



City of Diamond Bar Parks and Recreation Commission Agenda

Cynthia Quan, Chair
Saman Mahmood, Vice Chair
Devang Mehta, Commissioner
Andrew Wong, Commissioner
David Wu, Commissioner

Meeting Date: Thursday, January 22, 2026

Regular Meeting 6:30 p.m.

**Diamond Bar City Hall – Windmill Community Room
21810 Copley Drive, Diamond Bar CA 91765**

WELCOME TO A MEETING OF THE DIAMOND BAR PARKS AND RECREATION COMMISSION

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

Agendas for regular Parks and Recreation 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. The Parks and Recreation Commission may take action on any item listed on the agenda.

HOW TO ACCESS THE MEETING REMOTELY

Listen-Only: Call +1 (562) 247-8422, Access Code: 897-671-788

Participate: [Join Go To Webinar](https://attendee.gotowebinar.com/register/1307934404541810261)
(<https://attendee.gotowebinar.com/register/1307934404541810261>)

RESOURCES

Copies of agendas and agenda packets are on file and available for public inspection in 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 Parks and Recreation Commission, please [email the Parks and Recreation Department](mailto:recreation@diamondbarca.gov) (recreation@diamondbarca.gov) or call 909-839-7070.

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 Parks and Recreation Department](mailto:recreation@diamondbarca.gov) (recreation@diamondbarca.gov) or call 909-839-7070 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 Parks and Recreation Department](mailto:recreation@diamondbarca.gov) (recreation@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 Parks and

Recreation Commission and noted for the record at the meeting. Please note that the meeting will proceed at Diamond Bar City Hall – Windmill Community Room should comment 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 Chairperson determines otherwise. The Chairperson 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 considerations. Speakers may address the Parks and Recreation Commission only once on an agenda item, except during public hearings, when the applicant/appellant may be afforded a rebuttal. Any materials to be submitted to the Parks and Recreation Commission at the meeting should be submitted through the Administrative Coordinator.

Public comments must be directed to the Parks and Recreation Commission. A person who disrupts the orderly conduct of the meeting after being warned by the Chairperson or the Chairperson's designee that their behavior is disrupting the meeting may result in the person being removed from the meeting.

1. CALL TO ORDER: 6:30 p.m., Windmill Room**PLEDGE OF ALLEGIANCE:****ROLL CALL:** Commissioners Mehta, Wong, Wu, Vice-Chair Mahmood, and Chair Quan**2. 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 Parks and Recreation Commission on Consent Calendar items or other matters of interest not on the agenda that are within the subject matter jurisdiction of the Parks and Recreation Commission. Although the Parks and Recreation Commission values your comments, pursuant to the Brown Act, members of the Parks and Recreation Commission 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 Parks and Recreation Commission.

3. SCHEDULE OF FUTURE EVENTS:

- 3.1 Tuesday, February 3, 2026, City Council Meeting - 6:30pm - AQMD Main Auditorium — 21865 Copley Drive — Diamond Bar
- 3.2 Friday, February 6, 2026, AARP Tax Preparation — Every Friday through April 10, 2026 - 9:00am - 3:00pm - Diamond Bar Center - 1600 Grand Avenue — Diamond Bar
- 3.3 Saturday, February 7, 2026, Community Excursion Valentine's Night at 123 Farms - 3:30 - 9:30pm - Departs from the Diamond Bar Center - 1600 Grand Avenue — Diamond Bar
- 3.4 Friday, February 13, 2026, Kids Night Out - 5:30 - 9:00pm - Heritage Park Community Center — 2900 South Brea Canyon Road — Diamond Bar
- 3.5 Monday, February 16, 2026, City Offices Closed
- 3.6 Tuesday, February 17, 2026, City Council Meeting - 6:30pm - AQMD Main Auditorium — 21865 Copley Drive — Diamond Bar
- 3.7 Wednesday, February 25, 2026, Healthy Diamond Bar - Wednesday Walkers Mashup - 9:00-10:00am - Peterson Park - 24142 East Sylvan Glen Road - Diamond Bar
- 3.8 Tuesday, March 3, 2026, City Council Meeting - 6:30pm - AQMD Main Auditorium — 21865 Copley Drive — Diamond Bar
- 3.9 Monday, March 16, 2026, Summer Day Camp Resident Registration Opens - 7:30am - Online or in person at the Diamond Bar Center - 1600 Grand Avenue — Diamond Bar
- 3.10 Tuesday, March 17, 2026, City Council Meeting - 6:30pm - AQMD Main Auditorium — 21865 Copley Drive — Diamond Bar
- 3.11 Wednesday, March 18, 2026, Senior Excursion — Natural History Museum - 9:00am - 3:00pm - Departs from the Diamond Bar Center - 1600 Grand Avenue - Diamond Bar

