

PARKS & RECREATION COMMISSION AGENDA

July 24, 2025
6:30 PM

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Members of the public may observe the meeting by joining on-line with
telephonic access:**

<https://attendee.gotowebinar.com/register/982939654689861207>

1(562) 247-8321 Access Code: 825-457-674

<i>Chair</i>	<i>Cynthia Quan</i>
<i>Vice-Chair</i>	<i>Saman Mahmood</i>
<i>Commissioner</i>	<i>Lee Mao</i>
<i>Commissioner</i>	<i>Andrew Wong</i>
<i>Commissioner</i>	<i>David Wu</i>

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Copies of staff reports or other written documentation relating to agenda items are on file in the Community Services Office, located at 21810 Copley Drive, and are available for public inspection. If you have questions regarding an agenda item, please call 909.839.7070 during regular business hours.

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*Please refrain from smoking, eating or
drinking in the Windmill Community Room*

*The City of Diamond Bar uses recycled
paper and encourages you to do the same*

PARKS AND RECREATION COMMISSION MEETING RULES

Welcome to the meeting of the Diamond Bar Parks and Recreation Commission. Meetings are open to the public.

PUBLIC INPUT

Members of the public may address the Commission on any item of business on the agenda during the time the item is taken up by the Commission. In addition, members of the public may, during the Public Comment period, address the Commission on any item or any matter not on the agenda and within the Commission's subject matter jurisdiction. Persons wishing to speak should submit a speaker slip to the meeting clerk. Any material to be submitted to the Commission at the meeting should be submitted through the meeting clerk.

Speakers are limited to five minutes per agenda item, unless determined otherwise. The Commissioners 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 Commission 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 Commission. Behavior that disrupts the orderly conduct of the meeting may result in the speaker being removed from the Commission chambers.

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE COMMISSION

Agendas for regular Commission meetings are available 72 hours prior to the meeting and are posted in the City's regular posting locations, and on the City's website at www.diamondbarca.gov. A full agenda packet is available for review during the meeting, in the foyer. The Commission may take action on any item listed on the agenda.

ACCOMMODATIONS FOR THE DISABLED

A cordless microphone is available for those persons with mobility impairments who cannot access the podium in order to make a public comment. Sign language interpretation is available by providing the City Clerk three business days' notice in advance of a meeting. Please telephone (909) 839-7010 between 7:30 a.m. and 5:30 p.m. Monday through Thursday and 7:30 a.m. to 4:30 p.m. on Fridays.

HELPFUL PHONE NUMBERS

Copies of agendas, rules of the Commission, Cassette tapes of meetings: (909) 839-7070.

Computer access to agendas: www.diamondbarca.gov

General information: (909) 839-7070.

**CITY OF DIAMOND BAR
PARKS AND RECREATION COMMISSION
AGENDA**

Thursday, July 24, 2025

TELECONFERENCE/WINDMILL COMMUNITY ROOM

21810 Copley Drive, Diamond Bar

MISSION STATEMENT: The Mission of the Parks and Recreation Commission is to:

- Provide –
 - Advice to the City Council.
 - A quality parks system that is safe, properly maintained and equally accessible to all residents of the City of Diamond Bar.
 - Quality recreational programs for all ages.
- Have vision and flexibility to meet the ever-changing interests of our diverse, multi-cultural community.
- Be open and actively responsive to input from individuals and community organizations.
- Develop facilities that will accommodate the needs of our active and growing community.

*City of Diamond Bar Parks and Recreation Commission
Approved May 27, 1999*

CALL TO ORDER: 6:30 P.M.

PLEDGE OF ALLEGIANCE:

ROLL CALL: Parks and Recreation Commissioners Mao, Wong, Wu, Vice Chair Mahmood, and Chairman Quan

MATTERS FROM THE AUDIENCE:

This time is reserved on each agenda to provide an opportunity for members of the public to directly address the Commission on items or matters of interest to the public that are not already scheduled for consideration on this agenda. Those who wish to speak on Agenda Subjects or Matters from the Audience may complete voluntary Speaker's Cards at the desk of the Commission Secretary. Speakers are limited to five (5) minutes.

