

City Council Agenda

Tuesday, February 20, 2024

Study Session 5:30 PM

Regular Meeting 6:30 PM

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

How to Observe the Meeting From Home:

The public can observe the meeting by calling +1 (631) 992-3221, Access Code: 449-753-960 OR visit:
<https://attendee.gotowebinar.com/register/1709368284005569376>.

How to Submit Public Comment:

The public may provide public comment by attending the meeting in person, by sending an email, or by logging into the teleconference. Please send email public comments to the City Clerk at cityclerk@DiamondBarCA.gov by 4:00 p.m. on the day of the meeting and indicate in the Subject Line "FOR PUBLIC COMMENT." Written comments will be distributed to the Council Members, noted for the record at the meeting and posted on the City's official agenda webpage as soon as reasonably practicable (found here: <http://diamondbarca.igq2.com/Citizens/Default.aspx>).

The public may log into the meeting through this link:

<https://attendee.gotowebinar.com/register/1709368284005569376>. Members of the public will be called upon one at a time during the Public Comment portion of the agenda. Speakers are limited to five minutes per agenda item, unless the Mayor determines otherwise.

American Disability Act Accommodations:

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

The City of Diamond Bar thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

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

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

DIAMOND BAR CITY COUNCIL MEETING RULES

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

PUBLIC INPUT

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

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

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

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE COUNCIL

Agendas for regular City Council meetings are available 72 hours prior to the meeting and are posted in the City's regular posting locations, on DBTV (on Spectrum Cable Channel 3 and Frontier FiOS television Channel 47) and on the City's website at www.diamondbarca.gov/agendas. The City Council may take action on any item listed on the agenda.

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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/1709368284005569376](https://attendeegotowebinar.com/register/1709368284005569376) AND ARCHIVED VIEWING ON THE CITY'S WEB SITE AT WWW.DIAMONDBARCA.GOV.

CITY OF DIAMOND BAR CITY COUNCIL AGENDA

February 20, 2024

STUDY SESSION

5:30 p.m.

CC-08

Heritage Park And Community Center
Renovation Project Design Concepts,
CIP# FP24502

CALL TO ORDER:

6:30 p.m.

PLEDGE OF ALLEGIANCE:

Mayor

INVOCATION:

Rev. Florentino Cordova, Diamond
Bar United Church of Christ

ROLL CALL:

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

APPROVAL OF AGENDA:

Mayor

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

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS: NONE.**2. CITY MANAGER REPORTS AND RECOMMENDATIONS:****3. PUBLIC COMMENTS:**

“Public Comments” is the time reserved on each regular meeting agenda to provide an opportunity for members of the public to directly address the Council on Consent Calendar items or other matters of interest not on the agenda that are within the subject matter jurisdiction of the Council. Although the City Council values your comments, pursuant to the Brown Act, members of the City Council or Staff may briefly respond to public comments if necessary, but no extended discussion and no action on such matters may take place. There is a five-minute maximum time limit when addressing the City Council. At this time, the teleconference moderator will ask callers one at a time to give their name and if there is an agenda item number they wish to speak on before providing their comment.

4. SCHEDULE OF FUTURE EVENTS:

- 4.1 Free Catalytic Converter Etching – February 21, 2024, 9:00-11:00 a.m., Calvary Chapel Golden Springs, 22324 Golden Springs Dr.
- 4.2 Coffee with a Cop – February 24, 2024, 8:00-10:00 a.m., GRID Coffee, 1139 S. Diamond Bar Blvd. Ste B.
- 4.3 Planning Commission Meeting – February 27, 2024, 6:30-8:00 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr.
- 4.4 Public Safety Seminar – February 28, 2024, 6:00-7:30 p.m., Diamond Point Elementary School, 24150 Sunset Crossing Road.
- 4.5 City Council Meeting – March 5, 2024, 6:30 p.m., online teleconference and SCAQMD Main Auditorium, 21865 Copley Dr.

5. CONSENT CALENDAR:

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

5.1 CITY COUNCIL MINUTES OF THE FEBRUARY 6, 2024 REGULAR MEETING.**5.1.a February 6, 2024 City Council Regular Meeting Minutes**

Recommended Action:

Approve the February 6, 2024 Regular City Council meeting minutes.

Requested by: City Clerk

- 5.2 RATIFICATION OF CHECK REGISTER DATED JANUARY 31, 2024 THROUGH FEBRUARY 13, 2024 TOTALING \$910,652.56.

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

- 5.3 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.

Recommended Action:

Approve for second reading by title only, waive full reading, and adopt Ordinance No. 01 (2024), entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186."

Requested by: Community Development Department

- 5.4 LETTER OF OBJECTION AND APPLICATION TO PURCHASE TAX-DEFAULTED PROPERTY.

Recommended Action:

Approve and authorize the City Manager to sign and submit a Letter of Objection and Application to Purchase Tax-Defaulted Property.

Requested by: City Manager

- 5.5 NOTICE OF COMPLETION FOR THE INTERNALLY ILLUMINATED STREET NAME SIGN & TRAFFIC SIGNAL SAFETY LIGHT REPLACEMENT PROJECT NO. TM23201.

Recommended Action:

Approve, and authorize the Director of Public Works/City Engineer to file the Notice of Completion.

Requested by: Public Works Department

- 5.6 APPROVAL OF PLANS AND SPECIFICATIONS FOR THE AREA 3 RESIDENTIAL & COLLECTOR STREETS REHABILITATION AND ARTERIAL STREET REHABILITATION (GOLDEN SPRINGS DRIVE FROM GRAND AVENUE TO AVENIDA RANCHEROS, GRAND AVENUE FROM DIAMOND BAR BLVD TO EAST CITY LIMITS, GATEWAY CORPORATE CENTER) PROJECT NO. SI24101 & SI24103; THE GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS PROJECT NO. PW23402; AND THE COLD SPRING LANE GROUNDWATER DRAINAGE IMPROVEMENTS PROJECT NO. SI24101.

Recommended Action:

- A. Determine that approving the design and plans for the proposed projects is exempt from the California Environmental Quality Act pursuant to Section 15301(c) of the CEQA Guidelines; and
- B. Adopt Resolution No. 2024-04 approving the design and plans for the Area 3 Residential & Collector Streets Rehabilitation and Arterial Street Rehabilitation (Golden Springs Drive from Grand Avenue to Avenida Rancheros, Grand Avenue from Diamond Bar Blvd. to City East Limits, collector streets within the Gateway Corporate Center) Project, the Grand Avenue Median Drainage Improvement Project, and the Cold Spring Lane Ground Water Drainage Improvement Project.

Requested by: Public Works Department

6. PUBLIC HEARINGS: NONE.

7. COUNCIL CONSIDERATION:

7.1 FISCAL YEAR 2023-24 MID-YEAR BUDGET REVIEW.

Recommended Action:

- A. Adopt Resolution No. 2024-05 amending the Fiscal Year 2023/24 Municipal Budget revenue estimates and appropriations; and,
- B. Adopt Resolution No. 2024-06 amending the City's Fiscal Year 2023/24 Compensation Plan.

Requested by: Finance Department

7.2 ADDITIONAL CITY COUNCIL RECOGNITION OPTIONS.

Recommended Action:

Discuss and provide direction as deemed appropriate.

Requested by: City Manager

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



Agenda #: 1
Meeting Date: February 20, 2024

CITY COUNCIL STUDY SESSION REPORT

TO: Honorable Mayor and Members of the City Council
VIA: Daniel Fox, City Manager
FROM: Hal Ghafari, Public Works Manager/Asst. City Engineer
TITLE: **HERITAGE PARK AND COMMUNITY CENTER RENOVATION PROJECT
DESIGN CONCEPTS, CIP# FP24502**

In a study session on July 9, 2019, the City Council reviewed the design concept for the City's Heritage Park and Community Center renovation and provided direction to staff. The design options were prepared based on the feedback received from the community at the time. On October 1, 2019, staff came back with a new option (Option 5), which incorporated the directions received from the City Council on the options presented in July 2019. Option 5 divided the renovation of the park and community center into three phases. Phase 1 focused on the community center building and the parking lot. Phase 2 generally covered the tot lot, picnic area, and basketball court. Phase 3 was the baseball field area. Option 5 concept as approved by the City Council is provided in Attachment 1.

On October 3, 2023, the City Council approved a consulting services agreement with Black O'Dowd and Associates, Inc. (Consultant) to design the Heritage Park and Community Center Renovation Project Phases 1 and 2 (CIP# FP24502). The design work for these phases has since commenced and undergone several iterations with the staff. Phases 1 and 2 are focused on the community center building and the park area. As part of Phase 3 of the overall project, the ball field area is excluded from the current design effort and will be considered at a later time.

Different options have been developed for the floor plan of the community center building, the park layout, and the façade/shade structure at the building entrances. A brief description of each option is provided below. The design options and themes are provided in Attachment 2. City Council feedback is requested at this time to identify preferred options and themes to be able to move forward in the final design process.

Community Center Building

☐ Option A

This option focuses on making less significant improvements to the existing floor plan of the facility while including other targeted enhancements such as updated plumbing and electrical systems, an upgraded audio-visual system, and reconstructed restrooms. This option would add approximately 1,200 sq.ft. to the building footprint, resulting in a total built area, inclusive of the community building and the outdoor restrooms, about 27% larger than the existing facility. The proposed front and rear shade structures are not included in the footprint calculation.

In this option, the main changes to the floor plan include:

- Addition of a new entrance space.
- Addition of new kitchen storage and a janitor room for storing janitorial supplies, tools, etc.
- Addition of a new indoor restroom on the northeast side of the building to replace the existing one.
- Conversion of the existing indoor restroom into storage space.
- Removal of the existing detached outdoor restroom building and its replacement with a new attached outdoor restroom building.
- Enlargement of the existing activity room by removing the existing toddler restroom and adding a new one next to the new attached outdoor restroom on the southwest side of the building.

☐ Option B

This option represents a significant improvement to the facility beyond what was covered in Option A above. The enhancements presented in this option will elevate the facility to a level that can provide significantly greater value to the community. With this option, approximately 2,400 sq.ft. will be added to the building footprint, resulting in a 55% increase in size, excluding the proposed shade structures.

In this option, the main changes to the floor plan include:

- Addition of a new entrance space.
- Conversion and expansion of the existing kitchen into storage space.
- Addition of a new kitchen, along with a separate kitchen storage area.
- Addition of a new second office (in addition to the existing office) that can be used for activities, one-on-one meetings with parents, and other administrative purposes.
- Inclusion of a new janitor room for storing janitorial supplies, tools, etc.
- Addition of a new indoor restroom on the northeast side of the building to replace the existing one.
- Conversion of the existing indoor restroom into storage space.
- Removal of the existing detached outdoor restroom building and its replacement with a new attached outdoor restroom building.

- Expansion of the existing activity room by removing the existing toddler restroom and adding a new one next to the new attached outdoor restroom on the southwest side of the building.

Shade Structure (Front and Rear)

☐ **Option A**

This option provides new shade structures to highlight and formalize the front entrance, and to the rear of the building creating a more usable and comfortable patio area, inspired by the overall design of the existing building. This option would add about 1,000 sq.ft. of shaded area to the front of the building and between 2,150 sq.ft. to 2,300 sq.ft. of the same to the rear of the building, depending on the building floor plan Option selected.

☐ **Option B**

Similar to Option A, this option provides shade structures in the entrance area (front) and the rear of the building, although inspired by the City's windmill design. Similarly, this option would add about 1,000 sq.ft. of shaded area to the front of the building and between 2,150 sq.ft. to 2,300 sq.ft. of the same to the rear of the building, depending on the building floor plan Option selected.

Park (ballfield excluded)

Both options provide similar amenities but with different layout designs. Both involve replacing the existing basketball court and adding other improvements, such as enhanced landscaping and an upgraded playground area. Additionally, both options include extensive necessary ADA and drainage improvements.

Playground

Two age-appropriate play areas are proposed (2-5 years old and 5-12 years old). Two general themes for the playground area have been proposed, Western Farm and Western Town, with imagery intent for each included in the attachment. Upon selection of a design theme, playground amenities and equipment can be development as part of the next stage of design.

Probable Cost Estimate

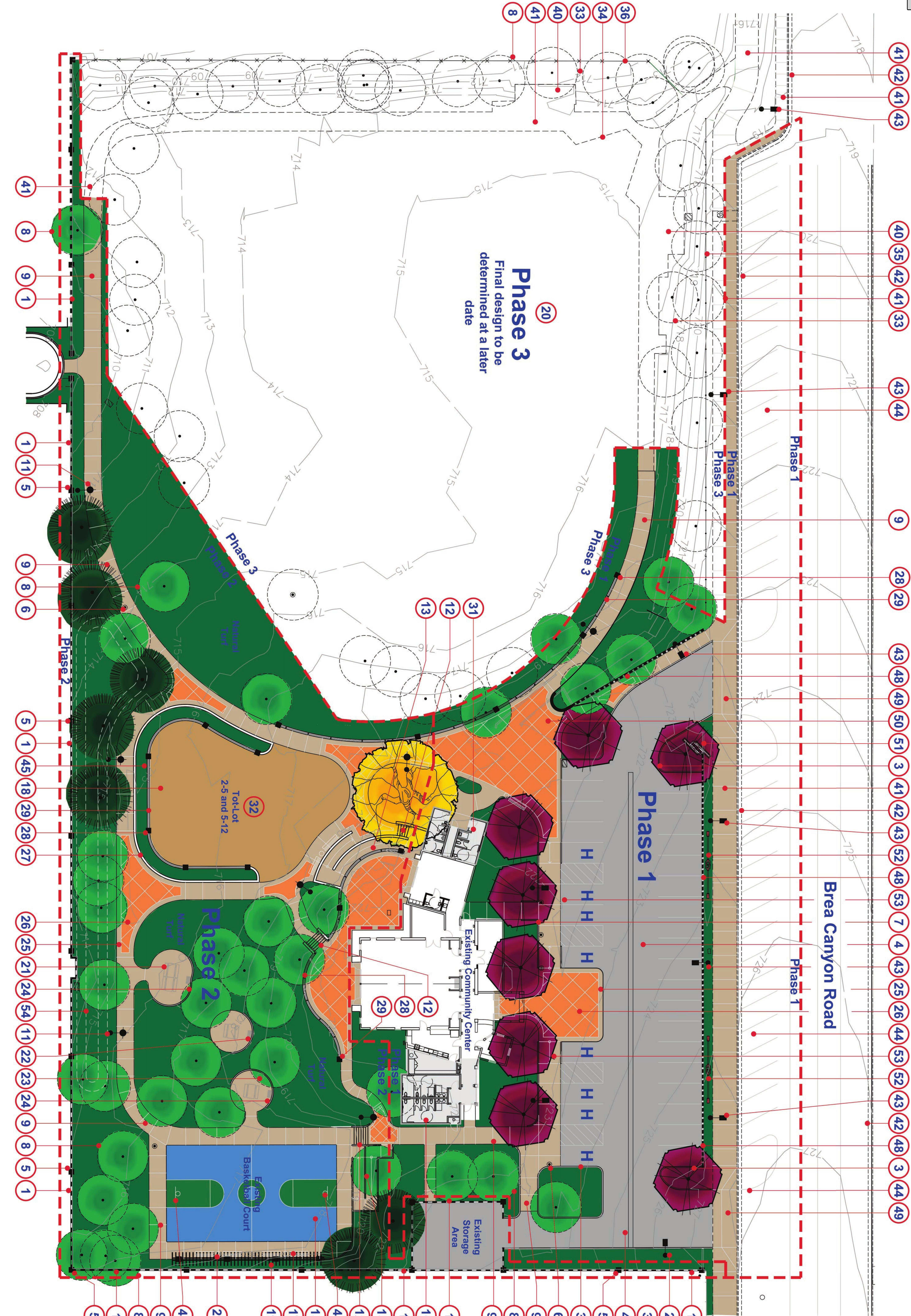
The following probable cost estimates for each option provided above are preliminary. It is important to note that these estimates are expected to change as the design work progresses and again after the project goes through the construction bidding process. Nonetheless, these preliminary numbers do provide valuable data for comparing the options.

	Option A	Option B
Building and Shade Structures	\$8.45M	\$9.7M
<u>Park (including playground)</u>	<u>\$4.10M</u>	<u>\$4.2M</u>
Total Probable Costs	\$12.55M	\$13.9M

Funding options will need to be further developed for consideration by the Council as the project moves forward through the final design process and prior to construction.

Attachments:

1. 1.a 2019 Option 5 Concept
2. 1.b Current Design Options



FEATURE LEGEND: (E) = Existing (X) = Proposed (P) = Proposed

- (E) Property line wall to remain (P) Stucco enhancement
- (P) New LED parking light standard
- (P) New parking lot curb
- (P) New asphalt pavement
- (P) 30" W. x 18" D. x wall height cut stone pilaster w/ concrete cap
- (P) Existing tree to be removed
- (P) 6" Curb @ Handicap access ramp
- (E) Tree to remain - Protect in place
- (P) New concrete paving
- (P) New building improvements
- (P) New LED walkway light standard
- (P) New stairs w/ handrails
- (P) Handicap ramp w/ handrails
- Not Used
- (P) 6" Thick concrete paving at basketball
- Not Used
- (P) Park bench standard
- (P) 12" - 18" Thick wood fiber play mulch
- (P) Steel arbor structure
- (E) Baseball field to remain - Future phase
- (P) Concrete picnic table
- (P) Steel BBQ unit standard
- (P) Trash receptacle standard
- (P) 6" Concrete curb
- (P) 2' Concrete banding
- (P) Enhanced concrete paving
- (P) 18" High split face seat wall w/ concrete cap
- (P) 30" sq. x 42" High cut stone pilaster w/ concrete cap
- (P) 42" High aluminum fence
- (P) 12" Wide play area curb
- (P) New restroom facility
- (P) New play equipment 2-5 yr. and 5-12 yr.
- (E) Landscape to remain - Protect in place
- (E) Baseball backstop - Protect in place
- (P) 3 Rail equestrian fence
- (E) Chain link fence - Protect in place
- Not Used
- Not Used
- (P) Drinking fountain
- (E) Bleachers - Protect in place
- (E) Concrete walk - Protect in place
- (E) Concrete curb & gutter - Protect in place
- (P) New LED parking lot light standard
- (P) Slurry coat and parking lot striping
- (P) Retaining wall - see civil plans
- (P) Basketball standard
- (P) Natural turf
- (E) Retaining wall - Protect in place (P) Reface with cut stone and concrete cap
- (E) Driveway approach - Protect in place
- (P) Retaining wall extension
- (P) Entry monument sign
- (P) Entry monument railing
- (P) New ADA access with integrated ramp into sidewalk
- (P) Infiltration swale - See civil plans

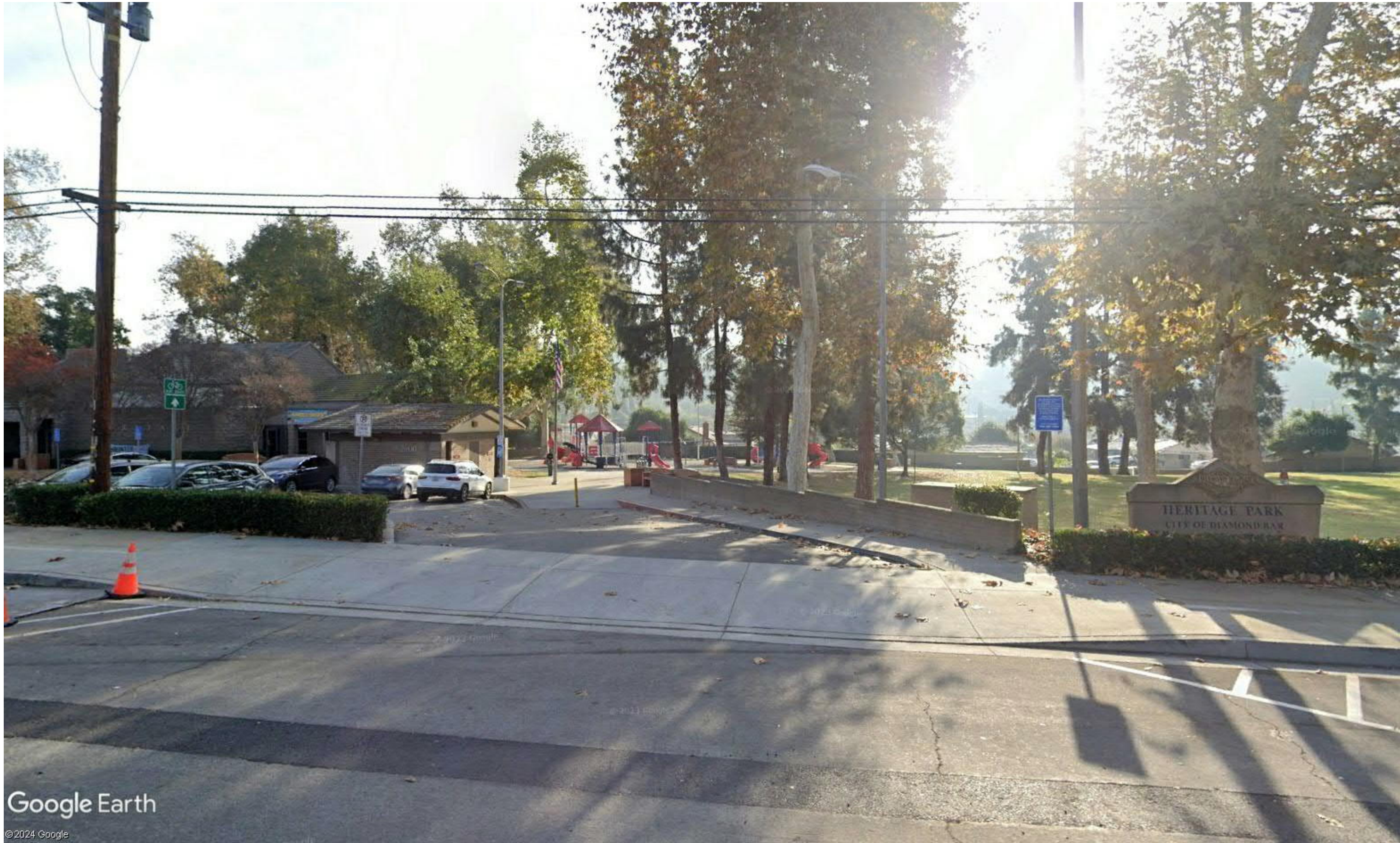
Heritage Park - Park Master Plan - Option 5

Diamond Bar, California

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SOUTH PARK ENTRANCE LACK DISTINCTION AND ADA ACCESS



MAIN ENTRY LACKS DISTINCTION



LITTLE INTEGRATION OF INTERIOR WITH THE EXTERIOR SPACES



EXISTING PLAY EQUIPMENT

EXISTING SITE CONDITIONS

HERITAGE PARK COMMUNITY CENTER

EXISTING PHOTOS
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer:	Designer
CAD Draft:	Author
Architect:	Checker
Engineer:	Approver
Date Issue:	CITY DIAMOND BAR 2.6.24
Job Number:	3050

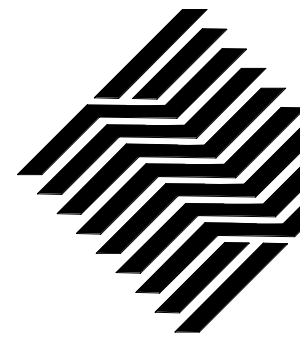
Client:

Consultant:



Architecture
Interiors
Planning

BOA



1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

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STORAGE CONTAINER STORE TABLES CHAIRS FOR
 COMMUNITY CENTER



NONDESCRIPT ARCHITECTURE
 WITHOUT ENTRY DISTINCTION



EXISTING BUILDING LACKS STREET PRESENCE



CRAMPED RESTROOM



NONDESCRIPT ARCHITECTURE

Client:

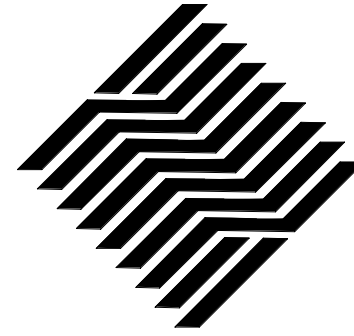
Consultant:

Designer:	Designer
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Engineer:	Approver
Client:	CITY DIAMOND BAR
Date Issue:	2.6.24
Job Number:	3050

NO.	REVISION	DATE	ISSUED

HERITAGE PARK COMMUNITY
 CENTER

EXISTING PHOTOS
 2900 BREA CANYON ROAD
 DIAMOND BAR CA 92831



Architecture
 Interiors
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PUBLIC RESTROOM ARE OLD, VANDALIZED, AND LACK PRIVACY



UNEVEN LANDING OUT SIDE OF RESTROOM



NONDESCRIPT ARCHITECTURE



PUBLIC RESTROOM ARE OLD, VANDALIZED, AND LACK PRIVACY

EXISTING PUBLIC RESTROOM BUILDING CONDITIONS

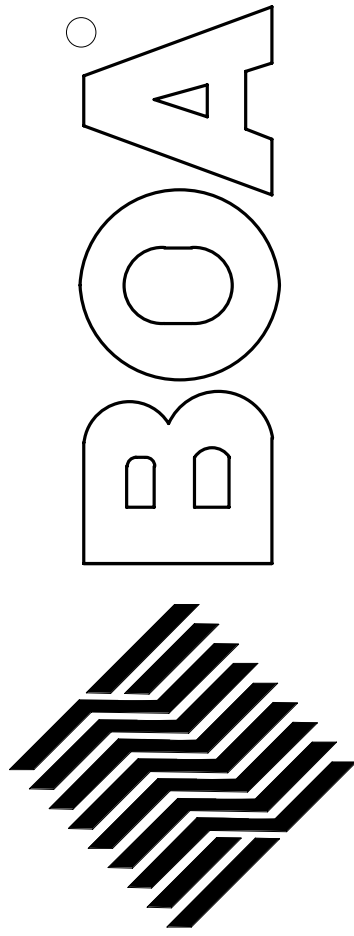
Client:

Consultant:

Designer:	Designer
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Client:	CITY DIAMOND BAR
Date Issue:	2.6.24
Job Number:	3050

NO.	REVISION	DATE	ISSUED

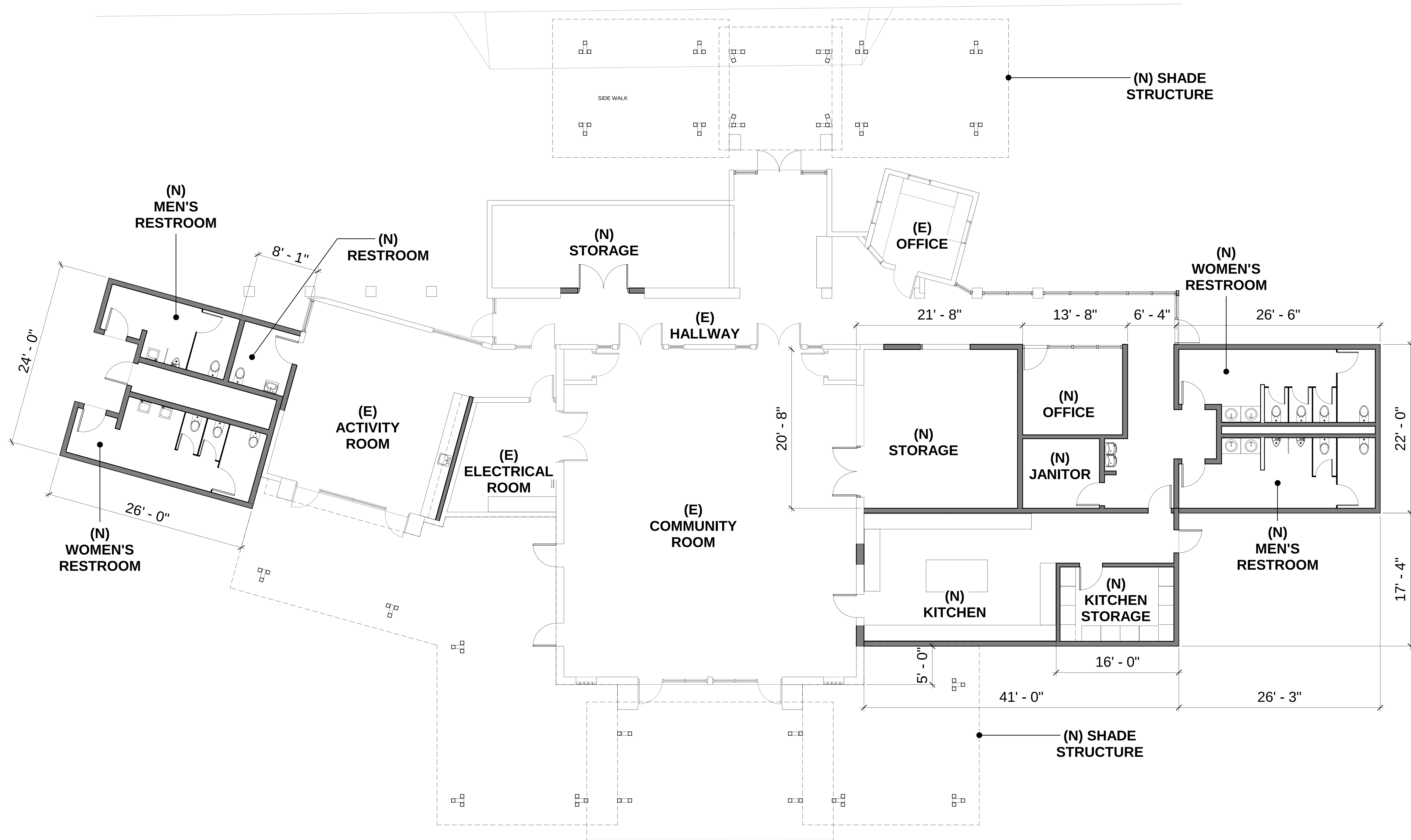
HERITAGE PARK COMMUNITY CENTER
 EXISTING PHOTOS
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 DIAMOND BAR CA 92831



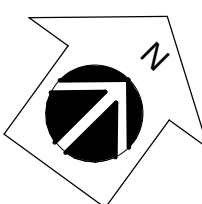
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COMMUNITY CENTER FLOOR PLAN B



Client:

Consultant:

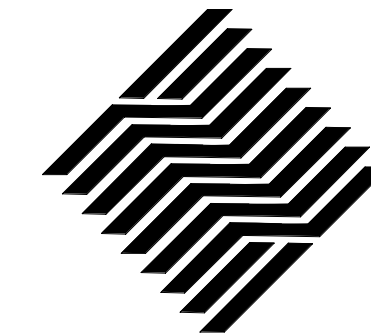
Designer:	Designer
CAD Draft:	Author
Architect:	Checker
Engineer:	Approver
Client:	CITY DIAMOND BAR
Date Issue:	2.6.24
Job Number:	3050

NO.	REVISION	DATE	ISSUED

HERITAGE PARK COMMUNITY CENTER

CONCEPT PLAN OPTION 'A'

2900 BREYA CANYON ROAD
DIAMOND BAR CA 92831



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FRONT



REAR



COMMUNITY CENTER OPTION A

HERITAGE PARK COMMUNITY CENTER
SHADE STRUCTURE OPTION A
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

Designer:	Designer
CAD Draft:	Author
Architect:	Checker
Engineer:	Approver
Client:	CITY DIAMOND BAR
Date Issue:	2.6.24
Job Number:	3050

Client:

Consultant:

