

# PARKS & RECREATION COMMISSION AGENDA

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May 22, 2025  
6:30 PM

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telephonic access:**

<https://attendee.gotowebinar.com/register/2855344183700192608>

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<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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## **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](http://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](http://www.diamondbarca.gov)

General information: (909) 839-7070.

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

**Thursday, May 22, 2025**

**TELECONFERENCE/WINDMILL COMMUNITY ROOM**

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**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 Chair 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:**

Monday, May 26, 2025

CITY OFFICES CLOSED – Memorial Day

Tuesday, June 3, 2025 CITY COUNCIL MEETING – 6:30pm – AQMD Main Auditorium – 21865 Copley Drive – Diamond Bar

Thursday, June 5, 2025 SENIOR DANCE – Line Dance Party – 4:00 – 7:00pm – Diamond Bar Center – 1600 Grand Avenue – Diamond Bar

Saturday, June 7, 2025 HEALTHY DIAMOND BAR – Pilates in the Park – 9:00 – 10:00am – Heritage Park – 2900 Brea Canyon Road – Diamond Bar

Wednesday, June 11, 2025 CONCERTS IN THE PARK AND MOVIES UNDER THE STARS – 6:30pm – Summitridge Park – 1600 Grand Avenue – Diamond Bar

Tuesday, June 17, 2025 CITY COUNCIL MEETING – 6:30pm – AQMD Main Auditorium – 21865 Copley Drive – Diamond Bar

Wednesday, June 18, 2025 CONCERTS IN THE PARK AND MOVIES UNDER THE STARS – 6:30pm – Summitridge Park – 1600 Grand Avenue – Diamond Bar

Wednesday, June 25, 2025 CONCERTS IN THE PARK AND MOVIES UNDER THE STARS – 6:30pm – Summitridge Park – 1600 Grand Avenue – Diamond Bar

Tuesday, July 1, 2025 CITY COUNCIL MEETING – 6:30pm – AQMD Main Auditorium – 21865 Copley Drive – Diamond Bar

Wednesday, July 2, 2025 CONCERTS IN THE PARK AND MOVIES UNDER THE STARS – Patriotic Concert – 6:30pm – Summitridge Park – 1600 Grand Avenue – Diamond Bar

Thursday, July 3, 2025 COMMUNITY EXCURSION – Hollywood Bowl – 5:00pm – 12:00am – Departs from Diamond Bar Center – 1600 Grand Avenue – Diamond Bar – Sold out!

Friday, July 4, 2025 CITY OFFICES CLOSED – 4<sup>th</sup> of July

Wednesday, July 9, 2025

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

Tuesday, July 15, 2025

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

Wednesday, July 16, 2025

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

Thursday, July 17, 2025

SENIOR DANCE – Luau – 6:00 – 9:00pm  
– Diamond Bar Center – 1600 Grand  
Avenue. – Diamond Bar

Wednesday, July 23, 2025

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

**1. CONSENT CALENDAR:**

**1.1. Minutes for Approval to Receive and File**

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

**2. INFORMATION ITEMS:**

**2.1 May Recreation Program Update**

Recommended Action: Receive and file.

**2.2 May Maintenance Report**

Recommended Action: Receive and File

**3. OLD BUSINESS: NONE**

**4. NEW BUSINESS:**

**4.1 Maple Hill Park Update**

**4.2 Stevens Field Update**

**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:**

**CITY OF DIAMOND BAR  
MINUTES OF THE PARKS & RECREATION COMMISSION  
CITY HALL – WINDMILL ROOM  
21810 COPLEY DRIVE, DIAMOND BAR, CA 91765  
March 27, 2025**

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**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:** Vice-Chair Wong led the Pledge of Allegiance.

