

**Amended on 2/28/25**

# City Council Agenda

Tuesday, March 4, 2025 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 (631) 992-3221, Access Code: 228-298-702 OR visit:  
<https://attendee.gotowebinar.com/register/6973335185921673045>.

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](mailto: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.iqm2.com/Citizens/Default.aspx>).

The public may log into the meeting through this link:

<https://attendee.gotowebinar.com/register/6973335185921673045>. Members of the public will be called upon one at a time during the Public Comment portion of the agenda. Speakers are limited to five minutes per agenda item, unless the Mayor determines otherwise. Please note that the meeting will proceed at the South Coast Air Quality Management District/Main Auditorium should comments by teleconferencing become infeasible due to an Internet or power outage, or due to technical problems outside the City's control. If you wish to make certain that your comments are heard, please attend the meeting in person or send an email by 4:00 p.m. on the day of the meeting/hearing. To watch a live stream of City Council meetings, visit the City's YouTube Channel at <https://www.diamondbarca.gov/youtube>.

American Disability Act Accommodations:

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

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

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

### **DIAMOND BAR CITY COUNCIL MEETING RULES**

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

#### **PUBLIC INPUT**

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

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

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

#### **INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE COUNCIL**

Agendas for regular City Council meetings are available 72 hours prior to the meeting and are posted in the City's regular posting locations, on DBTV (on Spectrum Cable Channel 3 and Frontier FiOS television Channel 47) and on the City's website at [www.diamondbarca.gov/agendas](http://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](http://www.diamondbarca.gov/agendas)

General information: (909) 839-7000

THIS MEETING IS BEING VIDEO RECORDED AND BY PARTICIPATING VIA TELECONFERENCE, YOU ARE GIVING YOUR PERMISSION TO BE TELEVISED. THIS MEETING WILL BE RE-BROADCAST EVERY SATURDAY AND SUNDAY AT 9:00 A.M. AND ALTERNATE TUESDAYS AT 8:00 P.M. AND IS ALSO AVAILABLE FOR LIVE VIEWING AT [HTTPS://ATTENDEE.GOTOWEBINAR.COM/REGISTER/6973335185921673045](https://attendeegotowebinar.com/register/6973335185921673045) AND ARCHIVED VIEWING ON THE CITY'S WEB SITE AT [WWW.DIAMONDBARCA.GOV](http://WWW.DIAMONDBARCA.GOV).

## **CITY OF DIAMOND BAR**

### **CITY COUNCIL AGENDA**

March 04, 2025

**CALL TO ORDER:** 6:30 p.m.

**PLEDGE OF ALLEGIANCE:** Mayor

**INVOCATION:** Cantor Paul Buch, Temple of Beth Israel

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

**APPROVAL OF AGENDA:** Mayor

**1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:**

1.1 Presentation of City Tiles to Outgoing Commissioners.

1.2 Women's History Month Proclamation.

**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

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.

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 Planning Commission Meeting – March 11 – cancelled.
- 4.2 Coffee with a Cop – March 12, 2025, ~~8:00 – 10:00 a.m.~~ 6:00 – 8:00 p.m., Paris Baguette, 21050 Golden Springs Dr.
- 4.3 Traffic and Transportation Commission Meeting – March 13, 2025, 6:30 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr.
- 4.4 Mulch Giveaway – March 15, 2025, 8:00 a.m. – 12:00 p.m., Walnut Valley Water District, 271 S. Brea Canyon Road, Walnut, CA 91789.
- 4.5 City Council Meeting – March 18, 2025, 6:30 p.m., online teleconference and SCAQMD Main Auditorium, 21865 Copley Dr.

#### **5. CONSENT CALENDAR:**

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

##### **5.1 CITY COUNCIL MINUTES OF THE FEBRUARY 18, 2025 REGULAR MEETING.**

5.1.a February 18, 2025 City Council Regular Meeting Minutes

Recommended Action:

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

Requested by: City Clerk

##### **5.2 RATIFICATION OF CHECK REGISTER DATED FEBRUARY 5, 2025 THROUGH FEBRUARY 18, 2025 TOTALING \$834,185.02.**

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

##### **5.3 AMERICAN RED CROSS MONTH PROCLAMATION.**

Recommended Action:

Adopt the Proclamation declaring March as American Red Cross Month.

Requested by: City Manager

- 5.4 DEPARTMENT OF PUBLIC HEALTH SERVICES CONTRACT WITH COUNTY OF LOS ANGELES FOR SPECIFIED PUBLIC HEALTH SERVICES THROUGH JUNE 30, 2029.

Recommended Action:

Approve, and authorize the City Manager to sign, the Los Angeles County Department of Public Health Services Contract through June 30, 2029.

Requested by: City Manager

**6. PUBLIC HEARINGS: NONE.**

**7. COUNCIL CONSIDERATION:**

- 7.1 FISCAL YEAR 2024/25 MID-YEAR BUDGET REVIEW.

Recommended Action:

A. Adopt Resolution No. 2025-05 amending the Fiscal Year 2024/25 Municipal Budget revenue estimates and appropriations; and,

B. Adopt Resolution No. 2025-06 amending the City's Fiscal Year 2024/25 Compensation Plan.

Requested by: Finance Department

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

**9. ADJOURNMENT:**

Agenda #: 5.1  
Meeting Date: March 4, 2025



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**CITY COUNCIL**

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**AGENDA REPORT**

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TO: Honorable Mayor and Members of the City Council  
FROM: Daniel Fox, City Manager   
TITLE: **CITY COUNCIL MINUTES OF THE FEBRUARY 18, 2025 REGULAR MEETING.**  
STRATEGIC  
GOAL: *Open, Engaged & Responsive Government*

**RECOMMENDATION:**

Approve the February 18, 2025 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

3/4/2025

**REVIEWED BY:**

  
\_\_\_\_\_  
Ryan McLean, Assistant City Manager

2/26/2025

Attachments:

1. 5.1.a February 18, 2025 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  
FEBRUARY 18, 2025**

**CLOSED SESSION:** 5:30 p.m. – Room CC-8

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

**Public Comments:** None Offered.

CONFERENCE WITH LEGAL COUNSEL –  
EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1):  
American Federation of State, County & Municipal  
Employees, District Council 36 v. City of Diamond Bar  
PERB Case Nos. LA-CE-1752-M & LA-CE-1754-M

**Adjourned to Regular Meeting:** 6:30 p.m.

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

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

**INVOCATION:** Jim Wes, Evangelical Free Church

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

**Absent:** None.

**Staff present in person:** Dan Fox, City Manager; Omar Sandoval, City  
Attorney; Ryan McLean, Assistant City Manager; Anthony Santos, Assistant to the City  
Manager; Amy Haug, Human Resources and Risk Manager; Greg Gubman, Community  
Development Director; Jason Jacobsen, Finance Director; Ryan Wright, Parks and  
Recreation Director; David Liu, Public Works Director; Hal Ghafari, Public Works  
Manager/Assistant City Engineer; Cecilia Arellano, Community Relations Manager;  
Kristina Santana, City Clerk.

**Others present:** Stephen Tousey, Captain, Diamond Bar/Walnut Sheriff's Station;  
Derick Melendez, Deputy, Diamond Bar/Walnut Sheriff's Station; Daniel Dail,  
Lieutenant, Diamond Bar/Walnut Sheriff's Station; Nancy Farias, Deputy, Diamond  
Bar/Walnut Sheriff's Station;

**APPROVAL OF AGENDA:** City Attorney Sandoval announced that the City  
Council met in closed session at 5:30 p.m. and there was no reportable action. City

Manager Fox announced that there was a redline change to the agenda on the title for Item 5.4. Mayor Teng approved the agenda.

**1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:** None.

**2. CITY MANAGER REPORTS AND RECOMMENDATIONS:**

2.1 Introduction of Community Relations Deputy Nancy Farias.  
Lieutenant Dail introduced Deputy Nancy Farias.

2.2 Windstorm Updates.  
Southern California Edison representatives Aaron Mendis and Marissa Castro-Salvati provided updates and responded to Council questions.

**3. PUBLIC COMMENTS:**

The following provided public comments:

Stephen Coronel, Office of Assemblymember Calderon  
Aziz Amiri, San Gabriel Valley Regional Chamber of Commerce CEO  
Cynthia Yu, Diamond Bar Library Manager  
Ryan Garcia, Diamond Bar High School student  
Derek Li, Diamond Bar High School student

CC/Santana reported that no emails were submitted for public comment, and no guests on the teleconference line requested to speak under Public Comments.

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

**5. CONSENT CALENDAR:** C/Low moved, C/Liu seconded, to approve the Consent Calendar. Motion carried 5-0 by the following Roll Call vote:

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

**5.1 APPROVED CITY COUNCIL MINUTES:**

5.1.a JANUARY 27, 2025 CITY COUNCIL SPECIAL MEETING.

5.1.b FEBRUARY 4, 2025 CITY COUNCIL REGULAR MEETING

**5.2 RATIFIED CHECK REGISTER DATED JANUARY 22, 2025 THROUGH FEBRUARY 4, 2025 TOTALING \$1,237,800.76.**

**5.3 APPROVED JANUARY 2025 TREASURER'S STATEMENT.**

5.4 APPROVED GENERAL SERVICES AGREEMENT WITH COUNTY OF LOS ANGELES FOR SPECIFIED COUNTY SERVICES THROUGH JUNE 30, 2030.

5.5 APPROVED ACCEPTANCE OF A SIDEWALK EASEMENT ON THE PROPERTY LOCATED AT 1104 S DIAMOND BAR BLVD.

5.6 APPROVED CONSULTING SERVICES AGREEMENT WITH BUCKNAM INFRASTRUCTURE GROUP, INC. FOR THE 2025 DIAMOND BAR PAVEMENT MANAGEMENT PROGRAM (PMP) UPDATE.

6. **PUBLIC HEARINGS:** None.

7. **COUNCIL CONSIDERATION:**

7.1 CITY COUNCIL APPOINTMENT OF PARKS AND RECREATION, PLANNING, AND TRAFFIC AND TRANSPORTATION COMMISSIONERS.

CM/Fox presented the report. Each Council Member presented their list of appointments.

C/Low moved, MPT/Tye seconded, to ratify Council appointments. Motion carried 5-0 by the following Roll Call vote:

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

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

The following Council Members provided a report on meetings attended at the expense of the local agency per Government Code 53232.3(d).

Council Member Chou announced he would be attending the California League of Cities State Board meeting in Rancho Cucamonga and San Gabriel Valley Council of Governments meeting later that week and would provide a report upon his return.

Council Member Low reported attending the Greater Los Angeles County Vector Control District meeting and stated she will attend the District's conference next month and will provide a report upon her return.

Mayor Teng reported attending the Wildlife Corridor Conservation Authority meeting and presented three slides showing the Authority's collaboration with neighboring agencies to acquire 720 of acres of land to expand the state park.

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FEBRUARY 18, 2025

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CITY COUNCIL

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9. **ADJOURNMENT:** With no further business to conduct, M/Teng adjourned the Regular City Council Meeting at 7:47 p.m.

Respectfully Submitted,

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Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 4<sup>th</sup> day of March, 2025.

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Chia Yu Teng, Mayor

Agenda #: 5.2  
Meeting Date: March 4, 2025



## 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 5, 2025 THROUGH FEBRUARY 18, 2025 TOTALING \$834,185.02.**  
STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

**RECOMMENDATION:**

Ratify the Check Register.

**FINANCIAL IMPACT:**

Expenditure of \$834,185.02.

**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 5, 2025 through February 18, 2025 totaling \$834,185.02 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

3/4/2025

## REVIEWED BY:

*Jason Jacobsen*

Jason Jacobsen, Finance Director

2/26/2025

*Jason Jacobsen*

Jason Jacobsen, Finance Director

2/26/2025

## Attachments:

1. 5.2.a Check Register Affidavit 3-4-2025
2. 5.2.b Check Register 3-4-2025

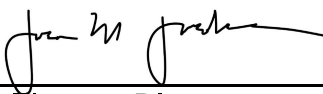


## CITY OF DIAMOND BAR CHECK REGISTER AFFIDAVIT

The attached listings of demands, invoices, and claims in the form of a check register including checks dated February 5, 2025 through February 18, 2025 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

| Description                         | Amount       |
|-------------------------------------|--------------|
| General Fund                        | \$347,886.50 |
| Measure W Local Return Fund         | \$24,611.43  |
| Measure M Local Return Fund         | \$23.46      |
| Measure R Local Return Fund         | \$23.46      |
| Prop A Transit Tax Fund             | \$7,653.33   |
| Prop C Transit Tax Fund             | \$8,455.98   |
| Community Dev Block Grant Fund      | \$510.00     |
| LLAD 38 Fund                        | \$16,512.82  |
| LLAD 39 Fund                        | \$13,749.77  |
| LLAD 41 Fund                        | \$3,060.88   |
| Integrated Waste Mgmt Fund - AB939  | \$6,134.75   |
| General Plan Update Fund            | \$36,317.50  |
| Community Organization Support Fund | \$1,500.00   |
| Capital Imprv Project Fund          | \$320,681.00 |
| Vehicle Maintenance & Equip Fund    | \$1,852.07   |
| Pool Cash Fund                      | \$18,312.61  |
| Eq Maint & Replacement Fund         | \$26,524.46  |
| PEG Fees Fund                       | \$375.00     |
|                                     | \$834,185.02 |

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     |
|-------------|------------|------------------------------------|-----------------|------------------------------------------------|--------|--------|------------|
| 14463       | 2/6/2025   | LOS ANGELES COUNTY FIRE DEPARTMENT |                 | INCIDENT REPORT - 23836 TWIN PINES LANE        | 100430 | 51200  | \$15.00    |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$15.00    |
| 14464       | 2/6/2025   | SOUTHERN CALIFORNIA EDISON         |                 | PARKS (122624-012625)                          | 100630 | 52210  | \$3,788.93 |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$3,788.93 |
| 14465       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - BREA CYN/OAKCREST - LS-2       | 100655 | 52210  | \$67.65    |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$67.65    |
| 14466       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 1003 GOLDEN SPRINGS - LS-2     | 100655 | 52210  | \$117.71   |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$117.71   |
| 14467       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 3798 S BREA CYN RD - LS-2      | 100655 | 52210  | \$67.07    |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$67.07    |
| 14468       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 21615 GATEWAY CENTER DR - LS-2 | 100655 | 52210  | \$89.43    |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$89.43    |
| 14469       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 1DBB/TEMPLE - LS-2             | 100655 | 52210  | \$127.58   |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$127.58   |
| 14470       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 2201 DBB - LS-2                | 100655 | 52210  | \$89.43    |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$89.43    |
| 14471       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 22805 GOLDEN SPRINGS - LS-2    | 100655 | 52210  | \$111.78   |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$111.78   |
| 14472       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - VARIOUS LS-1                   | 100655 | 52210  | \$654.69   |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$654.69   |
| 14473       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 1025 BREA CYN RD - LS-2        | 100655 | 52210  | \$142.22   |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$142.22   |
| 14475       | 2/11/2025  | SOUTHERN CALIFORNIA EDISON         |                 | SAFETY LIGHTS - 21250 GOLDEN SPRINGS - LS-2    | 100655 | 52210  | \$89.43    |
| CHECK TOTAL |            |                                    |                 |                                                |        |        | \$89.43    |