3.12 Wednesday, March 18, 2026, Healthy Diamond Bar - Yappy Hour - 4:00-6:00pm - Diamond Bar Dog Park - 738 Pantera Drive - Diamond Bar

4. CONSENT CALENDAR:

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

5. INFORMATION ITEMS:

5.1 January 2026 Recreation Report

Recommended Action:

Receive and File

5.2 January 2026 Maintenance Report

Recommended Action:

Receive and File

6. DIRECTOR'S REPORT:

6.1 Sunset Crossing Property Update

7. PARKS AND RECREATION COMMISSION COMMENTS/INFORMATION ITEMS:

8. ADJOURNMENT:

CERTIFICATION

I, Robin Crawford, Administrative Coordinator, 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.

Robin Crawford
Administrative Coordinator
Date Posted: 1.16.26



PARKS AND RECREATION COMMISSION AGENDA REPORT

TO: Chair and Members of the Parks and Recreation Commission

FROM: Ryan Wright, Parks and Recreation Director

SUBJECT: January 2026 Recreation Report

RECOMMENDATION:

Receive and File

BACKGROUND/DISCUSSION:

January 2026 Recreation Report has been prepared and is being presented for receipt and filing.

PREPARED BY:

Christy Murphey, Recreation Superintendent, Parks and Recreation

ATTACHMENTS:

1. January Parks and Recreation Report

Special Events

Halloween Party

On October 25, the City held the annual Halloween Party event in a new location of Pantera Park with over 800 people in attendance. This unique event is geared towards all Diamond Bar residents including kids, people, and pups! Everyone was treated to a variety of activities including: kiddie games (for ages 2 to 8), crafts, dog games and dog/owner costume contests. In addition, there was a large vendor fair with 28 vendors offering pet products and services.

Veterans Recognition Ceremony

The City of Diamond Bar and City Council hosted the annual event on November 6 at the Diamond Bar Center. The event started at 9 a.m. with a welcome speech from Mayor Teng, followed by the invocation from Pastor Emeritus Mark Hopper of EFree Church Diamond Bar. The Director of Music at St. Denis Church, Patrick Zubiante, performed the National Anthem, and the event proceeded with special recognition presentations from City Council and legislative representatives to nine honored veterans. In addition, a video presentation was shown highlighting four Diamond Bar Veterans and their time in the military. South Pointe Middle School band, directed by Susan Willmering, performed a musical selection, as did Patrick Zubiante performing patriotic music to close the event.

Windmill Lighting Ceremony

The event took place on Saturday, December 6 at the historic windmill located in the Diamond Bar Towne Center (intersection of Diamond Bar Blvd and Grand Ave). The event was co-sponsored by the Diamond Bar Community Foundation who provided a free ornament to all in attendance. In addition, the event was held from 5-6 p.m. and featured comments from Diamond Bar City Council, hot chocolate and coffee provided by Reborn coffee, and cookies from Crumbl, live entertainment by the Diamond Bar High School Choir and a Pack-A-Patrol Car Toy Drive organized by the Diamond Bar/Walnut Sheriff station. Over 300 people were in attendance as City Council and members of the Diamond Bar Community Foundation pulled the lever to light up the windmill to signal the start of the holiday season.

Winter Snow Fest

On Saturday, December 6, Pantera Park transformed into a winter wonderland as approximately 1,200 community members gathered for the annual Winter Snow Fest. The event featured an impressive 100 tons of snow, which created three large sledding hills and a spacious snow play area, providing endless entertainment for children and adults alike.

