZARDS AND PROTECTION				
Goals				
PS-G-2	Public Safety	Implement measures aimed at preventing the potential for loss of life, physical injury, property damage, public health hazards, and	The City prepared a comprehensive update to the City's Hazard Mitigation Plan (Plan) with the assistance of a Federal Emergency	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		nuisances from the effects of a 100- year storm and associated flooding.	Management Agency (FEMA) grant, which was adopted by the City Council and approved by FEMA in July 19, 2022. Staff is evaluating FEMA grant opportunities to provide funding to implement the Action Items listed in the Plan. The Plan, in concert with the City's Emergency Operations Plan (EOP), can eventually be used to support resilient planning, mitigation, reconstruction strategies, and response efforts to climate conditions and incidents impacting the community. The Plan review process included a public comment period, including initial submission and review by FEMA. Very High Severity Fire Zones have been mapped throughout the City hillside areas requiring new construction to be fire-resistant at exterior surfaces exposed to wildland areas. <i>Also applies to Public Safety Chapter goals PS-G-3 and PS-G-8 and policies PS-P-7, PS-P-38, PS-P-39, and PS-P-44</i>	
<i>Policies</i>				
PS-P-7	Public Safety	Work with the Federal Emergency Management Agency (FEMA) as needed to ensure that the City's floodplain information is up to date with the latest available hydrologic and hydraulic engineering data.	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office
PS-P-8	Public Safety	Continue to implement flood control programs, such as the City's Grading and Floodplain Ordinances, that reduce flood hazards to comply with State flood risk management requirements.	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office
PS-P-9	Public Safety	Consider the impacts to health and safety from potential flooding on future development in flood-prone areas, including those identified as being within the 100- or 500-year floodplains. Require installation of protective structures or other design measures to protect proposed building and development sites from the effects of flooding in these areas. <i>Figure 7-4 (Page 7-12 of the Public Safety Element) shows flood zones in and around the Planning Area based on FEMA's 2016 flood hazard data.</i>	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office
FIRE HAZARDS				
<i>Goals</i>				
PS-G-3	Public Safety	Partner with the Los Angeles County Fire Department and affiliated agencies to implement hazard mitigation plans and community education efforts aimed at preventing the potential for loss of life, physical injury, property damage, public health hazards, and nuisances from wildland and urban fires.	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
<i>Policies – General</i>				
PS-P-14	Public Safety	Educate the public about fire hazards and fire prevention. Work with the County of Los Angeles Fire Department and CAL FIRE to disseminate information on fire weather watches and fire risks and encourage all Diamond Bar residents to engage in risk reduction and fire preparedness activities. <i>The Los Angeles County Fire Department maintains information on family fire preparedness plans and risk reduction measures such as vegetation management.</i>	The City continues to expand upon public education and outreach efforts to educate residents, including the COVID-19 pandemic, fire and weather-related hazards, through a variety of platforms such as City’s website, monthly DBConnection newsletter, public presentations, emergency alert system, and informational videos. The information, in collaboration with City and Public Safety partners with Los Angeles County Sheriff and Fire Departments, is aimed at improving public safety preparedness efforts, increase resident awareness, and ensure compliance with State and County Public Health Orders. The Los Angeles County Fire Department also has an active fire brush clearance program that incorporates inspections from local fire stations in areas of know fire danger to ensure that residents are aware of mitigation measures they can implement on their property. <i>Also applies to Public Safety Chapter goal PS-G-9 and policies PS-P-18 and PS-P-42</i>	City Manager’s Office
PS-P-16	Public Safety	For privately-owned property within areas designated for development that are subject to high wildfire risk, condition approval of development upon the implementation of measures to reduce risks associated with that development, including, but not limited to, fuel modification plans and Fire Code requirements in effect at the time of project approval.	Prior to building permit issuance, all residential projects located in the High Fire Hazard Severity Zone are required to submit landscape plans designed to comply with the requirements of the Los Angeles County Fire Department’s Fuel Modification Plan Guidelines in terms of plant selection, placement and maintenance. The final landscape and fuel modification plans are submitted to the Los Angeles Fire Department for review and approval.	Community Development
PS-P-18	Public Safety	Work cooperatively with the County of Los Angeles Fire Department, CAL FIRE, and fire protection agencies of neighboring jurisdictions to address regional wildfire threats.	<i>See Public Safety Chapter policy PS-P-14</i>	City Manager’s Office
<i>Policies – Fire Hazard Severity Zones & State Responsibility Areas</i>				
PS-P-19	Public Safety	Maintain and update the City’s High Fire Hazard Severity Zones map consistent with changes in designation by CAL FIRE to ensure that the County of Los Angeles Fire Department is protecting the community from wildland-urban fires as future development takes place.	<i>See Public Safety Chapter policy PS-P-14</i>	City Manager’s Office
PS-P-20	Public Safety	Prior to permit approval, ensure that all new development located in a Very High Fire Hazard Severity Zone or a State Responsibility Area (SRA) is served by adequate infrastructure, including safe	<i>See Public Safety Chapter Policy PS-P-14.</i>	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		access for emergency response vehicles, visible street signs, and water supplies for fire suppression.		
PS-P-21	Public Safety	Collaborate with the County of Los Angeles Fire Department to ensure that properties in and adjacent to High or Very High Fire Hazard Severity Zones as indicated in Figure 7-6 are adequately protected from wildland fire hazards in a manner that minimizes the destruction of natural vegetation and ecosystems through inspection and enforcement. Update Figure 7-6 as new information becomes available from CAL FIRE.	See Public Safety Chapter Policy PS-P-14.	Community Development
PS-P-22	Public Safety	Support the County of Los Angeles Fire Department's Provision of weed abatement and brush thinning and removal services in High and Very High Fire Hazard Severity Areas in order to curb potential fire hazards.	See Public Safety Chapter Policy PS-P-14.	Community Development
PS-P-23	Public Safety	Where development is proposed within High or Very High Fire Hazard Severity Zones, ensure that the County of Los Angeles Fire Department has the opportunity to review the proposal in terms of its vulnerability to fire hazards and its potential as a source of fire, including fuel modification plan review for new development or additions that are equal or greater than 50 percent of the existing square footage.	Prior to building permit issuance, all residential projects located in the High Fire Hazard Severity Zone are required to submit landscape plans designed to comply with the requirements of the Los Angeles County Fire Department's Fuel Modification Plan Guidelines in terms of plant selection, placement and maintenance. The final landscape and fuel modification plans are submitted to the Los Angeles Fire Department for review and approval.	Community Development
HAZARDOUS MATERIALS AND OPERATIONS				
<i>Policies</i>				
PS-P-25	Public Safety	On sites with known contamination of soil and groundwater, work with State and local agencies to continue to identify and compel cleanup of such sites to ensure that construction workers, future occupants, the public, and the environment are adequately protected from hazards associated with contamination. <i>The City may reference the State Water Resources Control Board's Geotracker database and the California Department of Toxic Substances Control's EnviroStor database to identify potentially hazardous sites. Figure 7-8 (Page 7-26 of the Public Safety Element) shows sites identified through these databases in 2019.</i>	City staff is continuing to monitor the progress of groundwater remediation of the vacant lot at 23671 Golden Springs Drive. The owner is currently working with the California Regional Water Quality Control Board to test and cleanup releases from underground gas storage tanks, from the former Chevron gas station occupying the site. On December 21, 2023, the California Regional Water Quality Control Board approved a preliminary plan for sampling of the soil for gas vapors, with a requirement to provide a more comprehensive technical report detailing this phase of investigation by March 2024.	Community Development