# City of Diamond Bar Check Register

5.2.b

| CHECK # | CHECK DATE | VENDOR NAME                         | OTP VENDOR NAME | INVOICE DESCRIPTION                              | ORG    | OBJECT             | AMOUNT            |
|---------|------------|-------------------------------------|-----------------|--------------------------------------------------|--------|--------------------|-------------------|
| 14476   | 2/11/2025  | SOUTHERN CALIFORNIA EDISON          |                 | SAFETY LIGHTS - 1798 DBB/22566 GLDN SPRGS - LS-2 | 100655 | 52210              | \$200.60          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$200.60</b>   |
| 14477   | 2/11/2025  | SOUTHERN CALIFORNIA EDISON          |                 | SAFETY LIGHTS - 24230 GOLDEN SPRINGS - LS-2      | 100655 | 52210              | \$84.88           |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$84.88</b>    |
| 14478   | 2/11/2025  | SOUTHERN CALIFORNIA EDISON          |                 | SAFETY LIGHTS - 21010 WASHINGTON AVE - LS-2      | 100655 | 52210              | \$106.62          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$106.62</b>   |
| 14479   | 2/11/2025  | SOUTHERN CALIFORNIA EDISON          |                 | SAFETY LIGHTS - 3201 S DBB - LS-2                | 100655 | 52210              | \$134.16          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$134.16</b>   |
| 14480   | 2/11/2025  | SOUTHERN CALIFORNIA EDISON          |                 | SAFETY LIGHTS - BREA CYN/FALLOWFIELD - LS-2      | 100655 | 52210              | \$88.82           |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$88.82</b>    |
| 14481   | 2/11/2025  | SOUTHERN CALIFORNIA EDISON          |                 | SAFETY LIGHTS - 21325 PATHFINDER RD - LS-2       | 100655 | 52210              | \$244.92          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$244.92</b>   |
| 14488   | 2/18/2025  | ABOUND FOOD CARE                    |                 | FOOD RECOVERY SERVICES - JANUARY 2025            | 250170 | 54900              | \$1,632.25        |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$1,632.25</b> |
| 14489   | 2/18/2025  | ABSOLUTE SECURITY INTERNATIONAL INC |                 | SECURITY GUARD SERVICES - JANUARY 2025           | 100520 | 55330              | \$208.00          |
|         | 2/18/2025  | ABSOLUTE SECURITY INTERNATIONAL INC |                 | SECURITY GUARD SERVICES - JANUARY 2025           | 100510 | 55330              | \$2,192.00        |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$2,400.00</b> |
| 14490   | 2/18/2025  | AC RADIOCOM INC                     |                 | DBC TWO-WAY RADIOS                               | 100510 | 51300              | \$2,441.85        |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$2,441.85</b> |
| 14491   | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 239    | 21117              | \$1.66            |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 241    | 21117              | \$1.66            |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 203    | 21117              | \$9.02            |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 204    | 21117              | \$9.02            |

# City of Diamond Bar Check Register

5.2.b

| CHECK # | CHECK DATE | VENDOR NAME                         | OTP VENDOR NAME | INVOICE DESCRIPTION                              | ORG    | OBJECT             | AMOUNT            |
|---------|------------|-------------------------------------|-----------------|--------------------------------------------------|--------|--------------------|-------------------|
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 201    | 21117              | \$14.90           |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 207    | 21117              | \$24.56           |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 250    | 21117              | \$62.80           |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 206    | 21117              | \$196.64          |
|         | 2/18/2025  | AFLAC                               |                 | SUPP INSURANCE PREMIUM JANUARY 2025              | 100    | 21117              | \$1,329.00        |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$1,649.26</b> |
| 14492   | 2/18/2025  | AIRGAS INC                          |                 | ARGON CYLINDER REFILL (010125-013125)            | 100630 | 51200              | \$33.36           |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$33.36</b>    |
| 14493   | 2/18/2025  | ANIMAL PEST MANAGEMENT SERVICES INC |                 | COMPREHENSIVE PEST MGMT SVCS (JAN2025) FY24-25   | 100630 | 52320              | \$70.00           |
|         | 2/18/2025  | ANIMAL PEST MANAGEMENT SERVICES INC |                 | COMPREHENSIVE PEST MGMT SVCS (JAN2025) FY24-25   | 100510 | 52320              | \$105.00          |
|         | 2/18/2025  | ANIMAL PEST MANAGEMENT SERVICES INC |                 | COMPREHENSIVE PEST MGMT SVCS (JAN2025) FY24-25   | 100620 | 52320              | \$120.00          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$295.00</b>   |
| 14494   | 2/18/2025  | AVA SPORTS LLC                      |                 | DEPOSIT - DAY CAMP EXCURSION                     | 100520 | 53520              | \$500.00          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$500.00</b>   |
| 14495   | 2/18/2025  | ROBYN A BECKWITH                    |                 | INTERIOR PLANT SERVICE (JAN/2025)                | 100510 | 52320              | \$275.00          |
|         | 2/18/2025  | ROBYN A BECKWITH                    |                 | INTERIOR PLANT SERVICE (JAN/2025)                | 100620 | 52320              | \$380.00          |
|         | 2/18/2025  | ROBYN A BECKWITH                    |                 | PLANTS FOR DIAMOND BAR CENTER                    | 100510 | 55300              | \$614.60          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$1,269.60</b> |
| 14496   | 2/18/2025  | JOHN E BISHOP                       |                 | INSTRUCTOR PAYMENT - MARTIAL ARTS - WS 25        | 100520 | 55320              | \$240.00          |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$240.00</b>   |
| 14497   | 2/18/2025  | LINGO TELECOM LLC                   |                 | CITYWIDE PHONE SERVICE - FEB 2025                | 100230 | 52200              | \$3,176.86        |
|         |            |                                     |                 |                                                  |        | <b>CHECK TOTAL</b> | <b>\$3,176.86</b> |
| 14498   | 2/18/2025  | CANNON CORPORATION                  |                 | PS-ENGR/ON-CALL - BC STORM DRAIN - THRU 10/31/24 | 100615 | 54400              | \$2,418.00        |
|         | 2/18/2025  | CANNON CORPORATION                  |                 | GEOTECH REVIEW - 23121 RIDGELINE                 | 100    | 22109              | \$430.00          |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                    | OTP VENDOR NAME | INVOICE DESCRIPTION                          | ORG    | OBJECT             | AMOUNT            |
|---------|------------|--------------------------------|-----------------|----------------------------------------------|--------|--------------------|-------------------|
|         | 2/18/2025  | CANNON CORPORATION             |                 | PS-ENGR/BREA CYN STORM DRAIN - THRU 12/31/24 | 100615 | 54400              | \$2,502.00        |
|         | 2/18/2025  | CANNON CORPORATION             |                 | PLAN CHECK - 626 JUNEWOOD PL - THRU 12/31/24 | 100    | 22109              | \$109.22          |
|         |            |                                |                 |                                              |        | <b>CHECK TOTAL</b> | <b>\$5,659.22</b> |
| 14499   | 2/18/2025  | CHEM PRO LABORATORY INC        |                 | WATER TREATMENT (CITYHALL/FEB) FY24-25       | 100620 | 52320              | \$187.95          |
|         | 2/18/2025  | CHEM PRO LABORATORY INC        |                 | QTRLY WATER MGMT (DBC) FY24-25               | 100510 | 52310              | \$186.20          |
|         |            |                                |                 |                                              |        | <b>CHECK TOTAL</b> | <b>\$374.15</b>   |
| 14500   | 2/18/2025  | COCO SUTZE CHENG               |                 | INSTRUCTOR PAYMENT - FITNESS - WS25          | 100520 | 55320              | \$96.00           |
|         |            |                                |                 |                                              |        | <b>CHECK TOTAL</b> | <b>\$96.00</b>    |
| 14501   | 2/18/2025  | CRAFCO INC                     |                 | ROAD MAINT (SYCAMORE PARK) FY24-25           | 100655 | 51250              | \$2,004.54        |
|         |            |                                |                 |                                              |        | <b>CHECK TOTAL</b> | <b>\$2,004.54</b> |
| 14502   | 2/18/2025  | DAVID EVANS AND ASSOCIATES INC |                 | LANDSCAPE PLAN CHECKING PL17-169             | 100    | 22107              | \$279.60          |
|         | 2/18/2025  | DAVID EVANS AND ASSOCIATES INC |                 | LANDSCAPE PLAN CHECKING SVCS                 | 100    | 22107              | \$123.30          |
|         | 2/18/2025  | DAVID EVANS AND ASSOCIATES INC |                 | LANDSCAPE PLAN CHECKING SVCS                 | 100    | 22107              | \$1,383.90        |
|         |            |                                |                 |                                              |        | <b>CHECK TOTAL</b> | <b>\$1,786.80</b> |
| 14503   | 2/18/2025  | DELTA DENTAL                   |                 | HMO DENTAL INSURANCE PREMIUM FEB 2025        | 206    | 21105              | \$0.96            |
|         | 2/18/2025  | DELTA DENTAL                   |                 | HMO DENTAL INSURANCE PREMIUM FEB 2025        | 207    | 21105              | \$0.96            |
|         | 2/18/2025  | DELTA DENTAL                   |                 | HMO DENTAL INSURANCE PREMIUM FEB 2025        | 201    | 21105              | \$1.61            |
|         | 2/18/2025  | DELTA DENTAL                   |                 | HMO DENTAL INSURANCE PREMIUM FEB 2025        | 250    | 21105              | \$36.36           |
|         | 2/18/2025  | DELTA DENTAL                   |                 | HMO DENTAL INSURANCE PREMIUM FEB 2025        | 100    | 21105              | \$107.67          |
|         |            |                                |                 |                                              |        | <b>CHECK TOTAL</b> | <b>\$147.56</b>   |
| 14504   | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025        | 203    | 21105              | \$8.23            |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025        | 204    | 21105              | \$8.23            |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                        | OTP VENDOR NAME | INVOICE DESCRIPTION                         | ORG    | OBJECT             | AMOUNT            |
|---------|------------|------------------------------------|-----------------|---------------------------------------------|--------|--------------------|-------------------|
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 239    | 21105              | \$21.95           |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 241    | 21105              | \$21.95           |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 238    | 21105              | \$35.92           |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 201    | 21105              | \$70.79           |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 207    | 21105              | \$170.92          |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 250    | 21105              | \$208.89          |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 206    | 21105              | \$249.09          |
|         | 2/18/2025  | DELTA DENTAL INSURANCE COMPANY     |                 | PPO DENTAL INSURANCE PREMIUM FEB 2025       | 100    | 21105              | \$5,012.62        |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$5,808.59</b> |
| 14505   | 2/18/2025  | DIAMOND BAR STORAGE OWNER LLC      |                 | OFFSITE STORAGE                             | 100420 | 52302              | \$702.26          |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$702.26</b>   |
| 14506   | 2/18/2025  | DIANA CHO & ASSOCIATES             |                 | CDBG-SNR. SVCS ADMIN COSTS                  | 225440 | 54900              | \$510.00          |
|         | 2/18/2025  | DIANA CHO & ASSOCIATES             |                 | CDBG-AREA 4 ADA CURB RAMPS IMP              | 301610 | 56101              | \$1,785.00        |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$2,295.00</b> |
| 14507   | 2/18/2025  | DISCOVERY SCIENCE CENTER OF ORANGE |                 | EDUCATION SERVICES                          | 250170 | 54900              | \$2,322.00        |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$2,322.00</b> |
| 14508   | 2/18/2025  | DS SERVICES OF AMERICA INC         |                 | WATER SERVICE (CITYHALL/JAN) FY24-25        | 100620 | 51200              | \$475.17          |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$475.17</b>   |
| 14509   | 2/18/2025  | ECOFERT INC                        |                 | FERTILIZER INJECTION SYSTEM (010125-013125) | 100630 | 52320              | \$1,207.00        |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$1,207.00</b> |
| 14510   | 2/18/2025  | EXTERIOR PRODUCTS CORP             |                 | MILITARY BANNERS                            | 100520 | 55300              | \$288.41          |
|         | 2/18/2025  | EXTERIOR PRODUCTS CORP             |                 | US FLAG REMOVAL/INSTALLATION                | 100630 | 56116              | \$6,487.50        |
|         |            |                                    |                 |                                             |        | <b>CHECK TOTAL</b> | <b>\$6,775.91</b> |