NO.	REVISION	DATE	ISSUED

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FRONT



REAR



COMMUNITY CENTER OPTION B

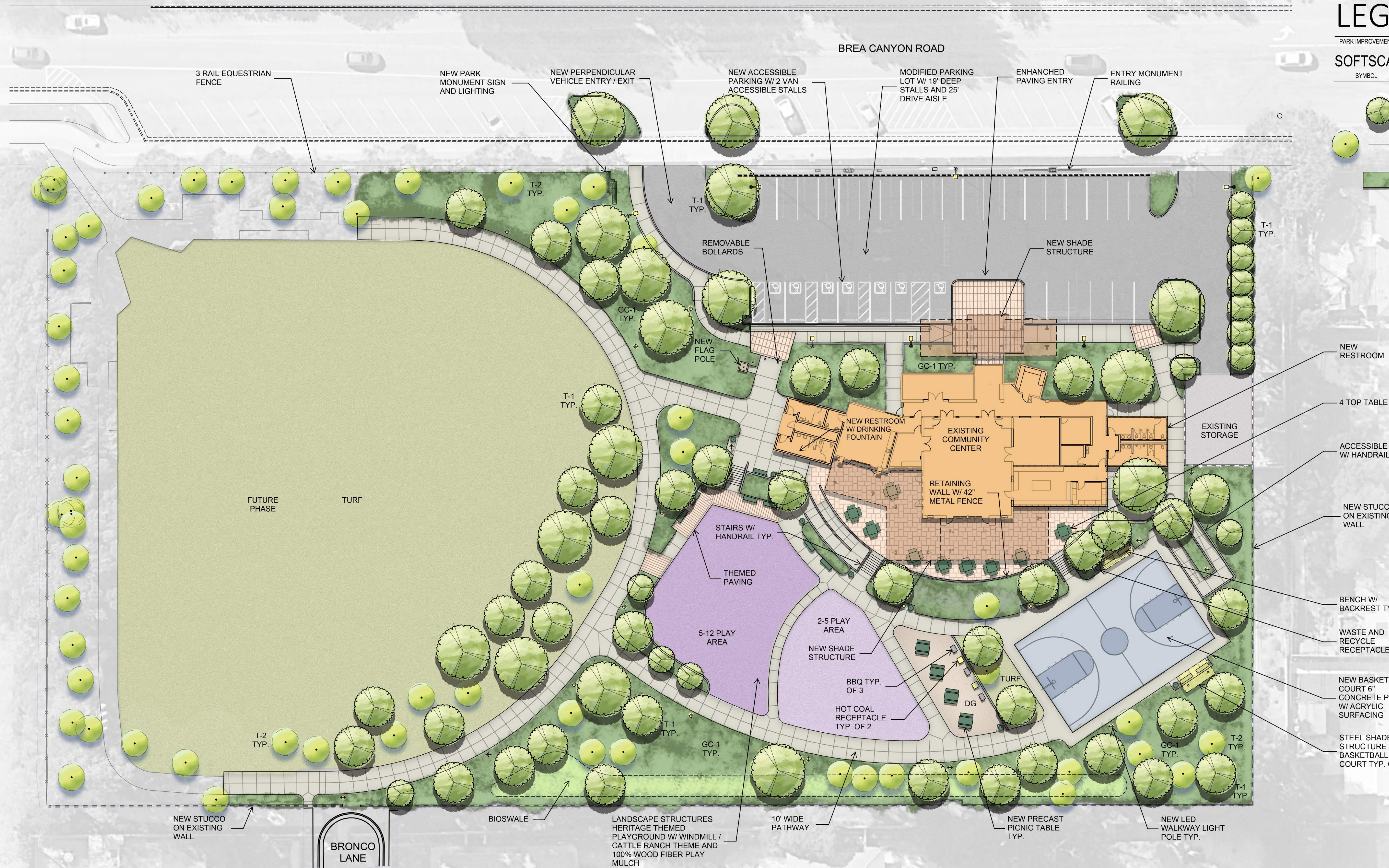
HERITAGE PARK COMMUNITY
CENTER
SHADE STRUCTURE OPTION B
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

Designer:	Designer
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LEGEND

PARK IMPROVEMENT AREA: 36,500 SF

SOFTSCAPE ELEMENTS

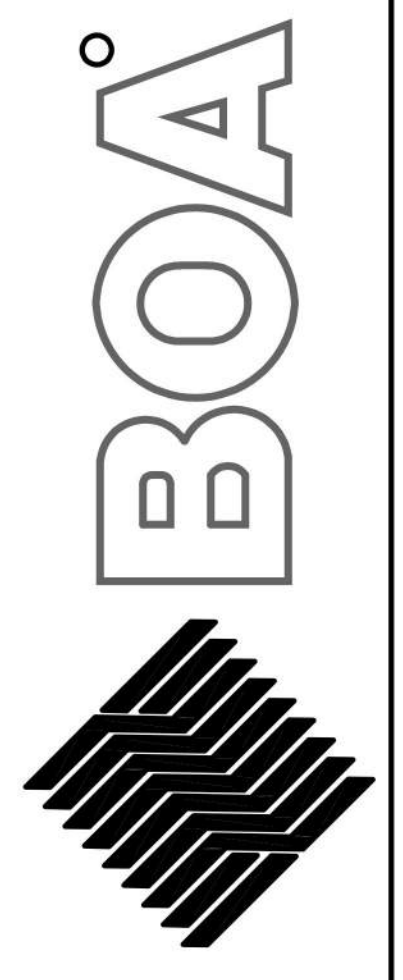
SYMBOL	KEY	DESCRIPTION
	T-1	PROPOSED TREE
	T-2	EXISTING TREE TO REMAIN
	GC-1	GROUND COVER - NEW SHRUB / PLANTING AREA

LANDSCAPE PLAN OPTION A

DVD David Volz Design
Landscape Architects and Park Planners

FEBRUARY 6th 2024
DVD@dvolzdesign.com

Architecture
Interiors
Planning

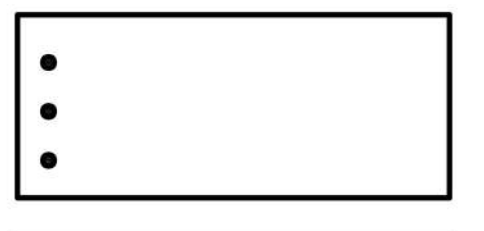


HERITAGE PARK COMMUNITY CENTER
CONCEPT PLAN OPTION 'A'
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer	Author
CAD Draft	Checker
Architect	Engineer
Engineer	Approver
Client	Client
Date Issue	Job Number

Client:	Consultant:
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OPTION A

These drawings and accompanying, as instruments of service, are the exclusive property of the Architect and their use and publication shall be restricted to the original site for which they were prepared. Re-use, reproduction or publication by any method, in whole or part, is prohibited by written permission from the Architect. Title to these plans and specifications shall remain with the Architect without prejudice, and shall constitute prima facie evidence of acceptance of these restrictions.



LANDSCAPE PLAN OPTION B

DVD Design
Landscape Architects and Park Planners
FEBRUARY 6th 2024
DVD@dvolzdesign.com

LEGEND

PARK IMPROVEMENT AREA: 36,500 SF

SOFTSCAPE ELEMENTS

SYMBOL	KEY	DESCRIPTION
	T-1	PROPOSED TREE
	T-2	EXISTING TREE TO REMAIN
	GC-1	GROUND COVER - NEW SHRUB / PLANTING AREA

HERITAGE PARK COMMUNITY CENTER

CONCEPT PLAN OPTION 'B'
2900 BREYA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer	Designer
CAD Draft	Author
Architect	Checker
Engineer	Approver
Client	Client
Date Issue	
Job Number	

Client:

Consultant:

OPTION B

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PLAYGROUND CONCEPT #1 DESIGN NARRATIVE

The first concept for heritage park plays directly into the architectural theme and the City's historic windmill. The windmill stands as the City's remaining historic monument and this design highlights its significance. Playground users could enter the 5-12 playground from a wood boardwalk which could ramp into the play equipment. The playground is intended to have playground wood chips for the entire play experience.

The playground would also feature a secondary Cattle Ranch theme which lends itself to wagon wheel, water tank, and even historic tractor themes. The playground could also feature an overhead entry sign with the playground horse hitches, horse shoes, ranch style shade canopies, and an interactive touch panel to enhance the user's experience. These interactive touch panels could feature ranch atmospheric sounds, such as a cattle bell. Perimeter play features could also include horse corral themes, fun playhouses, and wood themed stepper elements. This concept would offer a fun unique play experience for the residents of Diamond Bar.



NO.	REVISION	DATE	BY	CHKD.

	Designer: Designer
	CAD: Draft: Author
	Architect: Checker
	Engineer: Approver
	Client: Client
	Date: Issue
	Job Number

Client: _____

Consultant: _____

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PLAYGROUND CONCEPT #2 DESIGN NARRATIVE

The second concept for Heritage Park is derived from the site's history and namesake having served as a sales office. This playground design is inspired by a western town and features a western color palette. At park users approach from the entrance, they are greeted by an overhead "Diamond Bar Town" western themed sign which could frame the playground and the hills beyond.

The main themed feature of the playground could be a western bank with a vault and teller windows. Other themed areas in the playground could incorporate a sarsaparilla saloon and a sheriff's station. Perimeter play equipment items could play into the idea of horse hitches, bank chests, and crate climbing components. The playground surfacing would be all playground wood chips. Perimeter paving could feature wood themed paving extending tying a western boardwalk into the experience. This would also make a fun transition onto a playground ramp connecting to the structure for a more accessible experience. The idea is to incorporate fun elements creating a unique and exciting play experience.

NO.	REVISION	DATE	ISSUED

	Designer: Designer
	CAD: Draft: Author
	Architect: Checker
	Engineer: Approver
	Client: Client
	Date: Issue
	Job Number

Client:	
Consultant:	

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Agenda #: 5.1
Meeting Date: February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **CITY COUNCIL MINUTES OF THE FEBRUARY 6, 2024 REGULAR MEETING.**
STRATEGIC
GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Approve the February 6, 2024 Regular City Council meeting minutes.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Minutes have been prepared and are being presented for approval.

PREPARED BY:



Kristina Santana, City Clerk

2/20/2024

REVIEWED BY:



Ryan McLean, Assistant City Manager

2/13/2024

Attachments:

1. 5.1.a February 6, 2024 City Council Regular Meeting Minutes

**CITY OF DIAMOND BAR
MINUTES OF THE CITY COUNCIL REGULAR MEETING
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT/MAIN AUDITORIUM
21865 COPLEY DRIVE, DIAMOND BAR, CA 91765
FEBRUARY 6, 2024**

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

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Teng led the Pledge of Allegiance.

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

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

Staff Present In Person: Dan Fox, City Manager; Ryan McLean, Assistant City Manager; Omar Sandoval, City Attorney; Anthony Santos, Assistant to the City Manager; Grace Lee, Planning Manager; Mayuko “May” Nakajima, Senior Planner; David Liu, Public Works Director; Cecilia Arellano, Senior Community Relations Coordinator; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk

Staff Present Telephonically: Amy Haug, Human Resources and Risk Manager; Hal Ghafari, Public Works Manager/Assistant City Engineer; Ken Desforges, Information Systems Director; Ryan Wright, Parks and Recreation Director; Marsha Roa, Community Relations Manager; Greg Gubman, Community Development Director; Jason Jacobsen, Finance Director; Nicholas Delgado, Management Analyst

Others Present: Lieutenant Daniel Dail, Diamond Bar/Walnut Sheriff’s Station; Captain Stephen Tousey, Diamond Bar/Walnut Sheriff’s Station; Leticia Pacillas, LACFD Community Services Liaison (telephonically)

APPROVAL OF AGENDA: Mayor Liu approved the agenda as presented.

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

- 1.1 Mayor Liu proclaimed February as Black History Month and read the Proclamation which Council presented to Board President Marie Paula Thermidor and Board Members of the San Gabriel Valley Sector National Council of Negro Women (NCNW).

2. CITY MANAGER REPORTS AND RECOMMENDATIONS:

M/Fox was happy to report that in spite of the significant rainfall, the City fared well with no major reportable incidents, and thanked staff and contractors for their constant field monitoring of the streets and clearing of vegetation to make

certain the storm drains were properly functioning as well as the community for their vigilance.

3. PUBLIC COMMENTS:

Allen Wilson said he appreciated the admirable service of City staff and asked if Council Members who receive campaign contributions from City contractors are obliged to recuse themselves from voting on contracts involving financial matters.

Cynthia Yu, Diamond Bar Library, announced that February is “National Library Lovers Month” and hoped everyone would dive into a sea of stories and exciting programs during the month. For additional information on this and other programs, visit the library website at www.lacountylibrary.org

Veena Sheth, Kailasa USA, spoke about her Guru who taught her, uplifted her and enriched her spirit, and thanked the City for supporting their Yoga classes.

CC/Santana reported that one public comment email was received from Andres Martinez which was forwarded to the City Council and placed at the entrance to tonight’s meeting for public viewing, and there were no online callers requesting to speak under Public Comments.

RESPONSE TO PUBLIC COMMENTS:

At the request of C/Low and the City Council, CA/Sandoval provided information on recently updated Campaign Finance Laws that went into effect January 1, 2023.

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

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

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

5.1 APPROVED CITY COUNCIL MINUTES:

5.1.1 JANUARY 16, 2024 REGULAR MEETING.

5.2 RATIFIED CHECK REGISTER DATED JANUARY 10, 2024 THROUGH JANUARY 30, 2024 TOTALING \$1,730,423.81.

- 5.3 ADOPTED RESOLUTION NO. 2024-03 GRANTING CONSENT AND JURISDICTION TO THE COUNTY OF LOS ANGELES TO ANNEX EXISTING STREETLIGHTS TO THE COUNTY LIGHTING MAINTENANCE DISTRICT 10006 AND COUNTY LIGHTING DISTRICT LLA-1, DIAMOND BAR ZONE.

6. **PUBLIC HEARINGS:** NONE

7. **COUNCIL CONSIDERATION:**

- 7.1 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.

SP/Nakajima provided the staff report and CM/Fox read the Ordinance Title into the record.

There were no public comments offered on this item.

C/Chou moved, C/Tye seconded, to find that the adoption of the Ordinance is exempt from CEQA; and, approved for first reading by title only, waived full reading of Ordinance No. 01(2024), and scheduled the second reading and adoption at the next regularly scheduled city council meeting on February 20, 2024. Motion carried 5-0 by the following Roll Call vote:

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

- 7.2 AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR PROHIBITING AND REGULATING MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.

SP/Nakajima provided the staff report and CM/Fox read the Ordinance Title into the record.

There were no public comments on this item.

C/Low moved, C/Chou seconded, to find that adoption of the Ordinance is exempt from CEQA; and, adopt Urgency Ordinance No. 02 (2024). Motion carried 5-0 by the following Roll Call vote:

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

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

C/Chou thanked staff for another well-prepared meeting and wished everyone a very Happy Lunar New Year, the year of the dragon.

C/Low thanked staff for their work on behalf of the Council and City and for keeping the City safe during the recent storm, shared photos of the SR57/60 Confluence project and updated residents on the work in progress for this and the Golf Course project, and wished everyone a Happy Lunar New Year.

C/Tye said it was a privilege to have the Black History Month Proclamation read this evening for those present and wonderful to hear about their contributions to the community. He hoped everyone would be careful driving during the rainstorms and not go out unless necessary.

MPT/Teng appreciated staff's diligence on countering what he felt was the State Legislatures promotion of Marijuana/Cannabis businesses and wished all Asian cultures a Happy Lunar New Year.

M/Liu thanked staff for the presentations and thanked C/Low for the construction updates. He talked about residents' concerns regarding lack of street closure advisement during construction and atmospheric rain events and asked if a Town Hall could be scheduled with the proper agencies to discuss these matters with residents.

CM/Fox stated that if it is the consensus of the Council, staff will work with SGVCOG to determine the feasibility of a community meeting in the near future.

C/Chou concurred. C/Low suggested agency representatives be invited to provide a short presentation at a future Council meeting to allow for greater participation. MPT/Teng preferred a Town Hall meeting to allow for unlimited time and freedom to speak.

CM/Fox said that staff would speak with SGVCOG about hosting a community workshop as well as, providing regular City Council presentations on the progress of the project.

M/Liu wanted to recognize these individuals and organizations who contribute to the City on a regular basis during Council Meetings.

CA/Sandoval suggest that in order to be complaint with the Brown Act, this matter be placed on a future City Council agenda for discussion. There was Council consensus to place an item on a future agenda for further discussion.

FEBRUARY 6, 2024

PAGE 5

CITY COUNCIL

M/Liu thanked staff, contractors and community members for taking care of the City streets and for looking out for one another during the storms and wished everyone a Happy Lunar New Year.

ADJOURNMENT: With no further business to conduct, M/Liu adjourned the Regular City Council Meeting was adjourned at 7:31 p.m.

Respectfully Submitted:

Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 20th day of February, 2024.

Stan Liu, Mayor

Agenda #: 5.2
Meeting Date: February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **RATIFICATION OF CHECK REGISTER DATED JANUARY 31, 2024 THROUGH FEBRUARY 13, 2024 TOTALING \$910,652.56.**
STRATEGIC
GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of \$910,652.56.

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 January 31, 2024 through February 13, 2024 totaling \$910,652.56 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

2/20/2024

REVIEWED BY:

Peter Samy *Jason Jacobsen*
Peter Samy, Finance Supervisor 2/14/2024 Jason Jacobsen, Finance Director 2/14/2024

Attachments:

1. 5.2.a Check Register Affidavit - 2-20-2024
2. 5.2.b Check Register 2-20-2024



CITY OF DIAMOND BAR CHECK REGISTER AFFIDAVIT

The attached listings of demands, invoices, and claims in the form of a check register including checks dated January 31, 2024 through February 13, 2024 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

Description	Amount
General Fund	\$398,985.54
LLAD 38 Fund	\$1,122.89
LLAD 39 Fund	\$773.50
LLAD 41 Fund	\$773.50
Integrated Waste Mgmt Fund AB939	\$10,112.10
Prop C Transit Tax Fund	\$54,723.44
Prop A Transit Tax Fund	\$8,114.56
Community Dev Block Grant Fund	\$35,103.44
Capital Imprv Project Fund	\$272,299.21
Vehicle Maint & Equip Fund	\$3,892.45
Equip Maint & Replacement Fund	\$19,573.69
Beverage Cntnr Recycling Grant Fund	\$196.97
Used Motor Oil Block Grant Fund	\$1,100.00
Pool Cash Fund	\$12,826.52
Air Quality Improvements Fund	\$27,413.00
General Plan Update Fund	\$61,914.75
OPEB Reserve Fund	\$1,727.00
	\$910,652.56

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
10998	2/2/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 809 S DBB - TC-1	100655	52210	\$77.78
CHECK TOTAL							\$77.78
11009	2/2/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 22805 GLDN SPRGS/VARIOUS - TC-1	100655	52210	\$3,765.61
CHECK TOTAL							\$3,765.61
11058	2/2/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 553 N DBB/VARIOUS - TC-1	100655	52210	\$1,211.39
CHECK TOTAL							\$1,211.39
11059	2/2/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - DBB N/W @TEMPLE - TC-1	100655	52210	\$104.60
CHECK TOTAL							\$104.60
11060	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 22805 GOLDEN SPRINGS - LS-2	100655	52210	\$113.05
CHECK TOTAL							\$113.05
11061	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1025 BREA CANYON TC1 - LS-2	100655	52210	\$143.75
CHECK TOTAL							\$143.75
11062	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21325 PATHFINDER RD - LS-2	100655	52210	\$247.57
CHECK TOTAL							\$247.57
11063	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21250 GOLDEN SPRINGS DR - LS-2	100655	52210	\$90.44
CHECK TOTAL							\$90.44
11064	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1798 DBB/22566 GLDN SPRGS - LS-2	100655	52210	\$202.83
CHECK TOTAL							\$202.83
11065	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 24230 GOLDEN SPRINGS DR - LS-2	100655	52210	\$85.81
CHECK TOTAL							\$85.81
11066	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21010 WASHINGTON AVE. - LS-2	100655	52210	\$107.77
CHECK TOTAL							\$107.77
11067	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 3201 S DBB - LS-2	100655	52210	\$135.66

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$135.66
11068	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - BREA CYN/FALLOWFIELD - LS-2	100655	52210	\$89.78
						CHECK TOTAL	\$89.78
11069	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - BREA CYN/OAKCREST - LS-2	100655	52210	\$68.37
						CHECK TOTAL	\$68.37
11070	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1003 GOLDEN SPRINGS DR - LS-2	100655	52210	\$119.00
						CHECK TOTAL	\$119.00
11071	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 3798 S BREA CYN RD - LS-2	100655	52210	\$67.84
						CHECK TOTAL	\$67.84
11072	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21615 GATEWAY CENTER DR - LS-2	100655	52210	\$90.44
						CHECK TOTAL	\$90.44
11073	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1 DBB/TEMPLE - LS-2	100655	52210	\$128.89
						CHECK TOTAL	\$128.89
11074	2/2/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 2201 DBB - LS-2	100655	52210	\$90.44
						CHECK TOTAL	\$90.44
11075	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	238	21118	\$7.72
	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	239	21118	\$7.72
	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	241	21118	\$7.72
	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	207	21118	\$21.53
	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	250	21118	\$30.54
	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	206	21118	\$31.40
	2/2/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 02/02/2024	100	21118	\$1,850.96
						CHECK TOTAL	\$1,957.59

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11078	2/2/2024	EMPLOYMENT DEVELOPMENT DEPARTMENT		UI BENEFIT CHARGE 4TH QTR 2023	100220	50062	\$4,884.00
						CHECK TOTAL	\$4,884.00
11079	2/8/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 1450 BRIDGEGATE/VARIOUS - TC-1	100655	52210	\$500.05
						CHECK TOTAL	\$500.05
11080	2/8/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - DBB N/W @ TEMPLE - TC-1	100655	52210	\$115.60
						CHECK TOTAL	\$115.60
11081	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	225	21106	\$64.96
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	100220	50062	\$246.97
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	239	21106	\$268.09
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	241	21106	\$268.09
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	238	21106	\$421.56
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	206	21106	\$424.32
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	207	21106	\$691.93
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	105220	50048	\$1,727.00
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	250	21106	\$2,991.87
	2/2/2024	PERS HEALTH		HEALTH INSURANCE PREMIUM FEBRUARY 2024	100	21106	\$66,812.87
						CHECK TOTAL	\$73,917.66
11082	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	225	21109	\$2.78
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	239	21109	\$270.45
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	241	21109	\$270.45

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	207	21109	\$369.76
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	238	21109	\$375.67
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	206	21109	\$1,037.22
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	250	21109	\$2,775.14
	2/2/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 02/02/2024	100	21109	\$54,780.12
						CHECK TOTAL	\$59,881.59
11083	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	225	21110	\$28.73
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	239	21110	\$181.34
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	241	21110	\$181.34
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	238	21110	\$250.11
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	207	21110	\$403.65
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	206	21110	\$561.86
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	250	21110	\$1,549.79
	2/2/2024	CALPERS		PENSION CONTRIBUTION FOR PERIOD 01/13/24-01/26/24	100	21110	\$42,356.15
						CHECK TOTAL	\$45,512.97
11084	2/13/2024	AARON STANLEY TALALAY		INSTRUCTOR PAYMENT - PICKLEBALL - WS23	100520	55320	\$433.50
						CHECK TOTAL	\$433.50
11085	2/13/2024	ABOUND FOOD CARE		FISCAL YEAR 23-24 FOOD RECOVERY SERVICES/ JAN2024	250170	54900	\$1,632.25
						CHECK TOTAL	\$1,632.25

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11086	2/13/2024	AFLAC		SUPP INSURANCE PREMIUM JANUARY 2024	207	21117	\$36.43
	2/13/2024	AFLAC		SUPP INSURANCE PREMIUM JANUARY 2024	250	21117	\$42.92
	2/13/2024	AFLAC		SUPP INSURANCE PREMIUM JANUARY 2024	206	21117	\$61.53
	2/13/2024	AFLAC		SUPP INSURANCE PREMIUM JANUARY 2024	100	21117	\$1,482.77
						CHECK TOTAL	\$1,623.65
11087	2/13/2024	ALLIANT INSURANCE SERVICES INC		EARTH DAY 2024 INSURANCE	250170	57220	\$365.00
							CHECK TOTAL \$365.00
11088	2/13/2024	ANDREW WONG		PARKS AND REC COMMISSION MEETING	100520	52525	\$45.00
							CHECK TOTAL \$45.00
11089	2/13/2024	ARC DOCUMENT SOLUTIONS LLC		ANNUAL SUPPORT - HP T1200 PLOTTER	100230	52314	\$2,014.00
	2/13/2024	ARC DOCUMENT SOLUTIONS LLC		ANNUAL SUPPORT - OCE PLOTWAVE 365 PLOTTER	100230	52314	\$1,349.00
							CHECK TOTAL \$3,363.00
11090	2/13/2024	ASSA ABLOY ENTRANCE SYSTEMS US INC		DOOR MAINTENANCE (LIBRARY) FY23-24	100620	52320	\$1,646.32
							CHECK TOTAL \$1,646.32
11091	2/13/2024	NAILA ASAD BARLAS		STIPEND-PC MTG-JANUARY23 2024	100410	52525	\$65.00
							CHECK TOTAL \$65.00
11092	2/13/2024	JOHN E BISHOP		INSTRUCTOR PAYMENT - MARTIAL ARTS - WS 24	100520	55320	\$330.00
							CHECK TOTAL \$330.00
11093	2/13/2024	BLACK O'DOWD AND ASSOCIATES INC		HERITAGE PARK RENOVATION DESIGN	301630	56104	\$44,140.00
							CHECK TOTAL \$44,140.00
11094	2/13/2024	BLUE 360 MEDIA LLC		FY2023-24 LAW ENFORCEMENT PENAL CODE HANDBOOK	100310	51200	\$83.95
							CHECK TOTAL \$83.95
11095	2/13/2024	KATHY BREAUX		INSTRUCTOR PAYMENT - ART - WS 2024	100520	55320	\$124.80
							CHECK TOTAL \$124.80

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11096	2/13/2024	COCO SUTZE CHENG		INSTRUCTOR PAYMENT - FITNESS - WS24	100520	55320	\$264.00
						CHECK TOTAL	\$264.00
11097	2/13/2024	COLLEY AUTO CARS INC		VEHICLE MAINT (LIC#1407074) FY23-24	502630	52312	\$2,724.73
						CHECK TOTAL	\$2,724.73
11098	2/13/2024	CT & T CONCRETE PAVING INC		ROAD MAINT SERVICES (DIAMOND BAR BLVD) FY23-24	100655	55512	\$6,994.25
	2/13/2024	CT & T CONCRETE PAVING INC		RETENTION - AREA 4 RES/ADA CURB RAMP PROJ	301610	56101	\$8,032.00
						CHECK TOTAL	\$15,026.25
11099	2/13/2024	CYNTHIA T QUAN		STIPEND - PARKS AND REC COMMISSION MEETING	100520	52525	\$45.00
						CHECK TOTAL	\$45.00
11100	2/13/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM FEBRUARY 2024	206	21105	\$0.96
	2/13/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM FEBRUARY 2024	207	21105	\$0.96
	2/13/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM FEBRUARY 2024	250	21105	\$1.96
	2/13/2024	DELTA DENTAL		HMO DENTAL INSURANCE PREMIUM FEBRUARY 2024	100	21105	\$153.00
						CHECK TOTAL	\$156.88
11101	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	225	21105	\$3.67
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	239	21105	\$24.54
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	241	21105	\$24.54
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	238	21105	\$37.28
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	207	21105	\$61.08
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	206	21105	\$67.10
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	250	21105	\$170.40
	2/13/2024	DELTA DENTAL INSURANCE COMPANY		PPO DENTAL INSURANCE PREMIUM FEBRUARY 2024	100	21105	\$4,979.60

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$5,368.21
11102	2/13/2024	DIAMOND BAR STORAGE OWNER LLC		USED OIL STORAGE UNIT 140	253180	52302	\$550.00
	2/13/2024	DIAMOND BAR STORAGE OWNER LLC		USED OIL PROGRAM STORAGE/ MAY & JUNE	253180	52302	\$550.00
						CHECK TOTAL	\$1,100.00
11103	2/13/2024	DS SERVICES OF AMERICA INC		WATER SERVICE (CITYHALL-JAN) FY23-24	100620	51200	\$411.95
						CHECK TOTAL	\$411.95
11104	2/13/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS (STATION#119) FY23-24	100350	51200	\$700.20
	2/13/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS (STATION#121) FY23-24	100350	51200	\$700.20
						CHECK TOTAL	\$1,400.40
11105	2/13/2024	FRANCOISE S ZAMBRA		INSTRUCTOR PAYMENT - PILATES - WS24	100520	55320	\$528.00
						CHECK TOTAL	\$528.00
11106	2/13/2024	G & A NELOS CONSTRUCTION INC		GROUNDWATER DRAINAGE IMP - PHASE 4&5	301610	56105	\$147,883.00
						CHECK TOTAL	\$147,883.00
11107	2/13/2024	GERALDINE KELLER		INSTRUCTOR PAYMENT - CULINARY - WS24	100520	55320	\$36.00
						CHECK TOTAL	\$36.00
11108	2/13/2024	GO LIVE TECHNOLOGY INC		ELM PROJECT MGMT - JAN 2024	503230	56135	\$6,500.00
	2/13/2024	GO LIVE TECHNOLOGY INC		PS/SOLAR APP PROJECT MGMT - JAN 2024	503230	56135	\$360.00
						CHECK TOTAL	\$6,860.00
11109	2/13/2024	GOTO COMMUNICATIONS INC		CITYWIDE PHONE SERVICE - FEB 2024	100230	52200	\$2,697.92
						CHECK TOTAL	\$2,697.92
11110	2/13/2024	WOODS MAINTENANCE SERVICES INC		GRAFFITI ABATEMENT-JANUARY 2024	100430	55540	\$3,075.00
						CHECK TOTAL	\$3,075.00
11111	2/13/2024	HEATHER JEN CHANG		CONTRACT CLASS INSTRUCTOR- ART	100520	55320	\$663.00
						CHECK TOTAL	\$663.00
11112	2/13/2024	HIRSCH PIPE & SUPPLY INC		BLDG MAINT (PARKS) FY23-24	100630	52320	\$375.31