PS-P-26	Public Safety	Prohibit (or oppose when outside of the City's jurisdiction) the development of projects that would reasonably be anticipated to emit hazardous air emissions or handle extremely hazardous substances within a quarter-mile of a school.	The City's contracted residential and commercial waste haulers continue to offer comprehensive waste collection and curbside recycling services citywide. Curbside recycling services include collection of green waste; bulky items; and household hazardous waste, including electronic waste, used oil, paint products, batteries, garden chemicals, household chemicals and hypodermic needles.	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			All City and LA County environmental programs are promoted through a wide variety of outlets, and on an ongoing basis. Program specific flyers and post cards are distributed at City Hall, the Diamond Bar library, Diamond Bar Center, Heritage Park, during events, and as billing inserts. City media outlets include the annual EnviroLink newsletter, the monthly city newsletter DB Connection, an extensive website, and DBTV Channel 3. Additionally, each of the City's waste haulers maintains a website that highlights available programs and instructions for participation. Used motor oil recycling kits (containing a drain container, funnel, filter bags, shop towels, and a filter wrench) were distributed to interested do-it-yourselfers community events, and from City Hall. The City also works with Los Angeles County Public Works to provide a Household Hazardous Waste (HHW) event in the City once a year. The HHW event takes most forms of electronic and hazardous waste including paint, batteries, and other toxic materials that are recycled and do not enter the waste stream. The City promotes the Los Angeles County Public Works HHW events throughout the year in addition to promoting the County's hotline 1-888-CLEAN LA and their dedicated website.	
SHERIFF, FIRE, AND EMERGENCY SERVICES				
Goals				
PS-G-5	Public Safety	Maintain safety services that are responsive to citizens' needs to ensure a safe and secure environment for people and property in the community.	See Public Safety Chapter Goal PS-G-1	City Manager's Office
PS-G-6	Public Safety	Support community-based policing partnerships to enhance public awareness of crime prevention and strengthen the relationship between the Los Angeles County Sheriff's Department and neighborhoods throughout the city.	The City continues to distribute information through its "Let's Talk Public Safety" program, primarily through law enforcement safety blogs and videos. This is a collaboration between the City, the Los Angeles County Sheriff's Department, and the Los Angeles County Fire Department, and is an extension of the existing Neighborhood Watch and Business Watch programs. The "Coffee with a Cop" meetings are held once a month at locations through the City, where residents and businesses can talk with a member of the Sheriff's Department about crime and other law enforcement techniques. Additionally, the City completed installation of 50 Flock Safety Automated License Plate Reader security/surveillance cameras throughout the community. Also applies to Public Safety Chapter policy PS-P-30	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
PS-G-7	Public Safety	Provide effective emergency preparedness and response programs.	<i>See Public Safety Chapter policy PS-P-37</i>	City Manager's Office
<i>Policies</i>				
PS-P-29	Public Safety	Coordinate with the Los Angeles County Sheriff's Department for review of applications for new development and for the intensification of existing development, ensuring that review is consistent with Crime Prevention Through Environmental Design (CPTED) principles.	<i>See Public Safety Chapter goal PS-G-6</i>	City Manager's Office
PS-P-30	Public Safety	Continue to promote the establishment of neighborhood watch and business watch programs to encourage community participation in the patrol of neighborhoods.	<i>See Public Safety Chapter goal PS-G-6</i>	City Manager's Office
PS-P-31	Public Safety	Continue to utilize the contract model of government with Los Angeles County Fire and Sheriff's Departments and provide facilities, staffing, and equipment to attain the shortest possible response times as set forth by the adopted standards of those public safety organizations.	<i>See Public Safety Chapter goal PS-G-6</i>	City Manager's Office
PS-P-37	Public Safety	Maintain area-wide mutual aid agreements and communication links with adjacent governmental authorities and other participating jurisdictions.	The City continues to expand upon its emergency preparedness and response capabilities through testing and exercises. The dedicated EOC provides the City with added flexibility to coordinate and respond to emergencies, provide redundant communications to public safety agencies, and enable added communications to residents. City Hall also has a backup power generator to ensure critical systems are operational in the event of a prolonged emergency outage, with redundant communications capabilities including the Sheriff's Department and County Office of Emergency Management (OEM). The City conducted the first introductory EOC training since COVID-19, and will continue efforts with additional training and exercises in collaboration with LA County OEM, local school districts, and adjoining municipalities. <i>Also applies to Public Safety Chapter goal PS-G-7 and policies PS-P-40, PS-P-41, and PS-P-43</i>	City Manager's Office
EMERGENCY AND DISASTER MANAGEMENT				
<i>Goals</i>				
PS-G-8	Public Safety	Use the Local Hazard Mitigation Plan and Emergency Operations Plan to address mitigation and response for local hazards, including seismic hazards, flood hazards, fire hazards, hazardous materials incidents, and hazardous sites, and to plan for the protection of	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
		critical facilities (i.e., schools, hospitals), disaster and emergency response preparedness and recovery, evacuation routes, peak load water supply requirements, and minimum road width and clearance around structures.		
PS-G-9	Public Safety	Conduct emergency and disaster management planning in a collaborative manner with State and local agencies and neighboring jurisdictions, while striving for self-sufficiency in City-level emergency response.	<i>See Public Safety Chapter policy PS-P-14</i>	City Manager's Office
<i>Policies</i>				
PS-P-38	Public Safety	Maintain, review, and update Diamond Bar's Local Hazard Mitigation Plan as needed to take into account new hazard conditions in the Planning Area and new emergency management techniques.	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office
PS-P-39	Public Safety	Adopt, implement and update as necessary the Local Hazard Mitigation Plan to develop strategies to address changing risks from flood, drought, fire, landslides, seismic activity, hazardous materials, and other potential hazards, including strategies related to monitoring, emergency preparedness, development policies, conservation, vulnerable populations, and community resilience.	<i>See Public Safety Chapter goal PS-G-2</i>	City Manager's Office
PS-P-40	Public Safety	Continue to coordinate the City's emergency preparedness and response plans and operations with the State Office of Emergency Management, Los Angeles County, schools, and other neighboring jurisdictions.	<i>See Public Safety Chapter policy PS-P-37</i>	City Manager's Office
PS-P-41	Public Safety	Maintain and expand as necessary community emergency preparedness resources including personnel, equipment, material, specialized medical and other training, and auxiliary communications.	<i>See Public Safety Chapter policy PS-P-37</i>	City Manager's Office
PS-P-42	Public Safety	Continue to disseminate public information and alerts regarding the nature and extent of possible natural and manmade hazards, resources identifying measures residents and businesses can take to prepare for and minimize damage resulting from these hazards, citywide response plans, and evacuation routes.	The City and its public safety partners continue outreach efforts on safety topics, including earthquakes, wildfires, weather-related impacts, and emergency preparedness. Information and education resources are made available to residents and businesses through a variety of print and electronic platforms, including the City's monthly newsletter, Diamond Bar Connection, City website and monthly Safety Speak blog. City staff routinely uses its social media outlets to increase awareness of its Emergency Alert, (Civic Ready), notification system and to encourage registration by residents and businesses	Community Relations

