



City of Diamond Bar City Council Agenda

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

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

Meeting Date: Tuesday, August 5, 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: Call +1 (631) 992-3221, Access Code: 381-865-529
Participate: [Join Go To Webinar](https://attendee.gotowebinar.com/register/8166773697400283999)
(https://attendee.gotowebinar.com/register/8166773697400283999)

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 SESSSION:

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

1.1 Financial Sustainability Discussion

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 Teng

INVOCATION: Mark Hopper, Pastor Emeritus of Evangelical Free Church

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

APPROVAL OF AGENDA: Mayor Teng

3. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

3.1 Certificates of Recognition for Diamond Bar Girls Softball All-Star Team.

3.2 Certificate of Recognition to Southern California Edison Government Affairs Representative Marissa Castro-Salvati.

4. CITY MANAGER REPORTS AND RECOMMENDATIONS:**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 Paper Shredding and E-Waste Collection – August 9, 2025, 9:00 a.m. – 1:00 p.m., South Coast Air Quality Management District – Parking Lot, 21865 Copley Dr.

6.2 Planning Commission Meeting – August 12, 2025 – 6:30 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr.

6.3 Coffee with a Cop – August 13, 2025, 6:00 – 8:00 p.m., Starbucks (HMart Plaza) 2837 Diamond Bar Blvd.

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- 6.4 Beerfest and Taste of Diamond Bar – August 17, 2025, 3:00 – 7:30 p.m., Diamond Bar Center, 1600 Grand Ave.
 - 6.5 City Council Meeting – August 19, 2025, 6:30 p.m., online teleconference and SCAQMD Main 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 July 15, 2025 meeting.

Recommended Action:

Approve the July 15, 2025 Regular City Council meeting minutes.

- 7.2 Ratification of Check Register Dated July 9, 2025 through July 22, 2025 totaling \$938,660.56

Recommended Action:

Ratify the Check Register.

- 7.3 Cancellation of September 2, 2025 City Council Meeting.

Recommended Action:

Adjourn the August 19, 2025 City Council meeting to September 16, 2025.

- 7.4 Professional Services Agreement with Pivotal Strategies for Public Outreach and Engagement Services Through November 2026.

Recommended Action:

Approve a one-time appropriation in the amount of \$63,000 from the General Fund reserves for professional services and authorize the City Manager to sign the Consulting Services Agreement with Pivotal Strategies.

- 7.5 Land and Water Conservation Fund (LWCF) Grant Application for Heritage Park Site Improvement Project.

Recommended Action:

Adopt Resolution No. 2025-28 authorizing staff to submit a Land and Water Conservation Fund (LWCF) Grant Application to the California Department of Parks and Recreation for the Heritage Park Site Improvement Project.

- 7.6 Rejection of Bids Received for the Diamond Bar Center Grand View Ballroom Lighting & Control Upgrades, Main Entry Doors, and ADA Improvements Projects (CIP Nos. FP24500 & FP24501).

Recommended Action:

Reject all bids received for construction of the Diamond Bar Center projects (CIP Nos. FP24500 & FP24501).

- 7.7 Installation of "No Right Turn On Red" and "Yield To Pedestrian" Signage at Golden Springs Drive and Golden Prados Drive.

Recommended Action:

Adopt Resolution No. 2025-29 approving the installation of "No Right Turn on Red" and "Yield to Pedestrian" Signage at the intersection of Golden Springs Drive & Golden Prados Drive.

- 7.8 Third Amendment to the Memorandum of Understanding with the Los Angeles Gateway Water Management Authority for the Implementation of the Watershed Management Program and Coordinated Integrated Monitoring Program for the Lower San Gabriel River Watershed Group through September 30, 2030.

Recommended Action:

Approve, and authorize the City Manager to sign, the Third Amendment to the Memorandum of Understanding with the Los Angeles Gateway Region Integrated Watershed Management Joint Powers Authority.

8. PUBLIC HEARINGS:

- 8.1 Amendments to Title 15 of the Diamond Bar City Code to Adopt the State Fire Marshal's Updates to the Very High Fire Hazard Severity Zones.

Recommended Action:

- A. Open the public hearing to receive public testimony;
- B. Close the public hearing; and
- C. Approve for second reading by title only, waive full reading and adopt Ordinance No. 02 (2025):

"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR DESIGNATING VERY HIGH FIRE HAZARD SEVERITY ZONES IN ACCORDANCE WITH STATE LAW AND AMENDING THE DIAMOND BAR CITY CODE."

9. COUNCIL CONSIDERATION:**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: July 31, 2025



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: City Council Minutes of the July 15, 2025 meeting.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Approve the July 15, 2025 Regular City Council meeting minutes.

FINANCIAL IMPACT:

None.

BACKGROUND:

Government Code Section 36814 mandates the City Clerk to keep an accurate record of the City Council's proceedings.

ANALYSIS:

Minutes have been prepared and are being presented for approval.

PREPARED BY:

Kristina Santana, City Clerk, City Clerk's Office

ATTACHMENTS:

1. July 15, 2025 City Council Regular Meeting Minutes

**CITY OF DIAMOND BAR
MINUTES OF THE CITY COUNCIL REGULAR MEETING
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT/MAIN AUDITORIUM
21865 COPLEY DRIVE, DIAMOND BAR, CA 91765
JULY 15, 2025**

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

PLEDGE OF ALLEGIANCE: Council Member Stan Liu led the Pledge of Allegiance.

INVOCATION: Cantor Paul Buch, Temple of Beth Israel

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

Absent: None.

Staff present in person: Dan Fox, City Manager; Omar Sandoval, City Attorney; Ryan McLean, Assistant City Manager; Dannette Mansfield, Principal Management Analyst; Alex Batres, Management Analyst; Greg Gubman, Community Development Director; Raymond Tao, Building Official; Ryan Wright, Parks & Recreation Director; David Liu, Public Works Director/City Engineer; Hal Ghafari, Public Works Manager/Assistant City Engineer; Vivian Chen, Associate Engineer; Nicholas Delgado, Management Analyst; Jason Williams, Maintenance Supervisor; Cecilia Arellano, Community Relations Manager; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk.

Staff present telephonically: Amy Haug, Human Resources and Risk Manager; Ken Desforges, Information Systems Director.

Others present: Nancy Farias, Deputy, Diamond Bar/Walnut Sheriff's Station; Leticia Pacillas, Los Angeles County Fire Department Community Services Liaison; William Gamble, Los Angeles County Fire Department Assistant Fire Chief.

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

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

The following provided public comments:

Cynthia Yu, Diamond Bar Library Manager
Bri Kennerson, resident

CC/Santana reported that no emails were submitted for public comment, and no guests on the teleconference line requested to speak under Public Comments.

4. **SCHEDULE OF FUTURE EVENTS:** CM/Fox presented the Schedule of Future Events.
5. **CONSENT CALENDAR:** C/Low moved, C/Chou seconded, to approve the Consent Calendar with the exception of item 5.4. Motion carried 5-0 by the following Roll Call vote:

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

5.1 APPROVED CITY COUNCIL MINUTES:

5.1.a July 1, 2025 CITY COUNCIL REGULAR MEETING

5.2 RATIFIED CHECK REGISTER DATED JUNE 25, 2025 THROUGH JULY 8, 2025 TOTALING \$1,484,942.61.

5.3 APPROVED JUNE 2025 TREASURER'S STATEMENT.

5.5 APPROVED DESIGN SERVICES AGREEMENT WITH MULHOLLAND CONSULTING, INC. FOR PREPARATION OF ENGINEERING PLANS AND SPECIFICATIONS FOR THE SYCAMORE CANYON PARK PEDESTRIAN BRIDGE REMOVAL PROJECT (CIP# FP258).