**ROLL CALL:** Commissioners: Saman Mahmood, David Wu, Vice-Chair Andrew Wong, and Chair Cynthia Quan

Absent: Commissioner Lee Mao

Staff present In-Person: Ryan Wright, Parks and Recreation Director; Christy Murphey, Parks and Recreation Superintendent; Jason Williams, Maintenance Supervisor; Niko Arteaga, Recreation Specialist; Robin Crawford, Administrative Coordinator

**SELECTION OF CHAIR AND VICE-CHAIR**

a. Selection of Chair:

Commissioner Wong nominated Commissioner Quan to serve as Chair of the Parks and Recreation Commission. Commissioner Mahmood seconded the nomination. Commissioner Quan was elected to serve as Chair of the Parks and Recreation Commissioner by the following roll call vote:

Mahmood	Yes
Quan	Yes
Wong	Yes
Wu	Yes
Mao	Absent

b. Selection of Vice-Chair:

Commissioner Quan nominated Commissioner Mahmood to serve as Vice-Chair of the Parks and Recreation Commission. Commissioner Wong seconded the nomination. Commissioner Mahmood was elected to serve as Vice-Chair of the Parks and Recreation Commissioner by the following roll call vote:

Mahmood	Yes
Quan	Yes
Wong	Yes
Wu	Yes
Mao	Absent

**PUBLIC COMMENTS:**

**CALENDAR OF EVENTS:** PRD Wright presented the Calendar of Events

**1. CONSENT CALENDAR:****1.1 Approval of Minutes for the January 23, 2025 Regular Meeting:**

Chair Quan moved; Commissioner Wong seconded to approve the Regular Meeting Minutes of January 23, 2025. Motion carried by the following Roll Call vote:

AYES: COMMISSIONERS: Mahmood, Quan, Wong, Wu  
ABSTAIN: COMMISSIONERS: None  
ABSENT: COMMISSIONERS: Mao

**2. INFORMATIONAL ITEMS:****2.1 MARCH RECREATION PROGRAM UPDATE:**

PRS/Murphey presented the March Recreation Update and RS/Arteaga provided an update on the Summer Open House Event, Facility Reservation Surveys, and the Office Updates at the Diamond Bar Center.

**2.2 MARCH PARKS AND FACILITIES MAINTENANCE REPORT:**

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

**3. OLD BUSINESS: None****4. NEW BUSINESS:****4.1 Maple Hill Park Update**

MS/Williams offered updates on the current Maple Hill Park project.

**5. ANNOUNCEMENTS:**

VC/Mahmood asked for an update on the consideration for additional pickleball courts. PRD/Wright provided feedback regarding the FY 25-26 budget process which included staffs recommendation for additional pickleball courts to be considered by the City Manager and City Council.

Commissioners Quan, Wong and Mahmood welcomed Commissioner Wu to his first meeting. Commissioner Wu expressed his excitement in joining the Parks and Recreation Commission.

**ADJOURNMENT:** With no one objecting and no further business before the Parks and Recreation Commission, Chair Quan adjourned the meeting at 6:56 p.m. to Thursday, May 22, 2025 at 6:30 p.m.

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

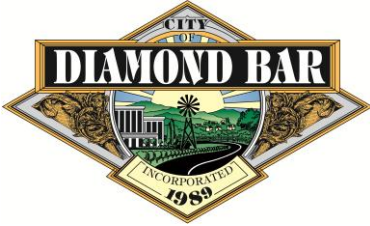
Respectfully Submitted,

\_\_\_\_\_  
Ryan Wright, Secretary

Attest:

\_\_\_\_\_  
Cynthia Quan, Chair

Communication: Minutes for Approval to Recieve and File (CONSENT CALENDAR:)



## PARKS AND RECREATION COMMISSION AGENDA REPORT

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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:                            May 22, 2025

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

FROM:                                       Christy Murphey, Recreation Superintendent

SUBJECT:                                    May Recreation Program Update

RECOMMENDATION:                        Receive and file.

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### **Special Events**

#### Breakfast with the Bunny

The City celebrated the arrival of spring with the Breakfast with the Bunny event. The Diamond Bar Center was packed with excitement, with over 150 attendees participating in the event on Saturday, April 12. This event provided a fun opportunity for families to enjoy breakfast sandwiches provided by Bageloo, Easter-themed activities, games, music and a photo with the Bunny. Lastly, volunteers from the Diamond Bar Community Leos Club, DB 4Youth, and the Miss Diamond Bar Pageant assisted during the event by helping attendees to their seats, distributing breakfast, and working the games and craft stations.