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	2/13/2024	HIRSCH PIPE & SUPPLY INC		BLDG MAINT (PARKS) FY23-24	100630	52320	\$1,291.12
						CHECK TOTAL	\$1,666.43
11113	2/13/2024	HODGMAN ENTERPRISES		PRINTING MAILING SERVICES FOR FEBRUARY NEWSLETTER	100240	52110	\$3,552.43
						CHECK TOTAL	\$3,552.43
11114	2/13/2024	ITERIS INC		CS - ON-CALL TS TIMING SUPPORT - THRU 12/31/23	207650	54410	\$12,110.00
						CHECK TOTAL	\$12,110.00
11115	2/13/2024	JOE A GONSALVES & SON INC		FEBRUARY PROF. SERVICES STATE LOBBYIST	100130	54900	\$2,500.00
						CHECK TOTAL	\$2,500.00
11116	2/13/2024	JOHN L HUNTER & ASSOC INC		NPDES PROG SERVICES - PRIV DEV - SEPT 2023	100	22109	\$210.00
	2/13/2024	JOHN L HUNTER & ASSOC INC		NPDES PROG SERVICES - PRIV DEV - SEPT 2023	100	22109	\$240.00
	2/13/2024	JOHN L HUNTER & ASSOC INC		NPDES PROG SERVICES - PRIV DEV - SEPT 2023	100	22109	\$300.00
	2/13/2024	JOHN L HUNTER & ASSOC INC		NPDES PROG SERVICES - PRIV DEV - SEPT 2023	100	22109	\$740.00
						CHECK TOTAL	\$1,490.00
11117	2/13/2024	KENS HARDWARE		ROAD MAINT SUPPLIES(GROUNDWATER) FY23-24	100655	51250	\$20.79
	2/13/2024	KENS HARDWARE		ROAD MAINT SUPPLIES FY23-24	100655	51250	\$56.00
						CHECK TOTAL	\$76.79
11118	2/13/2024	KEVIN D JONES		PS -SR-57/60 CONFLUENCE PROJ ADVOCACY - JAN 2024	100615	54400	\$4,000.00
						CHECK TOTAL	\$4,000.00
11119	2/13/2024	KIMLEY HORN AND ASSOCIATES INC		LAND DEVELOPMENT REVIEW/STUDY - DEC 2023	100	22109	\$1,203.93
	2/13/2024	KIMLEY HORN AND ASSOCIATES INC		LAND DEVELOPMENT REVIEW/STUDY - DEC 2023	100	22109	\$1,655.40
	2/13/2024	KIMLEY HORN AND ASSOCIATES INC		LAND DEVELOPMENT REVIEW/STUDY - DEC 2023	100	22109	\$3,747.81
	2/13/2024	KIMLEY HORN AND ASSOCIATES INC		ON-CALL TRAFFIC ENGR. - DEC 2023	100615	54410	\$136.02
						CHECK TOTAL	\$6,743.16

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11120	2/13/2024	LANCE SOLL & LUNGARD LLP		PROF. SVCS - GOVERNMENT AUDIT FY 23/24	100210	54010	\$4,201.00
						CHECK TOTAL	\$4,201.00
11121	2/13/2024	LOCAL AGENCY ENGINEERING ASSOCIATES INC		PS - PROJECT OVERSIGHT SUPPORT - JAN 2024	100615	54400	\$3,420.00
	2/13/2024	LOCAL AGENCY ENGINEERING ASSOCIATES INC		PS - PROJECT OVERSIGHT SUPPORT - JAN 2024	207615	54400	\$3,420.00
						CHECK TOTAL	\$6,840.00
11122	2/13/2024	LOS ANGELES COUNTY DEVELOPMENT AUTH		CDBG LOAN PAYOFF-2954 RISING STAR	225	20601	\$35,000.00
						CHECK TOTAL	\$35,000.00
11123	2/13/2024	LOS ANGELES COUNTY PUBLIC WORKS		SUMP PUMP MAINT (SYCAMORECYNPARK111523-121123) FY23-24	100630	52320	\$1,264.71
						CHECK TOTAL	\$1,264.71
11124	2/13/2024	LOS ANGELES TIMES		ANNUAL DIGITAL SUBSCRIPTION	100140	52405	\$259.48
						CHECK TOTAL	\$259.48
11125	2/13/2024	MAHENDRA GARG		STIPEND-PC MTG-OCTOBER 24 2024	100410	52525	\$65.00
	2/13/2024	MAHENDRA GARG		STIPEND-PC MTG-JANUARY23 2024	100410	52525	\$65.00
						CHECK TOTAL	\$130.00
11126	2/13/2024	METROLINK		METROLINK PASSES - JANUARY 2024	206650	55610	\$1,169.00
	2/13/2024	METROLINK		METROLINK PASSES - JANUARY 2024	206650	55620	\$4,676.00
						CHECK TOTAL	\$5,845.00
11127	2/13/2024	MIRACLE RECREATION EQUIPMENT COMPANY INC		PLAYGROUND PARTS (MULTIPLE PARKS) FY23-24	100630	52320	\$3,769.87
						CHECK TOTAL	\$3,769.87
11128	2/13/2024	MISS DIAMOND BAR SCHOLARSHIP PAGEANT INC		FY23/24 PAGEANT SCHOLARSHIP SPONSORSHIP	101110	52600	\$1,500.00
						CHECK TOTAL	\$1,500.00
11129	2/13/2024	MNS ENGINEERS INC		DESIGN - DB COMPLETE STREETS - DEC 2023	301610	56105	\$12,430.00
						CHECK TOTAL	\$12,430.00
11130	2/13/2024	MOBILE RELAY ASSOCIATES INC		REPEATER SERVICES FOR EMERGENCY PREPAREDNESS	100350	52300	\$78.75

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$78.75
11131	2/13/2024	NICHOLS CONSULTING ENGINEERS, CHTD		AREA 3 RES/COLL & CURB RAMP DESIGN - THRU 1/12/24	301610	56101	\$54,514.21
						CHECK TOTAL	\$54,514.21
11132	2/13/2024	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		PRE-EMPLOYMENT PHYSICAL FEES	100220	52510	\$426.00
	2/13/2024	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		PRE-EMPLOYMENT PHYSICAL FEES	100220	52510	\$288.00
						CHECK TOTAL	\$714.00
11133	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - NOVEMBER 2023	100240	51200	\$54.73
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - NOVEMBER 2023	100510	51200	\$111.28
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - NOVEMBER 2023	100620	51200	\$177.75
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - NOVEMBER 2023	100520	51200	\$384.88
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - NOVEMBER 2023	100140	51200	\$1,316.65
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - JANUARY 2024	100410	51200	\$47.99
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - JANUARY 2024	100510	51200	\$82.51
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - JANUARY 2024	100420	51200	\$274.40
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - JANUARY 2024	100150	51200	\$285.24
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - JANUARY 2024	100520	51200	\$576.74
	2/13/2024	OFFICE SOLUTIONS		OFFICE SUPPLIES - JANUARY 2024	100140	51200	\$749.21
						CHECK TOTAL	\$4,061.38
11134	2/13/2024	ONE TIME PAY VENDOR	BAPS	FACILITY REFUND	100	20202	\$200.00
						CHECK TOTAL	\$200.00
11135	2/13/2024	ONE TIME PAY VENDOR	CHRISTINE CONGLETON	RECREATION PROGRAM REFUND	100	20202	\$85.00
						CHECK TOTAL	\$85.00
11136	2/13/2024	ONE TIME PAY VENDOR	INTERNATIONAL POLYTECHNIC HIGH SCHOOL	FACILITY REFUND	100	20202	\$1,371.38
						CHECK TOTAL	\$1,371.38
11137	2/13/2024	ONE TIME PAY VENDOR	JESIKA CONTRERAS	RECREATION PROGRAM REFUND	100	20202	\$42.50
						CHECK TOTAL	\$42.50

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11138	2/13/2024	ONE TIME PAY VENDOR	JOHNSON CHEN	RECREATION PROGRAM REFUND	100	20202	\$42.50
CHECK TOTAL							\$42.50
11139	2/13/2024	ONE TIME PAY VENDOR	NEW YORK LIFE	FACILITY REFUND	100	20202	\$500.00
CHECK TOTAL							\$500.00
11140	2/13/2024	ONE TIME PAY VENDOR	GUADALUPE SOTOMAYOR	EDUCATION/TRAINING REIMBURSEMENT	100210	52500	\$2,501.71
CHECK TOTAL							\$2,501.71
11141	2/13/2024	ONE TIME PAY VENDOR	SAMMY ELBASTAWESY	BOND DEPOSIT RELEASE - 20305 FLINTGATE	100	22109	\$3,322.35
CHECK TOTAL							\$3,322.35
11142	2/13/2024	PAPER RECYCLING & SHREDDING		CITY HALL SHREDDING JAN 2024	250170	55000	\$185.00
CHECK TOTAL							\$185.00
11143	2/13/2024	PBLA ENGINEERING INC		DESIGN SERVICES(DBC/CITYHALL) FY23-24	301630	56104	\$5,300.00
CHECK TOTAL							\$5,300.00
11144	2/13/2024	PROTECTION ONE INC		BURGLAR ALARM REPAIR SRV(SYCAMORE PARK-JAN)FY23-24	100630	52320	\$75.00
CHECK TOTAL							\$75.00
11145	2/13/2024	PUENTE HILLS FORD LLC		VEHICLE MAINT (LIC#1533087) FY23-24	502430	52312	\$169.83
	2/13/2024	PUENTE HILLS FORD LLC		VEHICLE MAINT (LIC#1304009) FY23-24	502620	52312	\$94.72
	2/13/2024	PUENTE HILLS FORD LLC		VEHICLE MAINT (LIC#1524126) FY23-24	502630	52312	\$903.17
CHECK TOTAL							\$1,167.72
11146	2/13/2024	RAYMOND WALTER WOLFE		STIPEND-PC MTG-OCTOBER24 2023	100410	52525	\$65.00
	2/13/2024	RAYMOND WALTER WOLFE		STIPEND-PC MTG-JANUARY232024	100410	52525	\$65.00
CHECK TOTAL							\$130.00
11147	2/13/2024	REGIONAL CHAMBER OF COMMERCE		SERVICES FOR OCT - DEC. 2023	100150	55000	\$3,000.00
CHECK TOTAL							\$3,000.00
11148	2/13/2024	REINBERGER CORPORATION		BUSINESS CARDS	100140	52110	\$86.51
CHECK TOTAL							\$86.51
11149	2/13/2024	RUBEN TORRES		STIPEND-PC MTG - OCTOBER24 2023	100410	52525	\$65.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	2/13/2024	RUBEN TORRES		STIPEND-PC MTG-JANUARY232024	100410	52525	\$65.00
						CHECK TOTAL	\$130.00
11150	2/13/2024	SAMAN MAHMOOD		PARKS AND REC COMMISSION MEETING	100520	52525	\$45.00
						CHECK TOTAL	\$45.00
11151	2/13/2024	SITEREP CONSTRUCTION SERVICES INC		NTMP/NORTHAMPTON NEIGHBORHOOD	251160	56102	\$27,413.00
						CHECK TOTAL	\$27,413.00
11152	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	225	21107	\$0.49
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	225	21113	\$1.65
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	239	21107	\$2.98
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	241	21107	\$2.98
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	238	21107	\$3.65
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	207	21107	\$7.47
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	239	21113	\$10.17
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	241	21113	\$10.17
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	206	21107	\$13.11
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	238	21113	\$14.21
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	207	21113	\$22.89
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	206	21113	\$29.90
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	250	21107	\$73.86
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	250	21113	\$134.60
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	100	21107	\$1,677.04

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	2/13/2024	STANDARD INSURANCE COMPANY		LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM FEB 2024	100	21113	\$2,360.61
						CHECK TOTAL	\$4,365.78
11153	2/13/2024	TASC		FSA FEES	100220	52515	\$261.95
						CHECK TOTAL	\$261.95
11154	2/13/2024	TENNIS ANYONE INC		TENNIS INSTRUCTION 23-24	100520	55320	\$7,171.22
						CHECK TOTAL	\$7,171.22
11155	2/13/2024	THE ARTINA GROUP		1099-MISC COPY A FORMS	100210	52110	\$129.28
						CHECK TOTAL	\$129.28
11156	2/13/2024	THE CITY OF DIAMOND BAR COMMUNITY FOUNDATION		FY23/24 SPONSORSHIP - TEE AND HOLE SPONSOR	101110	52600	\$200.00
						CHECK TOTAL	\$200.00
11157	2/13/2024	THE SAN GABRIEL VALLEY NEWSPAPER GR		LEGAL AD-PC MTG FEB13 2024 2330 INDIAN CREEK	100	22107	\$713.58
	2/13/2024	THE SAN GABRIEL VALLEY NEWSPAPER GR		LEGAL AD-PC MTG-FEB13 2024-915 PANTERA	100	22107	\$637.80
						CHECK TOTAL	\$1,351.38
11158	2/13/2024	THE SAUCE CREATIVE SERVICES INC		YOUTH SOCCER BANNERS	100520	52110	\$499.90
						CHECK TOTAL	\$499.90
11159	2/13/2024	THE TAIT GROUP INC		PS - ENGR/VARIOUS TRAFFIC-RELATED PROJ - JAN 2024	100615	54410	\$300.00
						CHECK TOTAL	\$300.00
11160	2/13/2024	THREE VALLEYS MUNICIPAL WATER DISTRICT		2/29/24 LEADERSHIP BREAKFAST - COUNCIL	100110	52410	\$30.00
						CHECK TOTAL	\$30.00
11161	2/13/2024	TORTI GALLAS AND PARTNERS INC		TOWN CENTER SPECIFIC PLAN-DEC 2023	103410	54900	\$61,914.75
						CHECK TOTAL	\$61,914.75
11162	2/13/2024	TRANE SERVICE GROUP INC		MECH&BAS PREVENT MAINT (HERITAGE PARK) FY23-24	100630	52320	\$2,688.00
						CHECK TOTAL	\$2,688.00
11163	2/13/2024	TYLER TECHNOLOGIES INC		ELM - ON-SITE WORKFLOW QUESTIONNAIRES - JAN 2024	503230	56135	\$5,400.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	2/13/2024	TYLER TECHNOLOGIES INC		ELM PROJECT - TRAVEL EXPENSES/REMOTE WORK HOURS	503230	56135	\$7,313.69
						CHECK TOTAL	\$12,713.69
11164	2/13/2024	ULINE INC		BATTERY BUCKETS (INTERNAL PROGRAM)	250170	51300	\$93.03
	2/13/2024	ULINE INC		RESIDENTIAL RECYCLING BINS	254180	56116	\$49.25
	2/13/2024	ULINE INC		RESIDENTIAL RECYCLING BINS	254180	56116	\$49.25
	2/13/2024	ULINE INC		RESIDENTIAL RECYCLING BINS	254180	56116	\$49.25
	2/13/2024	ULINE INC		RESIDENTIAL RECYCLING BINS	254180	56116	\$49.22
						CHECK TOTAL	\$290.00
11165	2/13/2024	UNDERGROUND SERVICE ALERT OF SO CA		DIGALERT - MONTHLY SERVICES - DEC 2023	100610	54900	\$183.25
	2/13/2024	UNDERGROUND SERVICE ALERT OF SO CA		DIGALERT - CA STATE REGULATORY FEE - FEB 2023	100610	54900	\$55.42
						CHECK TOTAL	\$238.67
11166	2/13/2024	URBAN PLATES LLC		2.8.24 SENIOR DANCE CATERING	100520	55310	\$3,414.81
						CHECK TOTAL	\$3,414.81
11167	2/13/2024	US BANK		PCARD STATEMENT - JANUARY 2024	999	28100	\$12,826.52
						CHECK TOTAL	\$12,826.52
11168	2/13/2024	VALLEY VISTA SERVICES, INC.		STREET SWEEPING SERVICES (010124- 013124) FY23-24	100655	55510	\$25,525.80
	2/13/2024	VALLEY VISTA SERVICES, INC.		STREET SWEEPING SERVICES (120423- 123023) FY23-24	100655	55510	\$21,315.00
						CHECK TOTAL	\$46,840.80
11169	2/13/2024	VERIZON WIRELESS		WIRELESS PHONE SERVICE - 12/17/23- 1/16/24	100230	52200	\$2,152.58
						CHECK TOTAL	\$2,152.58
11170	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	225	21108	\$1.16
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	239	21108	\$8.21
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	241	21108	\$8.21
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	238	21108	\$12.69

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	207	21108	\$24.67
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	206	21108	\$42.16
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	250	21108	\$65.74
	2/13/2024	VISION SERVICE PLAN		VISION INSURANCE PREMIUM FEBRUARY 2024	100	21108	\$1,946.60
						CHECK TOTAL	\$2,109.44
11171	2/13/2024	WW GRAINGER INC		FY2023-24 EMERGENCY SUPPLIES	100350	51200	\$500.10
						CHECK TOTAL	\$500.10
11172	2/13/2024	WALNUT VALLEY UNIFIED SCHOOL DISTRICT		YOUTH BASKETBALL SKILLS DAY	100520	52302	\$842.70
	2/13/2024	WALNUT VALLEY UNIFIED SCHOOL DISTRICT		ADULT VOLLEYBALL GYM RENTAL	100520	52302	\$446.26
	2/13/2024	WALNUT VALLEY UNIFIED SCHOOL DISTRICT		ADULT VOLLEYBALL GYM RENTAL	100520	52302	\$382.50
						CHECK TOTAL	\$1,671.46
11173	2/13/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (CITYHALL) FY23-24	100620	51200	\$454.75
	2/13/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (CITYHALL) FY23-24	100620	51200	\$833.19
						CHECK TOTAL	\$1,287.94
11174	2/13/2024	WEST COAST ARBORISTS INC		TREE MAINT (010124-011524) FY23-24	100645	55522	\$25,644.15
						CHECK TOTAL	\$25,644.15
11175	2/13/2024	WILLDAN GEOTECHNICAL		GEOTECH REVIEW - 2930 STEEPLECHASE - THRU 9/29/23	100	22109	\$420.00
						CHECK TOTAL	\$420.00
11176	2/13/2024	WILLDAN GEOTECHNICAL		GEOTECH REVIEW - 2930 STEEPLECHASE - THRU 10/27/23	100	22109	\$420.00
	2/13/2024	WILLDAN GEOTECHNICAL		GEOTECH REVIEW - 2176 ROCKY ROAD - THRU 10/27/23	100	22109	\$1,050.00
						CHECK TOTAL	\$1,470.00
11177	2/13/2024	WILLIAM AUSTIN RAWLINGS		STIPEND-PC MTG-OCTOBER24 2023	100410	52525	\$65.00
						CHECK TOTAL	\$65.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11178	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100120	54020	\$1,320.00
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100120	54020	\$3,722.40
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100120	54020	\$501.60
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100120	54020	\$211.20
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100120	54020	\$316.80
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100	22107	\$26.40
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100	22107	\$1,029.60
	2/13/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SVCS - DECEMBER 2023	100120	54020	\$4,857.60
						CHECK TOTAL	\$11,985.60
11179	2/13/2024	YUNEX LLC		TS MAINTENANCE - CALL-OUTS - DEC 2023	207650	55536	\$6,480.21
	2/13/2024	YUNEX LLC		TS MAINT - REPAIR - DBB/TEMPLE - 12/9/23	207650	55536	\$7,365.71
	2/13/2024	YUNEX LLC		TS MAINT - REPAIR - DBB/MNTN LAUREL - 1/6/24	207650	55536	\$23,707.15
	2/13/2024	YUNEX LLC		TS CABINET REPLACE - DBB/TIN-CRESTVIEW - 11/21/23	100655	55536	\$17,555.45
	2/13/2024	YUNEX LLC		TS SIGNAL KNOCK DOWN - DBB/SUNSET XING - 11/21/23	100655	55536	\$8,852.85
						CHECK TOTAL	\$63,961.37
						GRAND TOTAL	\$910,652.56

Agenda #: 5.3
Meeting Date: February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

TITLE: **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.**

STRATEGIC GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Approve for second reading by title only, waive full reading, and adopt Ordinance No. 01 (2024), entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186."

FINANCIAL IMPACT:

None.

BACKGROUND:

On February 6, 2024, the City Council approved for first reading Ordinance No. 01 (2024), which amends Municipal Code Chapter 8.26 in its entirety to prohibit and regulate marijuana/cannabis businesses and cultivation in compliance with State law, as last amended by the Medicinal Cannabis Patients' Right of Access Act (SB 1186). Effective January 1, 2024, SB 1186 prohibits local jurisdictions from adopting or enforcing any regulation that directly or indirectly prohibits the retail sale of medicinal cannabis *by delivery* to patients or caregivers within the City, but allows local jurisdictions to adopt and enforce reasonable regulations, including where delivery businesses may be located. The proposed ordinance prohibits the establishment of marijuana delivery businesses Citywide based on the finding that there are already such

businesses outside of the City that can readily serve clientele that reside in Diamond Bar.

There were no changes made to the draft ordinance as presented at the meeting. A copy of the February 6, 2024 staff report is included in Attachment 2 for reference. The Council approved the first reading by a 5-0 vote.

Ordinance No. 01 (2024) (Attachment 1) is now being presented for its second reading by title only and adoption, and will become effective 30 days from February 20, 2024.

PREPARED BY:

Mayuko Nakajima
Mayuko Nakajima, Associate Planner

2/20/2024

REVIEWED BY:

Grace Lee
Grace Lee, Senior Planner

2/7/2024

Greg Gubman
Greg Gubman, Community Development Director

2/7/2024

Attachments:

1. 5.3.a Ordinance No. 01 (2024)
2. 5.3.b City Council Staff Report Dated February 6, 2024

ORDINANCE NO. 01 (2024)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.

WHEREAS, in 1996 California voters approved Proposition 215, commonly referred to as the Compassionate Use Act ("CUA"), which enabled seriously ill patients to legally possess, use and cultivate marijuana for medicinal purposes under state law; and

WHEREAS, in 2004, SB 420, the Medical Marijuana Program Act, was enacted by the state legislature to clarify the scope of the CUA and to allow local jurisdictions to adopt and enforce rules and regulations consistent with the CUA; and

WHEREAS, in 2015, AB 266, AB 243, and SB 643, the Medical Marijuana Regulation and Safety Act ("MMRSA"), was adopted by the state legislature to establish regulations for commercial medical marijuana activity in the state; and

WHEREAS, in 2016, SB 837, the Medical Cannabis Regulation and Safety Act was adopted by the state legislature and changed "marijuana" references in the MMRSA to "cannabis" among other things; and

WHEREAS, in 2016, Proposition 64, the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA") decriminalized, under state law, specified nonmedicinal cultivation and use of marijuana; and

WHEREAS, under the AUMA the City is permitted to prohibit and regulate specified aspects of nonmedicinal cultivation and use of marijuana; and

WHEREAS, Chapter 8.26 of the Diamond Bar Municipal Code prohibits, among other things, the establishment of marijuana dispensaries anywhere in the City; and

WHEREAS, SB 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act ("Act"), prohibits local jurisdictions, beginning January 1, 2024, from adopting or enforcing any regulation that prohibits, or has the effect of prohibiting, the retail sale by delivery within the jurisdiction of medicinal marijuana to medicinal marijuana patients or their primary caregivers by licensed medicinal marijuana businesses in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal marijuana patients within the local jurisdiction; and

WHEREAS, the Act permits local jurisdictions to adopt and enforce reasonable regulations on retail sale by delivery of medicinal marijuana; and

WHEREAS, the Act does not limit or otherwise affect the ability of a local jurisdiction to adopt and enforce any regulations on commercial marijuana operations other than retail sale by delivery of medicinal marijuana in the local jurisdiction; and

WHEREAS, the City Council finds that there are presently more than 12 licensed medicinal marijuana retailers located within a 17 mile radius of the City of Diamond Bar from which retail sale by delivery of medicinal marijuana in the City is or may be available; therefore, prohibiting the establishment of physical premises within the City from which retail sale by delivery of medicinal marijuana is conducted will not have the effect of prohibiting the retail sale by delivery of medicinal marijuana to medicinal marijuana patients or their primary caregivers in a timely and readily accessible manner in types and quantities that are sufficient to meet demand from medicinal marijuana patients who reside in the City.

NOW THEREFORE, the City Council of the City of Diamond Bar hereby ordains as follows:

Section 1. The City Council finds that the above recitals are true and correct.

Section 2. Chapter 8.26 of the Diamond Bar City Code is hereby amended in its entirety to read as follows:

CHAPTER 8.26. – MARIJUANA BUSINESSES

Sec. 8.26.010. - Purpose, Findings and Definitions.

- (a) Purpose and Findings. The City Council finds that in order to serve the public health, safety, and welfare of the residents and businesses within the City of Diamond Bar, the declared purpose of this chapter is to prohibit marijuana cultivation and marijuana dispensaries including delivery services from locating and operating in the City as stated in this chapter in compliance with state law.
- (b) Definitions. As used in this chapter, the following terms, words and phrases have the meanings as defined in this section, unless another meaning is clearly apparent from the context:

City means the City of Diamond Bar.

Identification card is a document issued by the State Department of Public Health and/or the County of Los Angeles Department of Public Health which identifies a person authorized to engage in the medicinal use of marijuana and the person's designated primary caregiver, if any.

Marijuana or *cannabis* means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its

seeds, or resin. *Marijuana* also means the separated resin, whether crude or purified, obtained from marijuana. *Marijuana* also means *cannabis* as defined by Section 11018 of the California Health and Safety Code. *Marijuana* includes, but is not limited to, *medicinal cannabis* as defined in California Business and Professions Code Section 26001(al). *Marijuana* does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this definition, *marijuana* does not mean "industrial hemp" as defined by Section 81000 of the Food and Agricultural Code or Section 11018.5 of the Health and Safety Code.

Marijuana cultivation means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of marijuana.

Marijuana cultivation site means any indoor or outdoor facility or location where marijuana is planted, grown, harvested, dried, cured, graded, or trimmed, or that does all or any combination of those activities.

Marijuana delivery means the transfer of marijuana or marijuana products from a dispensary to any person or entity at a location in the City. *Marijuana delivery* also includes the use by a dispensary of any technology platform owned and controlled by the dispensary, or independently licensed, that enables individuals to arrange for or facilitate the transfer by a dispensary of marijuana or marijuana products. *Marijuana delivery* includes, but is not limited to, *delivery* as defined in California Business and Professions Code Section 26001(r).

Marijuana dispensary or *dispensary* means any association, business, facility, use, establishment, location, marijuana delivery, cooperative, collective, or provider, whether fixed or mobile, that possesses, processes, manufactures, distributes, makes available, or otherwise facilitates the distribution of marijuana or marijuana products to any person, including, but not limited to, a qualified patient, a person with an identification card, or a primary caregiver. The term *marijuana dispensary* includes, but is not limited to, a business, facility, use or location that engages in *commercial cannabis activity* as defined in California Business and Professions Code Section 26001(m). The term *marijuana dispensary* shall not include the following facilities, locations or uses to the extent marijuana is dispensed by primary caregivers to qualified patients for medicinal use, as long as such use complies strictly with applicable law including, but not limited to, California Health and Safety Code Section 11362.5: a clinic licensed pursuant to Chapter 1 of Division 2 of the California Health and Safety Code; a health care facility licensed pursuant to Chapter 2 of Division 2 of the California Health and Safety Code; a residential care facility for persons with chronic life-threatening illnesses licensed pursuant to Chapter 3.01 of Division 2 of the California Health and Safety Code; a residential care facility for the elderly licensed pursuant to Chapter 3.2 of Division 2 of the California Health and Safety Code; or a residential hospice or home health

agency licensed pursuant to Chapter 8 of Division 2 of the California Health and Safety Code.

Marijuana product means a product containing marijuana, including, but not limited to, concentrates and extractions and includes, but is not limited to, any *medicinal cannabis product* as defined in California Business and Professions Code Section 26001(al) or *cannabis product* as defined in California Business and Professions Code Section 26001(k), and/or any *edible cannabis product* as defined in California Business and Professions Code Section 26001(x).

Medicinal marijuana means the same as defined in Section 26321(b)(1) of the California Business and Professions Code and is marijuana or a marijuana product intended to be sold or donated for use pursuant to the Compassionate Use Act of 1996 (Proposition 215), found in Section 11362.5 of the Health and Safety Code, by a medicinal cannabis patient in California who possesses a physician's recommendation, or in compliance with any compassionate use, equity, or other similar program administered by the State Department of Public Health or the County of Los Angeles Department of Public Health.

Medicinal marijuana business means the same as defined in Section 26321(b)(2) of the California Business and Professions Code and is a retailer authorized to engage in the retail sale by delivery of medicinal marijuana to medicinal marijuana patients pursuant to an M-license.

Medicinal marijuana patient means the same as defined in Section 26321(b)(3) of the California Business and Professions Code and is a qualified patient who possesses a physician's recommendation that complies with Article 25 (commencing with Section 2525) of Chapter 5 of Division 2 of the California Business and Professions Code, or a qualified patient or primary caregiver for a qualified patient issued a valid identification card.

Primary caregiver means the same as defined in California Health and Safety Code Section 11362.7 and is the individual, designated by a qualified patient or by a person with an identification card, who has consistently assumed responsibility for the housing, health, or safety of that patient or person.

Qualified patient means the same as defined in California Health and Safety Code Section 11632.7 and is a person who is entitled to the protections of California Health and Safety Code Section 11362.5, but who does not have an identification card issued by the State Department of Public Health or County of Los Angeles Department of Public Health.

Sec. 8.26.020. - Marijuana Dispensaries and Delivery Prohibited.

- (a) Marijuana Dispensaries and Delivery Prohibited. Except as exempted in subsection (c) below, marijuana dispensaries and marijuana delivery are prohibited in all zoning districts and specific plan areas in the City, even if located

within an otherwise permitted use. It shall be unlawful for any person or entity to own, manage, conduct, or operate any marijuana dispensary or marijuana delivery service or to participate as an employee, contractor, agent or volunteer, or in any other manner or capacity, in any marijuana dispensary or marijuana delivery service in the City.

- (b) Establishment or Maintenance of Marijuana Dispensaries Declared a Public Nuisance. Except as exempted in subsection (c) below, the establishment, maintenance, or operation of a marijuana dispensary or marijuana delivery service as defined in this chapter within the City limits is declared to be a public nuisance and enforcement action may be taken and penalties assessed pursuant to Title 1, Chapter 1.04 of the Diamond Bar City Code, and/or any other law or ordinance that allows for the abatement of public nuisances.
- (c) Exemptions.
 - (1) Personal Cultivation. Pursuant and subject to Proposition 64 adopted by the State voters in November 2016, this section shall not prohibit: (i) the possession, planting, cultivation, harvesting, drying, or processing of up to six marijuana plants by persons 21 years of age or older inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure; or (ii) the possession of, or giving away of, the marijuana produced by such plants to persons 21 years of age or older.
 - (2) Medicinal Marijuana Delivery.
 - (A) Pursuant and subject to SB 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act, subject to the provisions of this subsection (c)(2), this section shall not prohibit the retail sale by delivery within the City of medicinal marijuana to persons with identification cards, qualified patients, or their primary caregivers by a medicinal marijuana business from a fixed location outside of the City.
 - (B) Medicinal marijuana businesses engaging in the retail sale by delivery of medicinal marijuana within the City shall be subject to the following requirements:
 - i. Each medicinal marijuana business engaging in the retail sale by delivery of medicinal marijuana in the City shall obtain and maintain a City business license pursuant to Title 5 (Business Licensing) of the Diamond Bar City Code.
 - ii. Each medicinal marijuana business shall maintain an active M-license issued by the State of California and all applicable permits and/or licenses required by the local jurisdiction in

which the business is located. The business shall submit a copy of all its State and local licenses and permits required for its operation to the Director of Community Development or his/her designee prior to issuance or renewal of a business license. The business shall notify the Director of Community Development or his/her designee if any applicable State or local license or permit required for its operation expires or is denied, suspended, modified, or revoked.