CALENDAR OF EVENTS:

Saturday, July 26, 2025

GRANDPARENTS DAY – 10:00am –
12:00pm – Diamond Bar Center – 1600
Grand Avenue – Diamond Bar

Wednesday, July 30, 2025

CONCERTS IN THE PARK AND
MOVIES UNDER THE STARS –
Diamond Bar Night Out – 6:30pm –
Summitridge Park – 1600 Grand
Avenue– Diamond Bar

Monday, August 4, 2025

MONDAY MOVIE MATINEE – 11:30am
– 1:30PM – Diamond Bar Center – 1600
Grand Avenue – Diamond Bar

Tuesday, August 5, 2025

CITY COUNCIL MEETING – 6:30pm –
AQMD Main Auditorium – 21865 Copley
Drive – Diamond Bar

Thursday, August 14, 2025

HEALTHY DIAMOND BAR – Trail Walk
– 9:00am – Sycamore Canyon Trail –
22930 East Golden Spring Drive –
Diamond Bar

Tuesday, August 19, 2025

CITY COUNCIL MEETING – 6:30pm –
AQMD Main Auditorium – 21865 Copley
Drive – Diamond Bar

Thursday, August 21, 2025

SENIOR DANCE – Western BBQ –
6:00pm – 9:00PM – Diamond Bar
Center – 1600 Grand Avenue –
Diamond Bar

Monday, September 1, 2025

CITY OFFICE CLOSED

Thursday, September 4, 2025

SENIOR DANCE – All Star Dance –
4:00pm – 7:00PM – Diamond Bar
Center – 1600 Grand Avenue –
Diamond Bar

Monday, September 8, 2025

MONDAY MOVIE MATINEE – 11:30am
– 1:30PM – Diamond Bar Center – 1600
Grand Avenue – Diamond Bar

Wednesday, September 10, 2025

SENIOR EXCURSION – Riverside Art
Museum – 9:00am – 3:00pm –
Departs from Diamond Bar Center –
1600 Grand Avenue – Diamond Bar

Tuesday, September 16, 2025

CITY COUNCIL MEETING – 6:30pm –
AQMD Main Auditorium – 21865 Copley
Drive – Diamond Bar

Thursday, September 18, 2025

HEALTHY DIAMOND BAR – Toddler
Adventures – Expedition Dino – 9:00am
– Sycamore Canyon Park – 22930 East
Golden Spring Drive – Diamond Bar

Thursday, September 25, 2025

PARKS AND RECREATION
COMMISSION MEETING – 6:30pm –
City Hall – Windmill Room – 21810
Copley Drive – Diamond Bar

1. CONSENT CALENDAR:

1. Minutes for Approval, and or File and Receipt

Recommended Action: Approval of Minutes for the May 22, 2025 Regular Meeting

2. INFORMATION ITEMS:

1. July Recreation Program Update

Recommended Action: Receive and file.

2. July Maintenance Report

Recommended Action: Receive and File

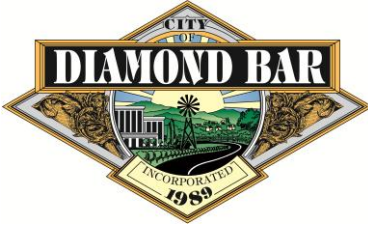
3. OLD BUSINESS: MAPLE HILL PARK UPDATE

4. NEW BUSINESS: NONE

5. ANNOUNCEMENTS:

Commissioners may briefly respond to public comments, make announcements, ask a question of staff, and make a brief report on their activities, request staff to return with information at a future meeting or request that a matter of business be placed on a future agenda.

6. ADJOURNMENT:



PARKS AND RECREATION COMMISSION AGENDA REPORT

CITY OF DIAMOND BAR ~ 21810 COPLEY DRIVE ~ DIAMOND BAR, CA 91765 ~ TEL. (909) 839-7060 ~ FAX (909) 861-3117

AGENDA ITEM NUMBER: 1.1

MEETING DATE: July 24, 2025

TO: Honorable Chairman and Members of the Parks and Recreation Commission

FROM: Robin Crawford, Parks & Recreation
Administrative Coordinator

SUBJECT: Minutes for Approval, and or File and Receipt

RECOMMENDATION: Approval of Minutes for the May 22, 2025
Regular Meeting

**CITY OF DIAMOND BAR
MINUTES OF THE PARKS & RECREATION COMMISSION
CITY HALL – WINDMILL ROOM
21810 COPLEY DRIVE, DIAMOND BAR, CA 91765
May 22, 2025**

CALL TO ORDER:

Vice Chair Mahmood called the Parks and Recreation Commission meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Wong led the Pledge of Allegiance.