5.6 APPROVED SIXTH AMENDMENT TO THE MAINTENANCE SERVICES AGREEMENT WITH TRANE U.S. INC. DBA TRANE FOR MECHANICAL AND BUILDING AUTOMATION SYSTEM PREVENTIVE MAINTENANCE AND REPAIR SERVICES.

ITEMS WITHDRAWN FROM CONSENT CALENDAR:

5.4 APPROVED MAINTENANCE RELATED SERVICES FOR FORMER PONY PROPERTY LOCATED AT 22601 SUNSET CROSSING ROAD.

ACM/McLean responded to Council Member questions.

After further discussion C/Low moved, C/Liu seconded, to:

- A. Appropriate \$801,425 from the Park & Facility Development Fund (262) for PONY Property restoration, plus an additional \$100,000 for contingencies, for a total budget of \$901,425;

- B. Appropriate \$93,000 from the General Fund (100) for on-going park maintenance of the PONY Property;
- C. Approve, and authorize the City Manager, to sign the Consultant Services Agreement with Dudek, for professional land surveying services;
- D. Approve, and authorize the City Manager to sign, the First Amendment to the Maintenance Services Agreement with Nova Landscape Group, Inc., to provide the one-time field rehabilitation services and ongoing monthly maintenance services afterwards;
- E. Approve, and authorize the City Manager, to sign the Public Works Agreement with Siterep Construction Services, Inc., to perform general demolition and earth services; and
- F. Approve, and authorize the City Manager, to sign the Ninth Amendment to the Vendor Services Agreement with Exterior Products Corporation, to provide electrical and lighting maintenance services.

Motion carried 5-0 by the following Roll Call vote:

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

6. PUBLIC HEARINGS:

6.1 LEVYING ASSESSMENTS ON LANDSCAPE ASSESSMENT DISTRICT NO. 38 FOR FISCAL YEAR 2025/26.

MA/Delgado presented the staff report.

Mayor Teng opened the Public Hearing at 7:16 p.m.

CC/Santana confirmed that no emails were submitted for public comment.

C. Robin Smith provided a comment via teleconference.

Mayor Teng closed the public hearing at 7:22 p.m.

C/Liu moved, C/Chou seconded, to adopt Resolution No. 2025-25 to levy and collect assessments for Landscape Assessment District No. 38 for Fiscal Year 2025/26.

Motion carried 5-0 by the following roll call vote:

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

6.2 LEVYING ASSESSMENTS ON LANDSCAPE ASSESSMENT DISTRICT NO. 39-2022 FOR FISCAL YEAR 2025/26.

Council Member Chou and Council Member Low recused themselves and left the dais.

MA/Delgado presented the staff report.

Mayor Teng opened the Public Hearing at 7:25 p.m.

There were no members of the public in the audience wishing to speak on this item.

CC/Santana confirmed that no emails were submitted for public comment, and no guests on the teleconference line requested to comment on the public hearing.

Mayor Teng closed the public hearing at 7:28 p.m.

C/Liu moved, MPT/Tye seconded, to Adopt Resolution No. 2025-26 to levy and collect assessments for Landscape Assessment District No. 39-2022 for Fiscal Year 2025/26.

Motion carried 3-0 by the following roll call vote:

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

6.3 LEVYING ASSESSMENTS ON LANDSCAPE ASSESSMENT DISTRICT NO. 41-2021 FOR FISCAL YEAR 2025/26.

Council Member Liu recused himself and left the dais.

MA/Delgado presented the staff report.

Mayor Teng opened the Public Hearing at 7:31 p.m.

CC/Santana confirmed that no emails were submitted for public comment.

Veronica Martinez provided a comment via teleconference.

Mayor Teng closed the public hearing at 7:34 p.m.

MPT/Tye moved, C/Low seconded, to Adopt Resolution No. 2025-26 to Adopt Resolution No. 2025-27 to levy and collect assessments for Landscape Assessment District No. 41-2021 for Fiscal Year 2025/26.

Motion carried 4-0 by the following roll call vote:

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

7. COUNCIL CONSIDERATION:

7.1 AMENDMENTS TO TITLE 15 OF THE DIAMOND BAR CITY CODE TO ADOPT THE STATE FIRE MARSHAL'S UPDATES TO THE VERY HIGH FIRE HAZARD SEVERITY ZONES.

Building Official Raymond Tao gave the staff presentation.

Assistant Fire Chief Gamble responded to Council questions.

CA/Sandoval responded to Council questions.

C. Robin Smith provided a comment via teleconference.

After Council discussion, C/Chou moved, C/Liu seconded, to:

- A. Hear the staff presentation and receive any public testimony;
- B. Determine that the proposed ordinance does not constitute a project and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b); and
- C. Introduce for first reading by title only, waive full reading of Ordinance No. 02 (2025), and set for public hearing, second reading and adoption at the August 5, 2025 City Council meeting:

ORDINANCE NO. 02 (2025) - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR DESIGNATING VERY HIGH FIRE HAZARD SEVERITY ZONES IN ACCORDANCE WITH STATE LAW AND AMENDING THE DIAMOND BAR CITY CODE.

Motion carried 3-2 by the following Roll Call vote:

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

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

The following Council Members provided a report on meetings attended at the expense of the local agency per Government Code 53232.3(d).

Council Member Chou reported attending the San Gabriel Valley Council of Governments installation meeting where he was confirmed as the 3rd Vice President. He also reported attending the memorial service for Randy Thomas and asked to adjourn the meeting in memory of Randy Thomas.

Council Member Low reported attending the San Gabriel Valley Council of Governments installation meeting and congratulated Council Member Chou.

Council Member Liu reported attending the memorial service for Randy Thomas and asked to adjourn the meeting in memory of Randy Thomas.

9. ADJOURNMENT: With no further business to conduct, M/Teng adjourned the Regular City Council Meeting at 8:17 p.m. in memory of Randy Thomas.

Respectfully Submitted,

Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 5th day of August, 2025.

Chia Yu Teng, Mayor



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Ratification of Check Register Dated July 9, 2025 through July 22, 2025 totaling \$938,660.56

STRATEGIC GOAL: Responsible Stewardship of Public Resources

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of \$938,660.56

BACKGROUND:

The City has established the policy of issuing accounts payable checks on a bi-weekly basis with City Council ratification at the next scheduled City Council Meeting. The attached check register containing checks dated July 9, 2025 through July 22, 2025 totaling \$938,660.56 is being presented for ratification.

ANALYSIS:

All payments have been made in compliance with the City's purchasing policies and procedures. The attached Affidavit affirms that the check register has been audited and deemed accurate.

PREPARED BY:

Matthew Im, Accounting Technician, Finance

ATTACHMENTS:

1. Check Register Affidavit 8-5-25
2. Check Register 8-5-25



CITY OF DIAMOND BAR CHECK REGISTER AFFIDAVIT

The attached listings of demands, invoices, and claims in the form of a check register including checks dated July 9, 2025 through July 22, 2025 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

<u>Description</u>	<u>Amount</u>
General Fund	\$606,728.45
General Plan Update Fund	\$17,791.80
Measure W Local Return Fund	\$86.89
Measure M Local Return Fund	\$16.48
Measure R Local Return Fund	\$9.42
Prop A Transit Fund	\$41,640.33
Prop C Transit Tax Fund	\$60,451.06
Permanent Local Housing Allocation	\$1,702.00
Community Dev Block Grant Fund	\$7,500.00
CASP(SB1186) Fee Fund	\$226.80
LLAD 38 Fund	\$43,954.03
LLAD 39 Fund	\$38,345.79
LLAD 41 Fund	\$24,681.20
Integrated Waste Mgmt Fund AB939	\$10,441.03
Capital Imprv Project Fund	\$18,665.39
Vehicle Maint & Equipment Fund	\$4,744.89
Equip Maint & Replacement Fund	\$12,175.00
Pool Cash Fund	\$49,500.00
	<u>\$938,660.56</u>