In addition to the snowy attractions, the event offered game and craft activities for children. The craft fair and non-profit information booth showcased local artisans and organizations. Live performances by local entertainers on the main stage showcased local organizations and local talent.

A highlight for many was the appearance Santa Claus who made a special visit to Diamond Bar, posing for photos with children at a free selfie station, creating cherished memories for all.

Community Recreation Guide

Fall Recreation Guide

The guide was delivered to Diamond Bar residents early-August 2025. The guide covered recreation programming September through December 2025.

Winter/Spring Recreation Guide

The guide was delivered to Diamond Bar residents early-December 2025. The guide covered recreation programming January through Mid-May 2026.

Recreation Classes

Recreation Classes – Fall Session

The fall season of the Contract Class Program was held September 6 through December 14. A total of 152 class sections were offered, with 728 participants enrolled, generating \$97,466.10 in gross revenue. This season featured a diverse range of offerings, including several new instructors. Highlights included the introduction of a variety of new guitar lessons led by instructor Alex Park, a new partnership with Fit Body Boot Camp, and the continued growth of Tumble N Kids' gymnastics program.

As part of ongoing efforts to revamp and strengthen the Contract Class Program, staff evaluated and refined class offerings. 12 fewer class sections were offered compared to Fall 2024, the class cancellation rate decreased, and enrollment increased by 40 participants for Fall 2025. All of these details contributed to an increase of \$13,691.42 in gross revenue. This outcome reflects the continued growth and success of the program. Overall, Contract Classes provide affordable, engaging and enjoyable recreational opportunities for residents of all ages throughout the community.

Senior Programs

Senior Clubs

City-recognized senior citizen membership groups receive subsidized use of City facilities, during designated hours, 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 offer a variety of activities Monday through Friday at the Diamond Bar Center, including karaoke, mahjong, gardening, and more. The Evergreen Senior Club hosted two Quarterly Birthday celebrations held on September 2 and December 11. During these events, the club showcased several newly added classes, including music, singing, and

ukulele, providing members with an opportunity to experience and celebrate the expanded programming.

- Diamond Age Seniors
Diamond Age meets on Mondays, Wednesdays, and Thursdays for mahjong, dance, and karaoke at Heritage Park. Members enjoy their regular programming and expressed enthusiasm about resuming their activities and routines at Heritage Park after their summer hiatus.
- Diamond Bar Senior Citizens Club
The Diamond Bar Senior Citizens Club meets every Monday at 9:30 a.m. and offers a variety of programs, including luncheons, local and extended trips, and bingo. During this reporting period, the club hosted its annual Halloween Costume Contest, encouraging members to dress festively and participate in the celebration. The group also held a Thanksgiving luncheon featuring a traditional holiday meal catered by Vista Pointe Deli, including roasted turkey, mashed potatoes, roasted vegetables, cranberry sauce, and pumpkin pie. In December, the club hosted a Christmas holiday luncheon featuring a performance by the Diamond Bar High School choir, a comedian, an Elvis impersonator, and a special appearance by Santa Claus, creating a festive and engaging experience for attendees.
- Sunshine Seniors
Sunshine Seniors meet every Sunday at the Diamond Bar Center and participate in activities such as yoga, Zumba, and private evening events. On November 9, the group hosted its annual Diwali celebration from 5:00 p.m. to 11:00 p.m. The event included a catered dinner, multiple dance performances by members, and a special musical performance by a visiting musician from India.
- Super Diamond Age
Super Diamond Age meets on Tuesdays and Fridays for mahjong, dance, and karaoke. Their annual holiday party was hosted on December 11, welcoming approximately 100 attendees from Diamond Bar and surrounding communities. The event provided an opportunity for members to gather and celebrate the holiday season together.
- 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. Monthly gatherings include music, dance, and shared meals. Programs were successfully held on September 27, October 25, November 22, and December 27.
- Photo Club
The Photo Club meets 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 educational discussions and excursions. Topics covered between September and December included:
 - **September:** Composition and Storytelling in Photography

- **October:** Street and Candid Photography
- **November:** Panoramic and Stitching Photography
- **December:** Year-End Potluck Celebration

Mt. San Antonio College

With all Mt. SAC classes now being held at the Diamond Bar Center, the facility has become a vibrant hub of activity. Classes include a variety of exercise programs, arts and enrichment activities. These programs are free to seniors age 55+ and adults with special needs. During their Registration Support Day on December 3, Mt. SAC promoted a new upcoming course titled *Writing Your Life Story*. This class focuses on guiding participants in writing their autobiographies to share with loved ones. The course begins in the Winter Semester on January 8 and continues through the end of the Spring semester.