ROLL CALL: Commissioners: Lee Mao, Andrew Wong, Vice-Chair Saman Mahmood

Absent: Commissioner David Wu, Chair Cynthia Quan

Staff present In-Person: Ryan Wright, Parks and Recreation Director; Christy Murphey, Recreation Superintendent; Anthony Jordan, Maintenance Superintendent; Evelin Chemali, Recreation Coordinator; Robin Crawford, Administrative Coordinator

PUBLIC COMMENTS:

CALENDAR OF EVENTS: PRD Wright presented the Calendar of Events

1. CONSENT CALENDAR:

1.1 Approval of Minutes for the March 27, 2025 Regular Meeting:

Commissioner Mao moved; Commissioner Wong seconded to approve the Regular Meeting Minutes of March 27, 2025. Motion carried by the following Roll Call vote:

AYES: COMMISSIONERS: Mahmood, Mao, Wong

ABSTAIN: COMMISSIONERS: None

ABSENT: COMMISSIONERS: Quan, Wu

2. INFORMATIONAL ITEMS:

2.1 MAY RECREATION PROGRAM UPDATE:

PRS/Murphey presented the May Recreation Update and RC/Chemali provided an update on current and upcoming Senior Programs and the Breakfast with the Bunny event.

2.2 MAY PARKS AND FACILITIES MAINTENANCE REPORT:

MS/Jordan provided the report and responded to Commissioners questions and concerns.

3. OLD BUSINESS: None

4. NEW BUSINESS:

4.1 Maple Hill Park Update

PRD/Wright offered updates on the current Maple Hill Park project.

4.2 Stevens Field Update

PRD/Wright offered updates on the procurement and future upgrades to Stevens Field.

5. ANNOUNCEMENTS:

C/Wong and VC/Mahmood welcomed C/Mao to his first meeting.

C/Mao congratulated staff on a job well done at Breakfast with the Bunny.

ADJOURNMENT: With no one objecting and no further business before the Parks and

Recreation Commission, Vice Chair Mahmood adjourned the meeting at 6:56 p.m.to Thursday, July 24, 2025 at 6:30 p.m.

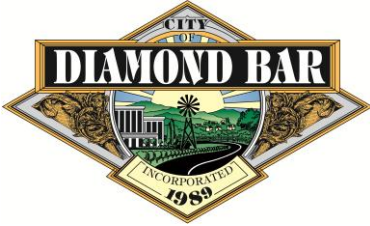
The foregoing minutes are hereby approved this _____ day of _____, 2025.

Respectfully Submitted,

Ryan Wright, Secretary

Attest:

Cynthia Quan, Chair



PARKS AND RECREATION COMMISSION AGENDA REPORT

CITY OF DIAMOND BAR ~ 21810 COPLEY DRIVE ~ DIAMOND BAR, CA 91765 ~ TEL. (909) 839-7060 ~ FAX (909) 861-3117

AGENDA ITEM NUMBER: **2.1**

MEETING DATE: July 24, 2025

TO: Honorable Chairman and Members of the Parks and Recreation Commission

FROM: Christy Murphey, Recreation Superintendent

SUBJECT: July Recreation Program Update

RECOMMENDATION: Receive and file.

Special Events

Concerts in the Park

The City of Diamond Bar launched its annual Concerts in the Park series on Wednesday, June 11, at Summitridge Park, with weekly performances continuing through Wednesday, July 30. These free, family-friendly concerts have drawn strong attendance and continue to provide an engaging community experience. This year, the City introduced a free continuous shuttle service, transporting attendees from event parking areas directly to the concert field to improve accessibility and convenience. Additionally, the Fun Squad, led by the City's Volunteens, has been active each week, distributing coloring pages, crafts, and interactive activities to concertgoers of all ages. Lastly, please join us for the final evening of the series on Wednesday, July 30, which will also feature a special Diamond Bar Night Out event in partnership with the Diamond Bar Sheriff's Department and Los Angeles County Fire Station 120.

Past Concerts

Performance Date	Band Name	Music Style
June 11	Radio Royalty	80's Hits
June 18	The Dreamboats	Hits of the 50's
June 25	The Silverados	Eagles Tribute

Movies 'Under the Stars'

Following each concert, the City hosts Movies Under the Stars, beginning at dusk. These weekly screenings feature PG-rated, family-oriented films, offering residents a full evening of entertainment in a safe and welcoming environment. For the safety of all attendees, pets are not permitted, with the exception of registered guide dogs, due to large crowds and elevated noise levels.