Signed:

Finance Director
Jason M. Jacobsen

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16082	7/21/2025	SOUTHERN CALIFORNIA EDISON	☐	DISTRICT 38/2025 DBB (061325-071525)FY 25/26	238638	52210	\$8.80
CHECK TOTAL							\$8.80
16083	7/21/2025	SOUTHERN CALIFORNIA EDISON	☐	DISTRICT 38/22745 S/CROSSING (061325-071525)FY25/26	238638	52210	\$8.73
CHECK TOTAL							\$8.73
16084	7/21/2025	SOUTHERN CALIFORNIA EDISON	☐	DISTRICT 38/3564 B/CYN RD (061325-071525)FY25/26	238638	52210	\$8.33
CHECK TOTAL							\$8.33
16085	7/21/2025	SOUTHERN CALIFORNIA EDISON	☐	PARKS/21208 WASHINGTON (061125-071325)FY25/26	100630	52210	\$43.30
CHECK TOTAL							\$43.30
16086	7/21/2025	SOUTHERN CALIFORNIA EDISON	☐	DISTRICT 38/2746 B/CYN RD (061325-071525)FY25/26	238638	52210	\$8.55
CHECK TOTAL							\$8.55
16087	7/21/2025	SOUTHERN CALIFORNIA EDISON	☐	CITYHALL (061325-071525) FY 25/26	100620	52210	\$21,823.34
CHECK TOTAL							\$21,823.34
16088	7/22/2025	AARON M REYES	☐	BAND PERFORMANCE ON 7.23.25	100520	55300	\$1,500.00
CHECK TOTAL							\$1,500.00
16089	7/22/2025	AARON STANLEY TALALAY	☐	CONTRACT CLASS INSTRUCTOR - AARON TALALALY	100520	55320	\$357.00
CHECK TOTAL							\$357.00
16090	7/22/2025	AARP	☐	AARP INSTRUCTOR PAYMENT	100520	55310	\$205.00
CHECK TOTAL							\$205.00
16091	7/22/2025	ABOUND FOOD CARE	☐	FOOD RECOVERY SERVICES - JUNE 2025 FY 24/25	250170	54900	\$545.25
CHECK TOTAL							\$545.25

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16092	7/22/2025	ABSOLUTE SECURITY INTERNATIONAL INC	▯	JUNE SECURITY GUARD SERVICES	100510	55330	\$4,753.28
						CHECK TOTAL	\$4,753.28
16093	7/22/2025	AIRGAS INC	▯	RENTAL ARGON (060125-063025) FY 24/25	100630	51200	\$87.72
						CHECK TOTAL	\$87.72
16094	7/22/2025	ALL CITY MANAGEMENT SERVICES INC	▯	CROSSING GUARD SERVICES - 5/25/25-6/7/25	100310	55412	\$4,661.88
						CHECK TOTAL	\$4,661.88
16095	7/22/2025	EIDIM GROUP INC	▯	RETENTION CONTRACT WITHHOLDING: 24000059	301	29004	\$702.50
	7/22/2025	EIDIM GROUP INC	▯	RETENTION CONTRACT WITHHOLDING: 24000059	301	29004	\$3,785.22
	7/22/2025	EIDIM GROUP INC	▯	RETENTION CONTRACT WITHHOLDING: 24000059	301	29004	\$6,800.34
	7/22/2025	EIDIM GROUP INC	▯	RETENTION CONTRACT WITHHOLDING: 24000059	301	29004	\$7,377.33
						CHECK TOTAL	\$18,665.39
16096	7/22/2025	ANUVU OPERATIONS LLC (FKA GLOAL EAGLE OPCO LLC)	▯	MOVIE LICENSING FOR 7.2.25	100520	55300	\$525.00
	7/22/2025	ANUVU OPERATIONS LLC (FKA GLOAL EAGLE OPCO LLC)	▯	MOVIE LICENSING FOR 7.9.25	100520	55300	\$525.00
						CHECK TOTAL	\$1,050.00
16097	7/22/2025	ATLA SOLIMAN	▯	FLYERS FOR COFFEE WITH A COP FY 24/25	100240	52110	\$425.95
						CHECK TOTAL	\$425.95
16098	7/22/2025	AVA SPORTS LLC	▯	REMAINING BALANCE DAY CAMP EXCURSION JULY 29 2025	100520	53520	\$913.75
						CHECK TOTAL	\$913.75
16099	7/22/2025	NAILA ASAD BARLAS	▯	PC STIPEND - MAY 2025	100410	52525	\$65.00
						CHECK TOTAL	\$65.00

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16100	7/22/2025	ROBYN A BECKWITH	☐	PLANT SERVICE (JULY/2025)	100510	52320	\$275.00
	7/22/2025	ROBYN A BECKWITH	☐	PLANT SERVICE (JULY/2025)	100620	52320	\$380.00
CHECK TOTAL							\$655.00
16101	7/22/2025	BELLFLOWER AUTOMOTIVE INC	☐	VEHICLE MAINTENANCE (LIC#1570799) FY 24/25	502630	52312	\$308.85
	7/22/2025	BELLFLOWER AUTOMOTIVE INC	☐	FLEET MAINT 2010 FORD ESCAPE (LIC#1338159)FY 24/25	502620	52312	\$2,249.67
CHECK TOTAL							\$2,558.52
16102	7/22/2025	BLACK BIRD FIRE PROTECTION INC	☐	SEMI-ANNUAL FIRE SYS SVCS INSPCTN (C/HALL)FY25/26	100620	52320	\$495.00
CHECK TOTAL							\$495.00
16103	7/22/2025	BRIAN E WORTHINGTON	☐	PC STIPEND - MAY 2025 FY 24/25	100410	52525	\$65.00
CHECK TOTAL							\$65.00
16104	7/22/2025	LINGO TELECOM LLC	☐	CITYWIDE ANALOG PHONE SERVICE - JUL 2025	100230	52200	\$4,190.25
CHECK TOTAL							\$4,190.25
16105	7/22/2025	CALIFORNIA BUILDING STANDARDS COMMISSION	☐	BSASRF FEES - APR - JUNE 2025 (FY 24/25)	100	48160	(\$56.68)
	7/22/2025	CALIFORNIA BUILDING STANDARDS COMMISSION	☐	BSASRF FEES - APR - JUNE 2025 (FY 24/25)	100	20604	\$566.82
CHECK TOTAL							\$510.14
16106	7/22/2025	CALIFORNIA CITY MANAGEMENT FOUNDATION	☐	CCMF STANDARD MEMBERSHIP - FY 25/26	100130	52400	\$400.00
CHECK TOTAL							\$400.00
16107	7/22/2025	CALIFORNIA DEPT OF TAX AND FEE ADMI	☐	SALES & USE TAX APR-JUN 2025	100	29006	\$2.36
	7/22/2025	CALIFORNIA DEPT OF TAX AND FEE ADMI	☐	SALES & USE TAX APR-JUN 2025	100	29005	\$150.64
CHECK TOTAL							\$153.00
16108	7/22/2025	CHEM PRO LABORATORY INC	☐	WATER TREATMENT (CITYHALL/JULY) FY25-26	100620	52320	\$187.95