Senior Talks

The following seminars were conducted from September through December:

- 9/8: Communication & Dementia: Connecting with a person living with Memory Loss
- 9/9: Wills & Trusts
- 9/11 & 9/12: AARP Safe Drivers Program
- 9/15: Depression & Anxiety
- 9/16: Long Term Care
- 9/22: Women & Money
- 9/23: Fact about Annuities
- 10/7: Horticulture Therapy:
- 10/14: Fresh Cuts
- 10/20: Fun with art
- 10/21: Estate Planning
- 11/3: Navigating Your 2026 AEP Enrollment
- 11/4: Reverse Mortgage
- 11/17: Healthy Brain Habits
- 12/8: Holiday Tips for Caregivers
- 12/9: Horticulture Therapy

Fantasy Springs Excursion

On October 8, 43 seniors participated in a day trip to Fantasy Springs Resort and Casino. The group first stopped at the Cabazon Outlets for lunch before heading to the casino. Participants enjoyed gaming activities and had the option to join an afternoon bingo session hosted by the casino. The group departed at 10:00 a.m. and returned at approximately 6:30 p.m., enjoying snacks and water during their return to the Diamond Bar Center.

Halloween Costume Dance

On October 16 from 5:30 p.m. to 9:00 p.m., 67 seniors attended the Halloween Costume Dance. Dinner was catered by Buckboard BBQ & Catering and included Parmesan-crusted chicken breast, penne pasta with marinara, oven-roasted balsamic vegetables, dinner rolls, and a garden salad. The evening began with line dance instruction led by DJ Tom, reflecting the community's strong interest in line dancing. DJ

Tom has consistently provided high-quality instruction, and participants look forward to learning new dances at each event. The night concluded with a costume contest featuring categories for Best Male Costume, Best Female Costume, and Best Duo Costume. The event ended with a raffle offering prizes such as an air fryer, a wine opener gift set, an instant coffee machine, and a coffee mug set.

Holiday Dance

On December 11 from 5:30 p.m. to 9:00 p.m., 147 participants attended the Holiday Dance. The event featured a catered dinner by Tiscareno's Catering, a photo booth sponsored by SCAN Insurance, line dance instruction, a Diamond Bar High School musical performance, and photos with Santa Claus. Dinner included cranberry chicken, California salad, scalloped potatoes, fettuccine Alfredo, and dinner rolls. Following dinner, members of Diamond Bar High School's HOPE Club performed holiday songs, a first-time experience that was warmly received by attendees. Guests then enjoyed dancing and a special appearance by Santa Claus. Raffle prizes included an air fryer, an instant coffee machine, a rice cooker, an Echo Dot, and two crockpots. Participants expressed great excitement and appreciation for the event.

Wednesday Walkers

In September, 33 participants registered for the Wednesday Walkers program, which met at Peterson Park. Although the park is smaller than other locations, participants enjoyed the experience. At the end of the month, staff organized a team trivia activity featuring questions about Diamond Bar and 1980s pop culture, fostering camaraderie and engagement among participants.

In October, 37 participants walked at Pantera Park, a popular location due to its long walking trail and optional hiking trail. To conclude the month, walkers participated in a Halloween-themed bingo game, with the winner receiving a Diamond Bar gift bag.

In November, 40 participants explored the trail at the Diamond Bar Center, marking the first new walking location for the group in five years. This location provided an excellent opportunity to welcome new walkers and strengthen community connections. On November 15, the group hosted an end-of-year potluck to celebrate both group and individual milestones. The morning concluded with a timed word scramble, and the winner received two tickets to the Holiday Dance, providing a meaningful and memorable end to the year.