# City of Diamond Bar Check Register

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| CHECK #     | CHECK DATE | VENDOR NAME                         | OTP VENDOR NAME | INVOICE DESCRIPTION                            | ORG    | OBJECT | AMOUNT      |
|-------------|------------|-------------------------------------|-----------------|------------------------------------------------|--------|--------|-------------|
| 14511       | 2/18/2025  | FEDERAL EXPRESS CORPORATION         |                 | SECURE MAILING OF CONTRACT - TYLER TECH        | 503230 | 56135  | \$24.46     |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$24.46     |
| 14512       | 2/18/2025  | FOOTHILL BUILDING MATERIALS INC     |                 | SAND FOR STATION#121 PATHFINDER (012525)       | 100350 | 51200  | \$563.28    |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$563.28    |
| 14513       | 2/18/2025  | FRANCOISE S ZAMBRA                  |                 | CONTRACT CLASS INSTRUCTOR - FRANCOISE ZAMBRA   | 100520 | 55320  | \$336.00    |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$336.00    |
| 14514       | 2/18/2025  | GO LIVE TECHNOLOGY INC              |                 | ELM PROJECT MGMT - JAN 2025                    | 503230 | 56135  | \$10,500.00 |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$10,500.00 |
| 14515       | 2/18/2025  | GOTO COMMUNICATIONS INC             |                 | CITYWIDE PHONE SYSTEM - FEB 2025               | 100230 | 52200  | \$3,068.80  |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$3,068.80  |
| 14516       | 2/18/2025  | GREEN CLEAN PRESSURE WASHING LLC    |                 | PAINT CLEANUP @1600 GRAND AVE 1/28/25          | 100655 | 55530  | \$4,991.50  |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$4,991.50  |
| 14517       | 2/18/2025  | HEATHER JEN CHANG                   |                 | CONTRACT CLASS INSTRUCTOR - ART CLASSES        | 100520 | 55320  | \$630.00    |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$630.00    |
| 14518       | 2/18/2025  | HODGMAN ENTERPRISES                 |                 | PRINTING AND MAILING - JAN2025 CITY NEWSLETTER | 100240 | 52110  | \$2,492.22  |
|             | 2/18/2025  | HODGMAN ENTERPRISES                 |                 | PRINTING AND MAILING - FEB2025 CITY NEWSLETTER | 100240 | 52110  | \$2,484.85  |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$4,977.07  |
| 14519       | 2/18/2025  | HOME DEPOT CREDIT SERVICES          |                 | KEY BOX HOLDER (CIVIC CENTER)                  | 100630 | 51200  | \$127.56    |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$127.56    |
| 14520       | 2/18/2025  | HR GREEN PACIFIC INC                |                 | PLAN CHECKS - TR22307 BROKEN TWIG              | 100    | 22109  | \$1,552.00  |
|             | 2/18/2025  | HR GREEN PACIFIC INC                |                 | PLAN CHECKS - 880 N. DBB                       | 100    | 22109  | \$818.00    |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$2,370.00  |
| 14521       | 2/18/2025  | HUMANE SOCIETY OF POMONA VALLEY INC |                 | ANIMAL CONTROL SERVICES IN JAN. 2025           | 100340 | 55404  | \$37,272.08 |
| CHECK TOTAL |            |                                     |                 |                                                |        |        | \$37,272.08 |
| 14522       | 2/18/2025  | IMAGEN INC                          |                 | GIVEAWAY ITEMS FOR OUTREACH EVENTS             | 100240 | 51400  | \$516.83    |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                  | OTP VENDOR NAME | INVOICE DESCRIPTION                               | ORG    | OBJECT             | AMOUNT            |
|---------|------------|------------------------------|-----------------|---------------------------------------------------|--------|--------------------|-------------------|
|         | 2/18/2025  | IMAGEN INC                   |                 | GIVEAWAY ITEMS FOR OUTREACH EVENTS                | 100240 | 51400              | \$727.05          |
|         | 2/18/2025  | IMAGEN INC                   |                 | GIVEAWAY ITEMS FOR OUTREACH EVENTS                | 100240 | 51400              | \$978.68          |
|         | 2/18/2025  | IMAGEN INC                   |                 | GIVEAWAYS FOR DBC                                 | 100520 | 52110              | \$326.95          |
|         |            |                              |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$2,549.51</b> |
| 14523   | 2/18/2025  | INLAND SOCAL MEDIA GROUP LLC |                 | DBC ADVERTISEMENT FOR MARCH 2025                  | 100510 | 52160              | \$750.00          |
|         |            |                              |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$750.00</b>   |
| 14524   | 2/18/2025  | ITERIS INC                   |                 | LOS STUDY - 3333 S. DIAMON CYN RD - 11/1-12/31/24 | 100    | 22107              | \$552.76          |
|         |            |                              |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$552.76</b>   |
| 14525   | 2/18/2025  | JACKSON'S AUTO SUPPLY/NAPA   |                 | FLEET MAINTENANCE                                 | 502430 | 52312              | \$437.24          |
|         | 2/18/2025  | JACKSON'S AUTO SUPPLY/NAPA   |                 | FLEET MAINTENANCE SUPPLIES                        | 502620 | 52312              | \$37.97           |
|         | 2/18/2025  | JACKSON'S AUTO SUPPLY/NAPA   |                 | FLEET MAINTENANCE SUPPLIES                        | 502430 | 52312              | \$48.46           |
|         | 2/18/2025  | JACKSON'S AUTO SUPPLY/NAPA   |                 | FLEET MAINTENANCE SUPPLIES                        | 502630 | 52312              | \$48.47           |
|         | 2/18/2025  | JACKSON'S AUTO SUPPLY/NAPA   |                 | FLEET MAINTENANCE SUPPLIES                        | 502655 | 52312              | \$50.21           |
|         |            |                              |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$622.35</b>   |
| 14526   | 2/18/2025  | JOE A GONSALVES & SON INC    |                 | PROFESSIONAL SERVICES STATE LOBBYIST              | 100130 | 54900              | \$2,500.00        |
|         |            |                              |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$2,500.00</b> |
| 14527   | 2/18/2025  | KENS HARDWARE                |                 | OPERATING SUPPLIES                                | 100655 | 51200              | \$9.41            |
|         | 2/18/2025  | KENS HARDWARE                |                 | ROAD MAINTENANCE SUPPLIES                         | 100655 | 51250              | \$70.06           |
|         |            |                              |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$79.47</b>    |
| 14528   | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE EXTERIOR WASH 013125                | 502430 | 52312              | \$80.00           |
|         | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE EXTERIOR WASH 013125                | 502620 | 52312              | \$100.00          |
|         | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE EXTERIOR WASH 013125                | 502630 | 52312              | \$140.00          |
|         | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE EXTERIOR WASH 013125                | 502655 | 52312              | \$140.00          |
|         | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE INTERIOR WASH 013125                | 502430 | 52312              | \$140.00          |
|         | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE INTERIOR WASH 013125                | 502620 | 52312              | \$140.00          |
|         | 2/18/2025  | KEPT COMPANIES INC           |                 | FLEET VEHICLE INTERIOR WASH 013125                | 502655 | 52312              | \$140.00          |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                     | OTP VENDOR NAME | INVOICE DESCRIPTION                            | ORG    | OBJECT             | AMOUNT             |
|---------|------------|---------------------------------|-----------------|------------------------------------------------|--------|--------------------|--------------------|
|         | 2/18/2025  | KEPT COMPANIES INC              |                 | FLEET VEHICLE INTERIOR WASH 013125             | 502630 | 52312              | \$245.00           |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$1,125.00</b>  |
| 14529   | 2/18/2025  | KEVIN D JONES                   |                 | PS - SR-57/SR-60 PROJECT ADVOCACY - JAN 2025   | 100615 | 54400              | \$4,000.00         |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$4,000.00</b>  |
| 14530   | 2/18/2025  | LANCE SOLL & LUNGWARD LLP       |                 | PROF. SVCS - GOVERNMENT AUDIT 2024             | 100210 | 54010              | \$7,307.00         |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$7,307.00</b>  |
| 14531   | 2/18/2025  | LOS ANGELES COUNTY PUBLIC WORKS |                 | INDUSTRIAL WASTE SERVICES - THRU DEC 2024      | 100610 | 55550              | \$8,167.41         |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$8,167.41</b>  |
| 14532   | 2/18/2025  | LOWE'S BUSINESS ACCOUNT         |                 | SUPPLIES -PUBLIC WORKS                         | 100655 | 51250              | \$243.39           |
|         | 2/18/2025  | LOWE'S BUSINESS ACCOUNT         |                 | SUPPLIES FOR DBC                               | 100510 | 51200              | \$44.67            |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$288.06</b>    |
| 14533   | 2/18/2025  | MCE CORPORATION                 |                 | LANDSCAPE MAINTENANCE (LLAD38/39/41 - JAN2025) | 241641 | 55524              | \$5,623.27         |
|         | 2/18/2025  | MCE CORPORATION                 |                 | LANDSCAPE MAINTENANCE (LLAD38/39/41 - JAN2025) | 239639 | 55524              | \$13,715.50        |
|         | 2/18/2025  | MCE CORPORATION                 |                 | LANDSCAPE MAINTENANCE (LLAD38/39/41 - JAN2025) | 238638 | 55524              | \$16,460.60        |
|         | 2/18/2025  | MCE CORPORATION                 |                 | LANDSCAPE MAINTENANCE (LLAD41-AS NEEDED)       | 241641 | 52320              | \$1,901.61         |
|         | 2/18/2025  | MCE CORPORATION                 |                 | ROAD MAINTENANCE (JAN 2025)                    | 100655 | 55530              | \$330.88           |
|         | 2/18/2025  | MCE CORPORATION                 |                 | ROAD MAINTENANCE (JAN 2025)                    | 100655 | 55530              | \$447.58           |
|         | 2/18/2025  | MCE CORPORATION                 |                 | ROAD MAINTENANCE (JAN 2025)                    | 201655 | 55530              | \$3,307.57         |
|         | 2/18/2025  | MCE CORPORATION                 |                 | ROAD MAINTENANCE (JAN 2025)                    | 100655 | 55528              | \$9,790.68         |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$51,577.69</b> |
| 14534   | 2/18/2025  | METROLINK                       |                 | METROLINK PASSES - DECEMBER 2024               | 206650 | 55610              | \$550.21           |
|         | 2/18/2025  | METROLINK                       |                 | METROLINK PASSES - DECEMBER 2024               | 206650 | 55620              | \$2,200.82         |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$2,751.03</b>  |
| 14535   | 2/18/2025  | MICHAEL BAKER INTERNATIONAL INC |                 | CANYON LOOP TRAIL -HMMP PROJECT MANAGER        | 301630 | 56104              | \$330.00           |
|         |            |                                 |                 |                                                |        | <b>CHECK TOTAL</b> | <b>\$330.00</b>    |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                              | OTP VENDOR NAME                     | INVOICE DESCRIPTION                                      | ORG    | OBJECT             | AMOUNT             |
|---------|------------|------------------------------------------|-------------------------------------|----------------------------------------------------------|--------|--------------------|--------------------|
| 14536   | 2/18/2025  | MISS DIAMOND BAR SCHOLARSHIP PAGEANT INC |                                     | 2025 MISS DIAMOND BAR PAGEANT - QUEEN'S CLUB SPONSORSHIP | 101110 | 52600              | \$1,500.00         |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$1,500.00</b>  |
| 14537   | 2/18/2025  | MISS DIAMOND BAR SCHOLARSHIP PAGEANT INC |                                     | 2/16/25 FASHION SHOW & LUNCHEON FOR TENG AND LOW         | 100110 | 52410              | \$80.00            |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$80.00</b>     |
| 14538   | 2/18/2025  | NATIONAL TRENCH SAFETY INC               |                                     | RENTAL EQUIP (KRAIL 010425-030325)                       | 100655 | 52300              | \$607.35           |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$607.35</b>    |
| 14539   | 2/18/2025  | OFFICE SOLUTIONS                         |                                     | OFFICE SUPPLIES - JANUARY 2025                           | 100240 | 51200              | \$28.48            |
|         | 2/18/2025  | OFFICE SOLUTIONS                         |                                     | OFFICE SUPPLIES - JANUARY 2025                           | 100620 | 51200              | \$40.35            |
|         | 2/18/2025  | OFFICE SOLUTIONS                         |                                     | OFFICE SUPPLIES - JANUARY 2025                           | 100520 | 51200              | \$487.46           |
|         | 2/18/2025  | OFFICE SOLUTIONS                         |                                     | OFFICE SUPPLIES - JANUARY 2025                           | 100510 | 51200              | \$783.18           |
|         | 2/18/2025  | OFFICE SOLUTIONS                         |                                     | OFFICE SUPPLIES - JANUARY 2025                           | 100140 | 51200              | \$857.16           |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$2,196.63</b>  |
| 14540   | 2/18/2025  | ONE TIME PAY VENDOR                      | AMIT KAUSHAL                        | BOND RELEASE - 1607 DERRINGER LANE                       | 100    | 22109              | \$28,929.88        |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$28,929.88</b> |
| 14541   | 2/18/2025  | ONE TIME PAY VENDOR                      | ASMA QUDDUSI                        | FACILITY REFUND                                          | 100    | 20202              | \$1,587.81         |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$1,587.81</b>  |
| 14542   | 2/18/2025  | ONE TIME PAY VENDOR                      | BRIGHT MAGPIE CHARITABLE FOUNDATION | FACILITY REFUND                                          | 100    | 20202              | \$200.00           |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$200.00</b>    |
| 14543   | 2/18/2025  | ONE TIME PAY VENDOR                      | DELPHIN FERRAEZ                     | FACILITY REFUND                                          | 100    | 20202              | \$200.00           |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$200.00</b>    |
| 14544   | 2/18/2025  | ONE TIME PAY VENDOR                      | FATIMA SIMON-AKILL                  | FACILITY REFUND                                          | 100    | 20202              | \$1,028.59         |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$1,028.59</b>  |
| 14545   | 2/18/2025  | ONE TIME PAY VENDOR                      | JOANN CHANG                         | FACILITY REFUND                                          | 100    | 20202              | \$200.00           |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$200.00</b>    |
| 14546   | 2/18/2025  | ONE TIME PAY VENDOR                      | MIGUEL CHAIDEZ                      | FACILITY REFUND                                          | 100    | 20202              | \$1,250.00         |
|         |            |                                          |                                     |                                                          |        | <b>CHECK TOTAL</b> | <b>\$1,250.00</b>  |