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			to receive time-sensitive notices by email, text or voice messages regarding emergency situations, such as evacuations.	
PS-P-43	Public Safety	Require all City staff to be adequately trained to respond to emergency situations, and conduct regular emergency preparedness drills with local organizations including the Los Angeles County fire and Sheriff’s departments.	See Public Safety Chapter policy PS-P-14	City Manager’s Office
PS-P-44	Public Safety	Leverage pre- and post-disaster assistance programs to support resilient planning, mitigation, and reconstruction strategies that consider future climate conditions, such as the California Governor’s Office of Emergency Services’ Hazard Mitigation Grant Program and California Disaster Assistance Act.	See Public Safety Chapter policy PS-P-37	City Manager’s Office
NOISE				
Policies				
PS-P-49	Public Safety	Ensure that detailed site-specific noise analysis, including the identification of noise mitigation measures, be prepared for all development proposals located where project noise exposure would be other than normally or conditionally acceptable as specified in Table 7-1. With mitigation, development should meet the allowable exterior and interior noise exposure standards established in the Noise Control Ordinance.	During grading and construction activities, development projects are required to properly muffle all construction equipment to reduce noise levels.	Public Works and Community Development

7. Community Health & Sustainability

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
COMMUNITY HEALTH & SUSTAINABILITY				
The Goals and Policies in this Chapter identify strategies to facilitate healthy and active lifestyles, social connections and celebrating diversity, access to healthy food, and climate change resilience. Many of these strategies could be incorporated into existing or future City programs and Development Code standards.				
ACTIVE LIFESTYLE				
Goals				
CHS-G-3	Community Health & Sustainability	Promote the use of public parks, recreational and other spaces for healthy exercise and physical activity.	Dozens of enrichment classes and athletic opportunities are provided throughout the year at local parks by the City, independent contracts, or non-profit organizations.	Parks & Recreation
Policies				
CHS-P-1	Community Health & Sustainability	Strive to ensure that all areas of the community have an equal distribution of public parks and public recreational facilities to maximize access.	City staff continues to apply for grant funding in order to complete the conceptualized park on Sunset Crossing, which is in an area of the community determined to be “park poor.”	Parks & Recreation

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
SOCIAL CONNECTION				
<i>Goals</i>				
CHS-G-5	Community Health & Sustainability	Enhance cultural and generational diversity and social connections through opportunities for volunteerism and civic engagement, public gathering places, public art, family-friendly activities, and events that connect residents to one another, helping them to stay socially active in the community.	The City provides annual City-wide special events and senior programming that support teens looking to volunteer and seniors interested in intergenerational opportunities.	Parks & Recreation
CHS-G-6	Community Health & Sustainability	Provide safe and welcoming opportunities for meeting and gathering that encourage face-to-face interactions between people.	The Diamond Bar Cener and Heritage Park serve as “home” for six unique senior clubs who meet regularly throughout the week for both organized activity and leisurely gatherings.	Parks & Recreation
<i>Policies</i>				
CHS-P-7	Community Health & Sustainability	Continue to support and promote citywide events that integrate families, schools, and the greater community.	Many City-wide special events include partnerships with both local high schools and a middle school who are responsible for an active role in the event.	Parks & Recreation
CHS-P-9	Community Health & Sustainability	Encourage and provide volunteer opportunities for residents to engage and support a wide variety of events and activities.	The Parks & Recreation Department offers volunteer opportunities for teens at events, seniors at the Diamond Bar Center, and adults through the youth sports programs.	Parks & Recreation
CHS-P-13	Community Health & Sustainability	Support the provisions of spaces, programs and facilities across the community to provide opportunities for artistic and cultural engagement and expression for all members of the Diamond Bar community.	The City partnered with Alchemy Theater to provide weekly live performances at Summitridge Park during the summer. These performances were free and took place in a setting similar to Concerts in the Park.	Parks & Recreation
CHS-P-14	Community Health & Sustainability	Encourage the development of “destinations”—such as the clusters of commercial uses that draw residents from the entire community into the Neighborhood Mixed Use, the Transit-Oriented Mixed Use, and the Town Center focus areas.	<i>See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.</i>	Community Development
CHS-P-15	Community Health & Sustainability	Encourage the establishment of gathering areas in new neighborhoods.	<i>See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.</i>	Community Development
HEALTHCARE & HUMAN SERVICES				
<i>Goals</i>				
CHS-G-7	Community Health & Sustainability	Promote health equity, including equal access to health facilities, clinics, goods, services, and economic and educational opportunities, helping to ensure wellbeing for residents of all ages, abilities, and incomes.	The Diamond Bar Center hosted the Senior Resource Day Fair for over 200 residents and the event provided free access to information regarding healthcare options, financial advice, senior living, and insurance resources for the community.	Parks & Recreation
HEALTHY FOOD				
<i>Policies</i>				

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
CHS-P-21	Community Health & Sustainability	Promote healthy food and beverages at City-sponsored events, programs, and recreation activities. Ensure that safe, clean drinking water is available for the public at all City-owned buildings where public programs occur.	Clean drinking water is available at all City facilities and a variety of food trucks typically provide an array of food and beverage options at City-sponsored special events. Staff is also provided with clean drinking water at events. Water bottle filling stations are also included at parks when replacing the previous drinking fountain.	Parks & Recreation
PUBLIC HEALTH AND ENVIRONMENTAL JUSTICE				
<i>Policies</i>				
CHS-P-30	Community Health & Sustainability	Support a better informed and civically engaged community by making information available both in print and electronic format, and, to the extent possible, provide this information in the languages predominantly spoken in the community.	The City continues to use a variety of print, electronic and online communication tools to provide information about local and regional programs and services that may affect resident quality of life. Information is made available to residents via the City website, electronic newsletters, social media platforms, the City's printed monthly newsletter, (Diamond Bar Connection), and virtual in-person presentations. Many of the temporary virtual services that were launched in response to COVID-19 pandemic in-person gathering restrictions, have since remained in place to enhance resident engagement, including the use of teleconferencing to participate in City Council and Commission meetings, the option to meet with staff using video, use of online applications to secure permits, and to request services using the City's mobile app, Diamond Bar Connected.	Community Relations
<i>Policies – Energy Efficiency & Conservation</i>				
CHS-P-39	Community Health & Sustainability	Support Southern California Edison (SCE) and Southern California Gas Company's (SoCalGas) efforts to increase public awareness of energy conservation technology and best practices.	The City has partnered with the San Gabriel Valley Council of Governments (SGVCOG) to increase public awareness of energy conservation technologies and best practices from Southern California Edison and the Gas Company. Information is distributed through the City's Envirolink newsletter, as well as direct communication from partner agencies and utility providers.	City Manager's Office
CHS-P-42	Community Health & Sustainability	Seek funding and other assistance from the South Coast Air Quality Management District for installation of electric vehicle charging stations at appropriate locations throughout the City.	The City continues to explore funding and assistance from the South Coast Air Quality Management District for the installation of electric vehicle charging stations at suitable locations throughout the City. Regular communication is maintained with the District.	City Manager's Office and Public Works
CHS-P-44	Community Health & Sustainability	Promote energy conservation and retrofitting of existing buildings through the implementation of the Green Building Codes.	The Building & Safety Division implements CALGreen by requiring all construction projects to meet State requirements. This is done through requiring all waste hauling by the City's franchise hauler or to a recycling facility, requiring low emitting vehicle parking for new commercial projects, limiting VOCs, inspecting erosion control, and requiring low water usage in plumbing.	Community Development