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16108						CHECK TOTAL	\$187.95
16109	7/22/2025	CITYGREEN CONSULTING, LLC	0	SOLID WASTE AND RECYCLING CONSULTING	250170	54900	\$9,016.25
						CHECK TOTAL	\$9,016.25
16110	7/22/2025	CONSTRUCTION HARDWARE COMPANY	0	CYLINDER CORE/LOCK - CITYHALL MAINT FY 24/25	100620	51200	\$273.49
						CHECK TOTAL	\$273.49
16111	7/22/2025	COUNTY OF LOS ANGELES - DEPT OF AUDITOR CONTROLLER	0	LAFCO ALLOCATION - FY 25/26	100130	52400	\$1,194.55
						CHECK TOTAL	\$1,194.55
16112	7/22/2025	CREATE A PARTY INC	0	INSTRUCTOR PAYMENT -	100520	55320	\$528.00
						CHECK TOTAL	\$528.00
16113	7/22/2025	CT & T CONCRETE PAVING INC	0	RD MAINT SERVICES (PATHFINDER57/60FWY)-FY 24/25	100655	55512	\$98,339.80
						CHECK TOTAL	\$98,339.80
16114	7/22/2025	DAPEER ROSENBLIT & LITVAK LLP	0	CODE ENFC CITY PROSECUTOR JUNE 2025	100120	54024	\$700.00
	7/22/2025	DAPEER ROSENBLIT & LITVAK LLP	0	CODE ENFC CITY PROSECUTOR - FY 24/25	100120	54024	\$522.87
	7/22/2025	DAPEER ROSENBLIT & LITVAK LLP	0	C/ENFC CITY PROSECUTOR -23836 TWIN PINES FY24/25	100120	54024	\$7,342.50
						CHECK TOTAL	\$8,565.37
16115	7/22/2025	DAVID EVANS AND ASSOCIATES INC	0	LANDSCAPE PLAN CHECK SERVICES JUNE 2025	100	22107	\$370.80
	7/22/2025	DAVID EVANS AND ASSOCIATES INC	0	LANDSCAPE PLAN CHECK SERVICES JUNE 2025	100	22107	\$403.80
						CHECK TOTAL	\$774.60
16116	7/22/2025	DELL MARKETING LP	0	ANNUAL RENEWAL - MICROSOFT ENT - FY 25-26	100230	52314	\$14,203.48
						CHECK TOTAL	\$14,203.48

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16117	7/22/2025	DEPARTMENT OF CONSERVATION	☐	SMIP FEES - APR - JUNE 2025 (FY 24/25)	100	48170	(\$139.76)
	7/22/2025	DEPARTMENT OF CONSERVATION	☐	SMIP FEES - APR - JUNE 2025 (FY 24/25)	100	20603	\$2,795.10
CHECK TOTAL							\$2,655.34
16118	7/22/2025	DEPARTMENT OF JUSTICE	☐	LIVESCAN FEES - JUNE FY 24/25	100220	52510	\$288.00
CHECK TOTAL							\$288.00
16119	7/22/2025	DISCOVERY SCIENCE CENTER OF ORANGE	☐	DAY CAMP EXCURSION JULY 22 2025	100520	53520	\$695.00
CHECK TOTAL							\$695.00
16120	7/22/2025	DIVISION OF THE STATE ARCHITECT	☐	DSA QRTLTY REPORT - 4/25 TO 6/25	226	20602	\$226.80
CHECK TOTAL							\$226.80
16121	7/22/2025	DOCUSIGN, INC	☐	ANNUAL RENEWAL - DOCUSIGN - FY 25-26	100230	52314	\$2,794.50
CHECK TOTAL							\$2,794.50
16122	7/22/2025	DS SERVICES OF AMERICA INC	☐	WATER SERVICE CITYHALL (061325-071225) FY 25/26	100620	51200	\$652.25
CHECK TOTAL							\$652.25
16123	7/22/2025	DUNN EDWARDS CORPORATION	☐	CITYHALL MAINT REPAIRS (JKOLB 062725)FY24/25	100620	51200	\$114.73
CHECK TOTAL							\$114.73
16124	7/22/2025	DURHAM SCHOOL SERVICES LP	☐	BUS TRANSPORTATION FOR DAY CAMP ON 7.01.2025	206520	55315	\$536.09
	7/22/2025	DURHAM SCHOOL SERVICES LP	☐	BUS TRANSPORTATION FOR DAY CAMP ON 7.03.2025	206520	55315	\$452.35
	7/22/2025	DURHAM SCHOOL SERVICES LP	☐	BUS TRANSPORTATION FOR DAY CAMP ON 7.08.2025	206520	55315	\$510.37
	7/22/2025	DURHAM SCHOOL SERVICES LP	☐	BUS TRANSPORTATION FOR DAY CAMP ON 7.10.2025	206520	55315	\$452.35
CHECK TOTAL							\$1,951.16

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16125	7/22/2025	ECOFERT INC	⌵	FERTILIZER INJECTION SYSTEM - (PARKS/2025) FY 24/2	100630	52320	\$1,207.00
						CHECK TOTAL	\$1,207.00
16126	7/22/2025	ECS IMAGING INC	⌵	ANNUAL RENEWAL - LASERFICHE - FY 25-26	100230	52314	\$17,096.80
						CHECK TOTAL	\$17,096.80
16127	7/22/2025	EDUARDO M QUINTERO	⌵	RONALD REAGAN PARK - SEWER LINING PJT FY 24/25	504630	56100	\$49,500.00
						CHECK TOTAL	\$49,500.00
16128	7/22/2025	EXTERIOR PRODUCTS CORP	⌵	MAINT & OPERATION SUPPLIES/SERVICES - FY 25/26	100620	51200	\$1,085.08
	7/22/2025	EXTERIOR PRODUCTS CORP	⌵	MAINT & OPERATION SUPPLIES/SERVICES - FY 25/26	100620	52320	\$1,139.35
						CHECK TOTAL	\$2,224.43
16129	7/22/2025	FCG CONSULTANTS INC	⌵	INTERIM SERVICES 06/01/25-06/30/25 FY 24/25	100610	54400	\$14,355.68
						CHECK TOTAL	\$14,355.68
16130	7/22/2025	FEHR & PEERS	⌵	ON-CALL TRFFC/TRANS ENGR - 4/26/25 -5/30/25 FY24/25	100615	54410	\$3,354.75
	7/22/2025	FEHR & PEERS	⌵	ON-CALL TRFFC/TRANS ENGR - 5/31/25 -6/30/25 FY24/25	100615	54410	\$270.00
						CHECK TOTAL	\$3,624.75
16131	7/22/2025	FOOTHILL TRANSIT	⌵	FOOTHILL PASSES - JUNE (FY 24/25)	206650	55610	\$326.06
	7/22/2025	FOOTHILL TRANSIT	⌵	FOOTHILL PASSES - JUNE (FY 24/25)	206650	55620	\$1,304.26
						CHECK TOTAL	\$1,630.32
16132	7/22/2025	FRANCOISE S ZAMBRA	⌵	CONTRACT CLASS INSTRUCTOR - FRANCOISE ZAMBRA	100520	55320	\$192.00
						CHECK TOTAL	\$192.00
16133	7/22/2025	FRONTIER COMMUNICATIONS CORP	⌵	SUMMARY BILL - INTERNET SERVICE - JUL 2025	100230	54030	\$492.06