# City of Diamond Bar Check Register

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| CHECK #     | CHECK DATE | VENDOR NAME                        | OTP VENDOR NAME        | INVOICE DESCRIPTION                                | ORG    | OBJECT | AMOUNT      |
|-------------|------------|------------------------------------|------------------------|----------------------------------------------------|--------|--------|-------------|
| 14547       | 2/18/2025  | ONE TIME PAY VENDOR                | NEW YORK LIFE          | FACILITY REFUND                                    | 100    | 20202  | \$500.00    |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$500.00    |
| 14548       | 2/18/2025  | ONE TIME PAY VENDOR                | RICARDO GARCIA-ALCARAZ | FACILITY REFUND                                    | 100    | 20202  | \$1,000.00  |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$1,000.00  |
| 14549       | 2/18/2025  | PARKWOOD LANDSCAPE MAINTENANCE INC |                        | LANDSCAPE MAINTENANCE (PARKS/DBC)                  | 100510 | 55505  | \$6,029.22  |
|             | 2/18/2025  | PARKWOOD LANDSCAPE MAINTENANCE INC |                        | LANDSCAPE MAINTENANCE (PARKS/DBC)                  | 100630 | 55505  | \$29,341.57 |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$35,370.79 |
| 14550       | 2/18/2025  | PROTECTION ONE INC                 |                        | SYCAMORE CYN PARK ALARM (022825-052725)            | 100630 | 52320  | \$241.64    |
|             | 2/18/2025  | PROTECTION ONE INC                 |                        | CITYHALL ALARM (022825-032825)                     | 100620 | 52320  | \$45.50     |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$287.14    |
| 14551       | 2/18/2025  | PUBLIC STORAGE #23051              |                        | MARCH 2025 RENTAL-COMMUNITY RELATIONS STORAGE UNIT | 100240 | 55000  | \$990.00    |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$990.00    |
| 14552       | 2/18/2025  | PUENTE HILLS FORD LLC              |                        | FLEET MAINTENANCE (LIC#1210108/06 F250)            | 502630 | 52312  | \$229.59    |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$229.59    |
| 14553       | 2/18/2025  | PYRO COMM SYSTEMS INC              |                        | HERITAGE PARK FIRE ALARM MONITOR (020125-043025)   | 100630 | 52320  | \$195.00    |
|             | 2/18/2025  | PYRO COMM SYSTEMS INC              |                        | DBC FIRE ALARM MONITOR (020125-043025)             | 100510 | 52320  | \$135.00    |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$330.00    |
| 14554       | 2/18/2025  | RAPHAEL H PLUNKETT                 |                        | T&T COMMISSION STIPEND - MAY 2024                  | 100610 | 52525  | \$45.00     |
|             | 2/18/2025  | RAPHAEL H PLUNKETT                 |                        | T&T COMMISSION STIPEND - JAN 2024                  | 100610 | 52525  | \$45.00     |
|             | 2/18/2025  | RAPHAEL H PLUNKETT                 |                        | T&T COMMISSION STIPEND - MAR 2024                  | 100610 | 52525  | \$45.00     |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$135.00    |
| 14555       | 2/18/2025  | REGIONAL TAP SERVICE CENTER        |                        | FOOTHILL PASSES - JANUARY 2025                     | 206650 | 55610  | \$512.06    |
|             | 2/18/2025  | REGIONAL TAP SERVICE CENTER        |                        | FOOTHILL PASSES - JANUARY 2025                     | 206650 | 55620  | \$2,048.26  |
| CHECK TOTAL |            |                                    |                        |                                                    |        |        | \$2,560.32  |
| 14556       | 2/18/2025  | REGISTRAR-RECORDER/COUNTY CLERK    |                        | SIGNATURE VERIFICATION                             | 100140 | 53530  | \$83.42     |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                                 | OTP VENDOR NAME | INVOICE DESCRIPTION                               | ORG    | OBJECT             | AMOUNT              |
|---------|------------|---------------------------------------------|-----------------|---------------------------------------------------|--------|--------------------|---------------------|
|         |            |                                             |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$83.42</b>      |
| 14557   | 2/18/2025  | SC FUELS                                    |                 | FLEET FUEL (011625-013125)                        | 502430 | 52312              | \$40.70             |
|         | 2/18/2025  | SC FUELS                                    |                 | FLEET FUEL (011625-013125)                        | 502630 | 52312              | \$393.08            |
|         | 2/18/2025  | SC FUELS                                    |                 | FLEET FUEL (011625-013125)                        | 502630 | 52312              | \$504.54            |
|         | 2/18/2025  | SC FUELS                                    |                 | FLEET FUEL (011625-013125)                        | 502655 | 52312              | \$821.35            |
|         |            |                                             |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$1,759.67</b>   |
| 14558   | 2/18/2025  | SITEREP CONSTRUCTION SERVICES INC           |                 | MAPLE HILL PARK IMPROVEMENTS - PROGRESS PAYMENT 3 | 301630 | 56104              | \$318,566.00        |
|         |            |                                             |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$318,566.00</b> |
| 14559   | 2/18/2025  | SOCIAL VOCATIONAL SERVICES                  |                 | MAINTENANCE: LITTER & WEED REMOVAL (JAN 2025)     | 100645 | 55528              | \$3,113.00          |
|         |            |                                             |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$3,113.00</b>   |
| 14560   | 2/18/2025  | SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT |                 | FACILITIES LEASE - MARCH 2025                     | 100130 | 52302              | \$2,755.80          |
|         |            |                                             |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$2,755.80</b>   |
| 14561   | 2/18/2025  | SPECTRUM BUSINESS                           |                 | CABLE TV SERVICE/DBC - JAN 2025                   | 100230 | 54030              | \$132.58            |
|         | 2/18/2025  | SPECTRUM BUSINESS                           |                 | SUMMARY BILL - CABLE TV/INTERNET - DEC 24-JAN 25  | 100230 | 54030              | \$3,478.66          |
|         |            |                                             |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$3,611.24</b>   |
| 14562   | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 203    | 21107              | \$1.99              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 204    | 21107              | \$1.99              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 239    | 21107              | \$2.36              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 241    | 21107              | \$2.36              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 238    | 21107              | \$3.32              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 203    | 21113              | \$4.22              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 204    | 21113              | \$4.22              |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY                  |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 239    | 21113              | \$8.30              |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                | OTP VENDOR NAME | INVOICE DESCRIPTION                               | ORG    | OBJECT             | AMOUNT             |
|---------|------------|----------------------------|-----------------|---------------------------------------------------|--------|--------------------|--------------------|
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 241    | 21113              | \$8.30             |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 238    | 21113              | \$12.98            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 207    | 21107              | \$18.09            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 201    | 21113              | \$33.19            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 201    | 21107              | \$33.37            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 206    | 21107              | \$43.76            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 207    | 21113              | \$61.45            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 206    | 21113              | \$91.86            |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 250    | 21107              | \$106.40           |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 250    | 21113              | \$132.58           |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 100    | 21107              | \$1,703.47         |
|         | 2/18/2025  | STANDARD INSURANCE COMPANY |                 | LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2025 | 100    | 21113              | \$2,387.72         |
|         |            |                            |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$4,661.93</b>  |
| 14563   | 2/18/2025  | SWRCB ACCOUNTING OFFICE    |                 | ANNUAL SEWER PERMIT FEE - FY 24-25                | 201610 | 54200              | \$21,150.00        |
|         |            |                            |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$21,150.00</b> |
| 14564   | 2/18/2025  | TAIT AND ASSOCIATES INC    |                 | PS - ENGR/ON-CALL - THRU 11/20/24                 | 100615 | 54400              | \$245.00           |
|         |            |                            |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$245.00</b>    |
| 14565   | 2/18/2025  | TENNIS ANYONE INC          |                 | CONTRACT CLASSES TENNIS SERVICE                   | 100520 | 55320              | \$5,281.04         |
|         |            |                            |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$5,281.04</b>  |
| 14566   | 2/18/2025  | THE ARTINA GROUP           |                 | W2 & 1095C TAX FORMS FOR 2024                     | 100210 | 52110              | \$454.03           |
|         |            |                            |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$454.03</b>    |
| 14567   | 2/18/2025  | THE GAS COMPANY            |                 | CITYHALL GAS SERVICE (011325-021125)              | 100620 | 52215              | \$1,465.43         |
|         |            |                            |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$1,465.43</b>  |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                         | OTP VENDOR NAME | INVOICE DESCRIPTION                               | ORG    | OBJECT             | AMOUNT                         |
|---------|------------|-------------------------------------|-----------------|---------------------------------------------------|--------|--------------------|--------------------------------|
| 14568   | 2/18/2025  | THE SAN GABRIEL VALLEY NEWSPAPER GR |                 | ORDINANCE NO. 1 (2025) PUBLISHING                 | 100140 | 52160              | \$421.68                       |
|         | 2/18/2025  | THE SAN GABRIEL VALLEY NEWSPAPER GR |                 | ORD SUMMARY PUBLISHING                            | 100140 | 52160              | \$365.91                       |
|         | 2/18/2025  | THE SAN GABRIEL VALLEY NEWSPAPER GR |                 | PL2024-87 HOUSING OVERLAY - HOUSING ELEMENT       | 100410 | 52160              | \$1,115.11                     |
|         | 2/18/2025  | THE SAN GABRIEL VALLEY NEWSPAPER GR |                 | LEGAL AD PL2024-78                                | 100    | 22107              | \$587.08                       |
|         | 2/18/2025  | THE SAN GABRIEL VALLEY NEWSPAPER GR |                 | LEGAL AD PL2024-85                                | 100    | 22107              | \$644.16                       |
|         | 2/18/2025  | THE SAN GABRIEL VALLEY NEWSPAPER GR |                 | LEGAL AD PL2024-64                                | 100    | 22107              | \$772.98                       |
|         |            |                                     |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$3,906.92</b>              |
| 14569   | 2/18/2025  | THE SAUCE CREATIVE SERVICES INC     |                 | YOUTH PICKLEBALL PRINTING                         | 100520 | 52110              | \$500.00                       |
|         |            |                                     |                 |                                                   |        |                    | <b>CHECK TOTAL \$500.00</b>    |
| 14570   | 2/18/2025  | THE TAIT GROUP INC                  |                 | PS/ENGR - VARIOUS TRAFFIC-RELATED PROJ - DEC 2024 | 100615 | 54400              | \$1,500.00                     |
|         | 2/18/2025  | THE TAIT GROUP INC                  |                 | PS/ENGR - VARIOUS TRAFFIC-RELATED PROJ - JAN 2025 | 100615 | 54400              | \$700.00                       |
|         |            |                                     |                 |                                                   |        |                    | <b>CHECK TOTAL \$2,200.00</b>  |
| 14571   | 2/18/2025  | TORTI GALLAS AND PARTNERS INC       |                 | DB TOWN CENTER SPECIFIC PLAN                      | 103410 | 54900              | \$26,113.75                    |
|         | 2/18/2025  | TORTI GALLAS AND PARTNERS INC       |                 | DB TOWN CENTER SPECIFIC PLAN                      | 103410 | 54900              | \$3,703.75                     |
|         | 2/18/2025  | TORTI GALLAS AND PARTNERS INC       |                 | DB CITYWIDE OBJ DESIGN STANDARD                   | 103410 | 54900              | \$6,500.00                     |
|         |            |                                     |                 |                                                   |        |                    | <b>CHECK TOTAL \$36,317.50</b> |
| 14572   | 2/18/2025  | TRANE SERVICE GROUP INC             |                 | CITYHALL QTRLY MAINT (010125-033125)              | 100620 | 52320              | \$5,697.10                     |
|         | 2/18/2025  | TRANE SERVICE GROUP INC             |                 | HERITAGE PARK QTRLY MAINT (010125-033125)         | 100630 | 52320              | \$903.87                       |
|         |            |                                     |                 |                                                   |        |                    | <b>CHECK TOTAL \$6,600.97</b>  |
| 14573   | 2/18/2025  | TYLER TECHNOLOGIES INC              |                 | ELM PROJECT MGMT HOURS - 1/7/25-1/9/25            | 503230 | 56135              | \$4,800.00                     |
|         | 2/18/2025  | TYLER TECHNOLOGIES INC              |                 | ELM PROJECT MGMT HOURS - 1/14/25-1/16/25          | 503230 | 56135              | \$4,800.00                     |
|         | 2/18/2025  | TYLER TECHNOLOGIES INC              |                 | ELM PROJECT MGMT HOURS - 1/14/25-1/30/25          | 503230 | 56135              | \$6,400.00                     |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                           | OTP VENDOR NAME | INVOICE DESCRIPTION                               | ORG    | OBJECT             | AMOUNT             |
|---------|------------|---------------------------------------|-----------------|---------------------------------------------------|--------|--------------------|--------------------|
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$16,000.00</b> |
| 14574   | 2/18/2025  | UNDERGROUND SERVICE ALERT OF SO CA    |                 | US DIGALERT - MONTHLY CA STATE FEE - FEB 2025     | 100610 | 54900              | \$58.12            |
|         | 2/18/2025  | UNDERGROUND SERVICE ALERT OF SO CA    |                 | US DIGALERT - MONTHLY TICKETS - JAN 2025          | 100610 | 54900              | \$422.55           |
|         | 2/18/2025  | UNDERGROUND SERVICE ALERT OF SO CA    |                 | US DIGALERT TICKETS - OCT 2024                    | 100610 | 54900              | \$579.80           |
|         | 2/18/2025  | UNDERGROUND SERVICE ALERT OF SO CA    |                 | DIGALERT - MONTHLY SERVICE FEE - DEC 2024         | 100610 | 54900              | \$58.12            |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$1,118.59</b>  |
| 14575   | 2/18/2025  | US BANK                               |                 | CALCARD STATEMENT - JANUARY 2025                  | 999    | 28100              | \$18,312.61        |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$18,312.61</b> |
| 14576   | 2/18/2025  | VALLEY VISTA SERVICES, INC.           |                 | STREET SWEEPING SERVICES (010125-013125)          | 100655 | 55510              | \$26,524.56        |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$26,524.56</b> |
| 14577   | 2/18/2025  | VERIZON WIRELESS                      |                 | WIRELESS PHONE SERVICE - 12/17/24-1/16/25         | 100230 | 52200              | \$2,971.55         |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$2,971.55</b>  |
| 14578   | 2/18/2025  | VIDIFLO LLC                           |                 | AV & TELEPRODUCTION SYSTEM ENGINEERING CONSULTANT | 270240 | 55000              | \$375.00           |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$375.00</b>    |
| 14579   | 2/18/2025  | VIRAMONTES EXPRESS INC                |                 | COMPOST AND MULCH HAULING SERVICES                | 250170 | 55000              | \$1,633.47         |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$1,633.47</b>  |
| 14580   | 2/18/2025  | WALNUT VALLEY UNIFIED SCHOOL DISTRICT |                 | YOUTH BASKETBALL GYM RENTAL                       | 100520 | 52302              | \$2,366.40         |
|         | 2/18/2025  | WALNUT VALLEY UNIFIED SCHOOL DISTRICT |                 | ADULT VOLLEYBALL GYM RENTAL                       | 100520 | 52302              | \$382.50           |
|         |            |                                       |                 |                                                   |        | <b>CHECK TOTAL</b> | <b>\$2,748.90</b>  |
| 14581   | 2/18/2025  | WAXIE SANITARY SUPPLY                 |                 | JANITORIAL SUPPLIES (DBC)                         | 100510 | 51210              | \$599.59           |
|         | 2/18/2025  | WAXIE SANITARY SUPPLY                 |                 | JANITORIAL SUPPLIES (CITYHALL)                    | 100620 | 51200              | \$1,201.83         |
|         | 2/18/2025  | WAXIE SANITARY SUPPLY                 |                 | JANITORIAL SUPPLIES (CITYHALL)                    | 100620 | 51200              | \$185.27           |
|         | 2/18/2025  | WAXIE SANITARY SUPPLY                 |                 | JANITORIAL SUPPLIES (DBC)                         | 100510 | 51210              | \$355.97           |
|         | 2/18/2025  | WAXIE SANITARY SUPPLY                 |                 | JANITORIAL SUPPLIES (DBC)                         | 100510 | 51210              | \$2,612.86         |