Movie Monday Matinee

Monday Movie Matinee continued to grow throughout the fall. In September, three participants attended a screening of *The Italian Job*. October saw 10 participants enjoy the 2013 remake of Disney's *Haunted Mansion*, which provided a lighthearted and seasonal experience.

In November, 10 participants attended a screening of *Wicked*, offering an opportunity to compare the film adaptation with the Broadway musical. The group enjoyed themed snacks along with the movie.

In December, 10 participants watched *Christmas with the Kranks*, accompanied by popcorn and holiday treats. Many attendees were also members of the Wednesday Walkers group, strengthening existing friendships and reinforcing the program's goal of fostering community.

Senior Health Day

On November 12, a total of 218 seniors attended Senior Health Day at the Diamond Bar Center, where they had the opportunity to engaged with 34 vendors offering a diverse range of health-related services and products. Participating vendors included well-known organizations such as SCAN Health Insurance, Humana, and Fred Astaire Dance Studio, along with other specialists in dental and hearing care. Attendees benefited from a variety of on-site health services, including comprehensive health scan assessments provided by Care Access, complimentary flu vaccinations provided by Kaiser, and free hearing screenings provided by Kun Hearing. The event successfully promoted wellness, preventive care, and meaningful community engagement.

Facility Reservations

Diamond Bar Center

For the period covering September – December 2025 the Diamond Bar Center had 80 rentals with events ranging from wedding receptions, business meetings, celebrations of life, baby showers, to baptisms, seminars and holiday parties. These reservations generated \$220,258.05 in revenue, an approximate \$32,000 decrease in revenue compared to 2024. The decrease in revenue can be attributed to the number of closures the DBC experienced during this time for special projects and extended holiday closures.

Projects completed during the September 8 – October 10 closure included the audio visual and lighting upgrades of the Grand View Ballroom. In addition, the outdoor lighting around the building was replaced with brighter and more energy efficient LED lights, enhancing outdoor visibility for the safety of our guests and staff. During this time and the December cleaning weeks, 35 - 72" round replacement tables were received, and two new water fountains with bottle fill capabilities were installed by the lower restrooms adjacent to the ballroom and upper restrooms adjacent to the front desk, while various facility cleaning and maintenance took place to prepare for 2026 reservations. All of these projects significantly enhance events and the selling aspect of the facility.

On the horizon is a permanent 871 square foot LVP (Luxury Vinyl Plank) dance floor to be installed directly in front of the stage. Installation is scheduled for March 2-5. This expanded dance area enhances the guest experience by accommodating more dancers, improving durability, and reducing event turnover time at no additional cost to renters. Renters may place tables on the dance floor to increase seating capacity or opt to bring in a custom dance floor for alternative layouts or personalized designs. All users with reception packages which includes a dance floor have been notified via email and facility staff followed up via phone calls to assist in answering any questions.

Heritage and Pantera Park

Between the months of September through December, Heritage Community Center accommodated 13 reservations, while Pantera Park Activity Room had 4 reservations. Combined revenue came in at a combined \$7,104.52, a decrease of nearly \$4,800 compared to September through December 2024. This decrease can be attributed to the Pantera Activity Room closures due to holidays, being utilized as a voting center, and City special events, as well as staffing limitations not allowing for last-minute reservation requests typically received during the holiday season. This was slightly offset, however, by providing space at the Diamond Bar Center as an alternative.

2025 Heritage Park – 13 reservations totaling \$6,282.01 in gross revenue
2024 Heritage Park – 22 reservations totaling \$10,113.67 in gross revenue

2025 Pantera Park – 4 reservations totaling \$822.51 in gross revenue
2024 Pantera Park – 8 reservations totaling \$1,798.93 in gross revenue

Picnic Rentals

Between the months of September through December 2025, there was a total of 46 reservations at various picnic spaces throughout Diamond Bar. The most popular park remains Sycamore Canyon Park with 12 reservations and Ronald Reagan Park came in a close second with 10. There was a total of 8 reservations at both picnic spaces located at Pantera Park. Heritage Park had a total of 9 reservations, with 6 of them also reserving the community room. Peterson Park had 4 reservations and Maple Hill Park had 3 reservations right after the park re-opened on September 16. Picnic reservations are expected to pick up in the Spring as weather improves and daylight extends later into the evening.