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16133						CHECK TOTAL	\$492.06
16134	7/22/2025	GATEWAY CORP CENTER ASSOC	☐	CAPITOL DISTRIBUTION & ASSOC DUES (070125-123125)	100620	52400	\$15,965.56
						CHECK TOTAL	\$15,965.56
16135	7/22/2025	GERALDINE KELLER	☐	INSTRUCTOR PAYMENT - CULINARY - SUM 25	100520	55320	\$36.00
						CHECK TOTAL	\$36.00
16136	7/22/2025	GO LIVE TECHNOLOGY INC	☐	ELM PROJECT MGMT. HOURS - JUNE 2025	503230	56135	\$7,375.00
						CHECK TOTAL	\$7,375.00
16137	7/22/2025	GOVCONNECTION INC	☐	FATPIPE BANDWITH UPGRADE - FY 25-26	100230	52314	\$12,000.00
						CHECK TOTAL	\$12,000.00
16138	7/22/2025	GRANICUS INC	☐	ANNUAL RENEWAL - ACCELA/GRANICUS - FY 25-26	100230	52314	\$7,444.70
						CHECK TOTAL	\$7,444.70
16139	7/22/2025	HUMANE SOCIETY OF POMONA VALLEY INC	☐	ANIMAL CONTROL SERVICES IN JUNE 2025	100340	55404	\$39,517.08
						CHECK TOTAL	\$39,517.08
16140	7/22/2025	IMAGEN INC	☐	STAFF NAME TAGS - FY 24/25	100240	52110	\$656.11
						CHECK TOTAL	\$656.11
16141	7/22/2025	INTEGRUS LLC	☐	RICOH COPY CHARGES - 6/19/25-7/18/25 FY 25/26	100230	52314	\$684.31
						CHECK TOTAL	\$684.31
16142	7/22/2025	IRIS GROUP HOLDINGS LLC	☐	ALRM MNTR EXTND SVS (HERITAGE PK070125-093025)FY26	100630	52320	\$239.04
	7/22/2025	IRIS GROUP HOLDINGS LLC	☐	ALARM MONITOR (HERITAGE PARK070125-093025)FY 25/26	100630	52320	\$184.99
						CHECK TOTAL	\$424.03
16143	7/22/2025	J & J'S SPORTS & TROPHIES	☐	UNIFORM SHIRTS FOR RECREATION AND DBC PT STAFF	100520	51200	\$4,166.96

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16143						CHECK TOTAL	\$4,166.96
16144	7/22/2025	JYL GROUP INC	⌚	INSTRUCTOR PAYMENT -FITNESS - SUM 25	100520	55320	\$626.40
						CHECK TOTAL	\$626.40
16145	7/22/2025	K7 ENTERPRISES	⌚	SENIOR EVENT PRINTING, 25/26	100520	52110	\$146.72
						CHECK TOTAL	\$146.72
16146	7/22/2025	KEVIN D JONES	⌚	PS - SR-57/60 CONFLUENCE PROJ ADVOCACY - JUN 2025	100615	54400	\$4,000.00
						CHECK TOTAL	\$4,000.00
16147	7/22/2025	LA COUNTY ASSESSOR OFFICE	⌚	SBF ABSTRACT - JUN 2025 FY24/25	100230	52314	\$200.00
						CHECK TOTAL	\$200.00
16148	7/22/2025	LOS ANGELES COUNTY FIRE DEPARTMENT	⌚	FY2025-26 CONSOLIDATED FIRE DISTRICTANNUAL PAYMENT	100330	55406	\$7,359.00
						CHECK TOTAL	\$7,359.00
16149	7/22/2025	LIEBERT CASSIDY WHITMORE	⌚	ERC MEMBERSHIP - FY 25/26	100220	52400	\$4,535.00
						CHECK TOTAL	\$4,535.00
16150	7/22/2025	LOOMIS	⌚	COURIER SERVICES - JUNE 2025 (FY 24/25)	100210	54900	\$789.78
	7/22/2025	LOOMIS	⌚	COURIER SERVICES - JUNE 2025 (FY 24/25)	100510	54900	\$789.78
						CHECK TOTAL	\$1,579.56
16151	7/22/2025	LOS ANGELES COUNTY PUBLIC WORKS	⌚	INDUSTRIAL WASTE SERVICES - JAN 2025	100610	55550	\$2,252.08
						CHECK TOTAL	\$2,252.08
16152	7/22/2025	LOWE'S BUSINESS ACCOUNT	⌚	MAINTENANCE SUPPLIES (CB070725) FY 25/26	100630	51200	\$66.51
						CHECK TOTAL	\$66.51
16153	7/22/2025	MARY BASHFORD	⌚	C-PLHA HIP CONTRACTOR 22700 LAKEWAY#336 JUNE 2025	224440	54900	\$1,702.00
						CHECK TOTAL	\$1,702.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16154	7/22/2025	MCE CORPORATION	␣	LANDSCAPE MAINTENANCE (LLAD38/39/41-JUNE2025)	238638	52320	\$1,207.20
	7/22/2025	MCE CORPORATION	␣	LANDSCAPE MAINTENANCE (LLAD38/39/41-JUNE2025)	241641	55524	\$5,623.27
	7/22/2025	MCE CORPORATION	␣	LANDSCAPE MAINTENANCE (LLAD38/39/41-JUNE2025)	239639	55524	\$13,715.50
	7/22/2025	MCE CORPORATION	␣	LANDSCAPE MAINTENANCE (LLAD38/39/41-JUNE2025)	238638	55524	\$15,253.40
	7/22/2025	MCE CORPORATION	␣	ROAD MAINTENANCE SVCS-JUNE 2025 (060125-063025)	100655	55530	\$335.98
	7/22/2025	MCE CORPORATION	␣	ROAD MAINTENANCE SVCS-JUNE 2025 (060125-063025)	100655	55530	\$2,138.68
	7/22/2025	MCE CORPORATION	␣	ROAD MAINTENANCE SVCS-JUNE 2025 (060125-063025)	100655	55530	\$6,279.92
	7/22/2025	MCE CORPORATION	␣	ROAD MAINTENANCE SVCS-JUNE 2025 (060125-063025)	100655	55528	\$11,594.64
CHECK TOTAL							\$56,148.59
16155	7/22/2025	METROLINK	␣	METROLINK PASSES - JUNE 2025 (FY 24/25)	206650	55610	\$745.50
	7/22/2025	METROLINK	␣	METROLINK PASSES - JUNE 2025 (FY 24/25)	206650	55620	\$2,982.00
CHECK TOTAL							\$3,727.50
16156	7/22/2025	MOSS CONSULTING	␣	CDBG HME IMPR ADMIN SVCS JUNE 2025 FY 24/25	225440	54900	\$7,500.00
CHECK TOTAL							\$7,500.00
16157	7/22/2025	NEXTECH SYSTEMS INC	␣	ANNUAL RENEWAL - BLUE TOAD - FY 25-26	207650	52314	\$3,000.00
CHECK TOTAL							\$3,000.00
16158	7/22/2025	NINYO & MOORE INC	␣	GEOTECH REVIEW-PR24-1336-1015 BANNER RIDGE FY24/25	100	22109	\$900.07
CHECK TOTAL							\$900.07
16159	7/22/2025	NOVA LANDSCAPE GROUP INC	␣	AS-NEEDED REPAIRS (PONY FIELDS 062625)FY 24/25	100630	55505	\$750.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16159	7/22/2025	NOVA LANDSCAPE GROUP INC	█	LANDSCAPE SVCS (LARKSTONE/DIAMOND CYN PK)FY 24/25	100630	55505	\$4,000.00
						CHECK TOTAL	\$4,750.00
16160	7/22/2025	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA	█	PRE-EMPLOYMENT PHYSICAL FEES - FY 24/25	100220	52510	\$377.00
						CHECK TOTAL	\$377.00
16161	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100410	51200	\$27.16
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100240	51200	\$157.05
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100510	51200	\$202.51
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100220	51200	\$207.20
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100620	51200	\$208.11
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100140	51200	\$304.84
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	250170	51200	\$417.38
	7/22/2025	OFFICE SOLUTIONS	█	OFFICE SUPPLIES - JUNE 2025 (FY24/25)	100210	51200	\$910.93
						CHECK TOTAL	\$2,435.18
16162	7/22/2025	ONE TIME PAY VENDOR	ALPA SONAWALA	FACILITY REFUND	100	20202	\$200.00
						CHECK TOTAL	\$200.00
16163	7/22/2025	ONE TIME PAY VENDOR	AMY LAM	RECREATION PROGRAM REFUND	100	20202	\$18.75
						CHECK TOTAL	\$18.75
16164	7/22/2025	ONE TIME PAY VENDOR	BEVERLY OZOWARA	FACILITY REFUND	100	20202	\$1,400.00
						CHECK TOTAL	\$1,400.00