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
<i>Policies – Waste Reduction & Recycling</i>				
CHS-P-46	Community Health & Sustainability	In order to achieve compliance with the source reduction goals set forth under Assembly Bill (AB) 939 amendments thereto, incorporate solid waste diversion goal performance standards into the contracts with the City's franchise waste haulers, and enforce the City's Construction and Demolition Waste Ordinance.	To meet the source reduction goals outlined in Assembly Bill (AB) 939 and its amendments, the City has been actively working on integrating solid waste diversion goal performance standards into contracts with its franchise waste haulers. This strategic initiative aligns with the City's commitment to compliance and sustainability. Additionally, efforts are underway to re-enforce the City's Construction and Demolition Waste Ordinance, revised in 2017, reinforcing our dedication to responsible waste management practices. The City Manager's Department is diligently navigating the implementation process through the negotiation of the solid waste franchise agreements, and further updates will be provided as milestones are achieved.	City Manager's Office
CHS-P-47	Community Health & Sustainability	Reduce the disposal of household hazardous wastes in landfills through continued cooperation with waste pick-up service providers, the County Sanitation Districts, and the Los Angeles County Department of Public Works in the provision of curbside pick-up and annual household waste round up events.	The City is actively working to minimize the disposal of household hazardous wastes in landfills through ongoing collaboration with waste pick-up service providers, the County Sanitation Districts, and the Los Angeles County Department of Public Works. Our joint efforts focus on facilitating, organizing and cross promoting annual household waste round-up events. The City is committed to enhancing these initiatives through the successful At Your Door curbside collection program and continuously exploring ways to further reduce the environmental impact of household hazardous wastes in our community.	City Manager's Office
CHS-P-48	Community Health & Sustainability	Continue to promote the safe disposal of household hazardous waste through public education and incentives.	The City is steadfast in our commitment to promoting the safe disposal of household hazardous waste through ongoing efforts in public education and incentives. Our initiatives aim to raise awareness about proper disposal methods utilizing the local Ace Hardware takeback program and the importance of responsible waste management. In addition to educational campaigns, we are exploring and implementing incentives to encourage community participation in safe disposal practices. Regular updates on the progress of these initiatives will be provided as we strive to create a safer and more environmentally conscious community.	City Manager's Office
CHS-P-49	Community Health & Sustainability	Continue to educate residential, commercial, and industrial generators about source reduction and recycling programs and encourage their participation in these programs through promotional campaigns and incentives.	The City's ongoing commitment to promoting source reduction and recycling programs involves a comprehensive educational approach targeting residential, commercial, and industrial generators. Through strategic initiatives, the City continues to educate these sectors about the benefits of source reduction and recycling. This includes widespread promotional campaigns aimed at raising awareness and encouraging active participation through waste hauler billing inserts,	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			City newsletters, social media and the City's website. Moreover, we are developing and implementing incentives to further motivate and reward engagement in these programs. Regular updates on the progress of these educational and promotional efforts will be provided as the City strives to foster a culture of sustainability across diverse sectors.	
CHS-P-50	Community Health & Sustainability	Encourage generators of edible food to have contracts or agreements with food rescue organizations to minimize edible food from being disposed of or destroyed.	In the City's ongoing efforts to minimize edible food waste, the City contracted with Abound Food Care and is actively encouraging generators of edible food to establish contracts or agreements with food rescue organizations as mandated under Senate Bill 1383 (SB 1383). This initiative aims to divert edible food from being needlessly disposed of or destroyed. The City is facilitating the establishment of partnerships between generators and food rescue organizations, fostering a collaborative approach to addressing food waste challenges. Regular updates on the progress of these efforts will be provided as we work towards creating a more sustainable and socially responsible system for managing edible food waste.	City Manager's Office
CHS-P-51	Community Health & Sustainability	Encourage residents and businesses to compost leaves, grass clippings, food waste, and other organic materials by promoting existing food waste pickup services, residential waste hauler rate composting discounts, and residential backyard composting.	The City is making significant strides in encouraging residents and businesses to participate in composting initiatives. Our efforts involve promoting existing food waste pickup services, providing residential waste hauler rate composting discounts, and encouraging residential backyard composting. Through targeted outreach and awareness campaigns, we aim to highlight the benefits of composting leaves, grass clippings, food waste, and other organic materials. Additionally, residents are informed about available discounts to make composting more accessible. We continue to monitor and enhance these initiatives, ensuring that our community is actively engaged in sustainable waste management practices. Regular updates on the progress of these programs will be provided as we work towards fostering a greener and more environmentally conscious community.	City Manager's Office
CHS-P-52	Community Health & Sustainability	Collaborate with the City's contract waste haulers to educate and encourage residents and businesses about waste reduction strategies.	The City is making positive strides in our collaboration with the City's contract waste haulers to educate and motivate residents and businesses toward effective waste reduction strategies. Through joint efforts, the City has established educational campaigns, imbedded as franchise agreement requirements, to raise awareness about sustainable waste management practices. These campaigns aim to inform the community about the importance of waste reduction and provide practical strategies for implementation. Ongoing collaboration ensures that residents and businesses receive consistent and valuable information on reducing waste. As	City Manager's Office

POLICY #	CHAPTER	GOALS & POLICIES	STATUS	DEPARTMENT
			we move forward, we remain dedicated to strengthening these partnerships and promoting a culture of responsible waste management within our community.	
CHS-P-53	Community Health & Sustainability	Support and cooperate with County and State regulatory agency efforts to require commercial and industrial generators to develop and implement a source reduction and recycling plan tailored to their individual waste streams.	The City is actively supporting and cooperating with County and State regulatory agencies to implement measures that require commercial and industrial generators to develop and execute source reduction and recycling plans tailored to their unique waste streams. Our collaborative efforts aim to ensure compliance with regulations, where applicable, while promoting sustainable waste management practices among businesses.	City Manager's Office
Policies – Climate Change Resiliency				
CHS-P-57	Community Health & Sustainability	Encourage water conservation, drought-tolerant landscaping and the use of greywater and reclaimed and recycled water, where appropriate, with a view to reducing water use.	During project review, the Planning Division ensures that the plant palette is diverse, Southern California native and drought-tolerant vegetation is utilized, and that the planting and irrigation plans comply with the City's Water Efficient Landscaping Ordinance. Also, reclaimed water is required for nonresidential irrigation systems where available. See Resource Conservation Chapter Goal RC-G-6.	Community Development