2025 Picnics – 46 reservations totaling \$3,599.80 in gross revenue
2024 Picnics – 50 reservations totaling \$3,688.10 in gross revenue

Healthy Diamond Bar

Expedition Dino – September

In September, Healthy DB hosted a dinosaur expedition through Sycamore Canyon Park for tots. Participants were guided through the Sycamore trail for an exciting adventure that included inflatable dinosaurs and a dino dig site. There were 24 enrolled participants. Each participant got the opportunity to meet some reptilian friends at the end of the expedition.

Halloween Party Giveaway – October

In October, Healthy DB came out to the Halloween Party event to hand out giveaways to event participants. Healthy DB staff gave out 200 toothbrushes and 300 doggie dental treats to promote good dental hygiene and oral health.

Youth Programs

Kinder Skills – September through December

The Kinder Skills Fall Session 1, themed 'The Perfect Pet', took place from August 26 to September 25 with a total of 17 registered participants in the Tuesday, Thursday 2-day class. Participants learned all about different types of pets, what their needs are, and what makes them unique. Children practiced their writing skills, their alphabet, shapes, colors, and other skills.

The Kinder Skills Fall Session 2, themed 'Storytime Tales', took place from October 7 to November 6 with 17 total registered participants in the Tuesday, Thursday 2-day class. Participants learned all about various storytelling with beginning, middle, and end concepts. Children practiced their writing skills, their alphabet, shapes, colors, and other skills while learning classic stories such as Goldilocks and the Three Bears, The Three Little Pigs, Red Riding Hood, and more. Participants were able to dress up in their Halloween costumes and exchange treats with one another after parading around the playground.

Kinder Skills had a Holiday themed session from November 18 to December 18 with 18 total registered participants in the Tuesday, Thursday 2-day class. Participants learned about the holiday and cold season while focusing on fine and gross motor skills. Children practiced threading beads, holding a pencil, cutting, hop scotch, balancing, and other skills while reviewing all the topics they learned throughout the year. Children created snow globes with their picture and artificial snow inside to gift to their parent/guardians.

DB 4Youth – September through December

18 members met on Tuesday, September 16 and began the meeting by participating in a teamwork driven ice breaker. This meeting focused on introductions of new members, explanation of the program and the expectations. Members were presented with the opportunity to apply to become board members. All who applied would be able to interview and answer a series of questions to determine those who would best fit each position of President, Vice President, Communications Chair, Volunteer Chair, and Member at Large.

19 members met on Tuesday, October 21 with the new board members being introduced and sworn in. Their new positions and roles within the program were discussed with the group. This month, members assisted in putting together 1,500 goodie bags for both the Halloween Party special event and the Veterans ceremony. Members also helped to assist with the Kids Night Out event, Halloween Party event handing out goodie bags, serve refreshments at the Halloween themed senior dance, and attend a City Government Explained presentation on October 8.

21 members attended the Tuesday, November 18 meeting. Members began the meeting by participating in a fun get-to-know-you ice breaker focusing on socialization and communication. Members brainstormed ways to revamp the DB4Y social media

page as well as recapped the previous month's events. During the month, members assisted in volunteering at the Thanksgiving Mini Camp, and decorated the food donation boxes.

For this holiday season, members put together several donation boxes to collect dry and canned foods for the United Church of Christ as well as pet necessities for the Inland Valley Humane Society (IVHS). Each box was decorated in festive wrapping paper for the holiday season with a list of the requested items from each organization. These boxes were stationed at City Hall, Heritage Park, and Diamond Bar Center. The food and pet donation boxes were available from November 5 to December 8. During that timeframe, the community donated several boxes of approximately over 400 dry food goods, as well as two full boxes worth of supplies and toys for IVHS. All were dropped off and delivered to each organization before the Christmas holiday. DB4 Youth members also volunteered at the Holiday Senior Dance, Youth Basketball Skills Day, and the Winter Snow Fest event to help operate the snow hill, waiver booth, and snow play area.