Past Movies

Date	Title
June 11	An Extremely Goofy Movie
June 18	Madagascar: Escape 2 Africa
June 25	Ice Age

Community Recreation Guide

Winter-Spring Recreation Guide

The guide was delivered to homes early-December 2024. The guide covers recreation programming January through mid-May 2025.

Summer Recreation Guide

The guide hit homes early-April 2025. The guide covers recreation programming mid-May through August 2025.

Recreation Classes

Recreation Classes – Summer Session

The summer session of contract classes took off over the months of May and June with a variety of classes and camps offered throughout the city. There were 143 sections offered through the months of May and June with 711 participants enrolled bringing in a gross revenue of \$101,550. Compared to last year’s numbers, there has been an increase of over \$23,000 due in part to the new aquatics program, gymnastics and golf joining this summer’s offerings.

New additions included Juuchou Academy teaching golf for 4-year-olds to adults, youth gymnastics with Tumble N Kids and learn to swim and water polo classes with Valley United Aquatics.

Senior Programs

Senior Clubs

Approved Senior Clubs are allocated subsidized use of indoor space for club activities at the Diamond Bar Center, Heritage Park Community Center, and Pantera Park Activity Room.

Evergreen Senior Club

The Evergreen Senior Club continues to host a variety of activities Monday through Friday at the Diamond Bar Center, including karaoke, mahjong, gardening, and more. Recently, the club launched a new Ukulele Class that has generated significant interest, drawing in over 40 participants. Classes are held from 2:30 p.m. to 5:15 p.m., offering members an opportunity to learn a new instrument while celebrating beloved folk tunes.

Diamond Age Seniors

The Diamond Age Seniors began summer programming at the Diamond Bar Center on May 28. Activities include Karaoke in the Maple Room from 12:30 p.m. to 5:00 p.m. on Wednesdays and Mahjong from 9:00 a.m. to 5:00 p.m. on Thursdays. All classes are expected to return to Heritage Park starting August 6.

Diamond Bar Senior Citizens Club

The Diamond Bar Senior Citizens Club meets every Monday at 9:30 a.m. The Club offers a variety of programs including luncheons, local and extended trips, and bingo. In May and June, the club hosted Mother's Day and Father's Day luncheons catered by Vista Pointe Deli. These events featured interactive games to encourage member engagement and socialization.

Sunshine Seniors

The Sunshine Seniors gather every Sunday at the Diamond Bar Center, participating in yoga, Zumba, and private evening events. This year, the group celebrated Mother's Day with a musical performance followed by dinner, and Father's Day with a family-friendly picnic.

Super Diamond Age

Super Diamond Age adjusted its schedule for the summer to include evening classes on Tuesdays from 6:00 p.m. to 9:00 p.m. at Heritage Park, Friday morning dance classes from 8:00 a.m. to 12:00 p.m. at the Diamond Bar Center. They are scheduled to return to Heritage Park on August 7.

Federation of Hindus Association

This group meets on the fourth Saturday of each month from 5:00 p.m. to 10:00 p.m. at the Diamond Bar Center. Their gatherings feature music, dance, and shared meals.

Photo Club

The Photo Club convenes on the second Tuesday of each month from 7:00 p.m. to 9:00 p.m. at the Diamond Bar Center. Members exchange photography tips, review techniques, and participate in excursions. Topics recently discussed include Editing & Post-Processing and Action & Sports Photography. Club administrator Brian circulates a monthly newsletter outlining meeting content.

Mt. San Antonio College

The City partners with Mt. San Antonio College to offer free programming to older adults and adults with disabilities. Classes include exercise, watercolor painting, gardening workshops, sewing and design, quilting, and drawing. Mt. SAC conducts its own class

registration through their Older Adults and Adults with Disabilities Department. With all Mt. SAC classes now being held at the Diamond Bar Center, the facility has become a vibrant hub of activity. The current summer semester is underway, running from May 7 through August 17.

