



City of Diamond Bar City Council Agenda

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

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

Meeting Date: Tuesday, December 16, 2025

Study Session 5:00 p.m.
Regular Meeting 6:30 p.m.

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

WELCOME TO A MEETING OF THE DIAMOND BAR CITY COUNCIL

Meetings are open to the public, and you are invited to attend and participate.

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 and on the City's website. The City Council may take action on any item listed on the agenda.

HOW TO ACCESS THE MEETING REMOTELY

Television: Spectrum Cable Channel 3 and Frontier FiOS television Channel 47
Internet: [City's YouTube Channel](https://www.diamondbarca.gov/youtube) (diamondbarca.gov/youtube)
Listen-Only: Call +1 (631) 992-3221, Access Code: 319-773-376
Participate: [Join Go To Webinar](https://attendee.gotowebinar.com/register/908352087626081114)
(<https://attendee.gotowebinar.com/register/908352087626081114>)

RESOURCES

Copies of agendas and agenda packets are on file and available for public inspection at the City Clerk's Office at 21810 Copley Drive, Diamond Bar, CA 91765 or online at www.diamondbarca.gov/agendas. For more information about agendas or rules of the City Council, please [email the City Clerk's office](mailto:cityclerk@diamondbarca.gov) (cityclerk@diamondbarca.gov) or call 909-839-7010.

AMERICANS WITH DISABILITY ACT ACCOMMODATION

In compliance with the Americans with Disabilities Act, if you need special assistance, a disability-related modification or accommodation, agenda materials in an alternative format, or auxiliary aids to participate in this meeting, please [email the City Clerk's office](mailto:cityclerk@diamondbarca.gov) (cityclerk@diamondbarca.gov) or call 909-839-7010 as soon as possible. Providing at least 72 hours' notice will help ensure that reasonable arrangements can be made.

PUBLIC INPUT

The public may provide public comment by attending the meeting in person, by sending an email, or by logging into the teleconference. Please [email public comments to the City Clerk](#)

(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 City Council Members, noted for the record at the meeting, and posted on the City's official agenda webpage: www.diamondbarca.gov/agendas. Please note that the meeting will proceed at the South Coast Air Quality Management District/Main Auditorium should comments by teleconferencing become infeasible due to an internet or power outage, or due to technical problems outside the City's control. If you wish to make certain that your comments are heard, please attend the meeting in person or send an email by 4:00 p.m. on the day of the meeting/hearing.

Speakers are limited to five (5) 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. Any material to be submitted to the City Council at the meeting should be submitted through the City Clerk.

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.

LIVE MEETING NOTICE

This meeting is being video recorded and by participating you are giving your permission to be televised. This meeting will be rebroadcast every Saturday and Sunday at 9:00 a.m. and alternate Tuesdays at 8:00 p.m.

1. STUDY SESSION:

5:00 p.m., CC-8 Conference Room

1.1 Citywide Fee Study Review.

Recommended Action:

Receive and provide direction on the User Fee Study Report dated November 26, 2025.

STUDY SESSION PUBLIC COMMENT:

The Public Comment portion of the City Council Study Session is limited to matters appearing on the Study Session. Additional opportunities for further Public Comment will be given during the regular meeting.

2. CALL TO ORDER: 6:30 p.m., Main Auditorium

PLEDGE OF ALLEGIANCE: Mayor Tye

INVOCATION: Tim Park, Lead Pastor at Evangelical Free Church

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

APPROVAL OF AGENDA: Mayor Tye

3. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

3.1 Presentation of City Tile to Outgoing Planning Commissioner Naila Barlas.

4. CITY MANAGER REPORTS AND RECOMMENDATIONS:

4.1 Restaurant Week Update.

5. 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.

6. SCHEDULE OF FUTURE EVENTS:

6.1 Planning Commission Meeting – December 23, 2025 - cancelled.

6.2 Christmas Holiday - December 24-26, 2025 - City Offices Closed.

6.3 New Year Holiday - December 31 at noon through January 2, 2026 - City Offices Closed.

6.4 City Council Meeting – January 6, 2025 — canceled.

- 6.5 City Council Meeting – January 20, 2025, 6:30 p.m., South Coast Air Quality Management District - Auditorium, 21865 Copley Dr.