#### Windmill Hunt

In celebration of the City of Diamond Bar's 36th birthday, the City hosted a month-long Windmill Hunt throughout April, designed to encourage residents to get outdoors and explore City parks, trails, and facilities. The event had 272 individuals registering to participate. Families and individuals of all ages took part in the activity, making it a fun and engaging way to celebrate cityhood.

As a reward for finding at least 10 windmill signs, participants were able to collect a free swag bag at City Hall every Thursday from April 10 through May 1, between 4 p.m. and 6 p.m. In addition, a special City Birthday logo coloring activity was offered for children

ages 12 and under. Completed coloring sheets could be turned in during the Thursday pickups received a special prize. Approximately 50 children participated.

## **Community Recreation Guide**

### Summer Recreation Guide

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

## **Recreation Classes**

### Recreation Classes – Winter-Spring Session

The Winter/Spring season of Contract Classes is halfway through. There were 131 classes offered in the months of March and April. Over those class offerings there was over \$59,000 in revenue brought in.

### Summer Programs Open House

This Spring the Recreation Department deployed a fresh marketing event for the upcoming Summer Recreation Guide. The Summer Open House was held on March 8 at the Diamond Bar Center. The event included 15 contract class instructors, and a variety of City booths including Day Camp, Senior Programs, Recycling, Facility Reservations, a coloring station, and other family fun activities. Those in attendance were able to build with Legos, learn about robots, create flowers out of frosting, and try to balance with the new gymnastics' instructor. There were also class demonstrations for adults in meditation and chair yoga. The event was attended by over 200 guests from the community and resulted in over \$3,369 in revenue on the day of. This was a great kick off to the registration for Summer and it is expected to be a staple event moving forward.

## **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 meets at the Diamond Bar Center Monday through Friday. Activities include karaoke, mahjong, gardening, and more. They made a few changes to their schedule, adding Tuan-Chi Dance and Yoga to their Friday activities. The club is also interested in replacing a karaoke day with a full day of Mahjong starting in May.
- Diamond Age Seniors hosts their regular programming on Mondays, Wednesdays, and Thursdays at Heritage Park. In preparation for Summer Day Camp at Heritage Park, staff have coordinated with the group to relocate Karaoke and Mahjong activities to the Diamond Bar Center on Wednesdays and Thursdays, from May 28 through August 6. This arrangement has been

successfully implemented for several years, and the group continues to work closely with staff to ensure ongoing programs and activities are available for their members during the summer months.

- Diamond Bar Senior Citizens Club meets at the Diamond Bar Center every Monday at 9:30 a.m. Their regular activities include luncheons, day and extended trips, and bingo. In April, the club hosted an Easter luncheon for its members, featuring catering from Vista Pointe Deli. Additionally, they provided donuts and croissant sandwiches for their dedicated volunteers who assist with coffee service, registration, and support for all DBSC activities.
- Sunshine Seniors meet at the Diamond Bar Center on Sundays. Activities include yoga, Zumba, and private evening events. The group met on April 20 in the Pine Room from 4 pm to 8 pm to host an Antakshari event. Antakshari is a popular spoken parlor game originating from India, often played in social gatherings, especially among family and friends. Antakshari is a fun and culturally rich game that tests memory, musical knowledge, and quick thinking. It is often played during long journeys, family events, or community gatherings.
- Super Diamond Age meets on Tuesdays and Fridays to play mahjong, dance, and karaoke. The group is planning their mid-year party, which is slated to be hosted before the start of Day Camp.
- Federation of Hindus Association meets at the Diamond Bar Center on the fourth Saturday of the month from 5-10 pm. Activities include music, dance, and dinner.
- Photo Club members meet to share and learn by exchanging photo tips and attending photo excursions. Meetings take place 7-9 p.m. every second Tuesday of the month at the Diamond Bar Center. Brian, the photo club administrator, sends a newsletter every month highlighting the topics that will be discussed and reviewed during their meetings. The topics they discussed in March and April were Mobile photography & video and Photography basics- mastering your camera and camera care.