Senior Talks

The following seminars were conducted from May through June:

- 5/6 Wills & Trusts
- 5/7 Talk with an Attorney
- 5/7 Walkers
- 5/12 Manicures sponsored by Optum
- 5/19 Memory & Alzheimer's
- 5/19 Mt. SAC Registration Support Day
- 5/20 Mt. SAC Registration Support Day
- 6/16 Grip Strength Screening by Emanant Health
- 6/17 Senior Medicare Fraud by Aging Next
- 6/23 Behaviors & Alzheimer's

San Juan Capistrano Excursion

A total of 41 seniors participated in the recent excursion to San Juan Capistrano. Attendees enjoyed a guided tour of the historic mission, gaining insights into its rich cultural and architectural history. Following the tour, participants spent a relaxing afternoon exploring the charming downtown area located just across the street from the mission, filled with quaint shops and local restaurants. On the return trip, guests were provided with complimentary snacks and water, rounding out a pleasant and educational day.

Cinco de Mayo Dance

The Cinco de Mayo Dance, held at the Diamond Bar Center, welcomed 69 enthusiastic participants. Guests enjoyed an evening filled with music, dancing, raffle prizes, and a vibrant atmosphere. Dinner featured a flavorful taco and nacho bar catered by The Original Taco Man. A photobooth, generously sponsored by SCAN Health Insurance, added a festive touch to the event.

Line Dance Party

The inaugural Line Dance Party was a resounding success, drawing 89 participants. The event featured two volunteer instructors who led attendees through various line dance routines. The guidance was well-received and by the end of the evening, participants were confidently showcasing their new dance skills. Dinner was provided by Sally Ann Catering. The evening concluded with raffle prize giveaways and photobooth keepsakes, also sponsored by SCAN Health Insurance. Themed dances with instruction will be returning due to the overwhelmingly positive feedback.

Wednesday Walkers - May

The Wednesday Walkers program continues to thrive, with 40 participants currently enrolled. During the month of May the group met weekly at Pantera Park, where walkers can choose between the larger loop and a smaller trail leading to the top of the

hill—an option favored by more experienced members. The end-of-month potluck originally planned for May was postponed to the end of August to allow the group to celebrate both the conclusion of the summer season and the program’s 5th anniversary.

Wednesday Walkers - June

In June, 36 participants met at Peterson Park. While smaller in size, the park offers unique views and serves as a welcoming location for new walkers to join the group. The activity successfully engaged several additional community members who were inspired to participate after seeing the group in action. The end-of-month reflection activity focused on personal goals set back in January. Many participants reported significant progress, with some achieving their original goals and setting new ones, while others continue to work steadily toward their objectives.

Facility Reservations

Diamond Bar Center

Between the months of May and June of 2025, the Diamond Bar Center had 59 room reservations that totaled \$193,143 in gross revenue. This represents an increase of nine additional rentals, compared to last year at this time. The DBC accommodated a variety of events ranging from celebrations of life, weddings, graduation parties, baby showers, birthdays, and company seminars.

The Diamond Bar parking lots were resurfaced, sealed and stalls were repainted the week of June 2 through 5. The new projector that was previously installed has held up well allowing renters to share videos and pictures of special memories for their events with ease.

Heritage and Pantera Park

During the months of May and June, Heritage had nine room reservations and Pantera Park four reservations. Revenue was lower compared to last year due to shorter events and more reservations from Diamond Bar residents as last year’s reservations were mostly non-residents at a higher fee.

Picnic Rentals

During May and June, the most popular park for picnic reservations was Ronald Reagan Park with 13 reservations. It was followed by Sycamore Canyon Park with 10 and Pantera Park with eight reservations. Overall, there were 41 picnic reservations across five parks not including Maple Hill due to the site being closed for renovations.

Healthy Diamond Bar

Pilates in the Park

On June 7, Healthy Diamond Bar led Pilates in the Park at Heritage Park. 14 participants were led by Pilates instructor, Francoise Zambra. It was a great opportunity to work on improving their core strength, flexibility, mobility, and overall well-being while enjoying the beautiful surroundings of the park. Pre-registered participants received a Healthy Diamond Bar t-shirt and there were light refreshments. To top it all off, there

was a raffle at the end of the session and four lucky participants were awarded with prizes.

Youth Programs

Kinder Skills – Summer Session

Kinder Skills started its summer session, *Chirp, Chirp, it's a Bird!* themed session on June 2 and concluded on July 3. 16 total registered participants were in the Monday, Wednesday, Friday class, and 15 registered participants were in the Tuesday, Thursday class. Participants learned about a variety of birds and their environments including how different they can be in size and color. Children also practiced their writing skills, their alphabet, shapes, and other skills while learning about birds and more! Lastly participants ate chocolate gummy worm pudding cups to end the session as a sweet treat.