7. 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 City Council Member or member of the public request otherwise, in which case, the item will be removed for separate consideration.

- 7.1 City Council Minutes of the December 2, 2025 Regular Meeting.

Recommended Action:

Approve the December 2, 2025 Regular City Council meeting minutes.

- 7.2 Ratification of Check Register Dated November 26, 2025 through December 9, 2025 totaling \$432,371.02.

Recommended Action:

Ratify the Check Register.

- 7.3 Amendment to the Compensation Plan for Part-time Non-Benefitted Classifications of Employment.

Recommended Action:

Adopt Resolution No. 2025-35 amending the Compensation Plan for Part-time Classifications of Employment Effective December 27, 2025.

- 7.4 Third Amendment to the Consultant Services Agreement with Willdan Engineering to Provide Temporary Permit Technician Staffing for the Building and Safety Division.

Recommended Action:

Approve, and authorize the City Manager to sign, the Third Amendment to the Consultant Services Agreement with Willdan Engineering to provide continued temporary Permit Technician staffing through June 30, 2026.

- 7.5 Treasurer's Statement.

Recommended Action:

Approve the November 2025 Treasurer's Statement.

8. PUBLIC HEARINGS:

- 8.1 Walnut Valley Unified School District (WVUSD) Electronic Billboard Project Planning Case No. PL2024-40.

Recommended Action:

- A. Open the public hearing to receive public testimony;
- B. Close the public hearing;
- C. Adopt Resolution No. 2025-36 approving the Mitigated Negative Declaration and adopting the Mitigation Monitoring and Reporting Program pursuant to the California Environmental Quality Act (CEQA);
- D. Introduce for first reading by title only, waive full reading of Ordinance No. 01 (2026),

and set for second reading and adoption at the January 20, 2026 City Council meeting: AN ORDINANCE OF THE CITY OF DIAMOND BAR AMENDING SECTIONS 22.10.030, 22.36.080, 22.36.120, AND 22.80.020 OF THE DIAMOND BAR CITY CODE PERTAINING TO THE REGULATION OF BILLBOARDS;

- E. Approve for first reading by title only, waive full reading of Ordinance No. 02 (2026), and set for second reading and adoption at the January 20, 2026 City Council meeting: AN ORDINANCE OF THE CITY OF DIAMOND BAR APPROVING DEVELOPMENT AGREEMENT NO. 2026-01, FOR PROPERTY COMPRISED OF APPROXIMATELY 6.08 ACRES LOCATED AT 880 SOUTH LEMON AVENUE, WALNUT, CALIFORNIA WITHIN THE JURISDICTIONAL BOUNDARIES OF THE CITY OF DIAMOND BAR (ASSESSOR'S PARCEL NUMBER 8760-015-901); and
- F. Adopt Resolution No. 2025-37 approving Conditional Use Permit and Development Review Planning Case No. PL2024-40.

9. COUNCIL CONSIDERATION:

- 9.1 Annual Appointment of Council Members to Serve on Local and Regional Boards, Commissions and Committees.

Recommended Action:

Ratify the Mayor's appointments, and adopt Resolution No. 2025-38 confirming appointments to the San Gabriel Valley Council of Governments.

- 9.2 Appointments to the Parks and Recreation Commission and Planning Commission to Fill Unexpired Terms.

Recommended Action:

Ratify Mayor Tye's appointment of Lee Mao to the Planning Commission and Devang Mehta to the Parks & Recreation Commission.

10. COUNCIL SUB-COMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS:

11. ADJOURNMENT:

CERTIFICATION

I, Kristina Santana, MMC, City Clerk, City of Diamond Bar, hereby certify, under penalty of perjury under the laws of the State of California that the foregoing notice was posted pursuant to Government Code Section 54950 Et. Seq., not less than 72 hours prior to the meeting, at the following locations: Diamond Bar City Hall Kiosk, Diamond Bar City Hall Bulletin Board, City website: www.diamondbarca.gov, and Diamond Bar Library.

Kristina Santana, MMC
City Clerk

Date Posted: December 12, 2025