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16165	7/22/2025	ONE TIME PAY VENDOR	BILLY FERMIN	FACILITY REFUND	100	20202	\$500.00
CHECK TOTAL							\$500.00
16166	7/22/2025	ONE TIME PAY VENDOR	ELIZABETH RODRIGUEZ	FACILITY REFUND	100	20202	\$1,000.00
CHECK TOTAL							\$1,000.00
16167	7/22/2025	ONE TIME PAY VENDOR	HARMIT SINGH	FACILITY REFUND	100	20202	\$100.00
CHECK TOTAL							\$100.00
16168	7/22/2025	ONE TIME PAY VENDOR	JIEHUI JIANG	RECREATION PROGRAM REFUND	100	20202	\$18.75
CHECK TOTAL							\$18.75
16169	7/22/2025	ONE TIME PAY VENDOR	JUNGHYUN KANG	RECREATION PROGRAM REFUND	100	20202	\$395.00
CHECK TOTAL							\$395.00
16170	7/22/2025	ONE TIME PAY VENDOR	KARLA CARVAJAL	FACILITY REFUND	100	20202	\$1,450.00
CHECK TOTAL							\$1,450.00
16171	7/22/2025	ONE TIME PAY VENDOR	KIM ROEL BALON	FACILITY REFUND	100	20202	\$200.00
CHECK TOTAL							\$200.00
16172	7/22/2025	ONE TIME PAY VENDOR	LUCY LAU	FACILITY REFUND	100	20202	\$200.00
CHECK TOTAL							\$200.00
16173	7/22/2025	ONE TIME PAY VENDOR	MARIAH ARVIZU	RECREATION PROGRAM REFUND	100	20202	\$82.00
CHECK TOTAL							\$82.00
16174	7/22/2025	ONE TIME PAY VENDOR	MARIE KUSDONO	FACILITY REFUND	100	20202	\$328.00
CHECK TOTAL							\$328.00

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16175	7/22/2025	ONE TIME PAY VENDOR	MARYLYN BAGUNU	FACILITY REFUND	100	20202	\$200.00
CHECK TOTAL							\$200.00
16176	7/22/2025	ONE TIME PAY VENDOR	MEENA SHAH	FACILITY REFUND	100	20202	\$500.00
CHECK TOTAL							\$500.00
16177	7/22/2025	ONE TIME PAY VENDOR	PERLIN LAU	RECREATION PROGRAM REFUND	100	20202	\$151.00
	7/22/2025	ONE TIME PAY VENDOR	PERLIN LAU	RECREATION PROGRAM REFUND	100	20202	\$37.50
CHECK TOTAL							\$188.50
16178	7/22/2025	ONE TIME PAY VENDOR	SOOJIN SILVA	RECREATION PROGRAM REFUND	100	20202	\$37.50
CHECK TOTAL							\$37.50
16179	7/22/2025	ONE TIME PAY VENDOR	THOMAS LEE	FACILITY REFUND	100	20202	\$200.00
CHECK TOTAL							\$200.00
16180	7/22/2025	ONE TIME PAY VENDOR	VINOR RANA	FACILITY REFUND	100	20202	\$100.00
CHECK TOTAL							\$100.00
16181	7/22/2025	ONE TIME PAY VENDOR	YONG HUANG	RECREATION PROGRAM REFUND	100	20202	\$145.00
CHECK TOTAL							\$145.00
16182	7/22/2025	ONE TIME PAY VENDOR	ANGIE HERNANDEZ	TUITION REIMBURSEMENT -FY 24/25	100220	52505	\$1,500.00
CHECK TOTAL							\$1,500.00
16183	7/22/2025	ONE TIME PAY VENDOR	COMMONWEALTH LAND TITLE INS COMPANY	PRELIMINARY TITLE RPT FOR APN 8285-020-900 FY24/25	100610	54200	\$1,500.00
CHECK TOTAL							\$1,500.00

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16184	7/22/2025	ONE TIME PAY VENDOR	COMMONWEALTH LAND TITLE INS COMPANY	PRELIMINARY TITLE RPT FOR APN 8713-033-003 FY24/25	100610	54200	\$1,500.00
						CHECK TOTAL	\$1,500.00
16185	7/22/2025	ONE TIME PAY VENDOR	COMMONWEALTH LAND TITLE INS COMPANY	TITLE REPORT FOR APN NO. 8701-009- 230FY 24/25	100610	54200	\$675.00
						CHECK TOTAL	\$675.00
16186	7/22/2025	ONE TIME PAY VENDOR	LUPE SOTOMAYOR	REIMB-SUPPLIES	100210	51200	\$274.36
						CHECK TOTAL	\$274.36
16187	7/22/2025	OPCO TRANSIT INC	␣	FY 24-25 DIAMOND RIDE SR TRAN SERVS MAY 25 BILLING	206650	55560	\$29,434.81
						CHECK TOTAL	\$29,434.81
16188	7/22/2025	OTIS ELEVATOR COMPANY	␣	ELEVATOR MAINT (LATE FEES- INV#SAU17045001)FY24/25	100620	52320	\$158.00
						CHECK TOTAL	\$158.00
16189	7/22/2025	PAPER RECYCLING & SHREDDING	␣	CITY HALL 2 CONSOLES- JULY 2025	250170	55000	\$105.00
						CHECK TOTAL	\$105.00
16190	7/22/2025	PARKING CONCEPTS INC	␣	SHUTTLE SERVICES - JUNE	206520	55315	\$4,669.92
						CHECK TOTAL	\$4,669.92
16191	7/22/2025	PYRO COMM SYSTEMS INC	␣	CITYHALL FIRE ALARM MONITOR (070125-093025)FY25/26	100620	52320	\$135.00
	7/22/2025	PYRO COMM SYSTEMS INC	␣	HERITAGE PK FIRE ALARM ANNL TEST 071025 FY 24/25	100630	52320	\$350.00
	7/22/2025	PYRO COMM SYSTEMS INC	␣	SERVICE CALL - ALARM SYSTEM (C/HALL071525)FY25/26	100620	52320	\$380.00
						CHECK TOTAL	\$865.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16192	7/22/2025	QUADIENT FINANCE USA INC	□	HI-CAP INK FOR POSTAGE - FY 24/25	100140	51200	\$319.27
CHECK TOTAL							\$319.27
16193	7/22/2025	RETAIL MARKETING SERVICES INC	□	CART RETRIEVAL SERVICES- JUNE 2025 FY 24/25	250170	55000	\$15.00
CHECK TOTAL							\$15.00
16194	7/22/2025	RKA CONSULTING GROUP	□	BUILDING AND SAFETY DB-JUNE (FY24/25)	100420	55100	\$45,746.52
CHECK TOTAL							\$45,746.52
16195	7/22/2025	ROSARIO A SCEBBA	□	DEPOSIT FOR SOUND SERVICES - JULY 2025	100520	55300	\$3,390.00
CHECK TOTAL							\$3,390.00
16196	7/22/2025	RUBEN TORRES	□	PC STIPEND - MAY 2025 FY24/25	100410	52525	\$65.00
CHECK TOTAL							\$65.00
16197	7/22/2025	SARAH KELLY	□	BAND PERFORMANCE ON 7.16.25	100520	55300	\$2,000.00
CHECK TOTAL							\$2,000.00
16198	7/22/2025	SC FUELS	□	FLEET FUEL (061525-063025) FY24/25	502130	52330	\$49.73
	7/22/2025	SC FUELS	□	FLEET FUEL (061525-063025) FY24/25	502430	52330	\$112.30
	7/22/2025	SC FUELS	□	FLEET FUEL (061525-063025) FY24/25	502620	52330	\$521.54
	7/22/2025	SC FUELS	□	FLEET FUEL (061525-063025) FY24/25	502630	52330	\$561.62
	7/22/2025	SC FUELS	□	FLEET FUEL (061525-063025) FY24/25	502655	52330	\$941.18
CHECK TOTAL							\$2,186.37
16199	7/22/2025	SCMAF	□	CONTRACT CLASS INSURANCE Q2	100520	55320	\$880.00
CHECK TOTAL							\$880.00
16200	7/22/2025	SIMPSON ADVERTISING INC	□	DESIGN & LAYOUT JULY NEWSLTTR (JUNE 2025)	100520	54900	\$0.00
	7/22/2025	SIMPSON ADVERTISING INC	□	DESIGN & LAYOUT JULY NEWSLTTR (JUNE 2025)	100240	54900	\$2,475.00