Kids Night Out – October 2025

This spooky Halloween themed Kids Night Out event took place on Friday, October 17 where parents were able to drop off their children ages 5-12 and spend a few hours away. Participants had a fun-filled night full of pizza, movies, games, Lego building, and activities all hosted by DB4Youth. A total of 17 participants registered for the evening event.

Mini Camp – November 2025

For the second year, the City held a mini day camp during the Thanksgiving school break. This mini-camp took place over the course of three days from November 24 to November 26 from 8:00 a.m. – 5 p.m. This jam-packed camp was for children ages 6-12 years old to be able to have a fun and memorable time during their school break. Children spent the three days partaking in various activities such as crafts, games, a relay, building Thanksgiving themed cardboard sculptures, creating electrical circuits with the Diamond Bar Library, and more! This three-day event had a total of 20 registered participants.

Youth and Adult Sports

Adult Volleyball – September through December

The Fall session of Adult Volleyball started on September 8 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 7:00 p.m. – 9:00 p.m. The session concluded on October 27.

The Winter session started on November 3 and concluded on December 15. There were 35 participants enrolled in the session.

Field Allocation – September through December

Field allocation schedules for user groups were sent out for the new allocation period, January - April 2025. Seven qualifying user groups submitted allocation applications for this period. These user groups include AYSO, Diamond Bar Girls Softball, Diamond Bar Pony Baseball, MVP Flag Football, Diamond Bar Soccer League, FC Hanaro (adult soccer), and Diamond Bar Blues (adult cricket). A field allocation meeting was held in person on December 16 with the qualifying user groups to discuss the upcoming allocation period.



PARKS AND RECREATION COMMISSION AGENDA REPORT

TO: Chair and Members of the Parks and Recreation Commission

FROM: Ryan Wright, Parks and Recreation Director

SUBJECT: January 2026 Maintenance Report

RECOMMENDATION:

Receive and File

BACKGROUND/DISCUSSION:

The January 2026 Maintenance Report has been prepared and is being presented for receipt and filing.

PREPARED BY:

Anthony Jordan, Maintenance Superintendent, Public Works

ATTACHMENTS:

1. January 2026 Maintenance Report

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

- Replaced water filters for the ice machine.
- Repaired door locks in the Oak room.
- Cleaned and inspected motion detectors throughout the facility.
- Pulled urinal from lower men's restroom wall to clear obstruction and reinstalled. Snaked drain line.
- Repair portable gymnastic mirrors. Installed new casters.
- Tightened toilets in the lower women's restroom. Removed, resealed and reinstalled leaking toilet.
- Cleared/cleaned roof drains in anticipation of rain event.
- Installed new "dog on leash" signs on park fence.
- Repaired leaking drain line in the kitchen.
- Repaired door leading to the generator.
- Installed new drinking fountain and water bottle filling station by lower restrooms.
- Glued down carpet tiles in the GVBR.
- Patched wall from removal of baby changing stations.
- Removed and replaced wooden posts with 22 steel posts at the Grandview Trail trailhead.
- 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 leaves from roof and gutter in anticipation of rain storms.
- Cleared numerous clogged sinks. Replaced metering valve in the women's lavatory.
- Installed new flush valve in men's room urinal.
- Installed "No Sand" signs in the restrooms.
- Cleared clogged drinking fountain (numerous).
- Repainted red curbs in the parking lot.
- Installed one new bucket swing seat.
- Checked HVAC report of noise. Removed abandoned/rattling copper line to eliminate noise. Cleared condensate line in AC unit.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Larkstone Park

- Removed damaged sign bracket at play equipment.
- Performed Park/playground inspections.

Longview North Park

- Performed Park/playground inspections.

Longview South Park

- Performed Park/playground inspections.

Maple Hill Park

- Reset breakers to restore restroom lights.
- Repaired damaged leaking toilet.
- Repaired continuously running urinal in the men's restroom. Adjusted all fixture flush actuators.
- Adjusted and repaired toilet flush actuator buttons.
- Installed new toilet paper dispenser in women's ADA toilet stall.

- Prepared Park for grand re-opening.
- Repaired leaking drinking fountain bubblers.
- Performed Park/Playground inspections.