### Mt. San Antonio College

Classes are led by Mt. San Antonio College instructors and are conducted at the Diamond Bar Center or Heritage Park Community Center. Mt. SAC conducts its own class registration through their Older Adults and Adults with Disabilities Department. The spring session began February 24 and will run through June 20. Classes include exercise, watercolor painting, gardening workshops, sewing and design, quilting, and drawing.

### Senior Talks

The following seminars and program were conducted from March through April:

- 3/3 Medicare Enrollment Periods
- 3/5 Talk with an Attorney

- 3/5 Wednesday Walkers
- 3/11 Health, Wellness, Wholeness
- 3/13 AARP
- 4/2 Talk with an Attorney
- 4/2 Wednesday Walkers

### Fantasy Springs

The recent Fantasy Springs trip on March 5 had 45 participants in attendance. As with previous excursions, the trip sold out quickly. Based on its continued popularity, staff have discussed increasing the participant capacity to 55. The largest charter bus available to the City accommodates 56 passengers, allowing for 55 tickets to be sold to seniors, with one seat reserved for the trip escort.

Participants consistently express enthusiasm for this outing, as Fantasy Springs is the only local casino that offers a \$40 incentive for gameplay or food purchases. Additionally, it is the only casino in the region that hosts weekday bingo, making it a unique and highly valued destination among senior participants. We look forward to hosting another trip later this year.

### St. Patrick's Day Dance

The St. Patrick's Dance welcomed 56 attendees, creating a warm and intimate atmosphere for participants to enjoy an evening of celebration and camaraderie. Guests were treated to a festive dinner served by Canyon Catering that included beef burgundy, seasoned vegetables, roasted potatoes, and a dinner roll, all served in a beautifully decorated, St. Patrick's-themed setting. The evening featured lively music that kept the dance floor active throughout the night, with guests dancing and socializing well into the evening. Adding to the excitement, raffle tickets were distributed to all participants for the chance to win prizes!

### Hollywood Glam Dance

The first-ever Hollywood Glam themed Dance was embraced by 53 glamorous guests. Their attire was reminiscent of a star-studded movie premiere, adding to the sophistication and festive ambiance of the evening. Dinner was catered by Melrose Catering and featured a flavorful and satisfying menu, including antipasto salad with Italian dressing, lasagna, sausage and peppers, pasta primavera, a seasonal vegetable medley, and garlic bread. A highlight of the event was the photo booth, generously sponsored by SCAN. Attendees enjoyed capturing memories in their red carpet best! SCAN has committed to being the official photo booth sponsor for all remaining dances in 2025—an exciting addition that enhances the overall experience for participants.

### Wednesday Walkers - March

To close out the month of March, Wednesday Walker participants took part in a lively and engaging Social Bingo activity that brought a creative twist to a classic game. Rather than traditional numbers, each bingo square featured a fun and unique prompt—such as “has been on television,” “has met a famous person,” or “has a pet other than a dog or cat.” The goal was to complete a full row by finding fellow participants who matched the descriptions, encouraging conversation and connection among the group.

To top off the fun, the winner was awarded a gift bag filled with Diamond Bar-branded goodies, adding an extra layer of excitement and appreciation to the event.

### Wednesday Walkers - April

In April, to celebrate the spring season and add a bit of festive fun, participants enjoyed a thoughtfully planned Egg Hunt that combined tradition with a practical twist. Rather than being filled with candy, the colorful eggs were packed with useful everyday items such as glasses wipes, tea bags, ChapStick, and car air fresheners—small surprises that brought both joy and utility to those who found them. Participants eagerly searched the area, enjoying the light-hearted competition and cheerful atmosphere. One lucky participant found the grand prize egg, which included two free tickets to the upcoming Cinco de Mayo Dance on May 8.