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16200	7/22/2025	SIMPSON ADVERTISING INC	☐	PHOTO CONTEST GALLERY (DESIGN, ART, PRINTING, FAB)	100240	54900	\$9,016.78
	7/22/2025	SIMPSON ADVERTISING INC	☐	DESIGN AND LAYOUT OF FALL 2025 REC GUIDE FY 25/26	100240	54900	\$5,200.00
CHECK TOTAL							\$16,691.78
16201	7/22/2025	SOCIAL VOCATIONAL SERVICES	☐	MAINTENANCE: LITTER & WEED REMOVAL - FY 24/25	100645	55528	\$3,113.00
	CHECK TOTAL						\$3,113.00
16202	7/22/2025	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT	☐	FACILITY LEASE - JULY 2025 FY 25/26	100130	52302	\$2,755.80
	CHECK TOTAL						\$2,755.80
16203	7/22/2025	SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS	☐	MEMBERSHIP DUES FOR FY 2025-2026	100130	52400	\$7,728.00
	CHECK TOTAL						\$7,728.00
16204	7/22/2025	SPECTRUM BUSINESS	☐	SUMMARY BILL - CABLE TV/INTERNET- CITY HALL- JUN 25	100230	54030	\$1,223.65
	7/22/2025	SPECTRUM BUSINESS	☐	INTERNET SERVICE - HERITAGE PARK - JULY 2025	100230	54030	\$276.23
	CHECK TOTAL						\$1,499.88
16205	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	204	21107	\$1.99
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	239	21107	\$2.20
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	241	21107	\$2.20
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	238	21107	\$3.32
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	203	21107	\$3.48
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	204	21113	\$4.21
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	203	21113	\$7.35

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16205	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	239	21113	\$7.97
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	241	21113	\$7.97
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	238	21113	\$12.98
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	207	21107	\$13.95
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	201	21113	\$30.20
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	201	21107	\$31.95
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	206	21107	\$38.15
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	207	21113	\$44.58
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	206	21113	\$89.27
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	250	21107	\$98.24
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	250	21113	\$135.15
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	100	21107	\$1,633.43
	7/22/2025	STANDARD INSURANCE COMPANY	☐	LIFE/SUPP LIFE/LTD/STD INSURANCE PREMIUM JULY 2025	100	21113	\$2,400.51
						CHECK TOTAL	\$4,569.10
16206	7/22/2025	STAY GREEN INC	☐	LANDSCAPE MAINTENANCE (CITY HALL/JULY)FY25/26	100620	52320	\$1,250.00
							CHECK TOTAL \$1,250.00
16207	7/22/2025	STEVE A FILARSKY, ATTORNEY AT LAW	☐	LEGAL SERVICES - JUNE 2025	100220	54900	\$480.00
							CHECK TOTAL \$480.00
16208	7/22/2025	STUMP FENCE CO	☐	GATE OPERATOR SERVICE 051425 FY 24/25	100620	52320	\$150.00

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16208						CHECK TOTAL	\$150.00
16209	7/22/2025	SURENDRA R MEHTA	☐	PC STIPEND - MAY 2025 FY 24/25	100410	52525	\$65.00
						CHECK TOTAL	\$65.00
16210	7/22/2025	SWANK MOTION PICTURES INC	☐	MOVIE LICENSING FOR 7.16.25	100520	55300	\$850.00
						CHECK TOTAL	\$850.00
16211	7/22/2025	SYMPRO INC	☐	ANNUAL RENEWAL - SYMPRO - FY 25-26	100230	52314	\$7,038.93
						CHECK TOTAL	\$7,038.93
16212	7/22/2025	TENNIS ANYONE INC	☐	CONTRACT CLASSES TENNIS SERVIC	100520	55320	\$6,844.69
						CHECK TOTAL	\$6,844.69
16213	7/22/2025	TERRYBERRY	☐	SERVICE PINS	100220	51300	\$1,620.83
	7/22/2025	TERRYBERRY	☐	SERVICE PINS - FY 24/25	100220	51300	\$1,255.77
						CHECK TOTAL	\$2,876.60
16214	7/22/2025	THE GAS COMPANY	☐	GAS SERVICE @ CITYHALL (061125-071125) FY 25/26	100620	52215	\$14.79
	7/22/2025	THE GAS COMPANY	☐	GAS SERVICE @ HERITAGE PK (061225-071425) FY25/26	100630	52215	\$113.36
						CHECK TOTAL	\$128.15
16215	7/22/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR	☐	LEGAL AD PL2021-05(LAZY TRAIL) JUNE 2025	100	22107	\$750.43
	7/22/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR	☐	LEGAL AD PL2024-65(INDIAN CREEK) JUNE 2025	100	22107	\$743.30
	7/22/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR	☐	LEGAL AD PL2024-07 JUNE 2025	100	22107	\$551.41
						CHECK TOTAL	\$2,045.14
16216	7/22/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR	☐	LEGAL AD PUBLICATION - LLAD #38 - FY 25-26	238638	52160	\$1,980.57
	7/22/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR	☐	LEGAL AD PUBLICATION - LLAD #39 - FY 25-26	239639	52160	\$2,007.75

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16216	7/22/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR	□	LEGAL AD PUBLICATION - LLAD #41 - FY 25-26	241641	52160	\$1,943.20
						CHECK TOTAL	\$5,931.52
16217	7/22/2025	THE SAWDUST FACTORY	□	DAY CAMP EXCURSION ON JULY 15 2025	100520	53520	\$516.00
						CHECK TOTAL	\$516.00
16218	7/22/2025	THE SHERWIN-WILLIAMS CO	□	MAINTENANCE SUPPLIES (JKOLB062625) FY 24/25	100630	51200	\$46.74
						CHECK TOTAL	\$46.74
16219	7/22/2025	THE TAIT GROUP INC	□	PS - ENGR/VARIOUS PROJECTS - JUN 2025	100615	54410	\$2,500.00
						CHECK TOTAL	\$2,500.00
16220	7/22/2025	THOMAS DONINI	□	SENIOR DANCE DJ SERVICES, 25/26	100520	55310	\$450.00
						CHECK TOTAL	\$450.00
16221	7/22/2025	TORTI GALLAS AND PARTNERS INC	□	TOWN CENTER SPECIFIC PLAN - FY 24/25	103410	54900	\$10,146.80
	7/22/2025	TORTI GALLAS AND PARTNERS INC	□	TOWN CENTER SPECIFIC PLAN OBJ STANDARDS - FY 24/25	103410	54900	\$7,645.00
						CHECK TOTAL	\$17,791.80
16222	7/22/2025	TOWN SQUARE PUBLICATIONS LLC	□	ECONOMIC DEV AD -2025 CHAMBER PUBLICATION FY25/26	100150	52160	\$1,590.00
						CHECK TOTAL	\$1,590.00
16223	7/22/2025	TRIFYTT SPORTS LLC	□	CONTRACT CLASS INSTRUCTOR- TRIFYTT SPORTS	100520	55320	\$1,014.00
						CHECK TOTAL	\$1,014.00
16224	7/22/2025	TYLER TECHNOLOGIES INC	□	ELM PROJECT MGMT. HOURS - JUN 2025	503230	56135	\$4,800.00
						CHECK TOTAL	\$4,800.00
16225	7/22/2025	ULINE INC	□	DBC SUPPLIES - FY 24/25	100510	51300	\$140.61
	7/22/2025	ULINE INC	□	PW OPERATING SUPPLIES - FY 24/25	100630	51200	\$196.71