8. Housing – 2021-2029 (6th Cycle) Housing Element Program Evaluation

PROGRAM #	OBJECTIVES	STATUS
HOUSING The Housing Element, which has been certified by the California Department of Housing and Community Development (HCD) on October 5, 2022, identifies and makes provisions for existing and future housing needs. While most of these enabling policies require the participation of the private sector, the City also actively participates in implementation by budgeting a portion of its annual Community Development Block Grant (CDBG) allocation and state Permanent Local Housing Allocation (PLHA) funds to administer the City's Home Improvement Program (HIP). The HIP provides zero-interest deferred loans of up to \$30,000 to eligible low-income households to perform essential home repairs and improvements. Low-income households are also eligible to participate in the Los Angeles County Community Development Commission's CDBG-funded Home Ownership Program (HOP) for first-time homebuyer assistance. The City will file the Housing Element Annual Progress (APR) with HCD and Office of Planning and Research (OPR) by April 1, 2024, which outlines progress on the implementation of the adopted 2021-2029 (6th Cycle) Housing Element. The table below summarizes the 2021-2029 Housing Element housing programs offered through the Community Development Department along with program objectives, accomplishments, and implementation status.		
1. Residential Neighborhood Improvement Program	Continue to implement the code enforcement program, and direct eligible households to available rehabilitation assistance to correct code violations. Provide focused code enforcement and rehabilitation assistance for 5 to 6 households during the planning period in neighborhoods evidencing concentrations of deteriorating units.	The City continues to operate the code enforcement program. This program is successful and is being continued. Code enforcement cases have increased in number and complexity due to factors including aging housing stock and the declining financial resources of longtime residents. The code enforcement officers and building inspectors are typically the first public officials to learn which homeowners lack the financial resources to correct property maintenance

PROGRAM #	OBJECTIVES	STATUS
		violations, and in the process, become aware of other deferred maintenance issues. The officers carry copies of the City’s Home Improvement Program (HIP) brochures and inform homeowners potentially in need of assistance that the City offers no-interest, deferred loans for essential home repairs.
2. Home Improvement Program	Improve neighborhoods evidencing deferred maintenance through property maintenance and rehab. Provide minor repair and rehabilitation to 4 units annually.	The City allocates at least \$100,000 of its annual CDBG award to the Home Improvement Program. The HIP provides zero-interest loans of up to \$30,000 to low- and very-low-income homeowners, which do not need to be repaid unless the home is sold or refinanced. There is a waiting list of pre-screened applicants, and HIP loans are processed in the order received. On June 20, 2023, the City Council approved the expansion of the HIP to utilize both CDBG and PLHA funds to broaden the scope of homeowners eligible to receive HIP loans. Key changes of the updated HIP Program Policies are highlighted below: • The maximum loan amount for single-family detached homes increased from \$20,000 to \$30,000. • Owner-occupants of condominiums that meet the household income requirements are now eligible for HIP loans for up to \$20,000, provided that PLHA funds are available. The maximum loan amount is lower than the cap for single-family detached homes because costlier improvements, such as roof maintenance and exterior repairs, are the responsibility of the condominium HOAs, not the individual homeowners. • PLHA funds may be used to issue loans to households (both single-family detached and condominium) earning up to 150% of the Area Median Income (AMI) for L.A. County. CDBG funds continue to be restricted to owner-occupied households of single-family detached housing earning no more than 80% of AMI. • A minimum loan amount of \$10,000 is now required. Previously, no minimum was specified. Establishing a minimum loan amount encourages homeowners to address more improvements at once, and provides economies of scale with respect to the administrative costs associated with processing loans. The HIP is successful in improving housing conditions and is being continued at available funding levels.

PROGRAM #	OBJECTIVES	STATUS
3. Section 8 Rental Assistance Program	Continue to direct eligible households to the County Section 8 program.	This program is beneficial in reducing problems such as overpayment and overcrowding. City continues to coordinate with the County on the Section 8 program. Handouts are available at the public counter and contact information is regularly provided to requestors. The program is being continued.
4. Preservation of Assisted Housing	Preserve 100 percent of the 149 low- and moderate-income units in The Seasons Apartments.	Diamond Bar contains only one assisted housing project, the 149-unit Seasons Apartments (formerly Heritage Park) for senior citizens. This project was constructed in 1988 and was originally financed under the Los Angeles County Multi-Family Mortgage Revenue Bond program. The project was refinanced in November 1999 under the California Community Development Authority's Multi-Family Housing Re-funding Bond, and was transferred to the Corporate Fund for Housing, a non-profit organization. According to the terms of the new bond agreement, income restrictions for residents and corresponding rent limits were set. For the duration of the bond, which expires December 2, 2034, all units will be affordable: 30 units (20%) will be very-low-income, 82 units (55%) will be low-income, and 37 units will be moderate-income (defined as 100% AMI). All units will be preserved.
5. Mobile Home Park Preservation	Continue to support preservation of the City's two mobile home parks as important affordable housing resources.	Zoning for mobile home parks is successful in preserving this affordable housing option and is being continued. No proposals to close the parks were submitted. The City will continue to support preservation of its two mobile home parks as important affordable housing resources.
6. First-time Homebuyer Assistance Programs	Advertise County's Home Ownership Program (HOP) and Mortgage Credit Certificate (MCC) and provide information to interested homebuyers. In addition, the City will work with realtors to make them aware of these programs.	The City advertised these programs on the City website and will provide information to interested homebuyers annually via City newsletters and through social media. In addition, the City will work with realtors to make them aware of these programs.
7. Senior and Workforce Housing Development	Identify and evaluate sites suitable for new senior and workforce housing. The City will post information on the City website during the first year of the planning period regarding the City's interest in assisting in the development of senior and workforce housing, provide information on available regulatory and financial incentives, and assist developers in applying for funds. The City will also contact local colleges and universities annually to identify potential partnership opportunities for affordable housing.	This program is intended to encourage affordable housing development and is being continued. The City is a member of the San Gabriel Valley Regional Housing Trust (SGVRHT), which is a joint powers authority. SGVRHT's focus is primarily on providing funding assistance in the planning and construction of new homeless and affordable housing. The Trust provides funding and loans to help bridge funding gaps for affordable housing projects. Land Use Policies 10 and 28, which were adopted in the 2019 General Plan Update, also encourage the production of senior and workforce housing.
8. Land Use Element and Zoning	Maintain adequate sites for housing development at all income levels in conformance with the RHNA and ensure compliance with No Net Loss requirements. Process Development Code amendments to provide adequate sites to accommodate the RHNA. Update all regulations and fees on the City website annually throughout the planning period. Notify water and sewer providers immediately upon adoption of the Housing Element.	The City has maintained adequate sites for housing development at all income levels and ensure compliance with No Net Loss requirements. In May 2022, the City entered into a Consultant Services Agreement with Torti Gallas + Partners to prepare the Town Center Specific Plan (TCSP) in the Town Center Mixed-Use focus area, which is one of the sites to accommodate the RHNA. Continual progress has been made on the Specific Plan during the planning period.