- iii. Each medicinal marijuana business and employee of a medicinal marijuana business engaged in the retail sale by delivery of medicinal marijuana in the City shall at all times comply with all applicable regulations promulgated by the California Department of Cannabis Control, including, but not limited to, the regulations pertaining to the delivery of marijuana set forth in California Code of Regulations, Title 4, Sections 15415 through 15421.
- iv. In accordance with subsection (a) above, the retail sale by delivery of adult-use marijuana is prohibited throughout the City. Only the retail sale by delivery of medicinal marijuana or medicinal marijuana products as required by state law is permitted in the City. A medicinal marijuana business or employee of a medicinal marijuana business shall not sell or offer for sale any marijuana accessories or branded merchandise of any kind concurrently or in conjunction with the retail sale of medicinal marijuana or medicinal marijuana products in the City.
- v. All deliveries of medicinal marijuana shall be performed by a delivery employee who is directly employed by the medicinal marijuana business. Each medicinal marijuana business shall maintain an accurate list of its delivery employees and shall provide the list to the City upon request. Each delivery employee engaging in the retail sale by delivery of medicinal marijuana in the City shall carry during deliveries and immediately provide upon request by the City or any law enforcement officer the following: a copy of the current business license issued to the medicinal marijuana business; a copy of the current license or licenses issued to the medicinal marijuana business by the State Department of Cannabis Control which authorize it to engage in the retail sale of medicinal marijuana; a copy of the QR Code certificate issued by the State Department of Cannabis Control; the employee's government-issued identification; an identification badge provided by the employer; delivery inventory ledgers from the time the employee left the employer's premises; all

delivery receipts for marijuana goods carried by the delivery employee, in the delivery vehicle, or any deliveries that have already been made to customers; and a log of all stops from the time the employee left the employer's premises. A delivery employee shall not carry marijuana goods valued in excess of \$5,000 at any time while engaged in the retail sale by delivery of medicinal marijuana in the City.

- vi. All deliveries of medicinal marijuana must be made to a physical address that is not located on publicly owned land, on land or in a building leased by a public agency, a school providing instruction in kindergarten or any grades one through twelve, a day care center, or a youth center. A licensed retailer shall only sell medicinal marijuana goods to individuals who are at least 18 years of age and possesses a valid physician's recommendation after confirming the customer's age, identity, and physician's recommendation.
 - vii. Each medicinal marijuana business shall maintain an accurate list of all vehicles used by its employees to deliver medicinal marijuana in the City, including each vehicles' make, model, year, color, license plate number, vehicle identification number (VIN), and Department of Motor Vehicles registration information, along with proof of current automobile liability insurance for each such vehicle as required by state law, and shall provide such list and proof of automobile insurance to the City upon request, in the event of any changes, and prior to issuance or renewal of a business license. Retail sale by delivery of medicinal marijuana in the City may only be conducted using a properly insured vehicle that is identified on the most current list provided to the City and that is outfitted with a dedicated global positioning system (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled to by the delivery employee while engaged in delivery, as provided by state law. In accordance with state law, a delivery vehicle shall not have any marking or other indications on the exterior of the vehicle that may indicate that the delivery employee is carrying marijuana goods for delivery.
- (C) This subsection (c)(2) only authorizes the retail sale by delivery of medicinal marijuana by a licensed medicinal cannabis business from a fixed premises located outside of the City. Nothing in this section shall be construed to permit the establishment of a marijuana dispensary or other physical premises from which retail sale by delivery of medicinal marijuana within the City is conducted.

- (D) Nothing in this subsection (c)(2) is intended to or shall be interpreted to prohibit medicinal marijuana patients or their caregivers from purchasing by delivery sufficient medicinal cannabis to meet their demands in a timely and readily accessible manner.

Sec. 8.26.030. - Cultivation of Marijuana - Prohibited

- (a) Marijuana Cultivation Prohibited. Except as exempted in subsection (c) below, marijuana cultivation and/or the establishment, maintenance or operation of any marijuana cultivation site is prohibited in all zoning districts and specific plan areas in the City.
- (b) Establishment or Maintenance of Marijuana Cultivation Site Declared a Public Nuisance. Except as exempted in subsection (c) below, the establishment, maintenance, or operation of a marijuana cultivation site within the City limits is declared to be a public nuisance and enforcement action may be taken and penalties assessed pursuant to Title 1, Chapter 1.04 of the Diamond Bar City Code, and/or any other law or ordinance that allows for the abatement of public nuisances.
- (c) Personal Cultivation Exemption. Pursuant and subject to Proposition 64 adopted by the State voters in November 2016, this section shall not prohibit the possession, planting, cultivation, harvesting, drying, or processing of up to six marijuana plants by persons 21 years of age or older inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure.

Sec. 8.26.040. - Additional prohibitions.

No person shall possess, ingest or smoke marijuana in any building, or any property owned, leased or occupied by the city.

Section 3. The adoption of this Ordinance is not a project within the meaning of the California Environmental Quality Act ("CEQA") in that it will not cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, in that there are no marijuana dispensaries currently existing or permitted under the City's current municipal code and it maintains the existing environment in the City. This Ordinance is not a project under CEQA pursuant to Public Resources Code Section 21065 which provides that CEQA only applies to an activity which has the potential to cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Further, the Ordinance is exempt from CEQA under the following provisions of Title 14 of the California Code of Regulations: Sections 15060(c)(2), 15060(c)(3) and 15061(b)(3), as the Ordinance is covered by the general rule that CEQA only applies to projects which have the potential for causing a significant effect on the environment and it can be seen with certainty that there is no possibility that the Ordinance will have a significant effect on the environment and Section 15304, as the Ordinance is a minor alteration in land use limitations.

Section 4. If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

Section 5. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause a certified copy of this Ordinance to be posted within fifteen (15) days after this Ordinance is passed and adopted, in the Office of the City Clerk and two additional public places, together with the vote for and against the same.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Diamond Bar on this 20th day of February, 2024.

CITY OF DIAMOND BAR

Stan Liu, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the 6th day of February, 2024, and was duly passed and adopted at a regular meeting of the City Council held on the 20th day of February, 2024, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Kristina Santana, City Clerk

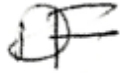
Agenda #: 7.1
Meeting Date: February 6, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

TITLE: **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.**

STRATEGIC GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

- A. Find that the adoption of the ordinance is exempt from CEQA; and
- B. Approve for first reading by title only, waive full reading of Ordinance No. 01 (2024); and schedule the second reading and adoption at the next regularly scheduled City Council meeting on February 20, 2024.

FINANCIAL IMPACT:

None.

BACKGROUND:

Diamond Bar City Code Chapter 8.26 prohibits marijuana dispensaries (both medical and recreational) Citywide. Specifically, Section 8.26.050 states that a "marijuana dispensary shall be a prohibited use in any zoning district of the city, even if located within an otherwise permitted use, and neither the city council nor city staff shall approve any use, interpretation, permit, license, certificate of occupancy, zoning code or general plan amendment allowing the operation and/or establishment of a marijuana dispensary."

On September 18, 2022, the Governor signed into law SB 1186 (Wiener), known as the Medicinal Cannabis Patients' Right of Access Act (Attachment 3), which went into effect on January 1, 2024. The Act prohibits local jurisdictions from adopting or enforcing any

regulation that directly or indirectly prohibits the retail sale of medicinal cannabis *by delivery* to patients or caregivers within the City, but allows local jurisdictions to adopt and enforce reasonable regulations, including where delivery businesses may be located. The proposed ordinance (Attachment 1) prohibits the establishment of marijuana delivery businesses Citywide based on the finding that there are already such businesses outside of the City that can readily serve clientele that reside in Diamond Bar.

ANALYSIS:

With the enactment of SB 1186, any non-storefront commercial retailer (of medicinal cannabis from which delivery can be conducted) may apply for a business license in any zoning district at a physical location within the City, unless the City can make a finding that there are sufficient businesses in surrounding areas from which patients or their primary caregivers can order their medicine. Upon researching surrounding areas, it was found that there are presently more than 12 licensed medicinal marijuana retailers located within a 17-mile radius of the City from which retail sale of medicinal marijuana by delivery is available. Therefore, prohibiting physical premises of these establishments within the City would not affect timely access for patients who reside here.

The City Council is being presented with an ordinance that would expand the current prohibition of marijuana businesses, including physical locations of non-storefront commercial retailers from which delivery of medicinal cannabis can be conducted. As required by state law, the ordinance will allow the retail sale by delivery of medicinal marijuana to qualified patients or primary caregivers by medicinal marijuana businesses from fixed locations outside the City subject to compliance with state law regulations.

It is recommended that the Council approve the ordinance for first reading. Because permanent ordinances do not become effective until 30 days after a second reading, a parallel, 45-day urgency ordinance has been placed on this agenda which would go into effect immediately to ensure the protection of public health, safety and welfare during the required waiting period for the regular ordinance.

ENVIRONMENTAL REVIEW:

The City has determined that the proposed code amendment is not subject to the California Environmental Quality Act ("CEQA") in that it will not cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, in that there are no marijuana dispensaries currently existing or permitted under the City's current municipal code and it maintains the existing environment in the City. This Ordinance is not a project under CEQA pursuant to Public Resources Code Section 21065 which provides that CEQA only applies to an activity which has the potential to cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Further, the Ordinance is exempt from CEQA under the following provisions of Title 14 of the California Code of Regulations: Sections 15060(c)(2), 15060(c)(3) and 15061(b)(3), as the Ordinance is covered by the general rule that CEQA only applies to projects which have the potential for causing a significant effect on the environment and

it can be seen with certainty that there is no possibility that the Ordinance will have a significant effect on the environment and Section 15304, as the Ordinance is a minor alteration in land use limitations.

LEGAL REVIEW:

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

PREPARED BY:

Mayuko Nakajima

Mayuko Nakajima, Associate Planner

2/6/2024

REVIEWED BY:

Grace Lee

Grace Lee, Senior Planner

1/30/2024

Greg Gubman

Greg Gubman, Community Development Director

2/1/2024

Attachments:

1. 7.1.a Ordinance No. 01 (2024)
2. 7.1.b DBCC Section 8.26 – Marijuana Businesses (current regulations)
3. 7.1.c Senate Bill 1186

ORDINANCE NO. 01 (2024)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING CHAPTER 8.26 OF THE DIAMOND BAR CITY CODE IN ITS ENTIRETY TO PROHIBIT AND REGULATE MARIJUANA/CANNABIS BUSINESSES AND CULTIVATION IN COMPLIANCE WITH STATE LAW AS LAST AMENDED BY SB 1186.

WHEREAS, in 1996 California voters approved Proposition 215, commonly referred to as the Compassionate Use Act ("CUA"), which enabled seriously ill patients to legally possess, use and cultivate marijuana for medicinal purposes under state law; and

WHEREAS, in 2004, SB 420, the Medical Marijuana Program Act, was enacted by the state legislature to clarify the scope of the CUA and to allow local jurisdictions to adopt and enforce rules and regulations consistent with the CUA; and

WHEREAS, in 2015, AB 266, AB 243, and SB 643, the Medical Marijuana Regulation and Safety Act ("MMRSA"), was adopted by the state legislature to establish regulations for commercial medical marijuana activity in the state; and

WHEREAS, in 2016, SB 837, the Medical Cannabis Regulation and Safety Act was adopted by the state legislature and changed "marijuana" references in the MMRSA to "cannabis" among other things; and

WHEREAS, in 2016, Proposition 64, the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA") decriminalized, under state law, specified nonmedicinal cultivation and use of marijuana; and

WHEREAS, under the AUMA the City is permitted to prohibit and regulate specified aspects of nonmedicinal cultivation and use of marijuana; and

WHEREAS, Chapter 8.26 of the Diamond Bar Municipal Code prohibits, among other things, the establishment of marijuana dispensaries anywhere in the City; and

WHEREAS, SB 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act ("Act"), prohibits local jurisdictions, beginning January 1, 2024, from adopting or enforcing any regulation that prohibits, or has the effect of prohibiting, the retail sale by delivery within the jurisdiction of medicinal marijuana to medicinal marijuana patients or their primary caregivers by licensed medicinal marijuana businesses in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal marijuana patients within the local jurisdiction ; and

WHEREAS, the Act permits local jurisdictions to adopt and enforce reasonable regulations on retail sale by delivery of medicinal marijuana; and

WHEREAS, the Act does not limit or otherwise affect the ability of a local jurisdiction to adopt and enforce any regulations on commercial marijuana operations other than retail sale by delivery of medicinal marijuana in the local jurisdiction; and

WHEREAS, the City Council finds that there are presently more than 12 licensed medicinal marijuana retailers located within a 17 mile radius of the City of Diamond Bar from which retail sale by delivery of medicinal marijuana in the City is or may be available; therefore, prohibiting the establishment of physical premises within the City from which retail sale by delivery of medicinal marijuana is conducted will not have the effect of prohibiting the retail sale by delivery of medicinal marijuana to medicinal marijuana patients or their primary caregivers in a timely and readily accessible manner in types and quantities that are sufficient to meet demand from medicinal marijuana patients who reside in the City.

NOW THEREFORE, the City Council of the City of Diamond Bar hereby ordains as follows:

Section 1. The City Council finds that the above recitals are true and correct.

Section 2. Chapter 8.26 of the Diamond Bar City Code is hereby amended in its entirety to read as follows:

CHAPTER 8.26. – MARIJUANA BUSINESSES

Sec. 8.26.010. - Purpose, Findings and Definitions.

- (a) Purpose and Findings. The City Council finds that in order to serve the public health, safety, and welfare of the residents and businesses within the City of Diamond Bar, the declared purpose of this chapter is to prohibit marijuana cultivation and marijuana dispensaries including delivery services from locating and operating in the City as stated in this chapter in compliance with state law.
- (b) Definitions. As used in this chapter, the following terms, words and phrases have the meanings as defined in this section, unless another meaning is clearly apparent from the context:

City means the City of Diamond Bar.

Identification card is a document issued by the State Department of Public Health and/or the County of Los Angeles Department of Public Health which identifies a person authorized to engage in the medicinal use of marijuana and the person's designated primary caregiver, if any.

Marijuana or *cannabis* means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its

seeds, or resin. *Marijuana* also means the separated resin, whether crude or purified, obtained from marijuana. *Marijuana* also means *cannabis* as defined by Section 11018 of the California Health and Safety Code. *Marijuana* includes, but is not limited to, *medicinal cannabis* as defined in California Business and Professions Code Section 26001(al). *Marijuana* does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this definition, *marijuana* does not mean "industrial hemp" as defined by Section 81000 of the Food and Agricultural Code or Section 11018.5 of the Health and Safety Code.

Marijuana cultivation means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of marijuana.

Marijuana cultivation site means any indoor or outdoor facility or location where marijuana is planted, grown, harvested, dried, cured, graded, or trimmed, or that does all or any combination of those activities.

Marijuana delivery means the transfer of marijuana or marijuana products from a dispensary to any person or entity at a location in the City. *Marijuana delivery* also includes the use by a dispensary of any technology platform owned and controlled by the dispensary, or independently licensed, that enables individuals to arrange for or facilitate the transfer by a dispensary of marijuana or marijuana products. *Marijuana delivery* includes, but is not limited to, *delivery* as defined in California Business and Professions Code Section 26001(r).

Marijuana dispensary or *dispensary* means any association, business, facility, use, establishment, location, marijuana delivery, cooperative, collective, or provider, whether fixed or mobile, that possesses, processes, manufactures, distributes, makes available, or otherwise facilitates the distribution of marijuana or marijuana products to any person, including, but not limited to, a qualified patient, a person with an identification card, or a primary caregiver. The term *marijuana dispensary* includes, but is not limited to, a business, facility, use or location that engages in *commercial cannabis activity* as defined in California Business and Professions Code Section 26001(m). The term *marijuana dispensary* shall not include the following facilities, locations or uses to the extent marijuana is dispensed by primary caregivers to qualified patients for medicinal use, as long as such use complies strictly with applicable law including, but not limited to, California Health and Safety Code Section 11362.5: a clinic licensed pursuant to Chapter 1 of Division 2 of the California Health and Safety Code; a health care facility licensed pursuant to Chapter 2 of Division 2 of the California Health and Safety Code; a residential care facility for persons with chronic life-threatening illnesses licensed pursuant to Chapter 3.01 of Division 2 of the California Health and Safety Code; a residential care facility for the elderly licensed pursuant to Chapter 3.2 of Division 2 of the California Health and Safety Code; or a residential hospice or home health

agency licensed pursuant to Chapter 8 of Division 2 of the California Health and Safety Code.

Marijuana product means a product containing marijuana, including, but not limited to, concentrates and extractions and includes, but is not limited to, any *medicinal cannabis product* as defined in California Business and Professions Code Section 26001(al) or *cannabis product* as defined in California Business and Professions Code Section 26001(k), and/or any *edible cannabis product* as defined in California Business and Professions Code Section 26001(x).

Medicinal marijuana means the same as defined in Section 26321(b)(1) of the California Business and Professions Code and is marijuana or a marijuana product intended to be sold or donated for use pursuant to the Compassionate Use Act of 1996 (Proposition 215), found in Section 11362.5 of the Health and Safety Code, by a medicinal cannabis patient in California who possesses a physician's recommendation, or in compliance with any compassionate use, equity, or other similar program administered by the State Department of Public Health or the County of Los Angeles Department of Public Health.

Medicinal marijuana business means the same as defined in Section 26321(b)(2) of the California Business and Professions Code and is a retailer authorized to engage in the retail sale by delivery of medicinal marijuana to medicinal marijuana patients pursuant to an M-license.

Medicinal marijuana patient means the same as defined in Section 26321(b)(3) of the California Business and Professions Code and is a qualified patient who possesses a physician's recommendation that complies with Article 25 (commencing with Section 2525) of Chapter 5 of Division 2 of the California Business and Professions Code, or a qualified patient or primary caregiver for a qualified patient issued a valid identification card.

Primary caregiver means the same as defined in California Health and Safety Code Section 11362.7 and is the individual, designated by a qualified patient or by a person with an identification card, who has consistently assumed responsibility for the housing, health, or safety of that patient or person.

Qualified patient means the same as defined in California Health and Safety Code Section 11632.7 and is a person who is entitled to the protections of California Health and Safety Code Section 11362.5, but who does not have an identification card issued by the State Department of Public Health or County of Los Angeles Department of Public Health.

Sec. 8.26.020. - Marijuana Dispensaries and Delivery Prohibited.

- (a) Marijuana Dispensaries and Delivery Prohibited. Except as exempted in subsection (c) below, marijuana dispensaries and marijuana delivery are prohibited in all zoning districts and specific plan areas in the City, even if located

within an otherwise permitted use. It shall be unlawful for any person or entity to own, manage, conduct, or operate any marijuana dispensary or marijuana delivery service or to participate as an employee, contractor, agent or volunteer, or in any other manner or capacity, in any marijuana dispensary or marijuana delivery service in the City.

- (b) Establishment or Maintenance of Marijuana Dispensaries Declared a Public Nuisance. Except as exempted in subsection (c) below, the establishment, maintenance, or operation of a marijuana dispensary or marijuana delivery service as defined in this chapter within the City limits is declared to be a public nuisance and enforcement action may be taken and penalties assessed pursuant to Title 1, Chapter 1.04 of the Diamond Bar City Code, and/or any other law or ordinance that allows for the abatement of public nuisances.
- (c) Exemptions.
 - (1) Personal Cultivation. Pursuant and subject to Proposition 64 adopted by the State voters in November 2016, this section shall not prohibit: (i) the possession, planting, cultivation, harvesting, drying, or processing of up to six marijuana plants by persons 21 years of age or older inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure; or (ii) the possession of, or giving away of, the marijuana produced by such plants to persons 21 years of age or older.
 - (2) Medicinal Marijuana Delivery.
 - (A) Pursuant and subject to SB 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act, subject to the provisions of this subsection (c)(2), this section shall not prohibit the retail sale by delivery within the City of medicinal marijuana to persons with identification cards, qualified patients, or their primary caregivers by a medicinal marijuana business from a fixed location outside of the City.
 - (B) Medicinal marijuana businesses engaging in the retail sale by delivery of medicinal marijuana within the City shall be subject to the following requirements:
 - i. Each medicinal marijuana business engaging in the retail sale by delivery of medicinal marijuana in the City shall obtain and maintain a City business license pursuant to Title 5 (Business Licensing) of the Diamond Bar City Code.
 - ii. Each medicinal marijuana business shall maintain an active M-license issued by the State of California and all applicable permits and/or licenses required by the local jurisdiction in

which the business is located. The business shall submit a copy of all its State and local licenses and permits required for its operation to the Director of Community Development or his/her designee prior to issuance or renewal of a business license. The business shall notify the Director of Community Development or his/her designee if any applicable State or local license or permit required for its operation expires or is denied, suspended, modified, or revoked.

- iii. Each medicinal marijuana business and employee of a medicinal marijuana business engaged in the retail sale by delivery of medicinal marijuana in the City shall at all times comply with all applicable regulations promulgated by the California Department of Cannabis Control, including, but not limited to, the regulations pertaining to the delivery of marijuana set forth in California Code of Regulations, Title 4, Sections 15415 through 15421.
- iv. In accordance with subsection (a) above, the retail sale by delivery of adult-use marijuana is prohibited throughout the City. Only the retail sale by delivery of medicinal marijuana or medicinal marijuana products as required by state law is permitted in the City. A medicinal marijuana business or employee of a medicinal marijuana business shall not sell or offer for sale any marijuana accessories or branded merchandise of any kind concurrently or in conjunction with the retail sale of medicinal marijuana or medicinal marijuana products in the City.
- v. All deliveries of medicinal marijuana shall be performed by a delivery employee who is directly employed by the medicinal marijuana business. Each medicinal marijuana business shall maintain an accurate list of its delivery employees and shall provide the list to the City upon request. Each delivery employee engaging in the retail sale by delivery of medicinal marijuana in the City shall carry during deliveries and immediately provide upon request by the City or any law enforcement officer the following: a copy of the current business license issued to the medicinal marijuana business; a copy of the current license or licenses issued to the medicinal marijuana business by the State Department of Cannabis Control which authorize it to engage in the retail sale of medicinal marijuana; a copy of the QR Code certificate issued by the State Department of Cannabis Control; the employee's government-issued identification; an identification badge provided by the employer; delivery inventory ledgers from the time the employee left the employer's premises; all

delivery receipts for marijuana goods carried by the delivery employee, in the delivery vehicle, or any deliveries that have already been made to customers; and a log of all stops from the time the employee left the employer's premises. A delivery employee shall not carry marijuana goods valued in excess of \$5,000 at any time while engaged in the retail sale by delivery of medicinal marijuana in the City.

- vi. All deliveries of medicinal marijuana must be made to a physical address that is not located on publicly owned land, on land or in a building leased by a public agency, a school providing instruction in kindergarten or any grades one through twelve, a day care center, or a youth center. A licensed retailer shall only sell medicinal marijuana goods to individuals who are at least 18 years of age and possesses a valid physician's recommendation after confirming the customer's age, identity, and physician's recommendation.
 - vii. Each medicinal marijuana business shall maintain an accurate list of all vehicles used by its employees to deliver medicinal marijuana in the City, including each vehicles' make, model, year, color, license plate number, vehicle identification number (VIN), and Department of Motor Vehicles registration information, along with proof of current automobile liability insurance for each such vehicle as required by state law, and shall provide such list and proof of automobile insurance to the City upon request, in the event of any changes, and prior to issuance or renewal of a business license. Retail sale by delivery of medicinal marijuana in the City may only be conducted using a properly insured vehicle that is identified on the most current list provided to the City and that is outfitted with a dedicated global positioning system (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled to by the delivery employee while engaged in delivery, as provided by state law. In accordance with state law, a delivery vehicle shall not have any marking or other indications on the exterior of the vehicle that may indicate that the delivery employee is carrying marijuana goods for delivery.
- (C) This subsection (c)(2) only authorizes the retail sale by delivery of medicinal marijuana by a licensed medicinal cannabis business from a fixed premises located outside of the City. Nothing in this section shall be construed to permit the establishment of a marijuana dispensary or other physical premises from which retail sale by delivery of medicinal marijuana within the City is conducted.

- (D) Nothing in this subsection (c)(2) is intended to or shall be interpreted to prohibit medicinal marijuana patients or their caregivers from purchasing by delivery sufficient medicinal cannabis to meet their demands in a timely and readily accessible manner.

Sec. 8.26.030. - Cultivation of Marijuana - Prohibited

- (a) Marijuana Cultivation Prohibited. Except as exempted in subsection (c) below, marijuana cultivation and/or the establishment, maintenance or operation of any marijuana cultivation site is prohibited in all zoning districts and specific plan areas in the City.
- (b) Establishment or Maintenance of Marijuana Cultivation Site Declared a Public Nuisance. Except as exempted in subsection (c) below, the establishment, maintenance, or operation of a marijuana cultivation site within the City limits is declared to be a public nuisance and enforcement action may be taken and penalties assessed pursuant to Title 1, Chapter 1.04 of the Diamond Bar City Code, and/or any other law or ordinance that allows for the abatement of public nuisances.
- (c) Personal Cultivation Exemption. Pursuant and subject to Proposition 64 adopted by the State voters in November 2016, this section shall not prohibit the possession, planting, cultivation, harvesting, drying, or processing of up to six marijuana plants by persons 21 years of age or older inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure.

Sec. 8.26.040. - Additional prohibitions.

No person shall possess, ingest or smoke marijuana in any building, or any property owned, leased or occupied by the city.

Section 3. The adoption of this Ordinance is not a project within the meaning of the California Environmental Quality Act ("CEQA") in that it will not cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, in that there are no marijuana dispensaries currently existing or permitted under the City's current municipal code and it maintains the existing environment in the City. This Ordinance is not a project under CEQA pursuant to Public Resources Code Section 21065 which provides that CEQA only applies to an activity which has the potential to cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Further, the Ordinance is exempt from CEQA under the following provisions of Title 14 of the California Code of Regulations: Sections 15060(c)(2), 15060(c)(3) and 15061(b)(3), as the Ordinance is covered by the general rule that CEQA only applies to projects which have the potential for causing a significant effect on the environment and it can be seen with certainty that there is no possibility that the Ordinance will have a significant effect on the environment and Section 15304, as the Ordinance is a minor alteration in land use limitations.

Section 4. If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

Section 5. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause a certified copy of this Ordinance to be posted within fifteen (15) days after this Ordinance is passed and adopted, in the Office of the City Clerk and two additional public places, together with the vote for and against the same.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Diamond Bar on this ____ day of _____, 2024.

CITY OF DIAMOND BAR

Stan Liu, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the ____ day of _____, 2024, and was duly passed and adopted at a regular meeting of the City Council held on the _____ day of _____, 2024, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Kristina Santana, City Clerk

- CITY CODE
Title 8 - HEALTH AND SAFETY
CHAPTER 8.26. MARIJUANA BUSINESSES

CHAPTER 8.26. MARIJUANA BUSINESSES¹

Sec. 8.26.010. Medical marijuana businesses—Prohibited.

A medical marijuana dispensary shall be considered a prohibited use in any zoning district of the city, even if located within an otherwise permitted use, and neither the city council nor city staff shall approve any use, interpretation, permit, license, certificate of occupancy, zoning code or general plan amendment allowing the operation and/or establishment of a medical marijuana dispensary.

(Ord. No. 04(2014), § 1, 3-18-14)

Sec. 8.26.020. Definitions.

For purposes of this Chapter the following definitions shall apply:

Medical marijuana dispensary means any association, business, facility, use, establishment, location, delivery service, cooperative, collective, or provider, whether fixed or mobile, that possesses, cultivates, distributes, makes available or otherwise facilitates the distribution of marijuana to or for more than three persons or to or for any person who is not a qualified patient or primary caregiver.

The term "*marijuana transport business*" when used in this chapter shall be any person or entity that transports or offers to transport marijuana in any vehicle or by any other means. A person who is transporting marijuana to a qualified patient for whom he or she is the primary caregiver shall not be a "marijuana transport business".

Primary caregiver is an individual, designated by a qualified patient or by a person with an identification card, who has consistently assumed responsibility for the housing, health or safety of that patient or person as is further defined in California Health and Safety Code section 11362.7.

Qualified patient is a person who is entitled to the protections of the California Health and Safety Code section 11362.5, inclusive of a person with an identification card as that termed is defined in California Health and Safety Code section 11362.7.

(Ord. No. 04(2014), § 1, 3-18-14)

Sec. 8.26.030. Additional prohibitions.

No person shall own, operate, or manage a medical marijuana dispensary or marijuana transport business. No person shall lease or offer to lease any facility or any location as a medical marijuana dispensary or for a marijuana transport business. No person shall employ any persons or be employed at a medical marijuana dispensary or in a marijuana transport business.

(Ord. No. 04(2014), § 1, 3-18-14)

¹Ord. No. 09(2016) , § I, adopted November 1, 2016, amended chapter 8.26 title to read as herein set out. Formerly, such title pertained to medical marijuana businesses.

Sec. 8.26.040. Penalties.

- (a) Public nuisance. Any violation of this chapter shall constitute a public nuisance and may be abated in accordance with section 1.04.010(e) of the Diamond Bar Municipal Code.
- (b) Any person who violates this chapter shall be guilty of a misdemeanor and be punished as provided for in section 1.04.010(a) of the Diamond Bar Municipal Code."

(Ord. No. 04(2014), § 1, 3-18-14)

Sec. 8.26.050. Marijuana businesses—Prohibited.

- (a) A marijuana dispensary shall be a prohibited use in any zoning district of the city, even if located within an otherwise permitted use, and neither the city council nor city staff shall approve any use, interpretation, permit, license, certificate of occupancy, zoning code or general plan amendment allowing the operation and/or establishment of a marijuana dispensary.
- (b) No person shall plant, cultivate, harvest, dry or otherwise process, in any manner, marijuana or marijuana products outdoors.

(Ord. No. 09(2016) , § I, 11-1-16)

Sec. 8.26.060. Definitions.

For purposes of section 8.26.050, the following definitions shall apply:

- (a) "*Marijuana dispensary*" means any association, business, facility, use, establishment, location, delivery service, cooperative, collective, or provider, whether fixed or mobile, that possesses, transports, cultivates, distributes, makes available or otherwise facilitates the distribution of marijuana, marijuana products or marijuana accessories.
- (b) "*Marijuana*", "*marijuana products*" and "*marijuana accessories*", respectively, shall have the same meaning as provided in the text of Proposition 64 as proposed for Health and Safety Code §§ 11018, 11018.1 and 11018.2.
- (c) "Smoke" shall have the same meaning as provided in the text of Proposition 64 as proposed for Health and Safety Code § 11362.3(c).

(Ord. No. 09(2016) , § I, 11-1-16)

Sec. 8.26.070. Additional prohibitions.

No person shall possess, ingest or smoke marijuana in any building or any property owned, leased or occupied by the city.

(Ord. No. 09(2016) , § I, 11-1-16)

Senate Bill No. 1186**CHAPTER 395**

An act to amend Section 26200 of, and to add Chapter 26 (commencing with Section 26320) to Division 10 of, the Business and Professions Code, relating to cannabis.

[Approved by Governor September 18, 2022. Filed with Secretary of State September 18, 2022.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1186, Wiener. Medicinal Cannabis Patients' Right of Access Act.

Existing law, the Compassionate Use Act of 1996, an initiative measure enacted by Proposition 215 at the November 6, 1996, statewide general election, declares that its purpose is, among other things, to ensure that seriously ill Californians have the right to obtain and use marijuana for medical purposes, as specified, and exempts from state criminal liability certain patients and their primary caregivers who possess or cultivate marijuana for the personal medical purposes of the patient. Existing law, known as the Medical Marijuana Program, establishes a voluntary registration program for qualified medicinal cannabis patients and their primary caregivers through a statewide identification card system maintained by the State Department of Public Health and sets forth guidelines for the possession of medicinal cannabis.

The Control, Regulate and Tax Adult-Use of Marijuana Act of 2016 (AUMA), an initiative measure approved as Proposition 64 at the November 8, 2016, statewide general election, established a comprehensive system to legalize, control, and regulate the cultivation, processing, manufacture, distribution, testing, and sale of nonmedical marijuana. AUMA reserved to a local jurisdiction specified powers regarding commercial adult-use cannabis activity, including adopting and enforcing local ordinances regulating commercial adult-use cannabis activity. Existing law, the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), among other things, consolidates the licensure and regulation of commercial medicinal and adult-use cannabis activities, including the retail sale of medicinal cannabis.