# City of Diamond Bar Check Register

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| CHECK # | CHECK DATE | VENDOR NAME                                     | OTP VENDOR NAME | INVOICE DESCRIPTION                                   | ORG    | OBJECT             | AMOUNT             |
|---------|------------|-------------------------------------------------|-----------------|-------------------------------------------------------|--------|--------------------|--------------------|
|         |            |                                                 |                 |                                                       |        | <b>CHECK TOTAL</b> | <b>\$4,955.52</b>  |
| 14582   | 2/18/2025  | WEST COAST ARBORISTS INC                        |                 | CITYWIDE TREE MAINTENANCE<br>(D41/010125-011525)      | 241641 | 55522              | \$1,125.00         |
|         |            |                                                 |                 |                                                       |        | <b>CHECK TOTAL</b> | <b>\$1,125.00</b>  |
| 14583   | 2/18/2025  | WILLDAN GEOTECHNICAL                            |                 | BUILDING&SAFETY INTERIM PERMIT<br>TECHNICIAN-DEC 24   | 100420 | 55100              | \$6,800.00         |
|         | 2/18/2025  | WILLDAN GEOTECHNICAL                            |                 | GEOTECH REV - 2218 INDIAN CREEK RD<br>- THRU 12/27/24 | 100    | 22109              | \$1,050.00         |
|         | 2/18/2025  | WILLDAN GEOTECHNICAL                            |                 | GEOTECH REVIEW- 2626 WAGON TRAIN<br>LN -THRU 12/27/24 | 100    | 22109              | \$840.00           |
|         |            |                                                 |                 |                                                       |        | <b>CHECK TOTAL</b> | <b>\$8,690.00</b>  |
| 14584   | 2/18/2025  | WISCONSIN QUICK LUBE INC                        |                 | FLEET MAINTENANCE (LIC#1524113)                       | 502630 | 52312              | \$95.13            |
|         |            |                                                 |                 |                                                       |        | <b>CHECK TOTAL</b> | <b>\$95.13</b>     |
| 14585   | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SVCS - DECEMBER 2024                            | 100120 | 54020              | \$2,000.20         |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SVCS - DECEMBER 2024                            | 100120 | 54020              | \$10,652.05        |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100120 | 54020              | \$82.20            |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100120 | 54020              | \$27.40            |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100120 | 54020              | \$3,808.60         |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100120 | 54020              | \$520.60           |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100120 | 54020              | \$82.20            |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100    | 22107              | \$109.60           |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100    | 22107              | \$17,590.80        |
|         | 2/18/2025  | WOODRUFF & SMART, A<br>PROFESSIONAL CORPORATION |                 | LEGAL SERVICES - DECEMBER 2024                        | 100120 | 54020              | \$17,751.66        |
|         |            |                                                 |                 |                                                       |        | <b>CHECK TOTAL</b> | <b>\$52,625.31</b> |
| 14586   | 2/18/2025  | YUNEX CORP                                      |                 | TS MAINTENANCE - JAN 2025                             | 207650 | 55536              | \$8,180.00         |
|         |            |                                                 |                 |                                                       |        | <b>CHECK TOTAL</b> | <b>\$8,180.00</b>  |
|         |            |                                                 |                 |                                                       |        | <b>GRAND TOTAL</b> | <b>\$8,180.00</b>  |

Agenda #: 5.3  
Meeting Date: March 4, 2025



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**CITY COUNCIL**

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**AGENDA REPORT**

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TO: Honorable Mayor and Members of the City Council  
FROM: Daniel Fox, City Manager   
TITLE: **AMERICAN RED CROSS MONTH PROCLAMATION.**  
STRATEGIC  
GOAL: *Safe, Sustainable & Healthy Community*

**RECOMMENDATION:**

Adopt the Proclamation declaring March as American Red Cross Month.

**BACKGROUND:**

Red Cross Month is an annual celebration in March which recognizes and celebrates the work of Red Cross volunteers, financial donors, blood donors and community partners.

In 1943, President Franklin D. Roosevelt requested that “during this Month of March our people rededicate themselves to the splendid aims and activities of the Red Cross.” Since then, March has been proclaimed American Red Cross month across the country.

The San Gabriel Pomona Valley Chapter of the American Red Cross serves 1.8 million people in 44 communities covering 320 square miles and is dedicated to providing resources and assistance to the community through: disaster preparedness, response, and recovery, health and safety training, blood drives, international services, and service to the armed forces and veterans.

The City of Diamond Bar is proud to honor the achievements and accomplishments of San Gabriel and Pomona Valley Chapter of the American Red Cross.

**PREPARED BY:**

  
Kristina Santana, City Clerk 3/4/2025

**REVIEWED BY:**

  
Ryan McLean, Assistant City Manager 2/26/2025

**Attachments:**

1. 5.3.a American Red Cross Month Proclamation

## PROCLAMATION “AMERICAN RED CROSS MONTH”

**WHEREAS,** March is American Red Cross Month, a special time to recognize the invaluable service provided by this humanitarian nonprofit organization in the United States and around the world; and

**WHEREAS,** In 1881, Clara Barton founded the American Red Cross, turning her steadfast dedication for helping others into a bold mission of preventing and alleviating people's suffering. Today, more than 140 years later, we honor the kindness and generosity of Red Cross volunteers here in Diamond Bar, who continue to carry out Clara's lifesaving legacy. They join the millions of people across the United States who volunteer, give blood, donate financially or learn vital life-preserving skills through the Red Cross; and

**WHEREAS,** American Red Cross staff, volunteers and donors positively impact millions of lives each year as they carry out the organization's mission of preventing and alleviating suffering; and

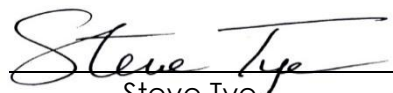
**WHEREAS,** despite these challenging economic times, people have stepped up to help others in need whether it was responding to disasters across the country or rolling up their sleeves to give blood to address a critical, national-level blood shortage; and

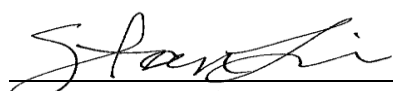
**WHEREAS,** here in the San Gabriel Pomona Valley Chapter, countless families have relied on Disaster Response volunteers for comfort and hope while coping with home fires and other disasters.

**NOW, THEREFORE, BE IT RESOLVED,** that the Diamond Bar City Council does hereby proclaim **March 2025** as “**AMERICAN RED CROSS MONTH**” in Diamond Bar and encourages everyone to join in celebrating and supporting the American Red Cross and its noble mission.

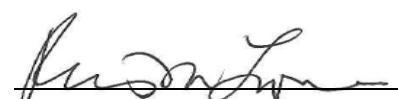
March 4, 2025

  
Chia Yu Teng  
Mayor

  
Steve Tye  
Mayor Pro Tem

  
Stan Liu  
Council Member

  
Andrew Chou  
Council Member

  
Ruth M. Low  
Council Member



## CITY COUNCIL

## AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

TITLE: **DEPARTMENT OF PUBLIC HEALTH SERVICES CONTRACT WITH COUNTY OF LOS ANGELES FOR SPECIFIED PUBLIC HEALTH SERVICES THROUGH JUNE 30, 2029.**

STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

**RECOMMENDATION:**

Approve, and authorize the City Manager to sign, the Los Angeles County Department of Public Health Services Contract through June 30, 2029.

**FINANCIAL IMPACT:**

There is no financial impact associated with the approval of the Public Health Services Contract. The County shall issue public health permits and licenses to permittees located within the City, with all associated fees retained by County Public Health and accepted as full compensation for the services by the Public Health Department.

**BACKGROUND:**

The County of Los Angeles has existing public health services contracts with 85 cities including the City of Diamond Bar. California law authorizes contracts for local public health administration between counties and cities. These contracts allow the County's Health Officer to serve as the local health officer within the jurisdictions of the contracted cities, issue permits, and other required services as directed by the Health Officer. The County has performed these services through Public Health on behalf of the City of Diamond Bar since incorporation in 1989.

**ANALYSIS:**

Public Health provides the local administration of public health services to cities on a no-cost basis. Permits that are processed by the County are used to offset those service costs. The County engaged in a process to receive feedback from area cities,

including City Managers and their staff in virtual sessions and working groups. Feedback was incorporated into the final updated contract that is circulated to cities for consideration and approval.

The contract under consideration by the Diamond Bar City Council was presented to the Los Angeles County Board of Supervisors and approved during its October 22, 2024 meeting. The contract would commence upon expiration of the existing agreement and would be in force through June 30, 2029 with five-year successive extension of terms unless terminated by the City or County. Lastly, the County has also advised that an amendment to Diamond Bar Municipal Code Section Sec. 8.24.010 may be necessary in the future to ensure that Public Health could enforce regulations consistently across all their contract cities.

It is recommended the City Council approve the agreement and authorize the City Manager to sign the contract and any future amendments, as necessary.

**LEGAL REVIEW:**

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

**PREPARED BY:**

  
Anthony Santos, Assistant to the City Manager

3/4/2025

**REVIEWED BY:**

  
Ryan McLean, Assistant City Manager

2/24/2025

**Attachments:**

1. 5.4.a City of Diamond Bar PH-005610

Contract No. PH-005610

**DEPARTMENT OF PUBLIC HEALTH  
PUBLIC HEALTH SERVICES CONTRACT**

THIS CONTRACT "Contract" is made and entered into on \_\_\_\_\_

by and between

COUNTY OF LOS ANGELES  
(hereafter "County")

and

CITY OF DIAMOND BAR  
(hereafter "City")

THIS PUBLIC HEALTH SERVICES CONTRACT ("Contract") is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Diamond Bar hereinafter referred to as "City."

**RECITALS:**

The City desires to continue to contract with the County for the performance of public health services by the County's Department of Public Health ("Public Health"), for the County's Health Officer to act as the City's Health Officer, and for the County's Department of Public Health to serve as the City's Environmental Health Department.

The County agrees to continue performing such services on the terms and conditions set forth in this Contract.

This Contract is authorized by California Health and Safety Code Sections 101400 and 101405.

To effectuate public health services for the City, the County and its duly appointed Health Officer shall exercise the powers and duties that are conferred upon local health officers by law.

The County Health Officer shall fulfill the obligations and exercise the authority conferred by California Health and Safety Code Sections 101470 and 101475 within the territorial jurisdiction of the City in the performance of this Contract.

**THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

1. **TERM:** This Contract shall become effective upon date of execution, and replace all prior contracts for public health services between the City and County. This contract shall continue in full force and effect until June 30, 2029. Subject to Section 7 below, this Contract shall thereafter be automatically renewed for consecutive five (5) year terms, for an indefinite period, without further action by either City or County, unless City or County terminates the Contract in the manner set forth in Section 7.
  
2. **PUBLIC HEALTH SERVICES:** The County and the County's Health Officer shall observe and enforce within the territorial jurisdiction of the City all of the following:
  - a. Orders, quarantine, and other regulations, concerning public health, prescribed by the California Department of Public Health ("CDPH").
  - b. Statutes relating to public health.
  - c. Provisions of Los Angeles County Code, Title 11, and any amendments thereto, as adopted by City by ordinance or resolution, to the same extent as they are enforced in the unincorporated area of the County.
  
3. **DESCRIPTION OF PUBLIC HEALTH FUNCTIONS:**
  - a. The performance of all public health services, the standard of performance and other matters incidental to the performance of public health services and observation and enforcement of public health statutes, regulations, ordinances and CDPH orders and guidance shall be determined solely at the discretion of the County Health Officer and/or Director of County

Public Health. The control of County personnel under this Contract shall remain exclusively with the County.

- b. The County agrees to continue to perform for the City such public health services as are authorized or mandated by state laws or regulations related to public health, to be performed by the local health officer or local enforcement agency.
  - i. Pursuant to California Health and Safety Code section 101045, the County shall investigate health and sanitary conditions in detention facilities operated by the City, if any. County may bill and receive payment from City for inspection and reporting services in the manner provided by Paragraph 4, subsections (g) and (h) of this Contract.
  - ii. For future enactments of state law or regulation, County agrees to perform public health services that impose a specific duty or obligation on the local health officer to observe or enforce. Should future state law statutory or regulatory enactment related to public health not impose a duty or obligation on the local health officer, City may request in writing that the County perform that public health service. Should County elect to perform that discretionary public health service for City, pursuant to such City request, then County may bill and receive payment from City for inspection and reporting services in the manner provided by Section 4, subsections (g) and (h) of this Contract.
- c. The County agrees to continue to perform for the City such public health services as authorized or mandated by provisions of Title 11 of the Los Angeles County Code, and any amendments or additions thereto, that the City has adopted via ordinance or resolution.
  - i. Should the County Board of Supervisors enact future provisions to or amend existing provisions of Title 11 of the Los Angeles County Code, County will inform the City of the newly enacted provision or amendment via email to the City's Manager, and describe the

- enacted new provision or amendment and the impact to the services performed under this Contract, if any.
- ii. For future ordinances that may be enacted by the Board of Supervisors into Title 11 of the Los Angeles County Code, in order for the County to observe and enforce that enacted ordinance within the City, the City must approve the incorporation of the identical version of that new Title 11 provision into its municipal code via ordinance or by resolution of the City Council.
  - iii. Any future amendments to provisions of Title 11 of the Los Angeles County Code that exist in the City's Municipal Code at the date of the execution of this Contract, shall be incorporated by the City into its municipal code.
- d. The County shall issue public health permits and licenses to permittees located within the City and collect the fees as provided for in Los Angeles County Code, Title 8, Chapter 8.04. Such fees shall be retained by County Public Health for the benefit of County as full compensation for the services performed by the Public Health Director and County Health Officer on behalf of the City.
- i. County may, from time to time, amend or alter the public health permit or license fees charged to those individuals or entities required to obtain a public health permit or license pursuant to either state statute or Los Angeles County Code, Title 8, Chapter 8.04.
  - ii. City may not set, collect, or retain public health permit or license fees for any public health service performed by County under this Contract.
- e. For the purpose of performing said functions, County shall furnish and supply all necessary labor, supervision, equipment, and supplies necessary to provide the public health services described in this Contract and as necessary to protect the public health, safety, and welfare as determined by Public Health in its sole discretion. All persons employed in

the performance of public health services and functions under this Contract shall be County personnel.

**4. GENERAL TERMS:**

- a. To facilitate the performance of public health services, City and County will cooperate and assist each other to fulfill the purpose and intent of this Contract.
- b. Exhibit A of this Contract, which is attached hereto and incorporated herein, shall provide the language of the City's Municipal Code, as amended, that reflects the City's specific adoption of Division 1 of Title 11 of the Los Angeles County Code as of the effective date of this Contract. Exhibit A may be revised to reflect any changes to the City's Municipal Code regarding Title 11 of the Los Angeles County Code.
- c. All persons employed in the performance of such public health duties, functions and services for City shall be County employees or personnel and no City employee shall be supplanted by County, and no person employed by County under this Contract shall have any City pension, civil service, or any status or right.
- d. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or be liable for compensation to or required to indemnify any County employee for injury or sickness arising out of his or her employment.
- e. The parties have executed an Assumption of Liability Contract approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Contract approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this Contract by reference. In the event that the Board of Supervisors later approves a revised Joint Indemnity Contract, and the City executes the

revised contract, the subsequent contract as of its effective date shall supersede the contract previously in effect between the parties hereto.