## **Facility Reservations**

### Diamond Bar Center

Between the months of March and April, the Diamond Bar Center had 47 room reservations that totaled \$130,369 in gross revenue. The Center was closed for maintenance during the week of April 14–18. Maintenance included contracted services for window cleaning, carpet cleaning and hard floor cleaning. Additionally, Facility Attendants assisted with the upkeep of the facility by re-painting walls, installing new trash cans, cleaning chairs, and other general building maintenance items. The A/V projector was also replaced alongside the media matrix box receiving a new power supply. The successful installation and update has improved technical issues experienced in the past. These fixes are just the beginning of a larger capital improvement project scheduled to begin in September 2025, in which the entire A/V system will receive an update.

### Heritage and Pantera Park Rentals

In the months of March and April there were eight rentals of Heritage Park Community Room and four of Pantera Park Activity Room. Rentals varied from birthday parties, business meetings, baby showers, and celebrations of life. The reservations totaled \$6,192 in gross revenue.

### Picnic Rentals

Over March and April there was a substantial growth in picnic reservations. City parks accommodated 39 picnic reservations; Sycamore Canyon Park remains the most popular with 15 reservations in March and April alone, Pantera Park followed with ten and both Heritage and Ronald Reagan had seven. In total, the reservations totaled \$3,637 in gross revenue

## **Healthy Diamond Bar**

### Yappy Hour at the Dog Park

In March, Healthy DB hosted Yappy Hour at Pantera Park dog park. There were approximately 30 dogs and their owners who participated in the event. Attendees enjoyed complimentary “puppachinos” for their dogs, a mocktail refreshment, and

opportunities to win raffle prizes. In addition, dog obstacle courses in both the large and small dog park areas were set up along with dog toys for all to enjoy.

### Toddler Playtime

In April, Healthy DB was excited to host toddlers and their families with Toddler Playtime. The 45 participants that were able to join us were immersed in four sensory tables and bubble play area. Toddlers had the opportunity to explore, learn, and socialize with each other. Before the event concluded, participants joined City Council members plant a tree to commemorate Arbor Day, contributing to the beautification and environmental sustainability of the community.

## **Youth Programs**

### Kinder Skills – Winter Session 2

Participants spent this session learning all about smell, touch, taste, hearing, and sight. The session took place from March 3 to April 11 with 16 participants in the Monday, Wednesday, Friday class, and 13 participants in the Tuesday, Thursday class. Participants learned all about how their senses help them to perceive and enjoy the world around them. Children continued to learn about this topic through books, songs, worksheets, and hands on activities that put their senses to the test.

The next session operated from April 21 through May 23 titled “Discovering Trees”. There are 15 participants in the Monday, Wednesday, and Friday class, and 14 participants in the Tuesday, Thursday class.

### DB 4Youth - March

The month’s meeting was hosted on Tuesday, March 18 with 13 members in attendance. Although a bit early for this topic, the meeting focused on Earth Day and diverse ways we can make an impact in our communities. Throughout the month, members participated in several volunteer opportunities such as assisting at youth basketball on Saturday mornings at South Pointe Middle School, the senior dance on March 13, the Yappy Hour Healthy Diamond Bar event on March 19, and putting together the Windmill Hunt goodie bags on March 24. A few members even had the opportunity to attend the City Government Explained presentation on March 12.

### DB 4Youth - April

The meeting was hosted on Tuesday, April 15. Members spent the hour discussing their past volunteer shifts, upcoming summer plans and volunteer opportunities for the month. The other part of this meeting was spent discussing next school year’s volunteer opportunities. This month members assisted in a Mathnasium event at Quail Summit on April 3, a Government Explained presentation on April 9, the Senior Dance on April 10, the Breakfast with the Bunny event on April 12, the Spring Mini Camp program April 14-18, and the Earth Day event on April 19.

### Spring Mini Camp - April 2025

For the first time, the City held a mini camp during spring break. This minicamp took place over the course of five days from April 14-18 from 8 a.m. – 5 p.m. This jam-

packed camp was for children aged 6-12 years old. Children spent the week partaking in various activities such as crafts, games, building and flying kites, designing bug hotels, making their own trail mix, and more! This five-day event had a total of 31 registered participants.