This bill would enact the Medicinal Cannabis Patients' Right of Access Act, which, on and after January 1, 2024, would prohibit a local jurisdiction from adopting or enforcing any regulation that prohibits the retail sale by delivery within the local jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers by medicinal cannabis businesses, as defined, or that has the effect of prohibiting the retail sale by delivery within the local jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers in a timely and readily accessible manner and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the local jurisdiction, as specified. The bill, on and after January 1, 2024, would provide that the act may be enforced by an action for writ of mandate brought by a medicinal cannabis patient or their primary caregiver, a medicinal cannabis business, the Attorney General, or any other party otherwise authorized by law.

This bill would incorporate additional changes to Section 26200 of the Business and Professions Code proposed by AB 2210 to be operative only if this bill and AB 2210 are enacted and this bill is enacted last.

To the extent this bill would impose additional duties on local jurisdictions, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 26200 of the Business and Professions Code is amended to read:

26200. (a) (1) Except as set forth in the Medicinal Cannabis Patients' Right of Access Act (Chapter 26 (commencing with Section 26320)), this division shall not be interpreted to supersede or limit the authority of a local jurisdiction to adopt and enforce local ordinances to regulate businesses licensed under this division, including, but not limited to, local zoning and land use requirements, business license requirements, and requirements related to reducing exposure to secondhand smoke, or to completely prohibit the establishment or operation of one or more types of businesses licensed under this division within the local jurisdiction.

(2) Except as set forth in the Medicinal Cannabis Patients' Right of Access Act (Chapter 26 (commencing with Section 26320)), this division shall not be interpreted to supersede or limit existing local authority for law enforcement activity, enforcement of local zoning requirements or local ordinances, or enforcement of local license, permit, or other authorization requirements.

(b) This division shall not be interpreted to require the department to undertake local law enforcement responsibilities, enforce local zoning requirements, or enforce local licensing, permitting, or other authorization requirements.

(c) A local jurisdiction shall notify the department upon revocation of any local license, permit, or authorization for a licensee to engage in commercial cannabis activity within the local jurisdiction. Within 60 days of being so informed, the department shall begin the process to determine whether a license issued to the licensee should be suspended or revoked pursuant to Chapter 3 (commencing with Section 26030).

(d) For facilities issued a state license that are located within the incorporated area of a city, the city shall have full power and authority to enforce this division and the regulations promulgated by the department, if delegated by the state. Notwithstanding Sections 101375, 101400, and 101405 of the Health and Safety Code or any contract entered into pursuant thereto, or any other law, the city shall assume complete responsibility for any regulatory function pursuant to this division within the city limits that would otherwise be performed by the county or any county officer or employee, including a county health officer, without liability, cost, or expense to the county.

(e) (1) This division does not prohibit the issuance of a state temporary event license to a licensee authorizing onsite cannabis sales to, and consumption by, persons 21 years of age or older at a county fair event, district agricultural association event, or at another venue expressly approved by a local jurisdiction for the purpose of holding temporary events of this nature, provided that the activities, at a minimum, comply with all the following:

(A) The requirements of paragraphs (1) to (3), inclusive, of subdivision (g).

(B) All participants who are engaged in the onsite retail sale of cannabis or cannabis products at the event are licensed under this division to engage in that activity.

(C) The activities are otherwise consistent with regulations promulgated and adopted by the department governing state temporary event licenses.

(D) A state temporary event license shall only be issued in local jurisdictions that authorize such events.

(E) A licensee who submits an application for a state temporary event license shall, 60 days before the event, provide to the department a list of all licensees that will be providing onsite sales of cannabis or cannabis products at the event. If any changes occur in that list, the licensee shall provide the department with a final updated list to reflect those changes. A person shall not engage in the onsite retail sale of cannabis or cannabis products, or in any way participate in the event, who is not included in the list, including any updates, provided to the department.

(2) The department may impose a civil penalty on any person who violates this subdivision, or any regulations adopted by the department governing state temporary event licenses, in an amount up to three times the amount of the license fee for each violation, consistent with Sections 26018 and 26038.

(3) The department may require the event and all participants to cease operations without delay if in the opinion of the department or local law enforcement it is necessary to protect the immediate public health and safety of the people of the state. The department may also require the event organizer to immediately expel from the event any participant selling cannabis or cannabis products without a license from the department that authorizes the participant to sell cannabis or cannabis products. If the unlicensed participant does not leave the event, the department may require the event and all participants to cease operations immediately.

(4) The order by the department for the event to cease operations pursuant to paragraph (3) does not entitle the event organizer or any participant in the event to a hearing or an appeal of the decision. Chapter 3 (commencing with Section 490) of Division 1.5 and Chapter 4 (commencing with Section 26040) of this division shall not apply to the order by the department for the event to cease operations pursuant to paragraph (3).

(5) The smoking of cannabis or cannabis products at temporary events authorized pursuant to this subdivision is prohibited in locations where smoking is prohibited. For purposes of this section, "smoking" has the same meaning as defined in subdivision (c) of Section 22950.5.

(f) This division, or any regulations promulgated thereunder, shall not be deemed to limit the authority or remedies of a city, county, or city and county under any provision of law, including, but not limited to, Section 7 of Article XI of the California Constitution.

(g) Notwithstanding paragraph (1) of subdivision (a) of Section 11362.3 of the Health and Safety Code, a local jurisdiction may allow for the smoking, vaporizing, and ingesting of cannabis or cannabis products on the premises of a retailer or microbusiness licensed under this division if all of the following are met:

- (1) Access to the area where cannabis consumption is allowed is restricted to persons 21 years of age or older.
- (2) Cannabis consumption is not visible from any public place or nonage-restricted area.
- (3) Sale or consumption of alcohol or tobacco is not allowed on the premises.

(h) This division shall not be interpreted to supersede Section 6404.5 of the Labor Code.

SEC. 1.5. Section 26200 of the Business and Professions Code is amended to read:

26200. (a) (1) Except as set forth in the Medicinal Cannabis Patients' Right of Access Act (Chapter 26 (commencing with Section 26320)), this division shall not be interpreted to supersede or limit the authority of a local jurisdiction to adopt and enforce local ordinances to regulate businesses licensed under this division, including, but not limited to, local zoning and land use requirements, business license requirements, and requirements related to reducing exposure to secondhand smoke, or to completely prohibit the establishment or operation of one or more types of businesses licensed under this division within the local jurisdiction.

(2) Except as set forth in the Medicinal Cannabis Patients' Right of Access Act (Chapter 26 (commencing with Section 26320)), this division shall not be interpreted to supersede or limit existing local authority for law enforcement activity, enforcement of local zoning requirements or local ordinances, or enforcement of local license, permit, or other authorization requirements.

(b) This division shall not be interpreted to require the department to undertake local law enforcement responsibilities, enforce local zoning requirements, or enforce local licensing, permitting, or other authorization requirements.

(c) A local jurisdiction shall notify the department upon revocation of any local license, permit, or authorization for a licensee to engage in commercial cannabis activity within the local jurisdiction. Within 60 days of being so informed, the department shall begin the process to determine whether a license issued to the licensee should be suspended or revoked pursuant to Chapter 3 (commencing with Section 26030).

(d) For facilities issued a state license that are located within the incorporated area of a city, the city shall have full power and authority to enforce this division and the regulations promulgated by the department, if delegated by the state. Notwithstanding Sections 101375, 101400, and 101405 of the Health and Safety Code or any contract entered into pursuant thereto, or any other law, the city shall assume complete responsibility for any regulatory function pursuant to this division within the city limits that would otherwise be performed by the county or any county officer or employee, including a county health officer, without liability, cost, or expense to the county.

(e) (1) This division does not prohibit the issuance of a state temporary event license to a licensee authorizing onsite cannabis sales to, and consumption by, persons 21 years of age or older at a county fair event, district agricultural association event, or at another venue expressly approved by a local jurisdiction for the purpose of holding temporary events of this nature, provided that the activities, at a minimum, comply with all the following:

- (A) The requirements of paragraphs (1) to (3), inclusive, of subdivision (g).
- (B) All participants who are engaged in the onsite retail sale of cannabis or cannabis products at the event are licensed under this division to engage in that activity.
- (C) The activities are otherwise consistent with regulations promulgated and adopted by the department governing state temporary event licenses, except as otherwise provided in paragraphs (6), (7), and (8).
- (D) A state temporary event license shall only be issued in local jurisdictions that authorize such events.
- (E) A licensee who submits an application for a state temporary event license shall, 60 days before the event, provide to the department a list of all licensees that will be providing onsite sales of cannabis or cannabis products at the event. If any changes occur in that list, the licensee shall provide the department with a final

updated list to reflect those changes. A person shall not engage in the onsite retail sale of cannabis or cannabis products, or in any way participate in the event, who is not included in the list, including any updates, provided to the department.

(2) The department may impose a civil penalty on any person who violates this subdivision, or any regulations adopted by the department governing state temporary event licenses, in an amount up to three times the amount of the license fee for each violation, consistent with Sections 26018 and 26038.

(3) The department may require the event and all participants to cease operations without delay if in the opinion of the department or local law enforcement it is necessary to protect the immediate public health and safety of the people of the state. The department may also require the event organizer to immediately expel from the event any participant selling cannabis or cannabis products without a license from the department that authorizes the participant to sell cannabis or cannabis products. If the unlicensed participant does not leave the event, the department may require the event and all participants to cease operations immediately.

(4) The order by the department for the event to cease operations pursuant to paragraph (3) does not entitle the event organizer or any participant in the event to a hearing or an appeal of the decision. Chapter 3 (commencing with Section 490) of Division 1.5 and Chapter 4 (commencing with Section 26040) of this division shall not apply to the order by the department for the event to cease operations pursuant to paragraph (3).

(5) The smoking of cannabis or cannabis products at temporary events authorized pursuant to this subdivision is prohibited in locations where smoking is prohibited. For purposes of this section, "smoking" has the same meaning as defined in subdivision (c) of Section 22950.5.

(6) (A) All licensees who are issued a state temporary event license allowed pursuant to this subdivision may, upon completion or cessation of the temporary event, reconcile unsold inventory of cannabis or cannabis products and return it to the licensee's retail premises.

(B) All unsold inventory of cannabis or cannabis products from the temporary event shall be noted in track and trace prior to transport.

(C) All unsold inventory of cannabis or cannabis products from the temporary event shall be in its original packaging in which it was placed pursuant to Chapter 12 (commencing with Section 26120).

(7) The inventory of cannabis or cannabis products authorized to be sold by a state temporary event license pursuant to this subdivision shall only be transported to and from the temporary event by a licensed distributor or licensed microbusiness.

(8) The department shall not deny an application for a state temporary event license pursuant to this subdivision solely on the basis that there is a license issued pursuant to the Alcoholic Beverage Control Act (Division 9 (commencing with Section 23000)) for the proposed premises of the event. Furthermore, the Department of Alcoholic Beverage Control shall not take any disciplinary action against a person licensed pursuant to the Alcoholic Beverage Control Act on the basis of a state temporary event license issued by the department to a licensee pursuant to this subdivision that utilizes the same premises as the person licensed pursuant to the Alcoholic Beverage Control Act.

(A) All on- and off-sale privileges of alcoholic beverages at the venue shall be suspended for the day of the event and shall not resume until 6 a.m. on the day after the event has ended.

(B) Alcohol consumption on the venue premises shall be strictly prohibited for the day of the event and shall not resume until 6 a.m. on the day after the event has ended.

(f) This division, or any regulations promulgated thereunder, shall not be deemed to limit the authority or remedies of a city, county, or city and county under any provision of law, including, but not limited to, Section 7 of Article XI of the California Constitution.

(g) Notwithstanding paragraph (1) of subdivision (a) of Section 11362.3 of the Health and Safety Code, a local jurisdiction may allow for the smoking, vaporizing, and ingesting of cannabis or cannabis products on the premises of a retailer or microbusiness licensed under this division if all of the following are met:

(1) Access to the area where cannabis consumption is allowed is restricted to persons 21 years of age or older.

(2) Cannabis consumption is not visible from any public place or nonage-restricted area.

(3) Sale or consumption of alcohol or tobacco is not allowed on the premises.

(h) This division shall not be interpreted to supersede Section 6404.5 of the Labor Code.

(i) This section does not alter or affect the prohibition on the sale of alcoholic beverages by a licensee, as provided in Section 26054, on or at a venue premises licensed under this division.

SEC. 2. Chapter 26 (commencing with Section 26320) is added to Division 10 of the Business and Professions Code, to read:

CHAPTER 26. Medicinal Cannabis Patients' Right of Access Act

26320. The Legislature finds and declares as follows:

(a) Access to medicinal cannabis is an integral aspect of access to health care, and eliminating barriers to medicinal cannabis access is essential to promoting and preserving the health of Californians for whom physicians have recommended the use of cannabis or cannabis products.

(b) It is the policy of the state and the intent of the Legislature to ensure that Californians throughout the state have timely and convenient access to safe, effective, and affordable medicinal cannabis.

26321. (a) This act shall be known, and may be cited, as the Medicinal Cannabis Patients' Right of Access Act.

(b) For purposes of this chapter:

(1) "Medicinal cannabis" means medicinal cannabis or medicinal cannabis products, as those terms are defined in paragraph (1) of subdivision (ai) of Section 26001.

(2) "Medicinal cannabis business" means a retailer authorized to engage in the retail sale by delivery of medicinal cannabis to medicinal cannabis patients pursuant to an M-license.

(3) "Medicinal cannabis patient" means a qualified patient, as defined in Section 11362.7 of the Health and Safety Code, who possesses a physician's recommendation that complies with Article 25 (commencing with Section 2525) of Chapter 5 of Division 2, or a qualified patient or primary caregiver for a qualified patient issued a valid identification card pursuant to Section 11362.71 of the Health and Safety Code.

(4) "Regulation" means a local ordinance, regulation, policy, or practice.

26322. (a) A local jurisdiction shall not adopt or enforce any regulation that prohibits the retail sale by delivery within the local jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers, or that otherwise has the effect of prohibiting the retail sale by delivery within the local jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the local jurisdiction, including, but not limited to, regulation of any of the following that has the effect of prohibiting the retail sale by delivery of medicinal cannabis:

(1) The number of medicinal cannabis businesses authorized to deliver medicinal cannabis in the local jurisdiction.

(2) The operating hours of medicinal cannabis businesses.

(3) The number or frequency of sales by delivery of medicinal cannabis.

(4) The types or quantities of medicinal cannabis authorized to be sold by delivery.

(5) The establishment of physical premises from which retail sale by delivery of medicinal cannabis within the jurisdiction is conducted by a licensed nonstorefront retailer, except that this paragraph shall not be construed to require the establishment of additional physical premises in a local jurisdiction that allowed medicinal cannabis retail as of January 1, 2022, and in which at least one physical premises engaged in the retail sale of medicinal cannabis, whether storefront or delivery, is already established.

(b) Nothing in this chapter shall be construed to prohibit the adoption or enforcement of reasonable regulations on retail sale by delivery of medicinal cannabis, including, but not limited to, reasonable regulations related to:

(1) Zoning requirements that are not inconsistent with subdivision (a). If compliance with subdivision (a) would otherwise require a local jurisdiction to authorize a physical premises from which retail sale by delivery of medicinal cannabis within the jurisdiction is conducted, this paragraph shall not be construed to alter that requirement.

(2) Security or public health and safety requirements.

(3) Licensing requirements.

(4) The imposition, collection, and remittance of any applicable state or local taxes upon retail sales occurring within the local jurisdiction.

(5) Regulations consistent with requirements or restrictions imposed on cannabis businesses by this division or regulations issued under this division.

(c) Nothing in this chapter shall be construed to limit or otherwise affect the ability of a local jurisdiction to adopt or enforce any regulations on commercial cannabis operations other than retail sale by delivery of medicinal cannabis in the local jurisdiction.

(d) This section shall become operative on January 1, 2024.

26323. (a) This chapter may be enforced by an action brought pursuant to Chapter 2 (commencing with Section 1084) of Title 1 of Part 3 of the Code of Civil Procedure by any of the following parties, who shall be beneficially interested within the meaning of Section 1086 of the Code of Civil Procedure:

(1) A medicinal cannabis patient or their primary caregiver who seeks to purchase medicinal cannabis or medicinal cannabis products within the local jurisdiction.

(2) A medicinal cannabis business that seeks to offer medicinal cannabis for sale within the local jurisdiction.

(3) The Attorney General.

(4) Any other party otherwise authorized by law.

(b) This section shall not be construed to limit the availability of any other remedy otherwise available to enforce this chapter. The existence of any other remedy shall not restrict the availability of relief to enforce this chapter under Chapter 2 (commencing with Section 1084) of Title 1 of Part 3 of the Code of Civil Procedure.

(c) This section shall become operative on January 1, 2024.

26324. Nothing in this chapter shall be construed to limit or otherwise affect the ability or right of a local jurisdiction to regulate adult-use cannabis pursuant to Section 26200.

26325. This chapter addresses a matter of statewide concern and not a municipal affair, as that term is used in Section 5 of Article XI of the California Constitution.

SEC. 3. Section 1.5 of this bill incorporates amendments to Section 26200 of the Business and Professions Code proposed by both this bill and Assembly Bill 2210. That section of this bill shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2023, (2) each bill amends Section 26200 of the Business and Professions Code, and (3) this bill is enacted after Assembly Bill 2210, in which case Section 1 of this bill shall not become operative.

SEC. 4. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
 FROM: Daniel Fox, City Manager
 TITLE: **LETTER OF OBJECTION AND APPLICATION TO PURCHASE TAX-DEFAULTED PROPERTY.**
 STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

Approve and authorize the City Manager to sign and submit a Letter of Objection and Application to Purchase Tax-Defaulted Property.

FINANCIAL IMPACT:

Beyond the \$274 application filing fee, there is no immediate financial impact associated with this action. However, it is the first step in the process of acquiring the property at the County's listed tax-defaulted auction price of \$36,252 plus processing fees. Upon acquisition, the City would be responsible for ongoing maintenance costs.

BACKGROUND:

Since the early 1960s, Diamond Bar PONY/Little League ("PONY") has operated a volunteer-driven non-profit youth baseball league for local participants. In 1969, following years of games at local park and school sites, the organization established Stevens Field located at 22601 Sunset Crossing Road (APN 8718-005-005) in Diamond Bar ("PONY property"), where it has been based since. The PONY property is approximately 10.23 acres and features four unlighted baseball fields, batting cages, seating areas, and a number of outbuildings. The site is located directly across the street from the Diamond Bar/Walnut YMCA facility and immediately adjacent to a City-owned undeveloped park site (APN 8718-005-007 and APN 8718-005-008). The deed of the property restricts the property to be used for the benefit of the people of the community of Diamond Bar and further provides that if PONY ceases to exist or function for the purposes it was created, then the property shall be transferred to the City since it owns the adjacent parcel.

On an annual basis at the end of January, the Los Angeles County Treasurer and Tax Collector posts a list of properties that are tax defaulted and subject to the Tax Collector's power to sell. This list is first provided to public agencies for review to determine if any are suitable for public purposes, including parks, open space, and recreational uses. If a public agency identifies a property that could suit such a purpose, it may acquire the property via a Chapter 8 Agreement Sale.

Upon review of the list of tax-defaulted properties for 2024, it was found that the PONY property was subject to public sale with a minimum bid of \$36,252 due to unpaid property taxes dating to 2018.

ANALYSIS:

At its peak, PONY served an estimated 1,600 participants across all age levels. As local preferences and demographics have changed, participation levels have decreased significantly. In 2024 data submitted to the City by PONY, total participation was 110 for the spring season. The decline in participation and associated decline in revenues makes it difficult for PONY to maintain the property adequately and pay off the tax/assessment liability by the April 20, 2024 deadline.

With PONY's financial options limited, the Chapter 8 Agreement Sale process provides the City with a vehicle to acquire a large parcel of land in a parkless neighborhood at a cost-effective price. It mitigates the risk of the property falling into private hands and offers an opportunity to maintain and expand public park and recreational use for youth and adult sports programs in a manner that is consistent with the Parks Master Plan. Further, the location offers a unique opportunity to leverage the City's adjacent undeveloped park site with the 10.23-acre PONY property to create what could ultimately be the City's second-largest public park.

Should the City's objection and application be accepted and the purchase become complete, a significant investment will be required to design, construct, and maintain a facility that meets the community's standards for City-owned and operated parks and facilities and federal Americans with Disabilities (ADA) access guidelines. This process will undoubtedly take time. In the interim, the Council must determine its tolerance for liability and its willingness to make investments in maintenance improvements to provide safe access to the public.

To initiate a Chapter 8 Agreement Sale to acquire the PONY property, the City must complete the following by 5:00 p.m. on Friday, February 23, 2024:

1. Submit a formal written objection to the public auction sale (Attachment 1)
2. Complete an Application to Purchase Tax-Defaulted Property from the County (Attachment 2).
3. Meet all County pre-qualification requirements (Attachment 3).

LEGAL REVIEW:

City Attorney has reviewed and approved the letter of objection and application to purchase tax-defaulted property.

PREPARED BY:

Ryan McLean

Ryan McLean, Assistant City Manager

2/20/2024

REVIEWED BY:

Ryan McLean

Ryan McLean, Assistant City Manager

2/14/2024

Kristina Santana

Kristina Santana, City Clerk

2/14/2024

Daniel Fox

Daniel Fox, City Manager

2/15/2024

Attachments:

1. 5.4.a Letter of Objection
2. 5.4.b Application to Purchase Tax Defaulted Property
3. 5.4.c Prequalification Requirements



February 20, 2024

County of Los Angeles Treasurer and Tax Collector
225 North Hill Street, Room 130
Los Angeles, CA 90012

Subject: Objection to Online Auction of Property at 22601 Sunset Crossing Road, Diamond Bar CA 91765-0015

Dear County of Los Angeles Treasurer and Tax Collector,

The City of Diamond Bar formally objects to the online auction of the property located at 22601 Sunset Crossing Road, Diamond Bar CA 91765-0015 (APN 8718-005-005). We understand that this property is scheduled for auction and wish to express our strong opposition to proceeding with the sale of the property.

The property in question, which has been used as recreational space by a youth baseball program since 1969, holds significant value for public purposes. The City is the sole owner of an adjacent 2.83 acre parcel purchased with the intent to construct a public park, and the acquisition of the property at 22601 Sunset Crossing Road offers the City the unique opportunity to create a much larger public park/recreational facility in a neighborhood that has been historically underserved when it comes to park space.

In addition, the 1982 deed of the property to the Diamond Bar Little League, Inc., recorded as Document No. 82-1238134 in the office of the Los Angeles County Recorder on December 13, 1982, restricts the subject property to be used for the benefit of the people of the community of Diamond Bar and further provides that if Diamond Bar Little League or successor in interest ceases to exist or function for the purposes it was created, then the property shall be transferred to the YMCA, or the City of Diamond Bar if the YMCA does not own the adjacent Parcel 2. The City of Diamond Bar now owns the adjacent Parcel 2. This is a restriction of record that would not be cleared in the tax deed to a private party pursuant to Revenue and Taxation Code § 3712(d), which will cause the tax deed title to have a cloud that substantially decreased the value of the property.

The City of Diamond Bar's intention in objecting to the sale of the property at auction is to preserve its interest as beneficiary of the recorded deed restriction and acquire the property through a Chapter 8 Agreement Sale to develop a public park/recreational facility with access to athletic fields for local youth and adult non-profit organizations. We believe that the property's integration into the City's infrastructure and planning will contribute positively to community's Strategic Plan and Parks Master Plan, which aim to enhance the quality of life for our residents.

Stan Liu
Mayor
At-Large

Chia Yu Teng
Mayor Pro Tem
District 4

Andrew Chou
Council Member
District 3

Ruth M. Low
Council Member
At-Large

Steve Tye
Council Member
District 1

City of Diamond Bar | 21810 Copley Drive Diamond Bar CA 91765-4178
www.DiamondBarCA.gov | (909) 839-7000



We kindly request that you consider our opposition and take into account the potential benefits of allowing the City to acquire and utilize the property in line with public interests.

Thank you for your attention to this matter. We look forward to your favorable response.

Sincerely,

Dan Fox
City Manager

Stan Liu
Mayor
At-Large

Chia Yu Teng
Mayor Pro Tem
District 4

Andrew Chou
Council Member
District 3

Ruth M. Low
Council Member
At-Large

Steve Tye
Council Member
District 1

City of Diamond Bar | 21810 Copley Drive Diamond Bar CA 91765-4178
www.DiamondBarCA.gov | (909) 839-7000

APPLICATION TO PURCHASE TAX DEFAULTED PROPERTY

This application must be completed by an eligible purchasing entity to commence purchase of tax defaulted property by agreement sale from the county under applicable provisions of the California Revenue and Taxation Code. Complete the following sections and supply supporting documentation accordingly. Prior to purchase approval the county may require the applicant submit additional information or documentation. **Completion of this application does not guarantee purchase approval.**

For county use only:

1. Date application received: (date) 2. If applicable, date written objection to Chapter 7 tax sale was received: (date)

Applicant must complete Sections A through D.

A. Purchaser Information

1. Name of organization: City of Diamond Bar
2. Corporate structure: Municipality
- ☐ Nonprofit organization ☒ Public Agency **(please select type of public agency)**
- ☒ A taxing agency, revenue district, or special district
- ☐ The State or County

B. Property Status and Use Information

1. Is the parcel currently approved for a Chapter 7 tax sale as of the date of this application?

☒ Yes ☐ No

If yes, a written objection must be included with the application. If a written objection was submitted to the county prior to application, what is the date of the objection? (date of objection)

2. The purpose of the purchase: (check one box only)

☐ For low income housing ☐ To otherwise serve low income persons

☐ To preserve open space ☐ To preserve a lien To maintain and expand public park and recreation facilities in a neighborhood that is currently without developed park space.

☒ For public purpose: (describe public purpose)

C. Property Information

Provide the following information. (If more space is needed exhibits may be attached)

1. County where the parcel(s) is located: (county) Los Angeles
2. Assessor's Parcel Number (APN): (list all APNs for purchase with this application):

8718-005-005

D. Acknowledgement

Identification and signature of the purchasing entity's authorized officer:

<u>Dan Fox</u>	<u>City Manager</u>
Print Name	Print Title
<u></u>	<u>02/20/2024</u>
Authorized Signature	Date



February 20, 2024

Subject: Objection to Online Auction of Property at 22601 Sunset Crossing Road, Diamond Bar CA 91765-0015 – Prequalification Requirements

1. Provide the mission statement of the agency.

The following is adapted from the City's Council-adopted Strategic Plan document:

The City's Strategic Plan approved by the City Council includes specific goals focused on protecting and augmenting resources owned by and relied upon by the public, providing public services that are effective and of high-quality, and enhancing the quality of life with safe neighborhoods and connected communities. In addition, the Strategic Plan includes an objective created to "build a vibrant, healthy and supportive community." This specifically includes access to high quality parks and open space for all ages and abilities, supporting healthy community initiatives, and fostering exercise and athletic opportunities for a diverse community.

2. List each property by Assessor's Identification Number (AIN). State the purpose and intended use of each property.

AIN: 8718-005-005

Address: 22601 Sunset Crossing Road, Diamond Bar, California, 91765

The property has been utilized by the Diamond Bar community as recreation space since the late 1960s. The City has previously acquired an adjacent parcel with the intent of developing a neighborhood park. By acquiring AIN 8718-005-005, the City intends to maintain and expand active and passive park and recreation space for a diverse population of all ages.

3. Provide a map showing the agency's jurisdictional boundary and the location of the tax-defaulted property.

As shown on the attached map (see following page), the property is located within the Diamond Bar city limits, at its northwestern border with the cities of Pomona and Industry.

Stan Liu
Mayor
At-Large

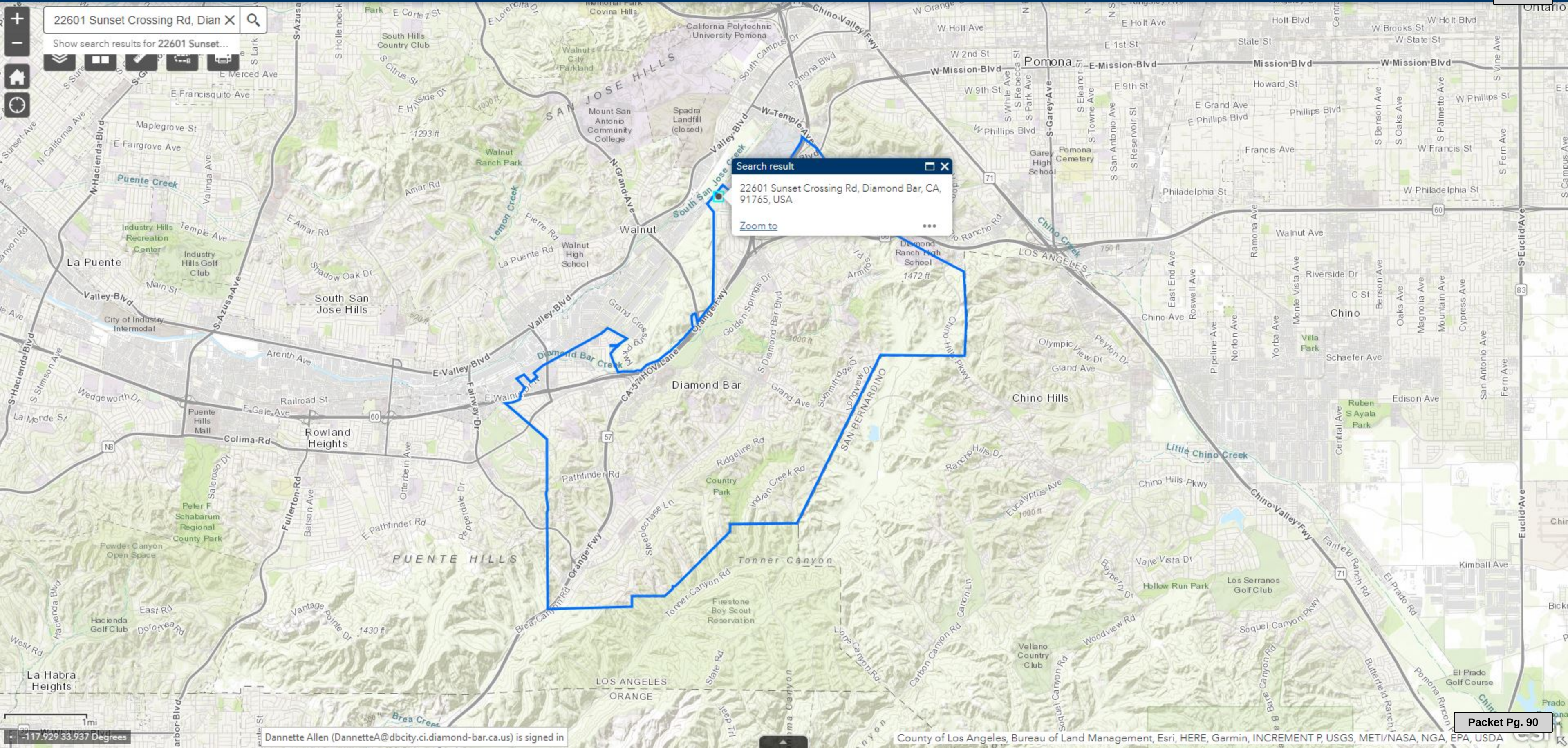
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Council Member
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Steve Tye
Council Member
District 1

City of Diamond Bar | 21810 Copley Drive Diamond Bar CA 91765-4178
www.DiamondBarCA.gov | (909) 839-7000



22601 Sunset Crossing Rd, Dian X

Show search results for 22601 Sunset...