- f. City is not required to separately reimburse County for the performance or enforcement of any City ordinance or resolution which adopts identical provisions of Los Angeles County Code, Title 11, and its amendments.
  - g. Should City request in writing additional public health services of the County, that are not required by statute, regulation or CDPH Order, or as provided in Title 11 of the Los Angeles County Code, the County may charge the City, at rates approved by the Board of Supervisors, an hourly rate that will reimburse the County for the costs for the provision of those specific public health services.
  - h. County, through its Director of Public Health, must render to City within twenty (20) calendar days after the close of each calendar month an itemized invoice which covers all extra services performed for City if such services were requested by the City in writing, during said month, and City must pay County within thirty (30) days after date of such invoice.
  - i. If a violation of public health statutes, regulations or ordinances results in a public health hazard within the City, County will notify the City Manager in writing. If the City elects to pursue legal prosecution or abatement, City shall provide to County contact information for counsel that will represent the City or the People in any legal proceeding to abate or mitigate the public health hazard. City shall bear the full cost of such proceedings. County may bill City on an hourly basis for time spent by County employees participating in such legal proceedings.
5. **NOTICES:** Notices hereunder must be in writing and may either be delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, attention to the parties at the addresses listed below. Public Health Director, or the Director's designee, is authorized to execute all notices or demands which are required or permitted by County under this Contract.

Addresses and parties to be notified may be changed by providing at least ten (10) working days prior written notice to the other party.

A. Notices to County must be addressed as follows:

- (1) Department of Public Health  
Environmental Health – Administrative Headquarters  
5050 Commerce Drive  
Baldwin Park, California 91706  
Attention: Director, Environmental Health  
E-mail: [EHAdmin@ph.lacounty.gov](mailto:EHAdmin@ph.lacounty.gov)
- (2) Department of Public Health  
Contracts and Grants Division  
5555 Ferguson Drive, 2<sup>nd</sup> Floor, Suite 210  
Commerce, CA 90022  
Attention: Division Director  
Email: [contracts-grants@ph.lacounty.gov](mailto:contracts-grants@ph.lacounty.gov)
- (3) Department of Public Health  
Office of the Director  
Attention: Director, Public Health  
313 North Figueroa Street  
Los Angeles, CA 90012  
Email: [DPHDirector@ph.lacounty.gov](mailto:DPHDirector@ph.lacounty.gov)

B. Notices to City must be addressed as follows:

- (1) City of: Diamond Bar  
Attention: City Manager  
21810 Copley Drive  
Diamond Bar, CA 91765  
Email: [dfox@DiamondBarCA.gov](mailto:dfox@DiamondBarCA.gov)  
Phone: (909) 839-7000

6. **GOVERNING LAW, JURISDICTION, AND VENUE:** This Contract will be governed by, and will be construed in accordance with, the laws of the State of California. City agrees and consents to the exclusive jurisdiction of the courts of the State of California or the United States Courthouse, Central District, Western Division, for all purposes regarding this Contract and further agrees and consents

that venue of any action brought under this Contract shall be exclusively in the County of Los Angeles.

7. **TERMINATION FOR CONVENIENCE:** The performance of services under this Contract may be terminated, with or without cause, in whole or in part, from time to time when such action is deemed by County or City to be in their own best interest. Termination of services hereunder shall be effectuated by the delivery of an advance written Notice of Termination of the entire Contract by one party to the other at least one hundred and eighty (180) calendar days prior to July 1 of the following calendar year. The termination of services may only be effective on July 1 of the calendar year, so as to assure no lapse in public health and local health officer services to the residents of City.
8. **ALTERATION OF TERMS/AMENDMENTS:** The body of this Contract and any Exhibits attached hereto, and documents incorporated by reference, fully expresses all understandings of the parties concerning all matters covered and shall constitute the total Contract. No addition to, or alteration of, the terms of this Contract, whether by written or verbal understanding of the parties, their officers, employees or agents, shall be valid and effective unless made in the form of a written amendment to this Contract which is formally approved and executed by the parties in the same manner as this Contract.
9. **INDEPENDENT CONTRACTOR STATUS:** This Contract is by and between the County and City and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and City. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

**10. NO INTENT TO CREATE A THIRD-PARTY BENEFICIARY CONTRACT:**

Notwithstanding any other provision of this Contract, the parties do not in any way intend that any person shall acquire any rights as a third-party beneficiary under this Contract.

**11. VALIDITY:** If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances shall not be affected thereby.

**12. WAIVER:** No waiver by the County of any breach of any provision of this Contract shall constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Contract shall not be construed as a waiver thereof. The rights and remedies set forth in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Contract to be subscribed by its Director of Public Health, and Contractor has caused this Contract to be subscribed in its behalf by its duly authorized officer, the month, day, and year first written above.

**CITY OF DIAMOND BAR****COUNTY OF LOS ANGELES**

By: \_\_\_\_\_  
 Dan Fox  
 City Manager

By: \_\_\_\_\_  
 Barbara Ferrer, Ph.D., M.P.H., M.Ed.  
 Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM  
 BY THE OFFICE OF THE CITY ATTORNEY

APPROVED AS TO FORM  
 BY THE OFFICE OF THE COUNTY COUNSEL

OMAR SANDOVAL, City Attorney

DAWYN R. HARRISON, County Counsel

By: \_\_\_\_\_  
 City Attorney

APPROVED AS TO CONTRACT  
 ADMINISTRATION:  
 Department of Public Health

Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Contracts and Grants Division

ATTEST:  
 KRISTINA SANTANA, City Clerk

Date: \_\_\_\_\_

By: \_\_\_\_\_  
 City Clerk

Date: \_\_\_\_\_  
 (AFFIX CORPORATE SEAL HERE)

#07642:db

# Exhibit A:

## CITIES - HEALTH OFFICER - ADOPTION OF COUNTY CODE

### DIAMOND BAR

|                                                           |
|-----------------------------------------------------------|
| <b>ADOPTION OF OUR COUNTY CODE TITLE 8 &amp; TITLE 11</b> |
|-----------------------------------------------------------|

|                                      |
|--------------------------------------|
| <b>CHAPTER 8.24. - PUBLIC HEALTH</b> |
|--------------------------------------|

Sec. 8.24.010. - Adoption by reference.

Division 1 of Title 8 (Public Health Licenses) and Division 1 of Title 11 (the Health Code) of the Los Angeles County Code, as amended and in effect on August 1, 1998, are hereby adopted by reference and shall henceforth collectively be known as the Health Code of the City of Diamond Bar.

(Ord. No. 03(1998), § 1, 8-18-98)

|                                                                         |
|-------------------------------------------------------------------------|
| <b>CITY MUNICIPAL CODE EXCLUSION OF SPECIFIC PUBLIC HEALTH SERVICES</b> |
|-------------------------------------------------------------------------|

|      |
|------|
| None |
|------|

Agenda #: 7.1  
Meeting Date: March 4, 2025



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**CITY COUNCIL**

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**AGENDA REPORT**

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TO: Honorable Mayor and Members of the City Council  
FROM: Daniel Fox, City Manager   
TITLE: **FISCAL YEAR 2024/25 MID-YEAR BUDGET REVIEW.**  
STRATEGIC  
GOAL: *Responsible Stewardship of Public Resources*

**RECOMMENDATION:**

- A. Adopt Resolution No. 2025-05 amending the Fiscal Year 2024/25 Municipal Budget revenue estimates and appropriations; and,
- B. Adopt Resolution No. 2025-06 amending the City's Fiscal Year 2024/25 Compensation Plan.

**FINANCIAL IMPACT:**

The Fiscal Year (FY) 2024/25 Mid-Year budget review proposes a total decrease in estimated resources of \$69,682 and a total increase in appropriations of \$345,276 for all funds (see table below). The impact for the General Fund is an estimated reduction to the General Fund's fund balance in the amount of \$228,800.

Proposed revisions to resources and appropriations, including estimated fund balances at the end of the current FY 2024/25 are included in the attached Exhibit A (Attachment 2) and are discussed throughout the report as summarized below:

## FY 2024/25 Recommended Mid-Year Adjustments

| Fund                                          | Revenues            | Expenditures        | Change in Fund Balance |
|-----------------------------------------------|---------------------|---------------------|------------------------|
|                                               | Increase/(Decrease) | Increase/(Decrease) | Increase/(Decrease)    |
| <b>General Fund</b>                           | \$ (143,900)        | \$ 84,900           | \$ (228,800)           |
| <b>Other Governmental Funds</b>               |                     |                     |                        |
| Law Enforcement Reserve (102)                 | -                   | 10,000              | (10,000)               |
| Prop A Fund (206)                             | -                   | 25,000              | (25,000)               |
| Prop C Fund (207)                             | -                   | 200,000             | (200,000)              |
| Integrated Waste Management Fund (250)        | 73,600              | 13,797              | 59,803                 |
| Beverage Container Recycling Grant Fund (254) | 618                 | 5,579               | (4,961)                |
| <b>Internal Service Funds</b>                 |                     |                     |                        |
| Vehicle Maintenance Fund (502)                | -                   | 6,000               | (6,000)                |
| <b>Total</b>                                  | <b>\$ (69,682)</b>  | <b>\$ 345,276</b>   | <b>\$ (414,958)</b>    |

### BACKGROUND:

The City Council adopted Resolution No. 2024-18 on June 4, 2024 approving the FY 2024/25 Adopted Budget. The City Council has since approved additional appropriations as they have occurred throughout the year, as well as carry-over requests from FY 2023/24. It is City policy for staff and the City Council to periodically review the annual budget and make any additional adjustments as deemed necessary. Staff has conducted the mid-year review of the FY 2024/25 Adopted Budget, evaluated current revenue and expenditure trends, and confirmed the status of capital improvement projects. Based on this review, a Resolution amending the FY 2024/25 Adopted Budget is proposed for City Council consideration (Attachment 1).

### ANALYSIS:

The City's current Revised General Fund Budget for FY 2024/25 estimates anticipated resources to be \$32,725,050. It is recommended that these resource estimates be reduced by \$143,900 to \$32,581,150. The current Revised General Fund Budget for FY 2024/25 includes appropriations totaling \$35,296,949 (Adopted Budget plus City Council amendments and carryovers). It is recommended that this budget be increased by \$84,900 to \$35,381,849. As a result of these actions, the General Fund's fund balance reserves will decrease by \$228,800. The recommended changes in estimated resources and uses are expected to leave the General Fund with an unassigned fund balance of \$20,946,271 and a 25% contingency reserve balance of \$8,217,405 at the end of the fiscal year, which reflects a decrease of \$2.8 million in unassigned fund balance from the prior year ending June 30, 2024. The utilization of unassigned fund balance will fund carryover appropriations for ongoing initiatives and projects from the prior year, including the transfer-out of funds to the CIP Fund for approved capital projects.

### FY 2024/25 Changes to the General Fund Budget

| GENERAL FUND                    | FY 24/25<br>Adopted<br>Budget | Council<br>Approved<br>Amendments | Budget<br>Carryovers<br>(from FY23/24) | Recommended<br>Mid-Year<br>Adjustment | Total<br>Revised<br>Budget |
|---------------------------------|-------------------------------|-----------------------------------|----------------------------------------|---------------------------------------|----------------------------|
| <b>Resources</b>                |                               |                                   |                                        |                                       |                            |
| Revenues & Transfers-In         | \$32,725,050                  | \$ -                              | \$ -                                   | \$ (143,900)                          | \$ 32,581,150              |
| <b>Uses</b>                     |                               |                                   |                                        |                                       |                            |
| Expenditures & Transfers-Out    | 32,869,618                    | 111,580                           | 2,315,751                              | 84,900                                | 35,381,849                 |
| <b>Fund Balance Impact</b>      |                               |                                   |                                        |                                       |                            |
| Increase/(Decrease)             | (144,568)                     | (111,580)                         | (2,315,751)                            | (228,800)                             | (2,800,699)                |
| <b>Est. Ending Fund Balance</b> |                               |                                   |                                        |                                       |                            |
| (As of June 30, 2025)           | 23,602,402                    | 23,490,822                        | 21,175,071                             | 20,946,271                            |                            |
| 25% Contingency Reserve Balance | 8,217,405                     | 8,217,405                         | 8,217,405                              | 8,217,405                             |                            |
| <b>Total Fund Balance</b>       |                               |                                   |                                        |                                       |                            |
| (As of June 30, 2025)           | \$31,819,807                  | \$ 31,708,227                     | \$ 29,392,476                          | \$ 29,163,676                         |                            |

#### General Fund Revenues:

In preparation for the mid-year budget review, staff examined the City's revenue sources to ensure valid revenue estimates based on current trends and activities. The below table includes a summary of proposed changes to the General Fund revenue estimates. Included within the revised estimates is a decrease in Sales Tax revenues consistent with current trends, a decrease in Construction Permit and Plan Check fee revenues reflecting current trends, increases to Cost Reimbursement revenues for one-time projects, and increases to Franchise and Waste Hauler fees to reflect current activities. All other revenue sources are currently trending as anticipated in the Adopted Budget.

#### FY 2024/25 Mid-Year General Fund Revenue Adjustments

| GENERAL FUND REVENUES    |                     |                                                    |  |
|--------------------------|---------------------|----------------------------------------------------|--|
| Resource                 | Amount              | Description                                        |  |
| Cost Reimb.              | \$ 20,000           | City Attorney Fees                                 |  |
| Cost Reimb.              | 224,300             | City Hall Roof/Solar Panel Rplmt.                  |  |
| Sale Tax                 | (220,000)           | Reduction in Est. Revenues                         |  |
| Construction Permit Fees | (100,000)           | Reduction in Est. Revenues                         |  |
| Plan Check Fees          | (100,000)           | Reduction in Est. Revenues                         |  |
| Franchise Fees           | 30,000              | Increase for Hauler Franchise Fees                 |  |
| Waste Hauler Fees        | 1,800               | Contracted Hauler Fee Increase for Street Sweeping |  |
| <b>TOTAL</b>             | <b>\$ (143,900)</b> | Net Reduction                                      |  |

#### General Fund Expenditures:

The recommended adjustments to General Fund expenditures are listed in the table below.

## FY 2024/25 Mid-Year General Fund Expenditure Adjustments

| GENERAL FUND EXPENDITURES |                  |                                                   |
|---------------------------|------------------|---------------------------------------------------|
| Department                | Amount           | Description                                       |
| City Clerk                | \$ (54,000)      | Reduce Elections Budget to Reflect Savings        |
| HR/Risk                   | 50,000           | Prof. Services/Labor Relations                    |
| CMO--Animal Control       | 25,000           | Cont. Svcs - Animal Control                       |
| CMO-City Attorney         | 56,500           | Special Legal Svcs - Code Enf. (inc. in activity) |
| CMO-City Attorney         | 95,000           | General Legal Svcs (inc. in activity)             |
| Public Works              | (87,600)         | Savings for City Hall Roof/Solar CIP              |
| <b>TOTAL</b>              | <b>\$ 84,900</b> | Net Increase                                      |

**Departmental Reorganizations** – The City Council Strategic Plan prioritizes the development of a high-performing organization with a positive, value-based culture that attracts and retains talent. The Employer of Choice and Human Capital Investment Programs were developed to meet these City Council goals, leading to extensive organizational analysis of long-term departmental structural needs, employee development opportunities, and necessary succession planning efforts, all in an effort to provide the most positive and effective local government customer service experience possible.