PROGRAM #	OBJECTIVES	STATUS
		On November 15, 2022, the City notified the water and sewer providers immediately upon adoption of the Housing Element.
9. Mixed Use Development	Prepare handout and marketing materials encouraging mixed-use development where appropriate and make it available to interested developers throughout the planning period.	In December 2019, the City adopted the Comprehensive General Plan Update that created community visions and blueprint for growth and development in the City through 2040. One of the key features of the new General Plan was the establishment of three new Focus Areas where substantial land use changes are planned as part of a strategy to provide walkable mixed-use activity centers. Goals and policies to promote mixed use developments are as follows: Land Use Goals 12, 14, 15, 16, 18, 19, 22, 24, 26, Land Use Policies 15, 16, 21, 23, 27, 28, 29, 35, 45; Community Character and Placemaking Goals 7, 8, 14, 17; and Circulation Goal 4. In May 2022, the City entered into a Consultant Services Agreement with Torti Gallas + Partners to prepare the Town Center Specific Plan in the Town Center Mixed-Use focus area. The TCSP will provide the regulatory and urban design framework to establish a downtown, or “Town Center” in Diamond Bar as a walkable place with entertainment, retail, restaurants, community gathering spaces, and urban housing opportunities. This program is an important component of the City’s overall strategy to revitalize older areas and expand housing production. On March 22, 2023, the City held a community meeting to provide an update to the public on the TCSP. The evening presentation provided a recap, suggested preferred plan and alternatives, affordable housing options, concept of the “Road Diet” along Diamond Bar Boulevard and how to create a human scale. 35 residents attended the meeting. <i>See Land Use Chapter Goal LU-G-4 and Policy CC-P-21.</i>
10. Accessory Dwelling Units	Continue to encourage construction of ADUs through an informational handout available at City Hall and on the City website throughout the planning period.	In 2017, the City approved an amendment to the municipal code pertaining to accessory dwelling units to satisfy all of the requirements of Government Code §§65852.150-65852.2. Per AB 68 (Ting), AB 587 (Friedman), AB 671 (Friedman), AB 881 (Bloom), SB 13 (Wieckowski) that went into effect January 1, 2020. In 2021 the City adopted a subsequent amendment to ADU regulations in accordance with the new State laws. The City is currently drafting another Development Code amendment for consistency with the most recent passages of AB 2221 (Quirk-Silva) and SB 897 (Wieckowski). The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024. The updated ADU Ordinances have been effective in supporting the production of ADUs and provides affordable rents to low- and moderate-income households. An ADU handout has been created which is being distributed at the public counter. The City continues to encourage accessory dwelling units and this program is being continued.

PROGRAM #	OBJECTIVES	STATUS
		32 building permits for ADUs totaling 22,685 square feet were issued.
11. Housing for Persons with Special Needs	Continue to facilitate emergency shelters and transitional/ supportive housing and continue participating with LAHSA and SGVCOG on efforts to address homelessness throughout the planning period. Process an amendment to the Development Code to allow supportive housing, low barrier navigation centers and large residential care facilities consistent with State law.	The City is currently drafting a Development Code amendment to allow supportive housing and low barrier navigation centers consistent with State law and to replace or modify the CUP requirement to provide greater objectivity and development certainty for residential care facilities serving seven or more persons in all residential zones. The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024.
12. Affordable Housing Incentives/ Density Bonus	Amend the Development Code in 2021 consistent with current Density Bonus Law and continue to encourage the production of affordable housing through the use of density bonus and other incentives.	This program is being continued in compliance with recent changes to State density bonus law. City staff discusses opportunities for affordable housing and density bonuses with developers for housing projects. As mentioned above, an inclusionary housing requirement is also being considered for the TCSP, in addition to other incentives to increase density. The density bonus program is among several tools the City utilizes to facilitate affordable housing. The City is currently drafting a Development Code amendment for consistency with current Density Bonus Law. The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024. The City is also a member of the San Gabriel Valley Regional Housing Trust (SGVRHT), which is a joint powers authority. SGVRHT's focus is primarily on providing fundings assistance in the planning and construction of new homeless and affordable housing. The Trust provides funding and loans to help bridge funding gaps for affordable housing projects.
13. Efficient Project Processing	Continue to offer streamlined development processing, and periodically review departmental processing procedures to ensure efficient project processing.	The City continues to offer efficient permit processing. As a small city, staff is able to work closely with applicants through the review and approval process, thereby helping to expedite the entitlement process to issuance of building and zoning permits. In addition, the City has several procedures in place to minimize project review times, which include concurrent processing, pre-application reviews, and recently adopted General Plan EIR, which allows for individual projects that fall within the scope of the EIR to utilize this as environmental clearance under CEQA. Practices to streamline the issuances for residential projects such as room additions and ADUs have been implemented to eliminate the need to submit a separate application for Planning prior to applying for building permits. The pandemic accelerated implementation of online permit services, and by June 2020, applicants were able to submit applications, plans and payments entirely online. In 2023, the City embarked on the implementation of a new permitting

PROGRAM #	OBJECTIVES	STATUS
		software (Enterprise Land Management system), which will eventually streamline City processes and project processing. This program will be further enhanced through revisions to the Development Code.
14. Affirmatively Furthering Fair Housing	Explore and pursue alternative land use strategies and make necessary amendments to zoning and other land use documents to facilitate a variety of housing choices, including but not limited to higher density opportunities on religious, institutional and quasi-institutional lands, missing middle zoning in addition to SB9 such as SB10, adaptive reuse, more than one JADU per structure, acquiring and adding affordability to existing structures and upzoning with the goal of 50 housing opportunities in the planning period.	On December 21, 2021, the City adopted an urgency ordinance to expand the housing supply in single-family zones by allowing for lot splits and duplexes under the parameters of SB 9. The City intends to adopt a permanent ordinance during the planning period. The City continues to distribute fair housing information at the public counter through brochures, and refers fair housing related complaints to the Housing Rights Center.
15. Reasonable Accommodation for Persons with Disabilities	Continue to implement reasonable accommodation procedures for persons with disabilities in compliance with SB 520.	The City supports the provision of housing for disabled persons through zoning opportunities for transitional housing, reasonable accommodation procedures, and programs to facilitate affordable housing. In 2010, the City adopted an ordinance to facilitate reasonable accommodations. This program is an important component of the City’s overall efforts to address the special housing needs of persons with disabilities and is being continued and revised to include additional amendments to City regulations to incorporate recent changes to State law. The City is currently processing a Development Code amendment to ensure that reasonable housing accommodation procedures do not inadvertently act as a constraint on persons with disabilities. The Code amendment is tentatively scheduled for Planning Commission hearing on May 14, 2024.