Search result

22601 Sunset Crossing Rd, Diamond Bar, CA, 91765, USA

[Zoom to](#)

Agenda #: 5.5
Meeting Date: February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
 FROM: Daniel Fox, City Manager 
 TITLE: **NOTICE OF COMPLETION FOR THE INTERNALLY ILLUMINATED STREET NAME SIGN & TRAFFIC SIGNAL SAFETY LIGHT REPLACEMENT PROJECT NO. TM23201.**
 STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

Approve, and authorize the Director of Public Works/City Engineer to file the Notice of Completion.

FINANCIAL IMPACT:

The Fiscal Year 2022/23 Capital Improvement Program included \$1,016,200 in funding for this Project. The final construction cost of the Project, including one change order, is \$984,735.00, which is \$31,465.00 under the total authorization amount.

BACKGROUND/DISCUSSION:

This Project included the removal and disposal of existing internally illuminated street name signs (IISNS) and traffic signal safety lights (TSSL) found at all of the signalized intersections citywide. The new IISNS and TSSL hardware utilize feature light-emitting diode (LED) lighting technology and an updated sign panel design.

On November 15, 2022, the City Council awarded a construction contract to Yunex LLC for a total authorization amount of \$1,016,185.00 (Contract Amount: \$967,795.00; 5% Contingency: \$48,390.00). The City issued a Notice to Proceed for the construction work to start on November 18, 2022.

The City authorized one Change Order, in the amount of \$16,940.00, to extend the contract term and to procure twelve (12) additional safety light fixtures.

Yunex LLC completed all necessary work on January 30, 2024.

PREPARED BY:

Nicholas Delgado, Management Analyst

2/20/2024

REVIEWED BY:

Hal Ghafari, Public Works Manager/Asst. City Engineer

2/9/2024



David G. Liu, Public Works Director/City Engineer

2/12/2024



Jason Jacobsen, Finance Director

2/13/2024

Attachments:

1. 5.5.a NOC - TM23201 (IISNS & TSSL)

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

CITY OF DIAMOND BAR
21810 COPLEY DRIVE
DIAMOND BAR, CA 91765
ATTENTION: CITY CLERK

Recording Fees Exempt per Govt. Code §§ 6103, 27383

Space Above for Recorder's Use

NOTICE OF COMPLETION
Cal. Civ. Code 8100 et seq. and 9200 et seq.

Notice is hereby given that:

1. The undersigned is the owner or authorized officer of the owner of the fee interest in the property hereinafter described.
2. The full name of the owner is City of Diamond Bar.
3. The full address of the owner is 21810 Copley Drive, Diamond Bar, CA 91765.
4. A work of improvement on the property hereinafter described was completed on January 30, 2024. The work done was: procurement and replacement of internally illuminated street name signs, traffic signal safety lights, and associated mounting hardware.
5. The name and address of the contractor, if any, for such work of improvement was:
Yunex, LLC
1026 E. Lacy Avenue, Anaheim, CA 92805
6. The date of the contract was November 15, 2022.
7. The property on which said work of improvement was completed is in the City of Diamond Bar, County of Los Angeles, State of California, and is described as follows: All sixty-six (66) signalized intersections.
8. The street address of said property is none.

CITY OF DIAMOND BAR

Dated: _____

By: _____
David G. Liu, P.E.
Public Works Director/City Engineer

VERIFICATION

I am the Public Works Director/City Engineer of the City of Diamond Bar and am authorized to execute this verification on its behalf. I have read the foregoing notice of completion, know the contents thereof, and the same is true of my personal knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on this ____ day of _____, 2024, at Diamond Bar, California.

By: _____
David G. Liu, P.E.
Public Works Director/City Engineer

Agenda #: 5.6
Meeting Date: February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

TITLE: **APPROVAL OF PLANS AND SPECIFICATIONS FOR THE AREA 3 RESIDENTIAL & COLLECTOR STREETS REHABILITATION AND ARTERIAL STREET REHABILITATION (GOLDEN SPRINGS DRIVE FROM GRAND AVENUE TO AVENIDA RANCHEROS, GRAND AVENUE FROM DIAMOND BAR BLVD TO EAST CITY LIMITS, GATEWAY CORPORATE CENTER) PROJECT NO. SI24101 & SI24103; THE GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS PROJECT NO. PW23402; AND THE COLD SPRING LANE GROUNDWATER DRAINAGE IMPROVEMENTS PROJECT NO. SI24101.**

STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

- A. Determine that approving the design and plans for the proposed projects is exempt from the California Environmental Quality Act pursuant to Section 15301(c) of the CEQA Guidelines; and
- B. Adopt Resolution No. 2024-04 approving the design and plans for the Area 3 Residential & Collector Streets Rehabilitation and Arterial Street Rehabilitation (Golden Springs Drive from Grand Avenue to Avenida Rancheros, Grand Avenue from Diamond Bar Blvd. to City East Limits, collector streets within the Gateway Corporate Center) Project, the Grand Avenue Median Drainage Improvement Project, and the Cold Spring Lane Ground Water Drainage Improvement Project.

FINANCIAL IMPACT:

This Project will commence advertising upon approval of the design and plans. The most recent Engineer's Estimate for the project cost is \$8.66 million. Adequate funds are available in the FY 2023/24 Capital Improvement Program (CIP) Budget for the construction of the residential (CIP# SI24101) and arterial (CIP# SI24103) pavement rehabilitation projects and for the Grand Avenue Median Drainage Improvement Project

(PW23402). For the Cold Spring Lane Groundwater Drainage Improvements Project, Measure W Funds will be requested/appropriated at the time of the award of the construction contract.

BACKGROUND:

On February 21, 2023, the City Council approved a Consulting Services Agreement with Nichols Consulting Engineers, Inc. (NCE) to design the Residential & Collector Streets Rehabilitation and Arterial Street Rehabs, including the design of the American with Disabilities Act (ADA) Curb Ramp Improvement Projects for Areas 3, 4, and 5. The Arterial Streets Rehabilitation encompasses various roads, including Golden Springs Drive, Grand Avenue, Diamond Bar Blvd., Chino Hills Pkwy, Lemon Avenue, and other ADA Curb Ramp Projects.

On November 7, 2023, the City Council approved an amendment to the Professional Services Agreement with Tait & Associates, Inc. (Tait), which, among other tasks, included the design services for the Cold Spring Lane groundwater drainage improvements to be added to the Area 3 Residential Streets Pavement Rehabilitation Project. As part of the Area 3 pavement design work, it became evident that this groundwater issue, identified as Phase 6 of the Citywide groundwater mitigation efforts, needs to be addressed prior to moving forward with the pavement improvements. The design work on this groundwater issue has been completed and is incorporated into the Project specifications.

At the intersection of Grand Avenue and Diamond Bar Boulevard, it has been observed that stormwater ponds along the median nose during rain events. The City's on-call civil engineering firm, HR Green, prepared and completed the drainage improvement plans for this intersection to eliminate the ponding water by modifying the pavement grades to allow for positive drainage towards the gutters. Instead of constructing these minor improvements separately, it was determined to be more cost-effective to include and bundle this work as part of the arterial street pavement rehabilitation project.

ANALYSIS:

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

By consolidating/bundling the two drainage work with the Area 3 pavement project into a single bidding document, the City should receive favorable bid proposals from a number of qualified contractors. As listed below, three (3) consultants have completed the preparation of the respective Plans, Specifications, and Estimates (PS&E). A full set

of the Plans and Specifications is available electronically through the City Clerk's Office. The cover pages of the Plans and Specifications are shown in Attachment 3.

CIP#	Project	Consultant
SI24101	Residential and Collector Street Rehab - Area 3	NCE
SI24103	Arterial Street Rehab: - Golden Springs Dr from Grand Ave to Temple Ave - Grand Ave from Diamond Bar Blvd. to East City Limits - Gateway Center Dr, Copley Dr, Bridgegate Dr	NCE
PW23402	Grand Avenue Median Drainage Improvement	HR Green
Under SI24101	Cold Spring Lane Groundwater Drainage Improvements	Tait

The tentative schedule is as follows:

Approve Plans & Specifications	February 20, 2024
Award Construction Contract	April 2024
Start of Construction	April/May 2024
Completion of Construction	August/September 2024

Lane closures and construction activities along Golden Springs Drive, Grand Avenue, and within the Gateway Corporate Center will be permitted between 8:30 AM - 4:30 PM to minimize disruption to peak traffic hours while ensuring timely project completion.

Therefore, it is recommended that the City Council approve the Plans and Specifications by adopting the Resolution included in Attachment 1. A project payment account will be established upon the award of the construction contract.

Environmental Review

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

LEGAL REVIEW:

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

PREPARED BY:

Christian Malpica

Christian Malpica, Associate Engineer

2/20/2024

REVIEWED BY:

Hal Ghafari

Hal Ghafari, Public Works Manager/Asst. City Engineer

2/9/2024

David G. Liu

David G. Liu, Public Works Director/City Engineer

2/13/2024

Attachments:

1. 5.6.a Resolution No. 2024-04 - Approval of Plans & Specifications
2. 5.6.b Vicinity Map
3. 5.6.c Plans and Specifications Cover Sheets

RESOLUTION NO. 2024-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR APPROVING THE PLANS AND SPECIFICATIONS FOR THE AREA 3 RESIDENTIAL & COLLECTOR STREETS REHABILITATION AND ARTERIAL STREET REHABILITATION (GOLDEN SPRINGS DRIVE FROM GRAND AVENUE TO AVENIDA RANCHEROS, GRAND AVENUE FROM DIAMOND BAR BLVD TO EAST CITY LIMITS, COLLECTOR STREETS WITHIN THE GATEWAY CORPORATE CENTER) PROJECT, THE GRAND AVENUE MEDIAN DRAINAGE IMPROVEMENT PROJECT, AND THE COLD SPRING LANE GROUND WATER DRAINAGE IMPROVEMENT PROJECT PURSUANT TO GOVERNMENT CODE SECTION 830.6.

WHEREAS, plans and specifications have been prepared for the Area 3 Residential and Collector Streets Rehabilitation and Arterial Street Rehabilitation Project; the Grand Avenue Median Drainage Improvement Project, and the Cold Spring Lane Ground Water Drainage Improvement Project;

WHEREAS, Government Code Section 830.6 provides design immunity for construction of, or an improvement to, public property where such plan or design has been approved in advance of the construction or improvement; and

WHEREAS, the Project is exempt from review under the California Environmental Quality Act pursuant to Section 15301(c) of the CEQA Regulations.

NOW, THEREFORE, it is found, determined, and resolved by the City Council of the City of Diamond Bar as follows:

Section 1. Legislative Intent and Findings.

- A. The City retained Nichols Consulting Engineers (NCE) ("Consultant") as the engineer to design and prepare the plans for the Area 3 Residential & Collector Streets Rehabilitation and Arterial Street Rehabilitation (Golden Springs Drive from Grand Avenue to Avenida Rancheros, Grand Avenue from Diamond Bar Blvd to East City Limits, collector streets within the Gateway Corporate Center) Project, HR Green Pacific, Inc. for the Grand Avenue Median Drainage Improvement Project, and Tait & Associates for the Cold Spring Lane Ground Water Drainage Improvement Project (Projects);
- B. The City Council's approval of the Plans and Specifications for the Projects is exempt from the California Environmental Quality Act pursuant to Title 14, California Code of Regulations, Section 15301(c), Existing Facilities;
- C. The Consultants informed the City Engineer that these plans are complete

and that construction of the Projects may begin;

- D. The City Engineer reviewed the completed design and plans for the Projects and agrees with the Consultants that the plans are complete and consistent with the City's standards, and the Projects may be constructed; and
- E. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and construction of the Projects.

Section 2. Design Immunity; Authorization.

- A. The design and plans for the Projects are determined to be consistent with the City's standards and are approved.
- B. The approval set forth in this Resolution occurred before actual work on the Projects construction commenced.
- C. The approval granted by this Resolution conforms with the City's General Plan.
- D. The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the design and plans approved by this Resolution.
- E. The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

Section 3. The City Clerk is directed to certify the adoption of this Resolution.

Section 4. This Resolution will become effective immediately upon adoption.

PASSED, APPROVED, AND ADOPTED this 20th day of February, 2024.

CITY OF DIAMOND BAR

Stan Liu, Mayor

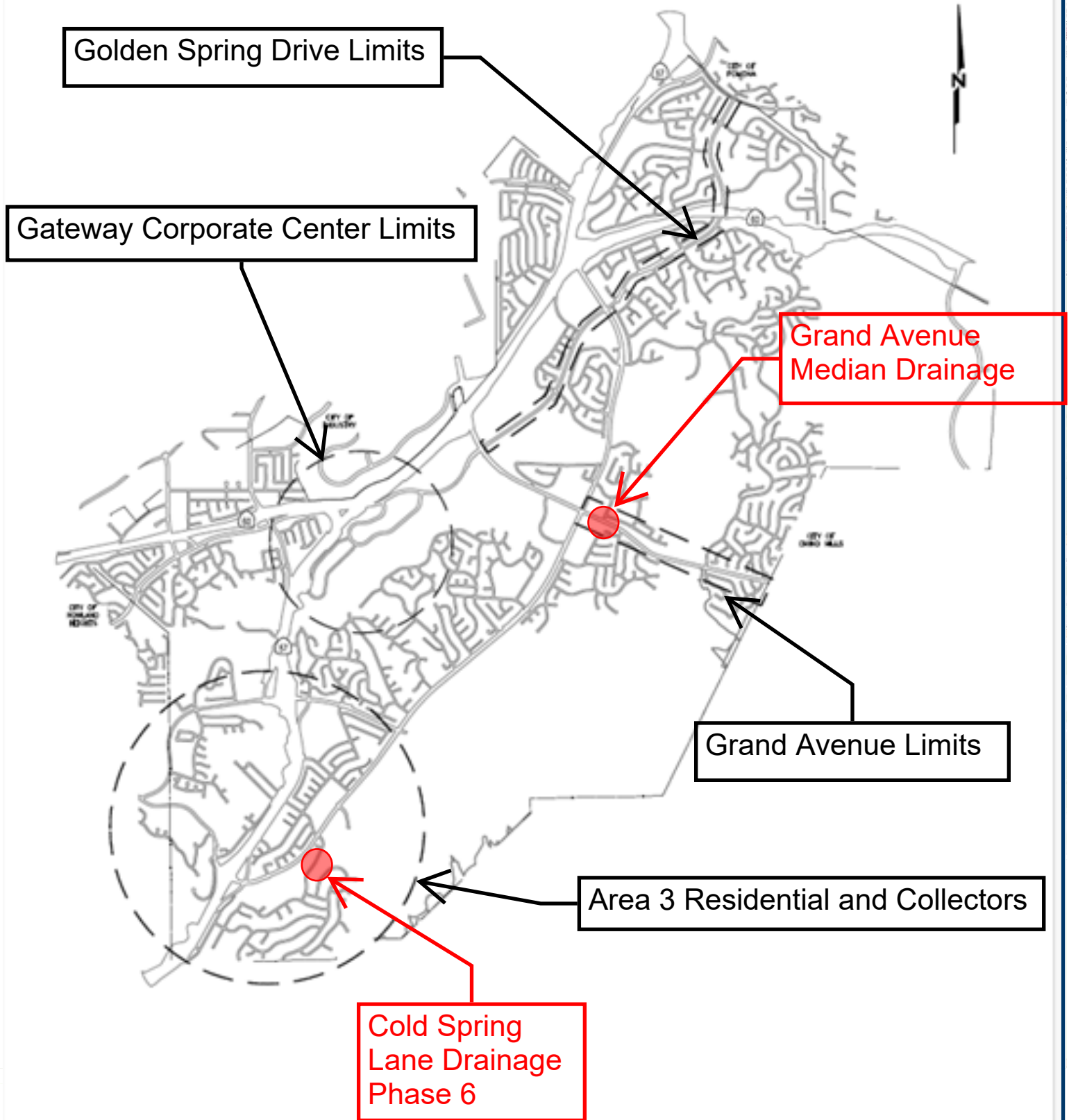
ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was duly and regularly passed, approved and adopted by the City Council of the City of Diamond Bar, California, at its regular meeting held on 20th day of February, 2024, by the following vote:

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

Kristina Santana, City Clerk

VICINITY MAP



**DEPARTMENT OF PUBLIC WORKS
CITY OF DIAMOND BAR
CALIFORNIA**



**CONTRACT DOCUMENTS AND SPECIFICATIONS
FOR**

**AREA 3 RESIDENTIAL & COLLECTOR STREETS REHABILITATION AND
ARTERIAL STREET REHABILITATION (GOLDEN SPRINGS DRIVE FROM GRAND
AVENUE TO AVENIDA RANCHEROS, GRAND AVENUE FROM DIAMOND BAR
BLVD TO EAST CITY LIMITS, GATEWAY CORPORATE CENTER) PROJECT NO.
SI24101 & SI24103; GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE
IMPROVEMENTS (CIP NO. PW23402) and GROUNDWATER DRAINAGE
IMPROVEMENTS-PHASE 6 (COLD SPRING LN.) CIP NO. SI24101**

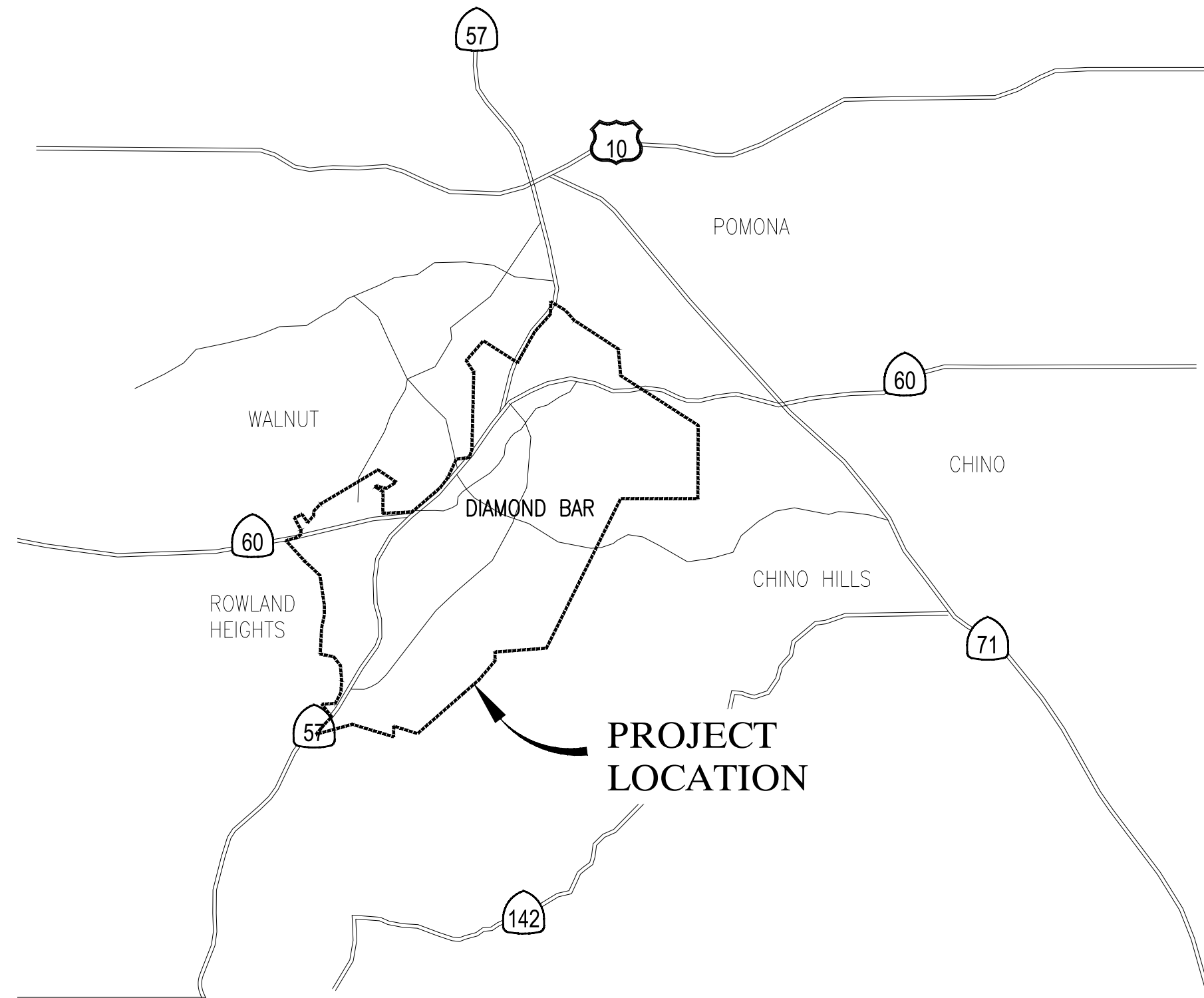
All Questions Regarding This Project Are to Be Directed To:

**Mr. Christian Malpica
Associate Engineer**

**City of Diamond Bar
(909) 839-7038**

Stan Liu, Mayor
Chia Yu Teng, Mayor Pro Tem
Andrew Chou, Council Member
Ruth M. Low, Council Member
Steve Tye, Council Member
Daniel Fox, City Manager

February 2024



VICINITY MAP
NTS

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19	IMPROVEMENT PLAN GOLDEN SPRINGS DRIVE "GS" 9+50 TO "GS" 28+50
20	IMPROVEMENT PLAN GOLDEN SPRINGS DRIVE "GS" 28+50 TO "GS" 48+50

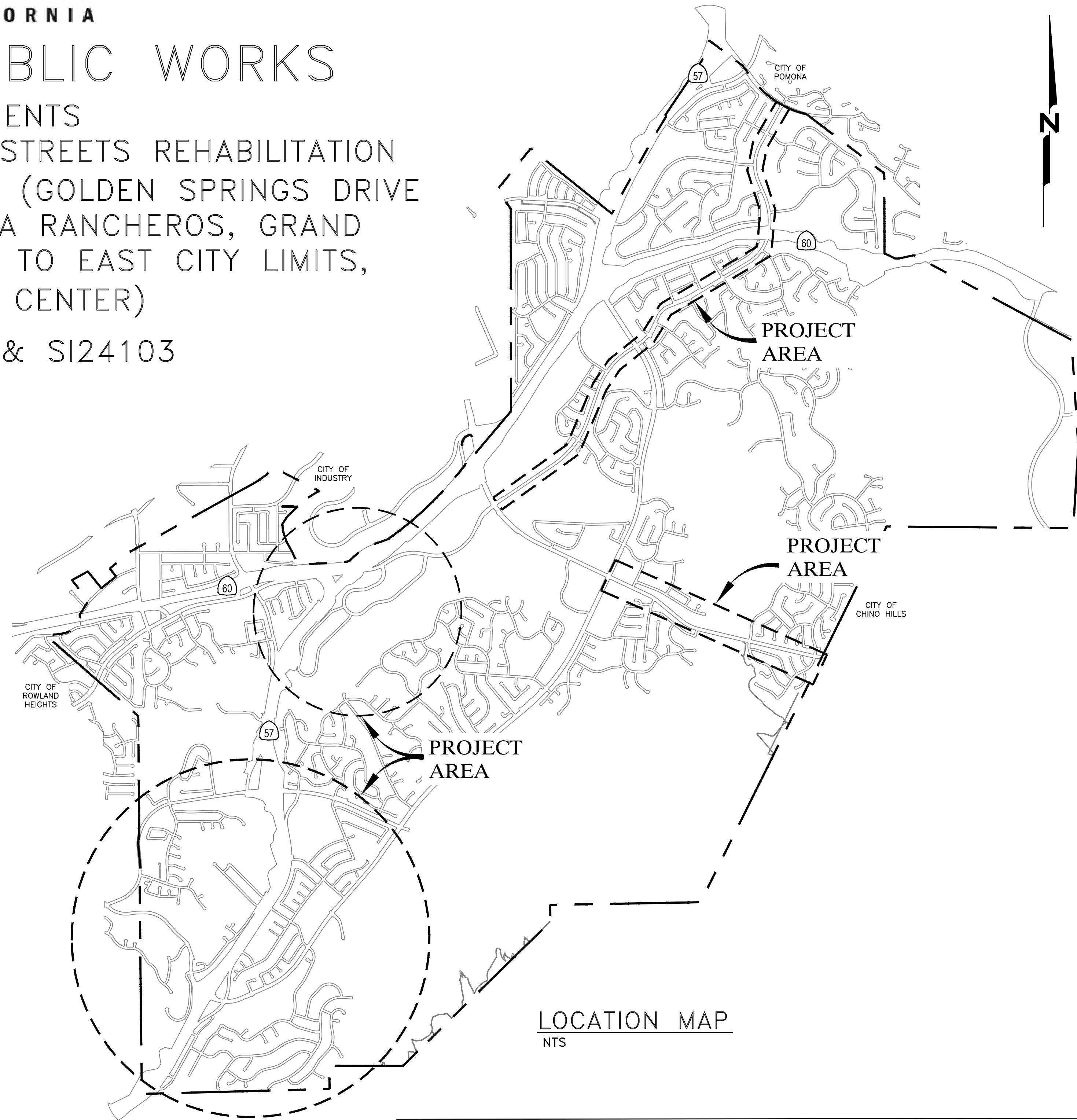
21	IMPROVEMENT PLAN GOLDEN SPRINGS DRIVE "GS" 48+50 TO "GS" 68+50
22	IMPROVEMENT PLAN GOLDEN SPRINGS DRIVE "GS" 68+50 TO "GS" 88+50
23	IMPROVEMENT PLAN GOLDEN SPRINGS DRIVE "GS" 88+50 TO "GS" 108+50
24	IMPROVEMENT PLAN GOLDEN SPRINGS DRIVE "GS" 108+50 TO "GS" 128+50
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29	IMPROVEMENT PLAN GRAND AVENUE "G" 48+50 TO "G" 68+50
30	IMPROVEMENT PLAN GRAND AVENUE "G" 68+50 TO "G" 77+85
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DEPARTMENT OF PUBLIC WORKS

STREET IMPROVEMENTS AREA 3 RESIDENTIAL & COLLECTOR STREETS REHABILITATION AND ARTERIAL STREET REHABILITATION (GOLDEN SPRINGS DRIVE FROM GRAND AVENUE TO AVENIDA RANCHEROS, GRAND AVENUE FROM DIAMOND BAR BLVD TO EAST CITY LIMITS, GATEWAY CORPORATE CENTER)

PROJECT NO. SI24101 & SI24103



LOCATION MAP
NTS



Know what's below.
Call before you dig.



PREPARED BY:



17050 Bushard St., Suite 200
Fountain Valley, Ca. 92708
(714) 848-8897



J Bui
JIM BUI, P.E.

RCE 86467

02/02/2024
DATE

SUBMITTED _____

REVIEWED _____

APPROVED _____

DAVID G. LIU, P.E.
DIRECTOR OF PUBLIC WORKS/ CITY ENGINEER

RCE 44053

DATE

DEPARTMENT OF PUBLIC WORKS
CITY OF DIAMOND BAR
STATE OF CALIFORNIA

STREET IMPROVEMENTS
AREA 3 RESIDENTIAL & COLLECTOR STREETS
REHABILITATION AND ARTERIAL STREET REHABILITATION

TITLE SHEET

PROJECT NO. SI24101 &
SI24103

DATE: 02/02/2024

SHEET 1 OF 43

CITY OF DIAMOND BAR

DEPARTMENT OF PUBLIC WORKS

DRAINAGE IMPROVEMENTS

GENERAL NOTES:

- ALL WORK, LABOR AND MATERIALS SHALL BE IN CONFORMITY WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (LATEST EDITION) AND ITS SUPPLEMENTS; THE GREENBOOK AND ITS SUPPLEMENT; THESE PLANS; THE PROJECT SPECIFICATIONS AND ALL SAFETY REGULATIONS; CODES AND REQUIREMENTS PERTINENT TO THE PROJECT CONSTRUCTION.
- THE CONTRACTOR SHALL MAINTAIN TRAFFIC IN CONFORMANCE WITH THE PROJECT SPECIFICATIONS TRAFFIC CONTROL PLANS AND SHALL PROVIDE 24 HOUR SERVICE TO REMOVE, INSTALL, RELOCATE AND MAINTAIN WARNING DEVICES.
- LOCATIONS OF EXISTING SURFACE UTILITIES SHOWN ON THE PLANS ARE BASED ON INFORMATION RECEIVED FROM VARIOUS UTILITY COMPANIES, LOCAL AGENCIES AND FIELD INVESTIGATION. SOME OF THE DEEP STREET RECONSTRUCTION WORK WILL BE IN CLOSE PROXIMITY OF THE EXISTING UNDERGROUND UTILITIES. THE CONTRACTOR IS ADVISED THAT LOCATIONS SHOWN ARE APPROXIMATE AND EXTREME CAUTION IS REQUIRED TO PROTECT THE EXISTING FACILITIES.
- THE CONTRACTOR IS ADVISED TO USE EXTREME CAUTION AND PROTECT ALL EXISTING FACILITIES IN PLACE UNLESS OTHERWISE NOTED.
- AT NO TIME IS ANY BUSINESS OR RESIDENT TO BE WITHOUT ACCESS UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER.
- THE CONTRACTOR SHALL OBTAIN CONSTRUCTION PERMITS FROM THE CITY OF DIAMOND BAR.
- THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT AT LEAST 48 HOURS PRIOR TO STARTING WORK ON THE PROJECT. ALL WORK SHALL BE SUBJECT TO CITY AND/OR STATE INSPECTION.
- ALL MANHOLES, VALVE BOXES AND SIMILAR APPURTENANT STRUCTURES SHALL BE LEFT BELOW SUBGRADE DURING PAVING AND THE CONTRACTOR SHALL RAISE SAID STRUCTURES TO FINISHED GRADE AFTER PAVING AND MAKE NECESSARY REPAIRS TO PAVEMENT.
- ALL EXISTING STREETS ARE TO BE OPEN FOR TRAFFIC AT THE END OF EACH WORKING DAY.
- CONTRACTORS SHALL MAINTAIN DUST CONTROL AND DIRT TRACKING PREVENTION AT ALL TIMES BY SWEEPING PAVED AREAS, DUST FROM EXPOSED UNPAVED AREAS SHALL BE CONTROLLED BY WATERING USING RECLAIMED WATER. NO WATER USED FOR CONSTRUCTION SHALL ENTER THE STORM DRAIN SYSTEM.
- CONSTRUCTION SURVEY & STAKING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- ALL NECESSARY MATERIALS & COMPACTION TESTING RELATED TO STREET WORK WILL BE DONE BY LABORATORY APPROVED BY THE CITY. THE COST FOR THE TESTING SHALL BE BORNE BY THE CONTRACTOR.
- WORK HOURS SHALL BE AS DETAILED ON PROJECT SPECIFICATIONS NO WORK SUNDAY AND HOLIDAYS OBSERVED BY THE CITY.
- STATIONING REFERS TO THE CENTERLINE OF THE STREET.
- CONTRACTOR SHALL SUBMIT TRAFFIC CONTROL PLANS AT CONTRACTOR'S EXPENSE FOR CITY'S REVIEW AND APPROVAL BEFORE CONSTRUCTION BEGINS.
- CONTRACTOR SHALL INSTALL AND MAINTAIN CONSTRUCTION BMP'S TO PROJECT THE STORM DRAIN SYSTEM.
- PROTECT-IN-PLACE EXISTING UTILITIES, POLES, VALVES, COVER AND OTHER MISCELLANEOUS FACILITIES, UNLESS OTHERWISE INDICATED.
- THE CONTRACTOR SHALL NOTIFY THE CITY ENGINEER AT LEAST 48 HOURS PRIOR TO REMOVAL OF ANT EXISTING IMPROVEMENTS.
- THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF SAWCUTTING TO REMOVE AND REPLACE A.C. PAVEMENT OR CONCRETE ITEM WITH THE ENGINEER OR INSPECTOR.