To develop the most appropriate departmental succession planning structures, recognize increased responsibilities, and to invest in retaining high-performing employees, it is recommended that following positions be reclassified as indicated below.

| Department/Division | Current Classification     | Proposed Reclassification         | Number of Staff | Salary Range |
|---------------------|----------------------------|-----------------------------------|-----------------|--------------|
| Finance             | Accountant                 | Senior Accountant                 | 1               | 28E          |
| Human Resources     | Human Resources Technician | Senior Human Resources Technician | 1               | 21NE         |

There is no cost to the remainder of the FY 2024/25 budget to implement two (2) reclassifications due to personnel vacancy savings. The proposed changes to the FY 2024/25 Compensation Plan are included in the attached Exhibit A (Attachment 4).

### Other Governmental Funds and Internal Service Funds:

The following table summarizes the proposed changes in revenue and expenditures for various other Governmental Funds and Internal Service Funds.

**FY 2024/25 Mid-Year Adjustments  
Special Funds, Special Revenue Funds and Internal Service Funds**

| OTHER GOVERNMENTAL FUNDS                  |              |                  |                                                |
|-------------------------------------------|--------------|------------------|------------------------------------------------|
|                                           | Revenue      | Expense          | Description                                    |
| <b>Special Funds:</b>                     |              |                  |                                                |
| Law Enforcement Reserve Fund (102)        |              | \$ 8,000         | Flock Camera System Vandalism Repair           |
|                                           |              | 2,000            | Small Tools & Equip                            |
| <b>Special Revenue Funds:</b>             |              |                  |                                                |
| Prop. A Fund (206)                        |              | 25,000           | Dial-A-Cab Services - Ridership Increase       |
| Prop. C Fund (207)                        |              | 200,000          | Increase for Traffic Project Mgmt              |
| Integrated Waste Mgmt. Fund (250)         | \$ 73,600    |                  | AB 939 Revenues Increase due to Volume         |
|                                           |              | 4,000            | Operating Supplies - Earth Day                 |
|                                           |              | 3,000            | Comm. Education for Waste Hauler Transition    |
|                                           |              | 6,797            | Contract Svcs. - Comm. Mulch/Compost Progs     |
| Bev. Container Recycling Grant Fund (254) | 618          |                  | Recognize Additional Grant Cycle Revenues      |
|                                           |              | 5,579            | Carryover Prev. Grant for Small Tools & Equip. |
| <b>Internal Service Funds:</b>            |              |                  |                                                |
| Vehicle Maintenance Fund (502)            |              | 6,000            | Additional Fleet Maintenance                   |
|                                           | <b>TOTAL</b> | <b>\$ 74,218</b> | <b>\$ 260,376</b>                              |

**PREPARED BY:**

*Jason Jacobsen*

Jason Jacobsen, Finance Director

3/4/2025

**REVIEWED BY:**

*Jason Jacobsen*

Jason Jacobsen, Finance Director

2/25/2025

*Jason Jacobsen*

Jason Jacobsen, Finance Director

2/26/2025

**Attachments:**

1. 7.1.a Resolution No. 2025-05 Amending FY 2024-25 Budget
2. 7.1.b Exhibit A - FY 2024-25 Mid-Year Resources Uses and Fund Balances
3. 7.1.c Resolution No. 2025-06 FY 2024-25 Compensation Plan
4. 7.1.d Exhibit A - Revisions to FY 2024-25 Compensation Plan March 4 2025

## RESOLUTION NO. 2025-05

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING THE FISCAL YEAR 2024/25 MUNICIPAL BUDGET.

**WHEREAS**, the City Council adopted Resolution No. 2024-18 approving and adopting a budget for the City of Diamond Bar for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025 including maintenance and operations, special funds and capital improvements and appropriating funds for all funds, departments, divisions, object and purposes therein set forth (herein referred to as the "Budget"); and

**WHEREAS**, the City Council may choose to amend the Budget from time to time throughout the fiscal year; and

**WHEREAS**, an Amendment to the Budget has been presented to the City Council for consideration at the City Council meeting; and

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

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

**Section 1.** The City Council hereby approves amendments to the Fiscal Year 2024/25 Adopted Budget as set forth in the attached Exhibit A.

**Section 2.** There are hereby appropriated for obligations and expenditures by the City Manager the amounts shown on the attached Exhibit A. All obligations and expenditures shall be incurred and made in the manner provided by the provisions of State law and City ordinances and resolutions applicable to purchasing and contracting.

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

**PASSED, APPROVED AND ADOPTED** this 4<sup>th</sup> day of March, 2024.

**CITY OF DIAMOND BAR**

\_\_\_\_\_  
Chia Yu Teng, Mayor

Resolution No. 2025-05

**ATTEST:**

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was passed, adopted and approved at a regular meeting of the City Council of the City of Diamond Bar held on the 4<sup>th</sup> day of March, 2025, by the following vote:

|            |                  |
|------------|------------------|
| AYES:      | COUNCIL MEMBERS: |
| NOES:      | COUNCIL MEMBERS: |
| ABSENT:    | COUNCIL MEMBERS: |
| ABSTAINED: | COUNCIL MEMBERS: |

---

Kristina Santana, City Clerk

Attachments: "Exhibit A" FY 2024-25 Mid-Year Resources Uses and Fund Balances



CITY OF DIAMOND BAR  
Proposed Resources & Uses  
Fiscal Year 2024/25 Mid-Year Budget Update

| PROPOSED RESOURCES |                                                 |                        |               |              |                    |            |                                 |                 | PROPOSED USES  |               |                    |             |                                 |               |                                  |                                |                                |
|--------------------|-------------------------------------------------|------------------------|---------------|--------------|--------------------|------------|---------------------------------|-----------------|----------------|---------------|--------------------|-------------|---------------------------------|---------------|----------------------------------|--------------------------------|--------------------------------|
| Fund #             | Fund Title                                      | FB Reserves @ 07/01/24 | Revenues      | Transfers-In | Council Amendments | Carryovers | Recommended Mid-Year Adjustment | Total Resources | Appropriations | Transfers-Out | Council Amendments | Carryovers  | Recommended Mid-Year Adjustment | Total Uses    | Estimated FB Reserves @ 06/30/25 | Addition/(Use) of Fund Balance | Fund Balance Notes             |
| 100                | General Fund (includes 25% Contingency Reserve) | \$ 31,964,375          | \$ 31,037,550 | \$ 1,687,500 | \$ -               | \$ -       | \$ (143,900)                    | \$ 32,581,150   | \$30,320,049   | \$2,549,569   | \$111,580          | \$2,315,751 | \$ 84,900                       | \$ 35,381,849 | \$ 29,163,677                    | \$ (2,800,698)                 |                                |
| 101                | Com Organization Support Fund                   | 2,062                  | -             | 20,000       | -                  | -          | -                               | 20,000          | 20,000         | -             | -                  | -           | -                               | 20,000        | 2,062                            | -                              |                                |
| 102                | Law Enforcement Reserve Fund                    | 1,066,070              | -             | -            | -                  | -          | -                               | -               | 45,000         | 50,000        | -                  | -           | 10,000                          | 105,000       | 961,070                          | (105,000)                      |                                |
| 103                | General Plan Revision Fund                      | 453,782                | -             | -            | 58,000             | -          | -                               | 58,000          | 12,000         | -             | 58,000             | 138,949     | -                               | 208,949       | 302,833                          | (150,949)                      |                                |
| 104                | Technology Reserve Fund                         | 965,389                | 74,000        | 100,000      | -                  | -          | -                               | 174,000         | -              | 705,000       | -                  | -           | -                               | 705,000       | 434,389                          | (531,000)                      |                                |
| 105                | OPEB Reserve Fund                               | 313,523                | -             | 40,000       | -                  | -          | -                               | 40,000          | 20,000         | 88,000        | -                  | -           | -                               | 108,000       | 245,523                          | (68,000)                       |                                |
| 106                | COVID-19 Recovery Fund                          | (105,636)              | -             | -            | -                  | -          | -                               | -               | -              | -             | -                  | -           | -                               | -             | (105,636)                        | -                              | Covid-19 Unreimbursed Expenses |
| 107                | Homelessness Response Fund                      | 49,086                 | -             | 50,000       | -                  | -          | -                               | 50,000          | 50,000         | -             | -                  | -           | -                               | 50,000        | 49,086                           | -                              |                                |
| 201                | Measure W                                       | 1,618,925              | 838,000       | -            | -                  | -          | -                               | 838,000         | 1,436,065      | -             | -                  | 451,435     | -                               | 1,887,500     | 569,425                          | (1,049,500)                    |                                |
| 202                | Road Maint. & Rehab (RMRA)                      | 4,668,094              | 1,419,737     | -            | -                  | -          | -                               | 1,419,737       | 1,300,000      | -             | -                  | 4,225,007   | -                               | 5,525,007     | 562,824                          | (4,105,270)                    |                                |
| 203                | Measure M Fund                                  | 1,350,431              | 1,065,986     | -            | -                  | -          | -                               | 1,065,986       | 969,078        | -             | -                  | 1,064,037   | -                               | 2,033,115     | 383,302                          | (967,129)                      |                                |
| 204                | Measure R Fund                                  | 1,106,404              | 938,546       | -            | -                  | -          | -                               | 938,546         | 869,078        | -             | -                  | 897,732     | -                               | 1,766,810     | 278,140                          | (828,264)                      |                                |
| 205                | Gas Tax Fund                                    | 615,025                | 1,501,997     | -            | -                  | -          | -                               | 1,501,997       | 66,000         | 1,475,000     | -                  | 259,671     | -                               | 1,800,671     | 316,351                          | (298,674)                      |                                |
| 206                | Prop A - Transit Fund                           | 3,084,458              | 1,730,128     | -            | -                  | -          | -                               | 1,730,128       | 1,600,657      | -             | 1,333,333          | 44,056      | 25,000                          | 3,003,046     | 1,811,540                        | (1,272,918)                    |                                |
| 207                | Prop C - Transit Fund                           | 3,309,207              | 1,254,895     | -            | -                  | -          | -                               | 1,254,895       | 1,534,284      | -             | -                  | 2,760,342   | 200,000                         | 4,494,626     | 69,476                           | (3,239,731)                    |                                |
| 208                | MAP-21 Fund                                     | 1,072                  | -             | -            | -                  | -          | -                               | -               | -              | -             | -                  | -           | -                               | -             | 1,072                            | -                              |                                |
| 209                | S8821 Trails (TDA)                              | 31,518                 | 100,000       | -            | -                  | -          | -                               | 100,000         | 100,000        | -             | -                  | 31,519      | -                               | 131,519       | (0)                              | (31,519)                       |                                |
| 210                | MTA Grants Fund                                 | 56,599                 | -             | -            | -                  | -          | -                               | -               | -              | -             | -                  | -           | -                               | -             | 56,599                           | -                              |                                |
| 224                | PLHA Fund                                       | -                      | 358,416       | -            | -                  | -          | -                               | 358,416         | 358,416        | -             | -                  | -           | -                               | 358,416       | -                                | -                              |                                |
| 225                | Community Dev Block Grant Fd                    | (111)                  | 362,376       | -            | -                  | -          | -                               | 362,376         | 362,376        | -             | -                  | 141,299     | -                               | 503,675       | (141,410)                        | (141,299)                      | Unreimbursed Grants            |
| 226                | CASP (S81186) Fund                              | 54,013                 | 8,200         | -            | -                  | -          | -                               | 8,200           | -              | -             | -                  | -           | -                               | -             | 62,213                           | 8,200                          |                                |
| 238                | Landscape Maint Dist - 38                       | -                      | 276,780       | 308,477      | -                  | -          | -                               | 585,257         | 585,257        | -             | -                  | -           | -                               | 585,257       | -                                | -                              |                                |
| 239                | Landscape Maint Dist - 39                       | 595,783                | 665,215       | 44,037       | -                  | -          | -                               | 709,252         | 709,252        | -             | -                  | -           | -                               | 709,252       | 595,783                          | -                              |                                |
| 241                | Landscape Maint Dist - 41                       | 235,563                | 311,346       | 11,955       | -                  | -          | -                               | 323,301         | 323,301        | -             | -                  | -           | -                               | 323,301       | 235,563                          | -                              |                                |
| 245                | Street Beautification                           | 354,048                | 2,400         | -            | -                  | -          | -                               | 2,400           | -              | -             | -                  | -           | -                               | -             | 356,448                          | 2,400                          |                                |
| 246                | Traffic Mitigation Fund                         | 8,306,200              | 150,000       | -            | -                  | -          | -                               | 150,000         | -              | -             | -                  | -           | -                               | -             | 8,456,200                        | 150,000                        |                                |
| 247                | Sewer Mitigation Fund                           | 60,141                 | 400           | -            | -                  | -          | -                               | 400             | -              | -             | -                  | -           | -                               | -             | 60,541                           | 400                            |                                |
| 248                | Tres Hermanos                                   | 6,910                  | -             | 100,000      | -                  | -          | -                               | 100,000         | 100,000        | -             | -                  | -           | -                               | 100,000       | 6,910                            | -                              |                                |
| 250                | Integrated Waste Mgt Fund                       | 2,169,989              | 811,543       | -            | -                  | -          | 73,600                          | 885,143         | 918,890        | 10,000        | -                  | 98,632      | 13,797                          | 1,041,319     | 2,013,813                        | (156,176)                      |                                |
| 251                | Air Quality Improvement Fd                      | 131,170                | 75,100        | -            | -                  | -          | -                               | 75,100          | 84,000         | 70,000        | -                  | -           | -                               | 154,000       | 52,270                           | (78,900)                       |                                |
| 252                | Waste Hauler Fund                               | 275,647                | 158,300       | -            | -                  | -          | -                               | 158,300         | 250,000        | -             | -                  | 162,260     | -                               | 412,260       | 21,687                           | (253,960)                      |                                |
| 253                | Used Oil Grant                                  | 29,306                 | 7,971         | -            | -                  | -          | -                               | 7,971           | 9,171          | -             | -                  | -           | -                               | 9,171         | 28,106                           | (1,200)                        |                                |