DB 4Youth - May

The last DB4Youth meeting of the school year was hosted on Tuesday, May 20 with 26 members in attendance. Board members began the meeting with final words as they recapped up their positions throughout the year. This meeting focused on summarizing the year and volunteer opportunities while having plenty of fun with games, snacks, and fun prizes to celebrate their hard work!

Day Camp – June

Summer Day Camp began on Monday, June 2 with themed activities, crafts, and games. Each week was filled to capacity, with 50 registered campers a week, for a total of 200 campers this month. Each week of camp had its own unique theme with prepared activities. Week 1 “Summer Scientists”, Week 2 “Superhero Squad”, Week 3 “Jurassic Adventure”, and Week 4 “Mission to Mars”.

Highlights from those weeks included a Bubblemania show, two visits from Science Heroes, L.A. County Sheriffs and Fire Department visit, a face painter and a crazy hair styler. Lastly, campers took several excursions in the first four weeks and went to Main Event (Bowling and Arcade), Johns Incredible Pizza, Urban Air Trampoline Park, Harkins Movie Theater, and to the pool every Thursday.

Volunteens - May

68 Volunteens attended their orientation on May 14 at City Hall. The orientation lasted two-hours and focused on expectations, do's and don'ts, dress code, proper work ethic, and more! Volunteens also had the chance to get to know each other and staff through fun activities. A total of 70 volunteens are registered in the program.

On May 31 Volunteens attended a three-hour training from 9am-12pm on Saturday, June 3 at Heritage Park as final preparation before the start of the 9-week program. This training included 57 teens and 12 staff coming together to practice customer service skills, work ethic, leadership skills, and team building. The training, led by Happi J. Price consisted of both indoor and outdoor interactive activities.

Volunteens - June

The Volunteen program officially began on June 2. Throughout June, teens were scheduled in various programs such as Day Camp, the Senior Dance, Concerts in the Park, Kinder Skills, Senior Softball, and Wednesday Walkers!

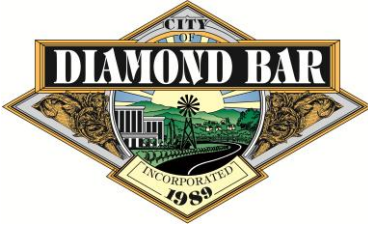
Youth and Adult Sports

Adult Volleyball – May & June

The Summer session of Adult Volleyball started on June 2 at Chaparral Middle School. Adult Volleyball continues to be a popular program with 35 participants enrolled in the session. Participants drop-in on Monday nights from 7p-9p. This session has participants ranging from 21 to 71 years of age. The Summer session concluded on July 21.

Field Allocation - May & June

May started the beginning of the May-August field allocation. Seven user groups submitted and qualified for this allocation period. The user groups include AYSO, Diamond Bar Girls Softball, Diamond Bar Pony Baseball, MVP Flag Football, Diamond Bar Soccer League, FC Hanaro, and Diamond Bar Blues (adult cricket).



PARKS AND RECREATION COMMISSION AGENDA REPORT

CITY OF DIAMOND BAR ~ 21810 COPLEY DRIVE ~ DIAMOND BAR, CA 91765 ~ TEL. (909) 839-7060 ~ FAX (909) 861-3117

AGENDA ITEM NUMBER: **2.2**

MEETING DATE: July 24, 2025

TO: Honorable Chairman and Members of the Parks and Recreation Commission

FROM: Anthony Jordan, Parks & Maintenance Superintendent

SUBJECT: July Maintenance Report

RECOMMENDATION: Receive and File

During the previous months, the Public Works Maintenance staff has been working on various tasks throughout the City. The following is a brief recap of key maintenance items completed.

Diamond Bar Center

- Installed new handicap parking signs in both facility parking lots.
- Assisted with the setup and operation of Concerts in the Park (Summitridge Park).
- Prepped, primed and painted exterior light poles.
- Repaired sconce light in the GVBR.
- Repaired edge molding in the GVBR.
- Repaired freezer door lock.
- Adjusted malfunctioning Pine room door.
- Performed preventative maintenance in facility restrooms.