Pantera Park

- Assisted with the set up and operation of the Winter Snow Fest event. Covered straw bales with plastic and ran temporary power.
- Strip, grind and painted metal swing gate.
- Checked/repaired voltage issue for Calsense irrigation controller.
- Treated turf areas for fire ants (Nova).
- Unclogged men's and women's toilets (numerous).
- Replaced three cartridges for ADA drinking fountain adjacent to the dog park.
- Repaired dog bowls in the large and small dog parks.
- Cleared mud and debris from the dog park walkway due to rainfall.
- Cleared slow draining sinks in the restrooms.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Paul C. Grow

- Extracted a broken key from the women's restroom lock.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Peterson Park

- Cleared clogged toilets and sinks in the men's and women's restrooms (numerous). Cleared a slow draining urinal in the men's room.
- Unclogged the men's room urinal drain line (numerous).
- Removed sand from drinking fountain drain line.
- Installed new locks in the skate park gates.

- Replaced door lock and handle to the snack bar.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Ronald Reagan Park

- Adjusted the water pressure on the bottle filling station/drinking fountain.
- Repaired basketball court light button.
- Installed new basketball goal net.
- Reset tripped breaker due to excessive rain.
- Assisted contractors (ExPro) with scissor lift.
- Cleared clogged women's restroom sink. Rebuilt drain line and P trap.
- 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.

Sunset Crossing Park Site/Pony Baseball Fields

- Walked and verified recently surveyed property lines and corner markers.
Installed protective covers on all markers to prevent future loss by debris cover.
- Hung a sink in the men's restroom.
- Painted newly installed backflow prevention devices.

- Met with partition contractor for restroom rehabilitation portion of the project.

Sycamore Canyon Park

- Cleared numerous urinal clogs.
- Cleared numerous clogged toilets in the men's and women's restrooms.
- Installed new strainer in the men's restroom lavatory.
- Cleared clogged parking lot drain to restore water flow.
- Cleared clogged drinking fountain.
- Performed Park/playground inspections.
- Performed monthly exterior lighting maintenance.

Washington Park

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

City Hall/Library

- Cleaned the Windmill room and cleared the floors for carpet cleaning.
- Repaired leaking solenoid in the Library men's restroom.
- Replaced numerous lights in the Library spaces.
- Repaired exit sign in the PW Engineering corridor.
- Replace 25 stained/damaged ceiling tiles throughout the facility.
- Cleared/cleaned roof drains in anticipation of rain event.
- Replaced water filters and coffee machine supply inline filter.
- Cleaned and serviced ice machines.
- Repaired electrical outlet in the employee kitchen.
- Assisted Trane with HVAC filter deployment.

- Replaced flush valve in the CH men's restroom.
- Repaired leak on the boiler expansion tank.
- Replaced numerous lights in the CH spaces.
- Patched and painted holes in kitchen walls from old towel dispenser.
- Performed monthly emergency generator test and regularly scheduled maintenance.
- Performed monthly exterior lighting maintenance.

Citywide

- Repaired numerous potholes along Diamond Bar Bl.
- Assisted with traffic control for a car accident on Golden Springs Dr.
- Installed new nose end markers on various arterial medians.
- Cleaned up rock and mud debris from the roadway at 642 Armitos.
- Performed annual smog checks on odd numbered fleet vehicles (vendor).
- Delivered message boards to repair vendor.
- Removed a car bumper and accident debris from the roadway along Golden Springs Dr.
- Cleared drain grate along Steep Canyon trailhead in anticipation of rain storms.
- Removed fallen tree branch from the street and sidewalk on Grand Ave. at Montefino.
- Removed young fallen tree along Banner Ridge.
- 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.



PARKS AND RECREATION COMMISSION AGENDA REPORT

TO: Chair and Members of the Parks and Recreation Commission

FROM: Ryan Wright, Parks and Recreation Director

SUBJECT: Sunset Crossing Property Update

RECOMMENDATION:

BACKGROUND/DISCUSSION:

To provide a brief update on maintenance projects.

PREPARED BY:

Ryan Wright, Parks and Recreation Director

ATTACHMENTS:

None