CITY OF DIAMOND BAR  
Proposed Resources & Uses  
Fiscal Year 2024/25 Mid-Year Budget Update

| PROPOSED RESOURCES |                                    |                        |            |              |                    |            |                                 |                 | PROPOSED USES  |               |                    |            |                                 |            |                                  |                                |                     |
|--------------------|------------------------------------|------------------------|------------|--------------|--------------------|------------|---------------------------------|-----------------|----------------|---------------|--------------------|------------|---------------------------------|------------|----------------------------------|--------------------------------|---------------------|
| Fund #             | Fund Title                         | FB Reserves @ 07/01/24 | Revenues   | Transfers-In | Council Amendments | Carryovers | Recommended Mid-Year Adjustment | Total Resources | Appropriations | Transfers-Out | Council Amendments | Carryovers | Recommended Mid-Year Adjustment | Total Uses | Estimated FB Reserves @ 06/30/25 | Addition/(Use) of Fund Balance | Fund Balance Notes  |
| 254                | Beverage Recycling Grant           | 122,591                | 14,800     | -            | -                  | -          | 618                             | 15,418          | 14,000         | -             | -                  | -          | 5,579                           | 19,579     | 118,430                          | (4,161)                        |                     |
| 255                | LRSP Grant Fund                    | (92)                   | -          | -            | -                  | -          | -                               | -               | -              | -             | -                  | -          | -                               | -          | (92)                             | -                              |                     |
| 256                | Hazard Mitigation Grant Fund       | 5,467                  | -          | -            | -                  | -          | -                               | -               | -              | -             | -                  | -          | -                               | -          | 5,467                            | -                              |                     |
| 260                | Park Fees (Quimby) Fd              | 132,378                | 500        | -            | -                  | -          | -                               | 500             | -              | -             | -                  | -          | -                               | -          | 132,878                          | 500                            |                     |
| 261                | Measure A Neigh. Parks Act         | -                      | -          | -            | -                  | -          | -                               | -               | -              | -             | -                  | -          | -                               | -          | -                                | -                              |                     |
| 262                | Park & Facility Development Fd     | 2,535,198              | 7,300      | -            | 1,000,000          | -          | -                               | 1,007,300       | -              | -             | 779,800            | 994,726    | -                               | 1,774,526  | 1,767,972                        | (767,226)                      |                     |
| 263                | Prop A - Safe Neigh. Pks Fd        | -                      | -          | -            | -                  | -          | -                               | -               | -              | -             | -                  | -          | -                               | -          | -                                | -                              |                     |
| 270                | PEG Fees Fund                      | 722,286                | 103,800    | -            | -                  | -          | -                               | 103,800         | 100,000        | -             | 20,500             | 323,059    | -                               | 443,559    | 382,527                          | (339,759)                      |                     |
| 280                | Citizens Option for Public Sfty Fd | 407,355                | 168,200    | -            | -                  | -          | -                               | 168,200         | 10,000         | 152,500       | -                  | -          | -                               | 162,500    | 413,055                          | 5,700                          |                     |
| 301                | Capital Improvement Project Fd     | (415,121)              | 8,086,000  | 150,000      | 1,439,800          | 14,071,563 | -                               | 23,747,363      | 8,236,000      | -             | 1,439,800          | 13,753,076 | -                               | 23,428,876 | (96,634)                         | 318,487                        | Unreimbursed Grants |
| 401                | Debt Service Fund                  | 2,973                  | -          | 721,900      | -                  | -          | -                               | 721,900         | 721,900        | -             | -                  | -          | -                               | 721,900    | 2,973                            | -                              |                     |
| 501                | Self Insurance Fund                | 974,986                | 10,000     | 580,000      | -                  | -          | -                               | 590,000         | 534,550        | -             | -                  | -          | -                               | 534,550    | 1,030,436                        | 55,450                         |                     |
| 502                | Vehicle Maint & Replacement Fd     | 381,674                | 6,000      | 339,000      | -                  | -          | -                               | 345,000         | 289,500        | -             | -                  | -          | 6,000                           | 295,500    | 431,174                          | 49,500                         |                     |
| 503                | Comp. Equipment Maint & Repl Fd    | 1,541,453              | 8,000      | 705,000      | 53,580             | -          | -                               | 766,580         | 1,170,000      | -             | 53,580             | 928,700    | -                               | 2,152,280  | 155,753                          | (1,385,700)                    |                     |
| 504                | Building Facility & Maint Fund     | 2,280,042              | 10,800     | 154,200      | -                  | -          | -                               | 165,000         | 165,000        | -             | 46,048             | 10,000     | -                               | 221,048    | 2,223,994                        | (56,048)                       |                     |
| 601                | OPEB Trust Fund                    | 782,823                | 26,600     | 88,000       | -                  | -          | -                               | 114,600         | -              | -             | -                  | -          | -                               | -          | 897,423                          | 114,600                        |                     |
| Grand Totals       |                                    | 72,243,057             | 51,590,886 | 5,100,069    | 2,551,380          | 14,071,563 | (69,682)                        | 73,244,216      | 53,283,824     | 5,100,069     | 3,842,641          | 28,600,250 | 345,276                         | 91,172,060 | 54,315,215                       | (17,927,843)                   |                     |

## RESOLUTION NO. 2025-06

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, AMENDING CITY OF DIAMOND BAR COMPENSATION PLAN AND FRINGE BENEFITS FOR FY 2024-2025.

**WHEREAS**, the City Council of the City of Diamond Bar adopted and amended the City of Diamond Bar Compensation Plan (hereafter, the “Plan”) by adoption of Resolution No. 2024-20 for Fiscal Year 2024-25; and

**WHEREAS**, the City Council of the City of Diamond Bar desires to revise the Plan to include a new full-time FLSA non-exempt classification titled, Senior Human Resources Technician, at salary grade 21NE (\$68,888.76 - \$92,317.53); and

**WHEREAS**, the City Council of the City of Diamond Bar desires to reclassify one full-time Human Resources Technician and one Accountant to a Senior Accountant position; and

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Diamond Baras follows:

**Section 1.** Schedule C of the Compensation and Benefits Plan adopted by Resolution 2024-20 is hereby replaced in its entirety with Exhibit A attached hereto which shall become effective March 8, 2025.

**Section 2.** The following new full-time non-exempt position is hereby established as part of the City’s classification plan and salary schedule: Senior Human Resources Technician at salary grade 21NE.

**Section 3.** One full-time Human Resources Technician position shall be reclassified to a Senior Human Resources Technician position and one Accountant shall be reclassified to a Senior Accountant.

**PASSED, APPROVED AND ADOPTED** this 4<sup>th</sup> day of March 2025.

**CITY OF DIAMOND BAR**

\_\_\_\_\_  
Chia Yu Teng, Mayor

**ATTEST:**

I, KRISTINA SANTANA, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was passed, approved and adopted at a regular meeting of the City Council of the City of Diamond Bar held on the 4<sup>th</sup> day of March 2025, by the following vote:

|          |                  |
|----------|------------------|
| AYES:    | COUNCIL MEMBERS: |
| NOES:    | COUNCIL MEMBERS: |
| ABSENT:  | COUNCIL MEMBERS: |
| ABSTAIN: | COUNCIL MEMBERS: |

---

Kristina Santana, City Clerk

Attachments: "Exhibit A" Compensation and Benefits Plan effective March 8, 2025

## Schedule C

**CITY OF DIAMOND BAR  
COMPENSATION PLAN BY POSITION  
FY 2024 - 2025  
FULL-TIME NON-EXEMPT BENEFITED POSITIONS**

| <u>GRADE</u> | <u>CLASSIFICATION</u>                                                                                                                                       | <u>A</u>    | <u>B</u>    | <u>C</u>    | <u>D</u>    | <u>E</u>    | <u>F</u>    | <u>G</u>    |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 6NE          | Maintenance Worker                                                                                                                                          | \$22.87     | \$24.01     | \$25.21     | \$26.47     | \$27.80     | \$29.19     | \$30.65     |
|              |                                                                                                                                                             | \$1,829.44  | \$1,920.91  | \$2,016.95  | \$2,117.80  | \$2,223.69  | \$2,334.88  | \$2,451.62  |
|              |                                                                                                                                                             | \$3,963.78  | \$4,161.97  | \$4,370.07  | \$4,588.57  | \$4,818.00  | \$5,058.90  | \$5,311.84  |
|              |                                                                                                                                                             | \$47,565.34 | \$49,943.60 | \$52,440.78 | \$55,062.82 | \$57,815.96 | \$60,706.76 | \$63,742.10 |
| 7NE          | Recreation Specialist<br>Senior Office Specialist                                                                                                           | \$23.44     | \$24.61     | \$25.84     | \$27.13     | \$28.49     | \$29.92     | \$31.41     |
|              |                                                                                                                                                             | \$1,875.17  | \$1,968.93  | \$2,067.38  | \$2,170.74  | \$2,279.28  | \$2,393.25  | \$2,512.91  |
|              |                                                                                                                                                             | \$4,062.87  | \$4,266.01  | \$4,479.31  | \$4,703.28  | \$4,938.44  | \$5,185.37  | \$5,444.64  |
|              |                                                                                                                                                             | \$48,754.45 | \$51,192.17 | \$53,751.78 | \$56,439.37 | \$59,261.34 | \$62,224.40 | \$65,335.62 |
| 10NE         | Senior Maintenance Worker                                                                                                                                   | \$25.24     | \$26.50     | \$27.83     | \$29.22     | \$30.68     | \$32.22     | \$33.83     |
|              |                                                                                                                                                             | \$2,019.35  | \$2,120.32  | \$2,226.34  | \$2,337.66  | \$2,454.54  | \$2,577.27  | \$2,706.13  |
|              |                                                                                                                                                             | \$4,375.27  | \$4,594.03  | \$4,823.73  | \$5,064.92  | \$5,318.17  | \$5,584.07  | \$5,863.28  |
|              |                                                                                                                                                             | \$52,503.23 | \$55,128.39 | \$57,884.81 | \$60,779.05 | \$63,818.00 | \$67,008.90 | \$70,359.34 |
| 14NE         | Administrative Assistant<br>Permit Technician                                                                                                               | \$27.86     | \$29.26     | \$30.72     | \$32.25     | \$33.87     | \$35.56     | \$37.34     |
|              |                                                                                                                                                             | \$2,228.99  | \$2,340.44  | \$2,457.46  | \$2,580.33  | \$2,709.35  | \$2,844.82  | \$2,987.06  |
|              |                                                                                                                                                             | \$4,829.48  | \$5,070.95  | \$5,324.50  | \$5,590.73  | \$5,870.26  | \$6,163.78  | \$6,471.96  |
|              |                                                                                                                                                             | \$57,953.75 | \$60,851.44 | \$63,894.01 | \$67,088.71 | \$70,443.14 | \$73,965.30 | \$77,663.57 |
| 17NE         | Accounting, HR, Network/Systems,<br>Planning, Engineering Technician<br>Recreation Coordinator<br>Senior Administrative Assistant<br>Public Works Inspector | \$30.00     | \$31.50     | \$33.08     | \$34.73     | \$36.47     | \$38.29     | \$40.21     |
|              |                                                                                                                                                             | \$2,400.38  | \$2,520.40  | \$2,646.42  | \$2,778.74  | \$2,917.68  | \$3,063.56  | \$3,216.74  |
|              |                                                                                                                                                             | \$5,200.82  | \$5,460.86  | \$5,733.90  | \$6,020.60  | \$6,321.63  | \$6,637.71  | \$6,969.60  |
|              |                                                                                                                                                             | \$62,409.84 | \$65,530.33 | \$68,806.85 | \$72,247.19 | \$75,859.55 | \$79,652.53 | \$83,635.16 |
| 18NE         | Neighborhood Improvement Officer<br>Media Specialist                                                                                                        | \$30.75     | \$32.29     | \$33.91     | \$35.60     | \$37.38     | \$39.25     | \$41.21     |
|              |                                                                                                                                                             | \$2,460.39  | \$2,583.41  | \$2,712.58  | \$2,848.21  | \$2,990.62  | \$3,140.15  | \$3,297.15  |
|              |                                                                                                                                                             | \$5,330.84  | \$5,597.38  | \$5,877.25  | \$6,171.11  | \$6,479.67  | \$6,803.65  | \$7,143.83  |
|              |                                                                                                                                                             | \$63,970.07 | \$67,168.57 | \$70,527.00 | \$74,053.35 | \$77,756.02 | \$81,643.82 | \$85,726.01 |
| 19NE         | Facilities & Asset Maintenance Tech.                                                                                                                        | \$31.52     | \$33.10     | \$34.75     | \$36.49     | \$38.32     | \$40.23     | \$42.24     |
|              |                                                                                                                                                             | \$2,521.90  | \$2,647.99  | \$2,780.39  | \$2,919.41  | \$3,065.38  | \$3,218.65  | \$3,379.58  |
|              |                                                                                                                                                             | \$5,464.11  | \$5,737.32  | \$6,024.18  | \$6,325.39  | \$6,641.66  | \$6,973.74  | \$7,322.43  |
|              |                                                                                                                                                             | \$65,569.32 | \$68,847.79 | \$72,290.18 | \$75,904.69 | \$79,699.92 | \$83,684.92 | \$87,869.17 |
| 21NE         | Administrative Coordinator<br>Executive Assistant<br>Accountant<br>Permit Services Coordinator<br>Senior Accounting Technician<br>Senior HR Technician      | \$33.12     | \$34.78     | \$36.51     | \$38.34     | \$40.26     | \$42.27     | \$44.38     |
|              |                                                                                                                                                             | \$2,649.57  | \$2,782.05  | \$2,921.15  | \$3,067.21  | \$3,220.57  | \$3,381.59  | \$3,550.67  |
|              |                                                                                                                                                             | \$5,740.73  | \$6,027.77  | \$6,329.15  | \$6,645.61  | \$6,977.89  | \$7,326.79  | \$7,693.13  |
|              |                                                                                                                                                             | \$68,888.76 | \$72,333.20 | \$75,949.86 | \$79,747.35 | \$83,734.72 | \$87,921.46 | \$92,317.53 |
| 23NE         | Assistant Engineer<br>Assistant Planner<br>Sr. Neighborhood Improvement Officer<br>Sr. Public Works Inspector                                               | \$34.80     | \$36.54     | \$38.36     | \$40.28     | \$42.30     | \$44.41     | \$46.63     |
|              |                                                                                                                                                             | \$2,783.70  | \$2,922.89  | \$3,069.03  | \$3,222.48  | \$3,383.61  | \$3,552.79  | \$3,730.43  |
|              |                                                                                                                                                             | \$6,031.36  | \$6,332.92  | \$6,649.57  | \$6,982.05  | \$7,331.15  | \$7,697.71  | \$8,082.59  |
|              |                                                                                                                                                             | \$72,376.28 | \$75,995.09 | \$79,794.85 | \$83,784.59 | \$87,973.82 | \$92,372.51 | \$96,991.14 |

Effective March 8, 2025

Approved by City Council on March 4, 2025