PRIVATE ENGINEER'S NOTICE TO CONTRACTORS

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF AVAILABLE RECORDS. TO THE BEST OF OUR KNOWLEDGE THERE ARE NO EXISTING UTILITIES EXCEPT AS SHOWN ON THESE PLANS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES SHOWN AND ANY OTHER LINES OR STRUCTURES NOT SHOWN ON THESE PLANS

CONTRACTOR FURTHER AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE LOCAL GOVERNMENT AGENCIES, THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

UNAUTHORIZED CHANGES AND USES

CAUTION: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS.

NOTES

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS" OF THE U.S. DEPARTMENT OF LABOR, AND WITH THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS' "CONSTRUCTION SAFETY ORDERS".

THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS' AND SUBCONTRACTORS' COMPLIANCE WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS" OF THE U.S. DEPARTMENT OF LABOR OR WITH THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS' "CONSTRUCTION SAFETY ORDERS".

THE LAND SURVEYORS ACT, SECTION 8771 OF THE BUSINESS & PROFESSIONAL CODE, AND SECTIONS 732.05, 1492-5, 1810-5 OF THE STREETS AND HIGHWAY CODE REQUIRE THAT SURVEY MONUMENTS SHALL BE PROTECTED AND PERPETUATED.

NOTICE TO CONTRACTOR

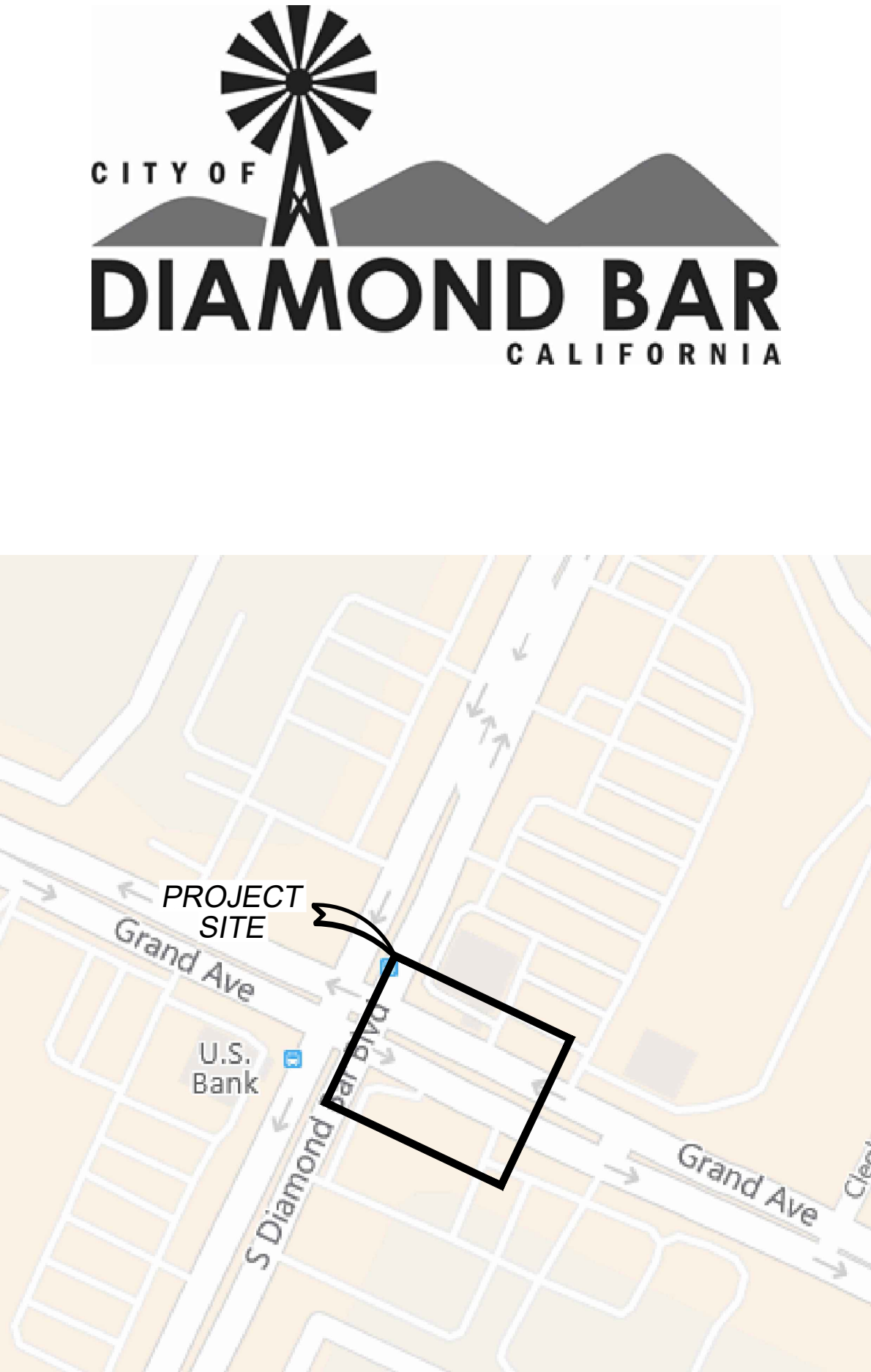
THE EXISTENCE, LOCATION AND CHARACTERISTICS OF ANY UNDERGROUND UTILITY INFORMATION SHOWN HEREON HAS BEEN OBTAINED FROM A REVIEW OF AVAILABLE RECORD DATA. IT SHALL BE THE RESPONSIBILITY AND LIABILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE OR NONEXISTENCE OF SUCH UTILITIES AND TO PROTECT THEM IN PLACE.

GENERAL STRIPING NOTES

- ALL WORK SHALL CONFORM TO THE 2014 CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD), THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) STANDARDS PLANS AND SPECIFICATIONS (2018 EDITION), AND SPECIAL PROVISIONS, AND ALL ADDENDUM THERETO.
- ALL PAVEMENT STRIPING, MARKINGS AND LEGENDS SHALL BE THERMOPLASTIC (MINIMUM 0.15"THICK) UNLESS OTHERWISE NOTED. THE CONTRACTOR SHALL PROVIDE AND INSTALL RAISED PAVEMENT MARKERS FOR ALL STRIPING. STRIPING, MARKINGS, AND LEGENDS SHALL CONFORM TO THE LATEST CALTRANS STANDARD PLANS A20A THRU A20D AND A24D THRU A24F.
- EXISTING STRIPING AND PAVEMENT MARKINGS THAT ARE IN CONFLICT WITH PROPOSED STRIPING AND PAVEMENT MARKINGS SHALL BE REMOVED BY WET SAND BLASTING OR GRINDING AND DISPOSED OF PER SECTIONS 15-2.02 (B&C) AND 15-2.03 OF THE STATE STANDARD SPECIFICATIONS. BLACK OUT IS NOT PERMITTED. ALL DAMAGED PAVEMENT DUE TO REMOVALS SHALL BE REPAIRED AS NECESSARY TO MAINTAIN A SMOOTH AND UNIFORM UNIFORM SURFACE OR AS DIRECTED BY CITY ENGINEER.
- TEMPORARY STRIPING, MARKINGS AND TABS SHALL BE APPLIED ON STREET WITH PAVEMENT SURFACE COURSE REPLACEMENTS PRIOR TO OPENING STREET TO THE PUBLIC. IN NO CASE SHALL A NEWLY (BASED OR FINAL) PAVED STREET OPEN TO THE PUBLIC BE LEFT UNSTRIPED OVERNIGHT. PERMANENT STRIPING & MARKING SHALL BE INSTALLED WITHIN SEVEN (7) CALENDAR DAYS AFTER INSTALLING THE FINAL PAVEMENT SURFACE.
- ALL TEMPORARY PAVEMENT MARKERS/TABS SHALL BE REMOVED AT THE CONCLUSION OF THE PROJECT.
- PRIOR TO FINAL ACCEPTANCE OF STREET IMPROVEMENTS, ALL PAVEMENT STRIPING AND STENCILING WITHIN THE PERIMETER OF THE CONSTRUCTION AREA SHALL BE RESTORED TO LIKE NEW CONDITION, IN MANNER MEETING THE APPROVAL OF THE CITY ENGINEER.
- THE CONTRACTOR SHALL RESTRIPE EXISTING AND CURB MARKINGS OBLITERATED BY NEW CONSTRUCTION WHETHER OR NOT SHOWN ON PLANS AT NO COST TO THE CITY.
- ALL EXISTING SIGNS ARE TO REMAIN UNLESS OTHERWISE NOTED.
- CLEARANCE FROM THE FINISHED GRADE TO THE BASE OF ALL SIGNS SHALL BE 7 FEET MINIMUM.
- ALL SIGNS SHALL MEET THE 2014 CA MUTCD REQUIREMENTS AND SHALL HAVE 3M DIAMOND GRADE REFLECTIVE SHEETING (OR APPROVED EQUAL) AND 3M 1160 ANTI-GRAFFITI FILM (OR APPROVED EQUAL).
- TRAFFIC SIGNAL LOOPS SHALL BE INSTALLED AND FUNCTIONAL WITHIN FIVE (5) CALENDAR DAYS OF INSTALLING FINAL PAVEMENT SURFACE.
- THE CONTRACTOR SHALL FURNISH AND INSTALL TYPE D 2-WAY BLUE REFLECTIVE PAVEMENT MARKERS AT ALL FIRE HYDRANTS WITHIN THE PROJECT LIMITS PER THE 2014 CA MUTCD.
- LANE WIDTHS SHALL BE MEASURED BETWEEN THE CENTER LINES OF EACH ADJACENT SINGLE OR DOUBLE STRIPE OR FACE OF CURB AS APPROPRIATE.
- PROPOSED LANE LINES SHALL MATCH EXISTING LANE LINES UNLESS OTHERWISE INDICATED.
- ALL CAT-TRACK LAYOUTS MUST BE INSPECTED BY THE ENGINEER IN THE FIELD BEFORE STRIPING BEGINS, CONTACT PUBLIC WORKS INSPECTOR 24 HOURS BEFORE CAT-TRACKING TO SCHEDULE INSPECTING.
- ALL NECESSARY STRIPING SHALL BE LOCATED PRIOR TO POSITIONING NEW LOOP DETECTOR LOOPS. LOOP LAYOUTS SHALL BE INSPECTED AND APPROVED PRIOR TO INSTALLATION.
- PLASTIC BOTS DOTS ARE TO BE INSTALLED ON ALL ARTERIAL LANE STRIPING AND SHALL CONFORM TO CITY APPROVED SPECIFICATION.

SURVEY NOTE

ALL SURVEY MONUMENTS SUBJECT TO DISTURBANCE WITHIN THE LIMITS OF CONSTRUCTION SHALL BE REFERENCED TO POINTS OUTSIDE THE LIMITS OF CONSTRUCTION PRIOR TO CONSTRUCTION ACTIVITIES AND SHALL BE REPLACED, IN KIND, FOLLOWING CONSTRUCTION APPROPRIATE CORNER RECORDS SHALL BE FILED WITH THE COUNTY SURVEYOR IN ACCORDANCE WITH CALIFORNIA BUSINESS AND PROFESSIONS CODE SECTION 8771 AND A COPY OF SAID CORNER RECORDS SHALL BE SUBMITTED TO THE CITY OF WALNUT CITY SURVEYOR AND THE CITY OF WALNUT CITY ENGINEER.



LOCATION MAP

SHEET INDEX	
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	DRAINAGE IMPROVEMENT PLANS
3	SIGNING AND STRIPING PLANS

BASIS OF BEARING:

THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (NAD83), ZONE 5 DATUM, BASED LOCALLY ON A LINE BETWEEN NGS CONTROL POINTS EV 3794 AND EV 3841, BEING N84°35'29"W, 1991.35 EPOCH.

BENCHMARK:

L.A. CO. PUBLIC WORKS BM # 404913. DESCR.: L&BR IN E. CB PASEO TESORO 1FT N/O BCR 24.6FT E/O CL. & 79FT N/O CL. VALLEY BLVD. ELEV: 527.744 YEAR: 2005.

NPDES NOTES

- ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES, OR WIND.
- STOCKPILES OF EARTH AND OTHER CONSTRUCTION RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
- FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTING AND ARE NOT TO CONTAMINATE THE SOIL AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
- EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
- TRASH AND CONSTRUCTION RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
- SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC WAY. ACCIDENTAL DEPOSITIONS MUST BE SWEEP UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
- ANY SLOPES WITH DISTURBED SOILS OR DENUDED OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
- THE FOLLOWING BMP'S FROM THE CALIFORNIA STORMWATER QUALITY ASSOCIATION (CASQA) CONSTRUCTION BEST MANAGEMENT PRACTICE (BMP) HANDBOOK WEB PORTAL (WWW.CASQA.ORG) MUST BE IMPLEMENTED FOR ALL CONSTRUCTION ACTIVITIES AS APPLICABLE. (ADDITIONAL MEASURES MAY BE REQUIRED IF DEEMED APPROPRIATE BY CITY INSPECTOR.

EROSION CONTROL BMPS

- EC-1 SCHEDULING
- EC-2 PRESERVATION OF EXISTING VEGETATION
- EC-3 HYDRAULIC MULCH
- EC-4 HYDROSEEDING
- EC-5 SOIL BINDERS
- EC-6 STRAW MULCH
- EC-7 GEOTEXTILES & MATS
- EC-8 WOOD MULCHING
- EC-9 EARTH DIKES AND DRAINAGE SWALES
- EC-10 VELOCITY DISSIPATION DEVICES
- EC-11 SLOPE DRAINS
- EC-12 STREAMBANK STABILIZATION
- EC-13 POLYACRYLAMIDE

TEMPORARY SEDIMENT CONTROL BMPS

- SE-1 SILT FENCE
- SE-2 SEDIMENT BASIN
- SE-3 SEDIMENT TRAP
- SE-4 CHECK DAMS
- SE-5 FIBER ROLLS
- SE-6 GRAVEL BAG BERM
- SE-7 STREET SWEEPING AND VACUUMING
- SE-8 SANDBAG BARRIER
- SE-9 STRAW BALE BARRIER
- SE-10 STORM DRAIN INLET PROTECTION

TEMPORARY TRACKING CONTROL BMPS

- TC-1 STABILIZED CONSTRUCTION ENTRANCE
- TC-2 STABILIZED CONSTRUCTION ROADWAY
- TC-3 ENTRANCE/OUTLET TIRE WASH

NON-STORMWATER MANAGEMENT BMPS

- NS-1 WATER CONSERVATION PRACTICES
- NS-2 DEWATERING OPERATIONS
- NS-3 PAVING AND GRINDING OPERATIONS
- NS-4 TEMPORARY STREAM CROSSING
- NS-5 CLEAR WATER DIVERSION
- NS-6 ILLICIT CONNECTION/DISCHARGE
- NS-7 POTABLE WATER/IRRIGATION
- NS-8 VEHICLE AND EQUIPMENT CLEANING
- NS-9 VEHICLE AND EQUIPMENT FUELING
- NS-10 VEHICLE AND EQUIPMENT MAINTENANCE
- NS-11 PILE DRIVING OPERATIONS
- NS-12 CONCRETE CURING
- NS-13 CONCRETE FINISHING
- NS-14 MATERIAL AND EQUIPMENT USE
- NS-15 DEMOLITION ADJACENT TO WATER
- NS-16 TEMPORARY BATCH PLANTS

WASTE MANAGEMENT & MATERIALS POLLUTION CONTROL BMPS

- WM-1 MATERIAL DELIVERY AND STORAGE
- WM-2 MATERIAL USE
- WM-3 STOCKPILE MANAGEMENT
- WM-4 SPILL PREVENTION AND CONTROL
- WM-5 SOLID WASTE MANAGEMENT
- WM-6 HAZARDOUS WASTE MANAGEMENT
- WM-7 CONTAMINATED SOIL MANAGEMENT
- WM-8 CONCRETE WASTE MANAGEMENT
- WM-9 SANITARY/SEPTIC WASTE MANAGEMENT
- WM-10 LIQUID WASTE MANAGEMENT

LEGEND

- G.B. = GRADE BREAK
- H.P. = HIGH POINT
- E.P. = EDGE OF PAVEMENT
- W.V. = WATER VALVE
- W = WATER MAIN
- W.M. = WATER METER
- FL = FLOW LINE
- X-ING = CROSSING
- INV. = INVERT ELEVATION
- A.C. = ASPHALT CONCRETE
- B.W. = BACK OF WALK
- BVC = BEG. VERT. CURVE
- EVC = END VERT. CURVE
- ESMT. = EASEMENT
- MB = MAILBOX
- TW = TOP OF WALL
- BW = BOTTOM OF WALL
- (106.02) = EXIST. ELEVATION
- 106.02 = PROPOSED ELEVATION
- FG = FINISHED GRADE
- FS = FINISHED SURFACE
- TOE = TOE OF SLOPE
- TOP = TOP OF SLOPE
- TC = TOP OF CURB
- OC = ON CURVE
- MOC = MIDDLE OF CURVE
- BC = BEG. OF CURVE
- EC = END OF CURVE
- BCR = BEGINNING OF CURB RETURN
- ECR = END OF CURB RETURN
- AP = ANGLE POINT
- TYP. = TYPICAL
- TG = TOP OF GRATE
- CF = CURB FACE
- SD = STORM DRAIN
- EG = EDGE OF CUTTER
- PP = POWER POLE
- CLF = CHAIN LINK FENCE
- R/W = RIGHT-OF-WAY
- R = PROPERTY LINE
- C = CENTERLINE
- L.F. = LINEAR FOOT
- SEW. = SEWER
- LS = LANDSCAPING
- PRV = PRESSURE REDUCER VALVE
- DDC = DOUBLE DETECTOR CHECK

UTILITY AGENCIES

OWNER

CITY OF DIAMOND BAR
21810 COPLEY DRIVE
DIAMOND BAR, CA 91765
TEL: (909) 839-7000

TELEPHONE

LEVEL 3
1025 EL DORADO BLVD. BLDG. 33A-552
BROOMFIELD, CA 80021
TEL: (720) 888-4465
CONTACT: JOHN TRUJILLO

WATER

WALNUT VALLEY WATER DISTRICT
271 S. BREA CANYON ROAD
WALNUT, CA 91789-3002
TEL: (909) 348- 8234
CONTACT: SHERRY SHAW

PUBLIC WORKS

LA COUNTY PUBLIC WORKS – ROAD DEPT
1525 ALCAZAR ST
LOS ANGELES, CA 90033
TEL: (626) 458-1700

ELECTRICITY

SO. CAL. EDISON CO.
800 WEST CLEVELAND AVENUE
SAN DIMAS, CA 91773
TEL: (909) 592-3718
CONTACT: DAVID SOTO

OIL

KINDER MORGAN ENERGY
1100 TOWN AND COUNTRY RD
ORANGE, CA 92668
TEL: (714) 560-4604
CONTACT: KARLY PAYNE

CABLE TELEVISION

CHARTER COMMUNICATIONS
4781 IRVINDALE AVENUE
IRVINDALE, CA 91706
TEL: (626) 430-3335
CONTACT: JESSE GONZALEZ

FRONTIER

LAKEWOOD, CA
TEL: (714) 375-6760
CONTACT: JIM BOLLIER

AT&T – DISTRIBUTION

600 E. GREEN ST. RM 300
PASADENA, CA 91101
TEL: (510) 650-2929

WASTE

VALLEY WSTA SERVICES
17445 E. RAILROAD ST.
CITY OF INDUSTRY, CA 91748
TEL: (626) 855-5513
CONTACT: JILLIAN REIFF

WASTE MANAGEMENT

13940 EAST LIVE OAK AVENUE
BALDWIN PARK, CA 91706
TEL: (800) 266-7551

GAS

SOUTHERN CALIFORNIA GAS
1919 S. STATE COLLEGE BLVD
ANAHEIM, CA 92806
TEL: (714) 364-5067
CONTACT: RYAN LOPEZ

SEWER

COUNTY SANITATION DISTRICT SAN GABRIEL
PO BOX 4998
WHITTIER, CA 90601
TEL: (562) 908- 4288
CONTACT: JEFF MAGLANES



Know what's below.
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PREPARED BY:



HR GREEN PACIFIC, INC.
1260 CORONA POINTE COURT
SUITE 305
CORONA, CA 92879
TEL: (855) 900-4742
FAX: (855) 641-5877

Signature of Steven R. Loriso
6/5/2023
STEVE R. LORISO R.C.E. 64701 DATE

SUBMITTED _____

REVIEWED _____

APPROVED _____

DAVID G. LIU, P.E. RCE 44053 DATE
DIRECTOR OF PUBLIC WORKS/ CITY ENGINEER

DEPARTMENT OF PUBLIC WORKS

CITY OF DIAMOND BAR

STATE OF CALIFORNIA

GRAND AVE DRAINAGE IMPROVEMENTS

SCALE: 1"=10'

PROJECT NO. PW23402

DATE: 6/5/2023

SHEET 1 OF 3

CITY OF DIAMOND BAR

DEPARTMENT OF PUBLIC WORKS

PHASE 6 GROUNDWATER DIVERSION PROJECT

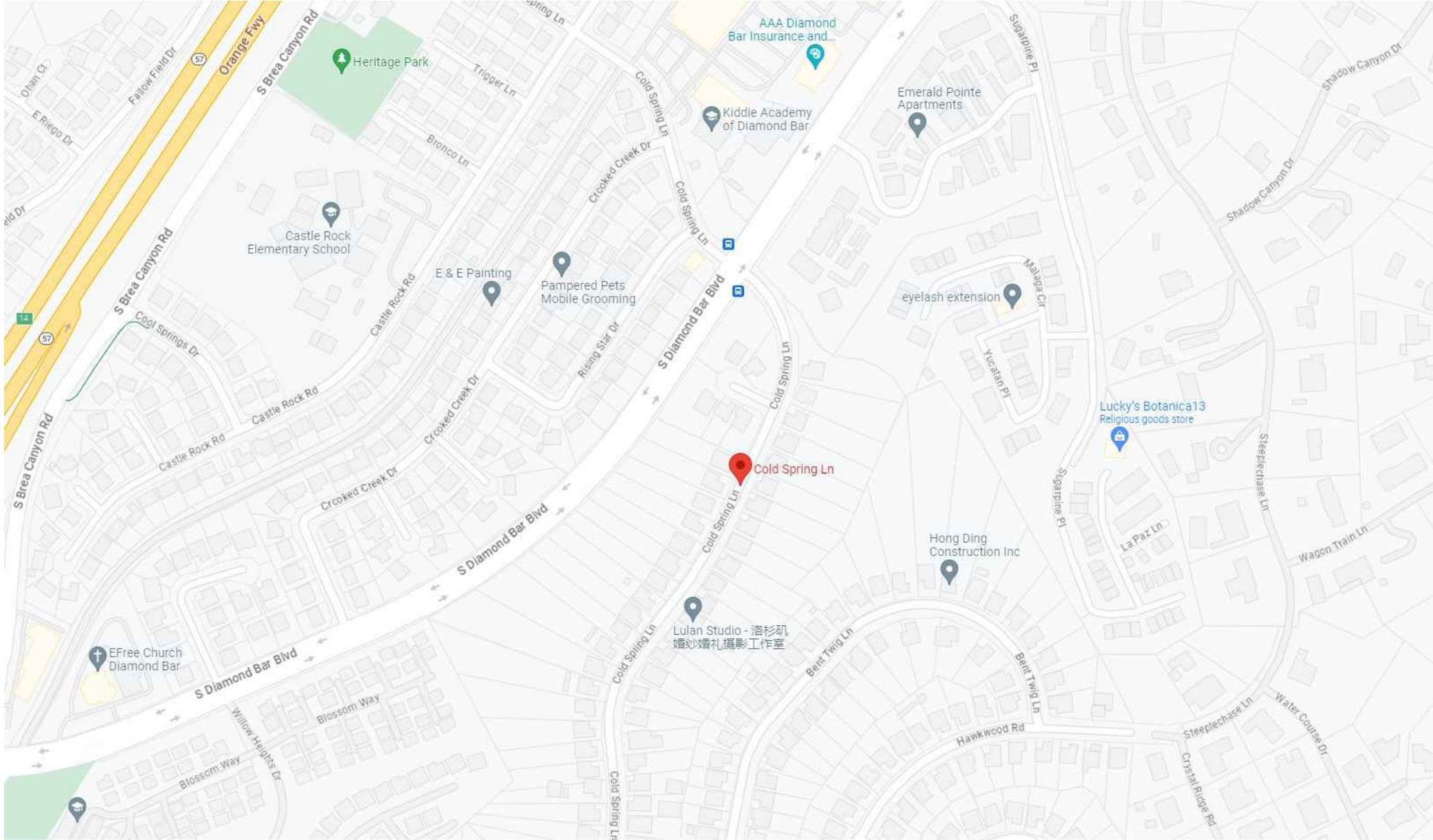
COLD SPRING LANE

GENERAL NOTES

- ALL WORK, LABOR AND MATERIALS SHALL BE IN CONFORMITY WITH THE STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION (LATEST EDITION) AND ITS SUPPLEMENT;THESE PLANS; THE PROJECT SPECIFICATIONS AND ALL SAFETY REGULATIONS;CODES AND REQUIREMENTS PERTINENT TO THE PROJECT CONSTRUCTION.
- THE CONTRACTOR SHALL MAINTAIN TRAFFIC IN CONFORMANCE WITH THE PROJECT SPECIFICATIONS AND SHALL PROVIDE 24 HOUR SERVICE TO REMOVE, INSTALL, RELOCATE AND MAINTAIN WARNING DEVICES.
- LOCATIONS OF EXISTING SURFACE UTILITIES AND FACILITIES SHOWN ON THE PLANS ARE BASED ON INFORMATION RECEIVED FROM VARIOUS UTILITY COMPANIES, LOCAL AGENCIES AND FIELD INVESTIGATION. CONTRACTOR IS ADVISED THAT LOCATIONS SHOWN ARE APPROXIMATE AND EXTREME CAUTION IS REQUIRED TO PROTECT THE EXISTING FACILITIES.
- THE CONTRACTOR IS ADVISED TO USE EXTREME CAUTION AND PROTECT ALL EXISTING UTILITIES AND FACILITIES IN PLACE UNLESS OTHERWISE NOTED.
- AT NO TIME SHALL ANY BUSINESS BE WITHOUT ACCESS UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER.
- THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT AT LEAST 48 HOURS PRIOR TO STARTING WORK ON THE PROJECT. ALL WORK SHALL BE SUBJECT TO CITY INSPECTION.
- THE CONTRACTOR SHALL MAINTAIN DUST CONTROL AT ALL TIMES BY SWEEPING PAVED AREAS AND WATERING.
- CONSTRUCTION SURVEY AND STAKING WILL BE PROVIDED BY THE CONTRACTOR.
- ALL NECESSARY MATERIALS AND COMPACTION TESTING RELATED TO WORK WILL BE PAID BY THE CITY AND PERFORMED BY LABORATORY APPROVED BY THE CITY. THE COSTS ASSOCIATED WITH ANY FAILED TEST THAT REQUIRES RE-TESTING SHALL BE BORNE BY THE CONTRACTOR.
- WORK HOURS SHALL BE AS DETAILED IN PROJECT SPECIFICATION NO WORK SUNDAY AND HOLIDAYS OBSERVED BY THE CITY.
- CITY OF DIAMOND BAR WILL OWN/MAINTAIN THE PROPOSED STORM DRAIN AND SAND FILTER STRUCTURE.

NPDES NOTES

- ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES OR WIND.
- STOCKPILES OF EARTH AND OTHER CONSTRUCTION RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
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- EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO EXCAVATIONS, THE PUBLIC WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTE ON SITE UNTIL IT CAN BE DISPOSED OF AS SOLID WASTE.
- TRASH AND CONSTRUCTION RELATED SOLID WASTE MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
- SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC RIGHT OF WAY. ACCIDENTAL DEPOSITS MUST BE SWEEPED UP IMMEDIATELY AND MAY NOT BE WASHED DOWN.



VICINITY MAP
NTS

UTILITY AGENCIES

AT&T SOUTH
SOUTHERN CALIFORNIA EDISON COMPANY
WALNUT VALLEY WATER DISTRICT
SOUTHERN CALIFORNIA GAS COMPANY
SPECTRUM
CROWN CASTLE
FRONTIER
LA COUNTY FLOOD CONTROL DISTRICT
CLEAR CHANNEL OUTDOOR
METROPOLITAN WATER DIST. – LA VERNE
LA COUNTY DEPT. OF PUBLIC WORKS
VERIZON
ROWLAND WATER DISTRICT
ADELPHIA

PHONE NO.

510-645-2929
562-903-3167
909-348-8234
714-634-5067
626-639-0845
724-416-2180
714-837-7853
626-458-5100
213-305-0045
213-217-7474
626-300-3373
941-906-6073
562-697-1726
909-340-0159



CONSTRUCTION NOTES

	QUANTITY
① INSTALL SUBDRAIN PER DETAIL HEREON.	236 LF
② INSTALL 4" SCH. 80 PVC PIPE.	12 LF
③ INSTALL A RADIAL PIPE TO PIPE JUNCTION STRUCTURE, CASE 1, PER SPPWC STD. NO. 332-1.	2 EA
④ REMOVE AND REPLACE EXISTING 3.5" AC OVER 9.5" AB OVER COMPACTED NATIVE.	3,700 SF

UNAUTHORIZED CHANGES & USES:
THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE PREPARER OF THESE PLANS. CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD DESIGN PROFESSIONAL HARMLESS ROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF DESIGN PROFESSIONAL.

ENGINEERS NOTE TO CONTRACTOR:
THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITIES, PIPES, AND/OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED BY A SEARCH OF AVAILABLE RECORDS. TO THE BEST OF OUR KNOWLEDGE, THERE ARE NO EXISTING UTILITIES EXCEPT AS SHOWN ON THESE PLANS. THE CONTRACTOR SHALL ASCERTAIN THE TRUE VERTICAL AND HORIZONTAL LOCATION OF THOSE UNDERGROUND UTILITIES TO BE USED AND SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ANY PUBLIC OR PRIVATE UTILITIES, SHOWN OR NOT SHOWN HEREON.

REVISIONS

CHECKED BY	RCE NO.	CHECKED BY	RCE NO.	CHECKED BY	RCE NO.
CHECKED BY	DATE	CHECKED BY	DATE	CHECKED BY	DATE





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M. Todd Broussard
1/16/2024
M. TODD BROUSSARD, PE RCE 57144 DATE

SUBMITTED	DATE
BY:	
RECOMMENDED	DATE
BY:	
APPROVED	DATE

CITY OF DIAMOND BAR

TITLE SHEET

PHASE 6 GROUNDWATER
DIVERSION PROJECT

C.C. SH 1 OF 2 SCALE:

Agenda #: 7.1
Meeting Date: February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **FISCAL YEAR 2023-24 MID-YEAR BUDGET REVIEW.**
STRATEGIC
GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

- A. Adopt Resolution No. 2024-05 amending the Fiscal Year 2023/24 Municipal Budget revenue estimates and appropriations; and,
- B. Adopt Resolution No. 2024-06 amending the City's Fiscal Year 2023/24 Compensation Plan.