## **Youth and Adult Sports**

### Adult Volleyball – March & April

Spring session 2 of Adult Volleyball started on March 24 at Chaparral Middle School. Adult Volleyball remains to be a popular program with 35 participants enrolled in the session. Participants drop-in on Monday nights from 7 p.m. -9 p.m. This session has participants ranging from 24 to 71 years of age. The spring session will conclude on May 19.

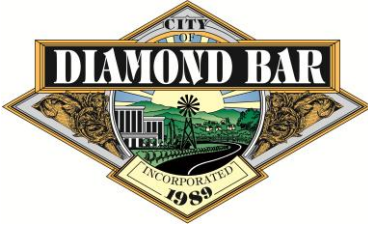
### Senior Softball - April

Senior Softball started their season on April 3 at Pantera Park. Diamond Bar's three teams participate in the Inter – City Senior Co-ed Softball League which is made up of men and women ages 50+. The league includes teams from Arcadia, Pasadena, Duarte, and Whittier. The playing season runs from April through September with games on Thursdays starting at 9 a.m. or 10:15 a.m. at Pantera or Peterson Park. There are currently 53 participants registered across the three Diamond Bar teams: Classics, Diamonds, and Rascals.

### Field Allocation March - April

In late February allocation applications for user groups were sent out for the new allocation period May-August with an application deadline of March 20. Seven qualifying user groups submitted an application for allocation. The user groups include AYSO Soccer, Diamond Bar Girls Softball, Pony Baseball, MVP Flag Football, Diamond Bar Soccer League, FC Hanaro (adult soccer) and Diamond Bar Blues (adult cricket).

On Tuesday, April 22 user groups attended the allocation meeting via Zoom. At the meeting updated information was provided including: review of general user guidelines, tournament request dates, and the new allocation for the months May through August.



## PARKS AND RECREATION COMMISSION AGENDA REPORT

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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: May 22, 2025

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

FROM: Anthony Jordan, Parks & Maintenance Superintendent

SUBJECT: May Maintenance Report

RECOMMENDATION: Receive and File

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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

- Adjusted multiple faucets in the lower women's restroom and rebuilt the P- trap. Repaired automatic faucet actuator.
- Installed additional storage shelf and glove rack in upper storage room.
- Re-staked numerous wind damaged trees.
- Repaired Maple room and hallway door locks.
- Performed smoke alarm test. (Pyro)
- Assisted contractor with projector installation in GVBR. (Western AV)
- Hung multiple pictures in office spaces.
- Repaired window shades in office spaces.

- Installed new soap dispenser.
- Repaired lower men's restroom handicap toilet.
- Replaced numerous lights in restroom spaces and checked all toilets and sinks.
- Repaired garbage disposal in the Maple room. Flushed drain line.
- Painted newly installed backflow prevention valve.
- Pressure washed front of the facility as well as the dumpster area.
- Installed new flush meter in lower women's restroom.
- Repaired lobby door at entrance to GVBR.
- Performed weekly test on wheelchair lift.
- Performed monthly emergency generator test and regularly scheduled maintenance.
- Performed monthly exterior lighting maintenance.

### **Diamond Canyon Park**

- Repaired the chain to the fire access road and attached the reflector.
- Replaced vinyl fence panel damaged by the wind.
- Removed fallen branches that were blocking walkways in the park.
- Performed Park/playground inspections.

### **Heritage Park**

- Adjusted and lubricated locks on the exterior doors to the main room.
- Cleaned and repaired the push button actuator on the restroom drinking fountain. Removed sand from the drain line and sand trap.
- Replaced backstop boards at baseball field.
- Re-anchored third base side bleachers.
- Inspected roof for debris and cleared drains.