- Facilitated fire extinguisher maintenance and certification.
- Re-staked young trees on “library pad” that had fallen over.
- Cleaned and adjusted alarm sensor on stage sliding doors to the exterior.
- Replaced damaged club car tire.
- Performed weekly test on wheelchair lift.
- Performed monthly emergency generator test and regularly scheduled maintenance.
- Performed monthly exterior lighting maintenance.

Diamond Canyon Park

- Cleared clogged drinking fountain drain line.
- Performed Park/playground inspections.

Heritage Park

- Cleared drain clog from drinking fountain at basketball courts.
- Cleaned sand from drinking fountain adjacent to restrooms.
- Performed preventative maintenance in the restroom facilities.
- Welded new locks onto the trash enclosure gates.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Larkstone Park

- Installed missing playground hardware.
- Cleared slow draining urinal.
- Removed graffiti from the men’s restroom.
- Performed Park/playground inspections.

Longview North Park

- Unclogged the drinking fountain and cleaned the sand trap in the fountain body.

- Performed Park/playground inspections.

Longview South Park

- Cleared clogged drinking fountain drain line. Removed sand and rock.
- Performed Park/playground inspections.

Maple Hill Park

- Placed, monitored and serviced solar generator to provide temporary power to the park irrigation system. Pending service connection by SCE.
- Welded new locks onto the gated trash enclosure.
- Continues to be under construction.

Pantera Park

- Assisted contractor with the replacement of a drinking fountain adjacent to the tennis courts.
- Adjusted gates to tennis courts to prevent surface damage.
- Repaired small dog park gate latch.
- Performed routine maintenance to HVAC system.
- Welded new locks onto the trash enclosure gates.
- Removed graffiti from the sidewalk by the tennis and basketball courts.
- Unclogged toilets in the women's restroom caused by mainline break.
- Performed sidewalk grinding at various locations adjacent to field #2.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Paul C. Grow

- Cleared clogged toilet in men's restroom.
- Removed large fallen limb from private tree (WCA).
- Performed Park/playground inspections.

- Performed monthly exterior lighting maintenance.

Peterson Park

- Replaced flushometer in women's ADA toilet.
- Refilled soap dispensers.
- Stocked park restrooms with toilet paper.
- Performed preventative maintenance in the restrooms.
- Welded new locks onto the trash enclosure gates.
- Installed new drinking fountain on the restroom/snack bar building.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Ronald Reagan Park

- Unclogged both park drinking fountains.
- Unclogged the men's restroom toilet.
- Cleared slow draining urinal in men's restroom.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Silvertip Park

- Performed Park/playground inspections.

Stardust Mini-Park

- Performed Park/playground inspections.

Starshine Park

- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Summitridge Park

- Performed Park inspections.

Sycamore Canyon Park

- Cleared clogged sinks in the men's and women's restrooms.
- Cleared clogged drain lines in the park drinking fountains. Adjusted fountain water pressure.
- Replaced push button actuator on park building drinking fountain.
- Cleaned excessive trash and debris from the men's restroom floor.
- Cleared clogged handicap toilet in the men's restroom.
- Adjusted barrier cable adjacent to lower rhino gate at the creek.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Washington Park

- Cleared sand from drinking fountain drain line.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

City Hall/Library

- Moved City vehicles to facilitate seal coat and striping project.
- Re-lamped numerous light fixtures throughout the facility.
- Prepped and painted 1st floor hallway for "Through My Lens" photo contest gallery.
- Installed new automatic soap dispensers in the library men's restroom.
- Assisted technician with recertification of facility fire extinguishers.
- Performed monthly emergency generator test and regularly scheduled maintenance.
- Performed monthly exterior lighting maintenance.

Citywide

- Deployed message board to Brea Canyon Rd. for prescribed burn notification.
- Set up traffic control for TC on Golden Springs and Rancheria.
- Cut up and removed fallen tree branch on Longview Drive.
- Repaired numerous potholes on Brea Canyon Cutoff.
- Removed discarded trash bags from the roadway on Diamond Bar Bl.
- Rototill playground sand, clean barbeque pits, clean gazebos and prep softball fields as needed (Nova).
- Clean v-ditches at all City parks as needed.
- Washed, fueled and serviced City vehicles.
- Inspected fire extinguishers and first aid kits at all City facilities.
- Re-stocked pet bags throughout the City. Serviced trash cans at trailheads.
- Performed monthly exterior lighting maintenance along Brea Canyon Rd.