FINANCIAL IMPACT:

The Fiscal Year (FY) 2023/24 Mid-Year budget review proposes a total increase in estimated resources of \$795,340 and a total increase in appropriations of \$592,230 for all funds (see table below). The impact for the General Fund is an estimated addition of \$431,610 to the General Fund's fund balance.

Proposed revisions to resources and appropriations, including estimated fund balances at the end of the current FY 2023/24 are included in the attached Exhibit A (Attachment 2), and are discussed throughout the report as summarized below:

FY 2023/24 Recommended Mid-Year Adjustments

Fund	Resources	Appropriations	Addition/(Use) of Fund Balance
General Fund	\$ 759,340	\$ 327,730	\$ 431,610
Other Governmental Funds			
General Plan Revision Fund (103)	-	7,500	(7,500)
Technology Reserve Fund (104)	-	36,000	(36,000)
Measure W Fund (201)	-	101,000	(101,000)
Prop. A Fund (206)	-	8,000	(8,000)
TDA Fund (209)	-	40,000	(40,000)
Measure M Fund (203)	-	(40,000)	40,000
Internal Service Funds			
Vehicle Maint./Repl Fund (502)	-	11,000	(11,000)
Equipment Repl./Maint. Fund (503)	36,000	36,000	-
Bldg. & Facility Maint. Fund (504)	-	65,000	(65,000)
Total	\$ 795,340	\$ 592,230	\$ 203,110

BACKGROUND:

The City Council adopted Resolution No. 2023-16 on June 6, 2023 approving the FY 2023/24 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 2022/23. 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 2023/24 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 2023/24 Adopted Budget is proposed for City Council consideration.

ANALYSIS:

The City's current Revised General Fund Budget for FY 2023/24 estimates anticipated resources to be \$30,614,475. It is recommended that these resource estimates be increased by \$759,340 to \$31,373,815. The current Revised General Fund Budget for FY 2023/24 includes appropriations totaling \$36,775,318 (Adopted Budget plus City Council amendments and carryovers). It is recommended that this budget be increased by \$327,730 to \$37,103,048. As a result of these actions, the General Fund's fund balance reserves will increase by \$431,610. If approved, these recommended changes in estimated resources and uses are expected to leave the General Fund with an unassigned fund balance of \$18,643,982 and a 25% contingency reserve balance of \$7,981,243 at the end of the fiscal year, which reflects a decrease of \$5.73 million in unassigned fund balance from the prior year ending June 30, 2023. As mentioned in previous reports to the City Council, the utilization of unassigned fund balance in the amount of \$5.73 million will fund the transfer-out of 80% of the prior year's surplus to reserve accounts dedicated to facilities and parks, as well as appropriations for new FY

2023/24 one-time capital projects and carryover appropriations for ongoing capital projects.

FY 2023/24 Changes to the General Fund Budget

	FY 2023/24 Adopted Budget	Council Approved Amendments	Budget Carryovers (from prior year)	Recommended Mid-Year Adjustment	Total Revised Budget
Resources					
Revenues & Transfers-In	\$ 30,614,475	\$ -	\$ -	\$ 759,340	\$ 31,373,815
Uses					
Exenditures & Transfers-Out	31,924,971	3,374,506 ^(b)	1,475,841 ^(c)	327,730	\$ 37,103,048
Fund Balance Impact					
Increase/(Decrease)	(1,310,496) ^(a)	\$ (3,374,506)	\$ (1,475,841)	\$ 431,610	\$ (5,729,233)
Ending Unassigned Fund Balance June 30, 2024	\$ 23,062,719				\$ 18,643,982
25% Emergency/Contingency Reserve Balance	7,981,243				7,981,243
Total Fund Balance June 30, 2024	\$ 31,043,962				\$ 26,625,225

(a) Adopted Budget includes use of \$1.3mm fund balance for one-time projects and CIPs
(b) Includes \$2.4mm in reserve funding for Park Dev. Fund (262) and Bldg. Maint Fund (504)
(c) Includes \$1.3mm in carryover funding for CIPs

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 an increase in sales tax revenues consistent with current trends, an increase in Diamond Bar Center rental revenues due to increased rental activity, and an increase in cost reimbursement revenue for the cost to prepare the City's Housing Element. All other revenue sources are currently trending as anticipated in the Adopted Budget.

FY 2023/24 Mid-Year Adjustments General Fund Revenues

REVENUE SOURCE	AMOUNT	DESCRIPTION
Sales Tax	\$ 500,000	Additional revenue from County Pool and Business/Industry Category
Diamond Bar Center Rentals	100,000	Rental activity consistent with prior year
Cost Reimbursements	159,340	In March 2020, the California Department of Housing and Community Development (HCD) awarded the City a \$160,000 Planning Grant from the Building Homes and Jobs Trust Fund (SB 2) to offset the City's costs to prepare the Sixth Cycle Housing Element. In September 2023, the City submitted an invoice to HCD for reimbursement of the actual costs incurred, and on December 21, 2023, the City received a check in the amount of \$159,341.
GENERAL FUND TOTAL REVENUE	\$ 759,340	

General Fund Expenditures:

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

FY 2023/24 Mid-Year Adjustments General Fund Expenditures

DEPARTMENT	AMOUNT	DESCRIPTION
City Manager's Office - City Attorney	\$ 37,000	Unanticipated special litigation fees for City Prosecutor services
City Manager's Office - Economic Development	15,600	Adjustment needed to reflect expanded program activity for publications, meetings and training
Public Safety - Animal Control	25,000	Additional funds for contracted IVHS services based on current licensing trends
Human Resources	8,000	Health care and insurance premium cost increases
Planning	1,500	On-call environmental services for Environmental Impact Report/Traffic Impact Study
Building & Safety	3,130	Rental of additional storage unit and misc. supplies
Parks & Recreation	(8,000)	Program savings from Winter Snowfest, Halloween Party, Concerts in the Park
Public Works	23,500	Replace stolen tools & equipment needed for Diamond Bar Center, Civic Center, Parks & Facilities, and Grounds/Buildings Maint.
Public Works	5,000	Janitorial/cleaning supplies for Diamond Bar Center due to increased usage
Public Works	20,000	Replacement of the swing gate for Diamond Bar Center Grand Avenue entrance due to vehicle collision
Public Works	10,000	Additional funding for on-call geotechnical services needed for Diamond Bar Blvd. slope distress evaluation
Public Works	44,500	Increases in Civic Center utility costs: Electric Utility: \$43,000 due to higher rates and consumption; Water Utility: \$1,500 due to consumption
Public Works	7,500	Increases in Parks & Facilities electric utility costs
Public Works	85,000	Maintenance of Grounds/Buildings: \$25,000 for new wood chips at City Parks (Pantera & Diamond Canyon), \$60,000 for playground equip. repairs and new wood chips at Sycamore Cyn Park
Public Works	50,000	Contracted traffic signal maintenance due to increased number of traffic accidents
GENERAL FUND TOTAL EXPENSE	\$ 327,730	

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.

Dept./Division	Current Classification	Proposed Reclassification	Number of Staff	Salary Range
Finance	Accounting Technician	Senior Accounting Technician (new)	2	21NE
Parks & Recreation	Recreation Specialist	Recreation Coordinator	4	17NE
Public Works	Maintenance Worker	Senior Maintenance Worker	2	10NE
Public Works	Public Works Inspector	Senior Public Works Inspector (new)	1	23NE

The total FY 2023/24 cost to implement these nine (9) reclassifications is approximately \$15,000 for the General Fund and \$3,000 for various special funds. Due to current salary savings, the FY 2023/24 Budget is adequate to fund the cost of implementing these reclassifications. It is anticipated that the General Fund cost for next FY 2024/25 for all nine reclassifications will be less than \$38,000, with the remaining balance of \$9,000 paid for out special funds. The proposed changes to the FY 2023/24 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. In addition to the below requests, staff anticipates the imminent need to replace essential IT equipment that is now at end-of-life, including the security access control system for Diamond Bar Center and City Hall, security cameras at City Hall, and (2) multi-function printers. The aforementioned procurement requests, along with any necessary appropriations, will be brought separately to the City Council upon conclusion of their respective bidding processes.

FY 2023/24 Mid-Year Adjustments Special Funds, Special Revenue Funds and Internal Service Funds

FUND	REVENUE	EXPENSE	DESCRIPTION
<u>SPECIAL FUNDS:</u>			
General Plan Revision Fund (103)		\$ 7,500	Town Center Specific Plan Traffic Impact Analysis
Technology Reserve Fund (104)		36,000	Transfer-Out to Equipment Maint. Fund (503) for replacement
<u>SPECIAL REVENUE FUNDS:</u>			
Measure W Fund (201)		86,000	Late invoice received for FY 22-23 Lower San Gabriel River Watershed Management Program
Measure W Fund (201)		15,000	Diamond Cyn Park catch basin cleanup & maintenance
Prop. A Fund (206)		8,000	Additional shuttle service for City Birthday Party
TDA Fund (209)		40,000	Repl. Measure M. Funds with TDA Funds for Grand/Golden Springs Dr. Intersection Enhancement (CIP# PW18400)
Measure M Fund (203)		(40,000)	Repl. Measure M. Funds with TDA Funds for Grand/Golden Springs Dr. Intersection Enhancement (CIP# PW18400)
<u>INTERNAL SERVICE FUNDS:</u>			
Vehicle Maint./Repl Fund (502)		11,000	Increased cost of vehicle maint.
Equipment Repl./Maint. Fund (503)	36,000		Transfer-In from Technology Reserve Fund (104)
Equipment Repl./Maint. Fund (503)		6,000	Replace end-of-life security camera sys. (purchased 2016) at Sycamore Cyn Park
Equipment Repl./Maint. Fund (503)		30,000	Replace end-of-life wifi network equip. (purchased 2017) at Diamond Bar Center
Bldg. & Facility Maint. Fund (504)		65,000	City Hall rooftop boiler replacement (equipment is original to bldg)
OTHER FUNDS TOTAL	\$ 36,000	\$ 264,500	

PREPARED BY:

Jason Jacobsen

Jason Jacobsen, Finance Director

2/20/2024

REVIEWED BY:

Jason Jacobsen, Finance Director

2/14/2024

Attachments:

1. 7.1.a Resolution No. 2024-05 FY 2023/24 Mid-Year Budget
2. 7.1.b Exhibit A - FY 2023/24 Mid Year Adjustments & Fund Balances
3. 7.1.c Resolution No. 2024-06 FY 2023/24 Compensation Plan
4. 7.1.d Exhibit A - Revisions to FY 23-24 Compensation Plan February 24 2024

RESOLUTION NO. 2024-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR AMENDING THE FISCAL YEAR 2023/24 MUNICIPAL BUDGET

WHEREAS, the City Council adopted Resolution No. 2023-16 approving and adopting a budget for the City of Diamond Bar for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024 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 2023-24 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 20th day of February, 2024.

CITY OF DIAMOND BAR

Stan Liu, Mayor

Resolution No. 2024-05

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 20th day of February, 2024, by the following vote:

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

Kristina Santana, City Clerk



CITY OF DIAMOND BAR

Mid-Year Budget Review

Fiscal Year 2023/24

EXHIBIT - A

		SOURCES						USES							
		Estimated FB Reserves @ 07/01/23	Revenues	Transfers In	City Council Adjustments & Prior Year Carryovers	Requested Mid-Year Adjustment	Total Resources	Appropriations	Transfers Out	City Council Adjustments & Prior Year Carryovers	Requested Mid-Year Adjustment	Total Uses	Estimated FB Reserves @ 06/30/24	Addition/(Use) of Fund Balance	
Fund #	Fund Title														
100	General Fund	\$ 32,354,458	\$ 29,138,975	\$ 1,475,500	\$ -	\$ 759,340	\$ 31,373,815	\$28,453,786	\$3,471,185	\$4,850,347	\$327,730	\$37,103,048	\$ 26,625,225	\$ (5,729,233)	
101	Com Organization Support Fund	2,062	-	20,000	-	-	20,000	20,000	-	-	-	20,000	2,062	-	
102	Law Enforcement Reserve Fund	941,362	-	-	-	-	-	-	100,000	185,000	-	285,000	656,362	(285,000)	
103	General Plan Revision Fund	518,504	-	207,000	-	-	207,000	197,000	-	426,436	7,500	630,936	94,568	(423,936)	
104	Technology Reserve Fund	591,346	75,930	100,000	-	-	175,930	-	-	-	36,000	36,000	731,276	139,930	
105	OPEB Reserve Fund	291,182	-	40,000	76,000	-	116,000	20,000	88,000	-	-	108,000	299,182	8,000	
106	COVID-19 Recovery Fund	(105,636)	-	-	-	-	-	-	-	-	-	-	(105,636)	-	
107	Homelessness Response Fund	-	-	50,000	-	-	50,000	50,000	-	-	-	50,000	-	-	
201	Measure W	1,572,837	838,000	-	-	-	838,000	547,537	300,000	830,554	101,000	1,779,091	631,746	(941,091)	
202	Road Maint. & Rehab (RMRA)	4,081,077	1,371,796	-	-	-	1,371,796	-	4,050,000	1,264,384	-	5,314,384	138,489	(3,942,588)	
203	Measure M Fund	2,079,201	1,111,903	-	-	-	1,111,903	14,305	1,200,000	1,848,936	(40,000)	3,023,241	167,863	(1,911,338)	
204	Measure R Fund	1,279,993	979,061	-	-	-	979,061	14,305	1,175,000	985,443	-	2,174,748	84,306	(1,195,687)	
205	Gas Tax Fund	776,637	1,557,355	-	-	-	1,557,355	66,000	1,604,000	513,992	-	2,183,992	150,000	(626,637)	
206	Prop A - Transit Fund	1,934,977	1,782,254	-	-	-	1,782,254	905,636	-	-	8,000	913,636	2,803,595	868,618	
207	Prop C - Transit Fund	3,293,151	1,308,915	-	-	-	1,308,915	728,931	2,564,000	638,379	-	3,931,310	670,756	(2,622,395)	
208	MAP-21 Fund	1,072	-	-	-	-	-	-	-	-	-	-	1,072	-	
209	SB821 Trails (TDA)	25,001	63,420	-	-	-	63,420	-	33,650	273	40,000	73,923	14,498	(10,503)	
210	MTA Grants Fund	(56,599)	-	-	-	-	-	-	-	-	-	-	(56,599)	-	
225	Community Dev Block Grant Fd	22	335,699	-	-	-	335,699	189,918	145,464	194,450	-	529,832	(194,110)	(194,133)	
226	CASP (SB1186) Fund	26,331	8,200	-	-	-	8,200	-	-	-	-	-	34,531	8,200	
238	Landscape Maint Dist - 38	-	276,720	218,097	-	-	494,817	494,817	-	8,939	-	503,756	(8,939)	(8,939)	
239	Landscape Maint Dist - 39	295,397	642,890	42,560	-	-	685,450	616,005	-	-	-	616,005	364,842	69,445	
241	Landscape Maint Dist - 41	157,185	301,806	11,298	-	-	313,104	300,088	-	-	-	300,088	170,201	13,016	
245	Street Beautification	336,939	2,400	-	-	-	2,400	-	-	-	-	-	339,339	2,400	
246	Traffic Mitigation Fund	8,091,761	81,600	-	-	-	81,600	-	-	-	-	-	8,173,361	81,600	
247	Sewer Mitigation Fund	57,235	400	-	-	-	400	-	-	-	-	-	57,635	400	
248	Tres Hermanos	6,910	-	100,000	-	-	100,000	100,000	-	-	-	100,000	6,910	-	
250	Integrated Waste Mgt Fund	1,973,611	641,226	-	-	-	641,226	750,793	10,000	46,690	-	807,483	1,807,354	(166,257)	
251	Air Quality Improvement Fd	211,290	74,000	-	-	-	74,000	74,000	100,000	32,000	-	206,000	79,290	(132,000)	
252	Waste Hauler Fund	335,429	158,300	-	-	-	158,300	-	250,000	146,004	-	396,004	97,725	(237,704)	
253	Used Oil Grant	28,823	8,757	-	-	-	8,757	9,900	-	-	-	9,900	27,680	(1,143)	
254	Beverage Recycling Grant	107,483	15,017	-	-	-	15,017	37,300	-	-	-	37,300	85,200	(22,283)	
255	LRSP Grant Fund	(92)	-	-	-	-	-	-	-	-	-	-	(92)	-	
256	Hazard Mitigation Grant Fund	5,187	22,500	-	-	-	22,500	-	-	-	-	-	27,687	22,500	
260	Park Fees (Quimby) Fd	125,981	500	-	-	-	500	-	-	-	-	-	126,481	500	
261	Measure A Neigh. Parks Act	(184,000)	184,000	-	-	-	184,000	-	-	1,000	-	1,000	(1,000)	183,000	



CITY OF DIAMOND BAR
Mid-Year Budget Review
Fiscal Year 2023/24

EXHIBIT - A

SOURCES								USES						
Fund #	Fund Title	Estimated FB Reserves @ 07/01/23	Revenues	Transfers In	City Council Adjustments & Prior Year Carryovers	Requested Mid-Year Adjustment	Total Resources	Appropriations	Transfers Out	City Council Adjustments & Prior Year Carryovers	Requested Mid-Year Adjustment	Total Uses	Estimated FB Reserves @ 06/30/24	Addition/(Use) of Fund Balance
262	Park & Facility Development Fd	1,441,659	7,300	-	1,204,585	-	1,211,885	-	500,000	711,623	-	1,211,623	1,441,921	262
263	Prop A - Safe Neigh. Pks Fd	-	-	-	-	-	-	-	-	-	-	-	-	-
270	PEG Fees Fund	706,894	103,800	-	-	-	103,800	100,000	-	300,000	-	400,000	410,694	(296,200)
280	Citizens Option for Public Sfty Fd	353,280	166,200	-	-	-	166,200	10,000	152,500	-	-	162,500	356,980	3,700
281	CA Law Enforcement Eq Fund	8,351	-	-	-	-	-	-	9,000	-	-	9,000	(649)	(9,000)
301	Capital Improvement Project Fd	(485,099)	302,850	11,728,114	10,182,833	-	22,213,797	12,030,964	-	9,697,311	-	21,728,275	423	485,522
401	Debt Service Fund	1,560	50	716,100	-	-	716,150	716,100	-	-	-	716,100	1,610	50
501	Self Insurance Fund	954,977	10,000	609,380	-	-	619,380	609,380	-	-	-	609,380	964,977	10,000
502	Vehicle Maint & Replacement Fd	325,899	2,000	246,750	32,000	-	280,750	224,750	-	107,457	11,000	343,207	263,442	(62,457)
503	Equipment Maint & Repl Fd	2,109,780	68,000	-	-	36,000	104,000	1,727,500	-	262,096	36,000	2,025,596	188,184	(1,921,596)
504	Building Facility & Maint Fund	1,111,150	10,800	100,000	1,204,585	-	1,315,385	201,000	-	74,900	65,000	340,900	2,085,635	974,485
601	OPEB Trust Fund	645,436	26,600	88,000	-	-	114,600	-	-	-	-	-	760,036	114,600
Grand Totals		68,330,002	41,679,224	15,752,799	12,700,003	795,340	70,927,366	49,210,015	15,752,799	23,126,214	592,230	88,681,258	50,576,111	(17,753,892)

RESOLUTION NO. 2024-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, AMENDING CITY OF DIAMOND BAR COMPENSATION PLAN AND FRINGE BENEFITS FOR FY 2023-2024.

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. 2023-19 for Fiscal Year 2023-24; 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 Accounting Technician, at salary grade 21NE (\$66,302 - \$88,852.29); 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 Public Works Inspector, at salary grade 23NE (\$69,659.55 - \$93,350.47); and

WHEREAS, the City Council of the City of Diamond Bar desires to reclassify two full-time Accounting Technicians to Senior Accounting Technicians positions, one full-time Public Works Inspector to Senior Public Works Inspector, two full-time Maintenance Workers to Senior Maintenance Worker positions and four full-time Recreation Specialists to Recreation Coordinator positions; 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 2023-19 is hereby replaced in its entirety with Exhibit A attached hereto which shall become effective February 24, 2024.

Section 2. The following two new full-time non-exempt positions are hereby established as part of the City’s classification plan and salary schedule: Senior Accounting Technician at salary grade 21NE, and Senior Public Works Inspector at salary grade 23NE.

Section 3. Two full-time Accounting Technician positions shall be reclassified to Senior Accounting Technician positions, one full-time Public Works Inspector position shall be reclassified to a Senior Public Works Inspector position, two full-time Maintenance Worker positions shall be reclassified to Senior Maintenance Worker positions and four full-time Recreation Specialist positions shall be reclassified to Recreation Coordinator positions.

Section 4. 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 20th day of February 2024.

CITY OF DIAMOND BAR

Stan Liu, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was passed, approved and adopted at a regular meeting of the City Council of the City of Diamond Bar held on the 20th day of February 2024, 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 February 24, 2024

EXHIBIT - A

Schedule C

**CITY OF DIAMOND BAR
COMPENSATION PLAN BY POSITION
FY 2023 - 2024
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	\$22.01	\$23.11	\$24.27	\$25.48	\$26.75	\$28.09	\$29.49
		\$1,760.77	\$1,848.80	\$1,941.24	\$2,038.31	\$2,140.22	\$2,247.23	\$2,359.59
		\$3,814.99	\$4,005.74	\$4,206.03	\$4,416.33	\$4,637.15	\$4,869.01	\$5,112.46
		\$45,779.92	\$48,068.91	\$50,472.36	\$52,995.98	\$55,645.78	\$58,428.06	\$61,349.47
7NE	Recreation Specialist Senior Office Specialist	\$22.56	\$23.69	\$24.87	\$26.12	\$27.42	\$28.79	\$30.23
		\$1,804.78	\$1,895.02	\$1,989.77	\$2,089.26	\$2,193.73	\$2,303.41	\$2,418.58
		\$3,910.37	\$4,105.88	\$4,311.18	\$4,526.74	\$4,753.07	\$4,990.73	\$5,240.26
		\$46,924.40	\$49,270.62	\$51,734.15	\$54,320.85	\$57,036.90	\$59,888.74	\$62,883.18
10NE	Senior Maintenance Worker	\$24.29	\$25.51	\$26.78	\$28.12	\$29.53	\$31.01	\$32.56
		\$1,943.56	\$2,040.73	\$2,142.77	\$2,249.91	\$2,362.40	\$2,480.52	\$2,604.55
		\$4,211.04	\$4,421.59	\$4,642.67	\$4,874.80	\$5,118.54	\$5,374.47	\$5,643.19
		\$50,532.46	\$53,059.08	\$55,712.04	\$58,497.64	\$61,422.52	\$64,493.65	\$67,718.33
14NE	Administrative Assistant Permit Technician	\$26.82	\$28.16	\$29.57	\$31.04	\$32.60	\$34.23	\$35.94
		\$2,145.32	\$2,252.59	\$2,365.22	\$2,483.48	\$2,607.65	\$2,738.04	\$2,874.94
		\$4,648.20	\$4,880.61	\$5,124.64	\$5,380.87	\$5,649.92	\$5,932.41	\$6,229.03
		\$55,778.39	\$58,567.31	\$61,495.67	\$64,570.46	\$67,798.98	\$71,188.93	\$74,748.38
17NE	Accounting, HR, Network/Systems, Planning, Engineering Technician Recreation Coordinator Senior Administrative Assistant Public Works Inspector	\$28.88	\$30.32	\$31.84	\$33.43	\$35.10	\$36.86	\$38.70
		\$2,310.28	\$2,425.79	\$2,547.08	\$2,674.44	\$2,808.16	\$2,948.56	\$3,095.99
		\$5,005.60	\$5,255.88	\$5,518.68	\$5,794.61	\$6,084.34	\$6,388.56	\$6,707.98
		\$60,067.22	\$63,070.58	\$66,224.11	\$69,535.31	\$73,012.08	\$76,662.68	\$80,495.82
18NE	Neighborhood Improvement Officer Media Specialist	\$29.60	\$31.08	\$32.63	\$34.27	\$35.98	\$37.78	\$39.67
		\$2,368.03	\$2,486.44	\$2,610.76	\$2,741.30	\$2,878.36	\$3,022.28	\$3,173.39
		\$5,130.74	\$5,387.28	\$5,656.64	\$5,939.47	\$6,236.45	\$6,548.27	\$6,875.68
		\$61,568.88	\$64,647.33	\$67,879.69	\$71,273.68	\$74,837.36	\$78,579.23	\$82,508.19
19NE	Facilities & Asset Maintenance Tech.	\$30.34	\$31.86	\$33.45	\$35.12	\$36.88	\$38.72	\$40.66
		\$2,427.23	\$2,548.60	\$2,676.03	\$2,809.83	\$2,950.32	\$3,097.84	\$3,252.73
		\$5,259.01	\$5,521.96	\$5,798.06	\$6,087.96	\$6,392.36	\$6,711.98	\$7,047.58
		\$63,108.11	\$66,263.51	\$69,576.69	\$73,055.52	\$76,708.30	\$80,543.71	\$84,570.90
21NE	Administrative Coordinator Executive Assistant Accountant Permit Services Coordinator Senior Accounting Technician	\$31.88	\$33.47	\$35.14	\$36.90	\$38.75	\$40.68	\$42.72
		\$2,550.11	\$2,677.62	\$2,811.50	\$2,952.07	\$3,099.68	\$3,254.66	\$3,417.40
		\$5,525.25	\$5,801.51	\$6,091.58	\$6,396.16	\$6,715.97	\$7,051.77	\$7,404.36
		\$66,302.95	\$69,618.09	\$73,099.00	\$76,753.95	\$80,591.65	\$84,621.23	\$88,852.29
23NE	Assistant Engineer Assistant Planner Sr. Neighborhood Improvement Officer Sr. Public Works Inspector	\$33.49	\$35.16	\$36.92	\$38.77	\$40.71	\$42.74	\$44.88
		\$2,679.21	\$2,813.17	\$2,953.83	\$3,101.52	\$3,256.60	\$3,419.43	\$3,590.40
		\$5,804.96	\$6,095.21	\$6,399.97	\$6,719.97	\$7,055.97	\$7,408.77	\$7,779.21
		\$69,659.55	\$73,142.53	\$76,799.66	\$80,639.64	\$84,671.62	\$88,905.21	\$93,350.47

Effective February 24, 2024

Approved by City Council on February 20, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager
TITLE: **ADDITIONAL CITY COUNCIL RECOGNITION OPTIONS.**
STRATEGIC
GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Discuss and provide direction as deemed appropriate.

FINANCIAL IMPACT:

None.

BACKGROUND:

At the February 6, 2024 meeting, Mayor Liu proposed that the City Council consider recognizing community members and organizations that positively contribute to the City at Council meetings on a more regular basis. Based on consensus of the Council, this item has been placed on the agenda for further consideration and discussion.

By way of background, the City Council has established a formal Recognition Policy dating back to 1990, and was last updated in 2019. A copy of City Council Policy 2019-02 is included in Attached 1 for reference. The Recognition Policy actively seeks to recognize noteworthy contributions and achievements of individuals and organizations that benefit the community. The Recognition Policy sets standards and criteria for such recognition including applicability, and the types of recognition whether by Certificate, Certificate Plaque, Proclamation, City tile or other forms of special recognition. Policy Section 3.1.3 indicates that: "Recognition may be only issued to individuals, organizations or businesses that have a clear nexus to Diamond Bar."

Requests for City Council recognition can be made on-line by members of the public and are approved at the discretion of the Mayor (Policy Section 3.1.1) provided they are consistent with the Policy. In some instances, requests come directly through individual Council Members and are coordinated with the Mayor for approval.

Over the past two years (2022 & 2023), a total of 508 Certificates, 46 Certificate Plaques, and 24 Proclamations have been issued. Many of the Certificates were presented at functions or events other than City Council meetings. However, the following is a list of those individuals or groups recognized at a Council meeting:

- Through My Lense Photo Contest Winners (2022 & 2023)
- Diamond Bar Girls Softball 10U All-Stars (2023)
- Diamond Bar Girls Softball 8U All-Stars (2023)
- Western States Champions Diamond Bar AYSO 14U Girls Team (2023)
- VEX IQ Robotics World Championship (2023)
- American Association of University of Women Speech Trex Contest Winners (2023)
- Commemorating 70 years of service to the Greater Los Angeles County Vector Control District (2022)
- Armando Macias for reaching 100 Years of Age (2022)

The City has also established other recognition programs which include:

- Outstanding Volunteer Award Program - The Outstanding Volunteer Award Program recognizes the volunteer efforts of those individuals, groups, organizations and businesses that help improve the lives of community members. Nominations for this award are solicited from the community at large. Award recipients are recognized at the City's Birthday celebration, or the Winter SnowFest in alternate years. The nomination period is currently open through March 18, 2024 and can be made on the City's website, with awards to be presented at the City's 35th Birthday Celebration on April 6, 2024.
- Veterans Recognition - As part of the Annual Veterans Celebration in November each year, the City recognizes and pays tribute to our local veterans, including special recognition and video highlights featuring several local veterans.

DISCUSSION:

The following options are offered to help frame the discussion and possible Council direction:

- Continue to work within Recognition Policy 2019-02. Each Council Member can request the Mayor to approve Certificates, Certificate Plaques, and Proclamations consistent with such Policy, and for such recognition to be presented at a Council Meeting. Council Members are encouraged to coordinate such recognition with staff for scheduling at an upcoming meeting which can be balanced throughout the year.
- Provide direction to develop additional opportunities for recognition as deemed appropriate.

PREPARED BY:

Daniel Fox, City Manager

2/20/2024

REVIEWED BY:

Ryan McLean, Assistant City Manager

2/15/2024



Kristina Santana, City Clerk

2/15/2024



Daniel Fox, City Manager

2/15/2024

Attachments:

1. 7.2.a 2019-02 Recognition Policy



Recognition Policy

1. Purpose

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

2. Policy

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

3. Procedure

3.1 General Provisions

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

3.2 Certificates

- 3.2.1 Certificates are official documents of the City Council bearing the signatures of the entire City Council.
- 3.2.2 Certificates may be awarded to recognize events and achievements including, but not limited to:

- 3.2.2.1 Special events such as conferences, conventions, seminars, and professional celebrations.
- 3.2.2.2 Milestones, achievements and celebrations.
- 3.2.2.3 Academic achievements (individual, group or team).
- 3.2.2.4 Athletic achievements (individual, group or team).
- 3.2.2.5 Acts of volunteerism or service.
- 3.2.2.6 Business grand openings and ribbon cuttings.
- 3.2.2.7 Any other event or achievement which, at the Mayor's discretion, merits a certificate.

3.3 Certificate Plaques

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

3.4 Proclamations

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

3.5 City Tiles

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

- 3.5.1.1 Honorable completion of office by an elected official or appointed City commissioner.
- 3.5.1.2 Legislators representing Diamond Bar.
- 3.5.1.3 Recognition of dignitaries.
- 3.5.1.4 Business of the month.
- 3.5.1.5 Miss Diamond Bar.
- 3.5.1.6 Honorable retirement of a City employee with more than ten years of service in Diamond Bar.
- 3.5.1.7 Any other event or achievement which, at the Mayor's discretion, merits a City Tile.

3.6 Key to the City

- 3.6.1 The Key to the City is the City's most prestigious honor and should be issued with great discretion.
- 3.6.2 The Key to the City may be issued to recognize the following:
 - 3.6.2.1 Achievements or acts that reflect positively on the City on a state or national level.
 - 3.6.2.2 Honorable retirement of City employee after a minimum of twenty years of exemplary service.

4. References

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