- Replaced door stop and flush handle in the women's restroom.
- Cleared drinking fountain clog near the basketball courts.
- Cleared slow draining urinal in the park men's restroom.
- Removed unrepairable drinking fountain near Bronco Lane.
- Reset the park lighting timers due to a power outage.
- Removed graffiti from drinking fountain.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

### **Larkstone Park**

- Replaced lock on men's restroom door.
- Cleared storm drain near parking lot.
- 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 from the sand trap.
- Performed Park/playground inspections.

### **Maple Hill Park**

- Continues to be under construction.

### **Pantera Park**

- Replaced a broken toilet in the women's restroom.
- Cleared a (sand) clogged drinking fountain at the restroom building.

- Cleared a clogged toilet in the women's ADA stall.
- Cleared a clogged urinal in the men's restroom.
- Replaced exterior building lights.
- Cleared a clog from the men's restroom sink.
- Changed lighting timers for daylight saving time.
- Reattached soap dispenser in the women's restroom.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

### **Paul C. Grow**

- Removed the urinal from the men's restroom wall to repair a water leak. Reinstalled urinal.
- Unclogged the toilet in the men's restroom.
- Repaired holes in the batting cage nets and resecured them to the fencing.
- Cleared sand from the drinking fountain near the playground.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

### **Peterson Park**

- Removed and replaced damaged baseball dugout shade tarp.
- Cleared numerous clogs from both men's and women's restroom toilets.
- Cleared clogged floor drains in the restroom building (2X)
- Replaced elbow in water line to the women's toilet.
- Repaired urinal from overflowing.
- Replaced GFI outlets in the batting cages.
- Removed inoperable drinking fountains.
- Reattached netting inside the batting cages.

- Secured abandoned electrical boxes on the cell phone equipment building.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

### **Ronald Reagan Park**

- Adjusted the gate latch to the tennis courts.
- Cleared clogged men's room urinal.
- Cleared sand clog from the drinking fountain.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

### **Silvertip Park**

- Repaired water line to doggy drinking fountain.
- Patched and repaired the poured in place playground impact attenuating surface.
- 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.

### **Sunset Crossing Park Site**

### **Sycamore Canyon Park**

- Received and unloaded steel trail posts for future project.
- Replaced push buttons in drinking fountain near baseball field (1<sup>st</sup> base side).
- Re-lamped light fixtures in the storage room.

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

### **Washington Park**

- Replaced the bubbler on the ADA drinking fountain.
- Cleared sand from drinking fountain drain line.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

### **City Hall/Library**

- Replaced exhaust fan motor in the Library staff restroom.
- Cleaned women's room faucet aerators and adjusted water pressure.
- Reinstalled damaged paper towel dispenser in the CH break room.
- Hung clock in Sunset Crossing conference room.
- Repaired library staff entrance door.
- Replaced motor belt and realigned motor for City Hall restroom exhaust fan.
- Replaced batteries in the exit sign at the east side of the facility in City Hall space.
- Replaced burned out exit sign in the Library space.
- Replaced a dislodged ceiling tile in the women's restroom.
- Re-lamped numerous fixtures in throughout the facility.
- Performed monthly emergency generator test and regularly scheduled maintenance.
- Performed monthly exterior lighting maintenance.

### **Citywide**

- Removed algae from the sidewalk at 20834 Moonlake.
- Replaced 7 no stopping signs on Diamond Bar Bl. from Gold Rush to Golden Springs.

- Repaired numerous potholes along Lemon Ave.
- Repaired numerous potholes on Brea Canyon and Pathfinder.
- Assisted with traffic control due to power outage caused by T/C at Golden Springs and Sylvan Glen.
- Removed/cleaned spilled concrete in the intersection of Diamond Bar and Golden Springs.
- Removed a large tree branch from the roadway on Grand Ave.
- Added concrete grout to storm drain structure at Steep Canyon to control rain runoff.
- Removed car fender from the roadway at Grand and Cleghorn.
- Removed a large piece of scrap metal from the roadway on Diamond Bar Bl.
- Cleaned up traffic accident debris from the roadway at Brea Canyon and Lycoming.
- Rototill playground sand, clean barbeque pits, clean gazebos and prep softball fields as needed (PWL).
- 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. walkway.