Climate Action Plan

CAP POLICIES AND ACTIONS	IMPLEMENTATION	GENERAL PLAN GOALS & POLICIES
CLIMATE ACTION PLAN (“CAP”) A Climate Action Plan is a comprehensive inventory of specific activities a public agency should undertake to reduce greenhouse gas (“GHG”) emissions that originate within its jurisdiction. The City of Diamond Bar adopted a Climate Action Plan concurrently with the General Plan Update to document how it will be able to reduce its GHG emissions in compliance with State mandates and goals to the year 2040, which is the horizon year for the General Plan Update. The table below lists the General Plan Update goals and policies that have been implemented to reduce GHG emissions, quantifies emissions reductions, and explains how these policies and actions will be implemented and organized according to the following categories: 1. Pedestrian Improvements and Increased Connectivity; 2. Bikeway System Improvements; 3. Traffic Calming; 4. Electric Vehicle Infrastructure; 5. Parking Facilities and Policies; and 6. Transportation Improvements.		
1. Pedestrian Improvements and Increased Connectivity	The General Plan Update includes policies that create more walkable, livable neighborhoods by expanding the multi-modal transportation system and creating a safe, pedestrian-oriented environment. Providing an improved pedestrian network and increasing connectivity encourages people to walk more and results in people driving less, causing a reduction in vehicle miles traveled (VMT).	LU-P-9: See status above. LU-P-14: See status above. CC-G-5: See status above. CC-P-4: See status above. CC-P-7: See status above. CC-P-9: See status above. CC-P-21: See status above.
2. Bikeway System Improvements	The General Plan Update provides strategies for maximizing multi-modal accessibility to and connectivity within mixed use areas, including the Metrolink Station and new Town Center. With the total bicycle improvements listed in the General Plan Update, there would be approximately 2.4 miles of bike lanes per square mile. Diamond Bar currently has approximately 2,840 people per square miles. This corresponds to a 0.06 percent reduction in VMT emissions.	LU-P-14: See status above. CC-G-5: See status above. CC-P-7: See status above. CR-G-2: See status above. CR-P-30: See status above. CR-P-43: See status above
3. Traffic Calming	A 0.25 percent reduction in VMT was assumed to occur from the traffic calming improvements to make streets safer and more comfortable for pedestrian travel. Traffic calming devices include roundabouts, corner bulb-outs, speed cushions, surface textures, raised pavement, road narrowing, and other devices that encourage people to drive more slowly or to walk or bike instead of using a vehicle, especially for short trips in and around residential neighborhoods.	CR-P-4: See status above. CR-P-21: See status above. CR-P-22: See status above. CR-P-23: See status above.
4. Electric Vehicle Infrastructure	A 0.05 percent reduction in VMT was assumed to occur from installation of electric vehicle infrastructure, which will encourage Diamond Bar residents, businesses, and the City vehicle fleet to switch to clean fuel and electric vehicles in order to reduce energy use and cost and transportation related GHG emissions.	RC-P-28: See status above.
5. Parking Facilities and Policies	Parking policies reflect both the necessity of providing for adequate and appropriately located vehicle and bicycle parking in existing and new development, and priorities related to safety, urban design, and transportation management. Reduced parking standards and other policies reducing parking availability have an estimated 5 to 12.5 percent VMT reduction. Conservatively assuming the effect of General Plan parking reduction strategies would result in the lower end of VMT reduction, the cumulative reduction from implementations would result in a 5 percent VMT reduction.	N/A
6. Transportation Improvements	Transit service can provide an alternative to automobile travel and is a critical mode of transportation for those who cannot drive or do not have access to a vehicle. The General Plan policies support Metrolink ridership by improving bus, bicycle, and pedestrian connections to the station and by introducing Transit-Oriented Mixed-Use development around the station. Conservatively assuming the combined effect of these strategies, summing the low end of the VMT reduction ranges gives a 0.62 percent reduction in VMT emissions.	CR-G-13: See status above. CR-P-48: See status above.



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

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

STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

- 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").

FINANCIAL IMPACT:

The PLHA Program is a SB 2 funded program that provides an ongoing annual source of funding through State Property Transfer Fees. The City has been allocated a combined \$649,080 in funding for Years 1 through 3 of the PLHA Program based on the State's allocation formula. For FY 2023/24, the City has been allocated \$358,416. No additional funding is required to participate in the program. Under the City's contract with the Los Angeles County Development Authority (LACDA), the City must first fund PLHA-eligible activities through normal budget expenditures, and then submit reimbursement requests to LACDA.

BACKGROUND AND DISCUSSION:

The PLHA Program was approved by the State legislature in 2017. It is designed to provide an ongoing annual source of funding for the construction of affordable housing,

programs to assist persons who are experiencing or are at risk of homelessness, or other housing-related assistance programs for low-to-moderate income households. Similar to the Community Development Block Grant program for non-entitlement cities, the PLHA funding is first allocated to a regional entity, in this case the Los Angeles County Development Authority (LACDA). The funding is then distributed to individual participating cities according to an allocation formula.

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

Shortly after the City Council's action, LACDA advised its participant cities that, because State funds were involved, prevailing wage requirements may apply to all PLHA funded activities. If true, the use of PLHA funds to issue HIP/CHIP loans would not have been feasible because home repair contractors typically cannot pay prevailing wages for the types of home improvements envisioned under the City's HIP. The execution of the reimbursable contract was thus tabled pending a final interpretation on the applicability of prevailing wages to PLHA-funded HIP/CHIP loans.

On February 29, 2024, LACDA informed the City that our PLHA-funded HIP/CHIP projects are exempt from prevailing wages. As a result, staff directed LACDA to proceed with the execution of the reimbursable contract to enable the City to begin issuing HIP and CHIP loans.

The creation of a new Special Revenue Fund No. 224 is recommended for Council approval which will be used to record all PLHA-sourced transactions, enabling staff, its auditors and other stakeholders to readily track how these monies are being used, and assure that the funds are being managed in compliance with applicable program policies and interagency contracts. In addition, it is also recommended that the Council establish a FY 2023/24 revenue budget of \$358,416 and expenditure budget of \$358,416 for the new Fund 224.

ENVIRONMENTAL ANALYSIS:

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

PREPARED BY:


 Greg Gubman, Community Development Director

3/19/2024

REVIEWED BY:

Greg Gubman

Greg Gubman, Community Development Director

3/5/2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

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

STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

- 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.

FINANCIAL IMPACT:

An appropriation of funds is required from the Technology Reserve Fund (104) in the amount of \$36,890 which will be transferred to the Equipment Maintenance and Replacement Fund (503) Computer Equipment-Hardware Expenditure account (503230-56130) to ensure there are sufficient funds available for this purchase.

BACKGROUND:

The daily operations of the City rely on the use of computers, specialized networks, and associated hardware and software to create, process, and store digital information and communicate with the public. The color copier in the City Manager's department and the black and white copier in the Recreation/Finance department at City Hall are utilized by all departments. The current Ricoh C5503 color copier in the City Manager's department was purchased in 2015 and was scheduled to be replaced in FY 25/26 and the current Ricoh MP7502 black and white copier in the Recreation/Finance department

was purchased in 2014 and was scheduled to be replaced in FY 24/25. Unfortunately, after the most recent service call for both copiers the service vendor informed staff that parts will no longer be available for both copiers after the first quarter of 2024. As a result, if any hardware failure should occur the City will no longer be able to receive service or support for the copiers. Thus, the Ricoh C5503 and Ricoh MP7502 copiers have reached the end of their useful life and need to be replaced.

ANALYSIS

Consistent with the purchasing ordinance, the City publicly solicited bids. Three vendors submitted bids, including Pacific Office Automation, Advanced Office (Integrus), Inc, and Wisecom Technologies Inc. The bid from Pacific Office Automation was disqualified because it did not agree to the requirements of the bid. The remaining qualified bidders include:

Bidder	Bid Amount
Advanced Office (Integrus), Inc	\$36,889.46
Wisecom Technologies Inc	\$48,765.33

Staff has reviewed the bids for pricing and compliance finding that the bid from Advance Office (Integrus), Inc. is competitively priced, and meets the requirements of the City's purchasing Ordinance. Therefore, it is recommended that the City Council approve the purchase of two new copiers in the amount of \$36,889.46, including the appropriation of funds. While this particular purchase falls under the City Manager's spending authority, the City has made separate year-to-date purchases with this vendor that cumulatively exceed the \$45,000 threshold when combined with the recommendation in this report and must be approved by the City Council.

PREPARED BY:

Alfredo Estevez

Alfredo Estevez, Information Systems Administrator

3/19/2024

REVIEWED BY:

Ken Desforges
Ken Desforges, Information Systems Director

3/5/2024

Ryan McLean
Ryan McLean, Assistant City Manager

3/11/2024

Jason Jacobsen
Jason Jacobsen, Finance Director

3/13/2024

Attachments:

1. 5.7.a Advanced Office Copier Quote



Sales Agreement

Ship To		Bill To	
City of Diamond Bar		City of Diamond Bar	
21810 Copley Dr.		21810 Copley Dr.	
Diamond Bar, CA 91765		Diamond Bar, CA 91765	
Contact:	Alfredo Estevez	Billing Contact:	Alfredo Estevez
Phone:	(909) 839-7083	Phone:	(909) 839-7083

Purchase Order:		Order Date:	2/19/2024	Sales Rep:	Mark Wiseman
Transaction Type:		Requested Delivery Date:		Order Number:	

Quantity	Product #	Description	Unit Price	Total Price
1	IM8000	IM 8000		
1	418178	Finisher SR4150		
1	418332	Punch Unit PU3090 NA		
1	418790	LCIT RT4080 (4,400 sheet LT)		
1	IMC8000	IM C8000		
1	418190	LCIT RT4060		
1	418178	Finisher SR4150		
1	418201	Punch Unit PU 5050 NA		

Comments/Special Instructions					Subtotal	\$33,689.00
Elevator	Stairs?	Stairs/Count	Connected	Delivery Type	Shipping	Included
					Sales Tax	\$3,200.46
					TOTAL AMOUNT	\$36,889.46

Delivery Instructions	Payment Terms
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Notes

This agreement is between ADVANCED OFFICE and the CUSTOMER noted above. All charges and amounts subject to applicable taxes. The terms and conditions appearing on the face and reverse side of this agreement correctly set forth the entire agreement between the parties. The terms and conditions contained on the reverse side of this agreement (page 2) are incorporated in and made part of this agreement. This agreement supersedes all prior communications between the parties including all oral or written proposals. CUSTOMER agrees to pay invoices according to Advanced Office's terms, which are C.O.D. unless otherwise stated above. In the event it becomes necessary for Advanced Office to file suit to enforce payment, you agree to pay per Advanced Office's terms all legal fees and/or related costs of collection. All financial and credit information you supply or have supplied on your behalf is a part of this agreement. Misleading or false information would constitute misrepresentation. **By executing this agreement, I acknowledge that I have read and understand this agreement and certify that I am authorized to execute this agreement on behalf of customer.**

Customer Acceptance				Authorized Advanced Office Rep	
Authorized Signature	Print Name	Title	Date	Signature	Date

Advanced Office Terms and Conditions

1. GENERAL: All Quotations, Products, Parts and Services ("Goods") are furnished to the customer ("CUSTOMER") by Advanced Office only on the terms and conditions of sale stated herein.
2. ACCEPTANCE: This order shall not be binding on Advanced Office until approved at Advanced Office's corporate office in Santa Ana, California.
3. DELIVERY AND SHIPMENT: Delivery of goods to common carrier or licensed trucker shall constitute delivery to CUSTOMER, and all risks of loss or damage in transit shall be borne by CUSTOMER. All shipments are F.O.B. our warehouse. Advanced Office shall not be liable for failure to deliver or delays in delivery occasioned by causes beyond Advanced Office's control, including without limitation strikes, lockouts, fires, embargoes, war or other outbreak of hostilities, inability to obtain materials or shipping space, machinery breakdowns, delays of carrier or suppliers, governmental acts and regulations, other causes beyond Advanced Office's control and receipt of orders from all sources in excess of Advanced Office's then scheduled production capacity.
4. INSTALLMENT DELIVERIES: Advanced Office reserves the right to make delivery in installments. All such installments shall be separately invoiced and paid for when due, without regard to subsequent deliveries. Delay in delivery of any installment shall not relieve CUSTOMER of its obligation to accept remaining installments.
5. CREDIT: Advanced Office reserves the right at any time to revoke any credit extended to CUSTOMER because of CUSTOMER'S failure to pay for any goods when due or for any other reason deemed good and sufficient by Advanced Office.
6. CANCELLATIONS: This order shall not be cancelled by the CUSTOMER for delays in delivery or other cause until ten days after written notice of such intention has been actually received by Advanced Office and CUSTOMER shall be obligated to accept any portion of the goods shipped or delivered by Advanced Office during such period.
7. RETURNS AND CLAIMS: Returns without our authorization number cannot be accepted. CUSTOMER agrees to pay all freight fees and 15% restocking, inspection and repackaging charge on returned merchandise. All claims for shortages, error or defective material must be made within five days after receipt of merchandise.
8. LIMITED WARRANTY: Advanced Office warrants that the goods covered by this order when delivered to CUSTOMER will be of merchantable quality and free from defects in workmanship and material for a period of 90 days from the date of delivery by Advanced Office under ordinary use and conditions unless otherwise stated on the reverse side. Advanced Office's obligation hereunder is expressly limited to the repair or replacement (at Advanced Office's election) of such defective parts as are returned to Advanced Office at its Irvine office or such other place as designated by Advanced Office, freight prepaid, within the warranty period and which are proven to be defective upon inspection by Advanced Office. If not repaired or replaced by Advanced Office, Advanced Office's liability shall be limited to the stated selling price of such returned parts which are defective. Other repairs not under warranty will be at such cost as Advanced Office may from time to time generally establish. In no event shall Advanced Office be liable for resulting or consequential damages occasioned by any breach of warranty. THERE ARE NO OTHER WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. ALL OTHER WARRANTIES EXPRESS OR IMPLIED, ARE EXCLUDED.
9. GOVERNING LAW: This contract shall be governed by and construed according to the laws of the State of California.
10. PAYMENT: You agree to pay SELLER's invoices according to seller's terms, which are C.O.D. unless otherwise stated on the reverse side. Failure to pay could lead to repossession. In the event it becomes necessary for SELLER to file suit to enforce payment, you agree to pay per SELLER's terms all legal fees and/or related costs of collection. All financial and credit information you supply or have supplied on your behalf is a part of this agreement. Misleading or false information would constitute misrepresentation.
11. TITLE: Advanced Office retains its interest in the equipment and any accessories hereto pursuant to the California Uniform Commercial Code. Title of said equipment shall not pass to your firm until all sums hereunder are fully paid. All parties agree that this document constitutes a security agreement and covers all property your firm hereafter acquires from Advanced Office.
12. ENTIRE AGREEMENT: You guarantee that the person signing this agreement, any financial statement, future bill of lading, delivery ticket or receipt is a duly authorized representative of your firm. All orders, written or verbal, are received by Advanced Office with the understanding that they are placed under these conditions. This contract constitutes the entire agreement between the parties and may not be modified or terminated except in writing signed by an officer of Advanced Office.
All orders, written or verbal, are received by SELLER with the understanding that they are placed under these conditions.

This contract constitutes the entire agreement between the parties and may not be modified or terminated except in writing signed by an officer of Advanced Office.