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16225	7/22/2025	ULINE INC	␣	FY2024-25 EMERGENCY SUPPLIES	100350	51200	\$1,584.68
CHECK TOTAL							\$1,922.00
16226	7/22/2025	ULTIMATE MAINTENANCE SERVICES INC	␣	JANITORIAL SERVICES (JULY2025) FY 25/26	100630	55505	\$3,070.00
	7/22/2025	ULTIMATE MAINTENANCE SERVICES INC	␣	JANITORIAL SERVICES (JULY2025) FY 25/26	100510	55505	\$9,650.00
	7/22/2025	ULTIMATE MAINTENANCE SERVICES INC	␣	JANITORIAL SERVICES (JULY2025) FY 25/26	100620	52320	\$12,075.00
CHECK TOTAL							\$24,795.00
16227	7/22/2025	UNDERGROUND SERVICE ALERT OF SO CA	␣	US DIGALERT - MONTHLY SERVICES - JUN 2025	100610	54900	\$270.85
	7/22/2025	UNDERGROUND SERVICE ALERT OF SO CA	␣	US DIGALERT - CA STATE MONTHLY FEE - JULY 2025	100610	54900	\$58.12
CHECK TOTAL							\$328.97
16228	7/22/2025	VERIZON WIRELESS	␣	WIRELESS PHONE SERVICE - 4/17/25-6/16/25-FY24/25	100230	52200	\$4,570.38
CHECK TOTAL							\$4,570.38
16229	7/22/2025	VERMONT SYSTEMS INC	␣	ANNUAL RENEWAL - RECTRAC/VERMONT SYST - FY 25-26	100230	52314	\$8,174.74
CHECK TOTAL							\$8,174.74
16230	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	204	21108	\$3.22
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	203	21108	\$5.65
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	239	21108	\$6.95
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	241	21108	\$6.95
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	238	21108	\$12.16
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	201	21108	\$24.74

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16230	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	207	21108	\$38.80
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	206	21108	\$99.20
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	250	21108	\$108.76
	7/22/2025	VISION SERVICE PLAN	␣	VISION INSURANCE PREMIUM JULY 2025	100	21108	\$1,951.91
CHECK TOTAL							\$2,258.34
16231	7/22/2025	WALNUT VALLEY UNIFIED SCHOOL DISTRICT	␣	CONTRACT CLASS-POOL RENTAL	100520	52302	\$3,597.60
	CHECK TOTAL						\$3,597.60
16232	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	CITYHALLW-(060125-063025) FY 24/25	100620	52220	\$1,182.75
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	D38W-(060125-063025) FY 24/25	238638	52220	\$16,327.95
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	D38(R)W-(060125-063025) FY 24/25	238638	52220	\$2,595.04
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	D39W-(060125-063025) FY 24/25	239639	52220	\$12,200.42
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	D41W-(060125-063025) FY 24/25	241641	52220	\$8,881.61
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	DBCW-(060125-063025) FY 24/25	100510	52220	\$516.94
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	PARKSW-(060125-063025) FY 24/25	100630	52220	\$41,887.01
	7/22/2025	WALNUT VALLEY WATER DISTRICT	␣	PARKS(R)W-(060125-063025) FY 24/25	100630	52220	\$1,838.65
	CHECK TOTAL						\$85,430.37
16233	7/22/2025	WEST COAST ARBORISTS INC	␣	CITYWIDE TREE MAINTENANCE - MAY 2025 FY 24/25	238638	55522	\$6,527.00
	7/22/2025	WEST COAST ARBORISTS INC	␣	CITYWIDE TREE MAINTENANCE - MAY 2025 FY 24/25	241641	55522	\$8,216.00
	7/22/2025	WEST COAST ARBORISTS INC	␣	CITYWIDE TREE MAINTENANCE - MAY 2025 FY 24/25	239639	55522	\$10,405.00

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16233	7/22/2025	WEST COAST ARBORISTS INC	⌵	CITYWIDE TREE MAINTENANCE - MAY 2025 FY 24/25	100645	55522	\$12,878.00
						CHECK TOTAL	\$38,026.00
16234	7/22/2025	WILLDAN GEOTECHNICAL	⌵	BUILDING&SAFETY INTERIM PERMIT TECHNICIAN FY 24/25	100420	55100	\$13,982.50
						CHECK TOTAL	\$13,982.50
16235	7/22/2025	WILLIAM AUSTIN RAWLINGS	⌵	PC STIPEND - MAY 2025 FY 24/25	100410	52525	\$65.00
						CHECK TOTAL	\$65.00
16236	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$1,233.00
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$1,424.80
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$11,371.00
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$164.40
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$54.80
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$82.20
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$383.60
	7/22/2025	WOODRUFF & SMART, A PROFESSIONAL CORPORATION	⌵	LEGAL SERVICES - MAY 2025 (FY24/25)	100120	54020	\$1,096.00
						CHECK TOTAL	\$15,809.80
16237	7/22/2025	YOUTH EVOLUTION ACTIVITIES	⌵	CONTRACT CLASS INSTRUCTOR-YOUTH EVOLUTION	100520	55320	\$554.40
						CHECK TOTAL	\$554.40
16238	7/22/2025	YUNEX CORP	⌵	TS MAINT - BREA CYN/LYCOMING POWER OUTAGE-MAY 25	207650	55536	\$355.00
	7/22/2025	YUNEX CORP	⌵	TS MAINTENANCE - MAY 2025	207650	55536	\$6,428.41

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CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
16238	7/22/2025	YUNEX CORP	␣	TS MAINTENANCE - JUN 2025 FY24/25	207650	55536	\$5,540.00
	7/22/2025	YUNEX CORP	␣	TS MAINT/CALL OUTS - JUNE 2025 FY24/25	207650	55536	\$10,355.32
	7/22/2025	YUNEX CORP	␣	TS MAINT/DBB-G/SPRINGS - INSTALL MONITOR FY24/25	207650	55536	\$2,675.00
	7/22/2025	YUNEX CORP	␣	ANNUAL SUPPORT - SCOOT & TACTICS - FY 25-26	207650	52314	\$32,000.00
CHECK TOTAL							\$57,353.73
GRAND TOTAL							\$938,660.56



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Cancellation of September 2, 2025 City Council Meeting.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Adjourn the August 19, 2025 City Council meeting to September 16, 2025.

FINANCIAL IMPACT:

None.

BACKGROUND:

This year, the Labor Day holiday falls on Monday, September 1, 2025. It would be appropriate to cancel the September 2, 2025 meeting as there will be no pressing matters or public hearings scheduled and therefore adjourning the meeting will not cause the City any hardship.

ANALYSIS:

Should the City Council concur, it is recommended that the Mayor, at the end of the August 19, 2025 City Council Meeting, adjourn said Council meeting to September 16, 2025.

PREPARED BY:

Kristina Santana, City Clerk, City Clerk's Office

ATTACHMENTS:

None



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Professional Services Agreement with Pivotal Strategies for Public Outreach and Engagement Services Through November 2026.

STRATEGIC GOAL: Responsible Stewardship of Public Resources

RECOMMENDATION:

Approve a one-time appropriation in the amount of \$63,000 from the General Fund reserves for professional services and authorize the City Manager to sign the Consulting Services Agreement with Pivotal Strategies.

FINANCIAL IMPACT:

Sufficient funds do not currently exist in the Fiscal Year 2025-26 City Manager/Professional Services budget. It is recommended that the balance of necessary funds be appropriated from General Fund reserves in the amount of \$63,000. Upon appropriation, the total not-to-exceed amount of the Agreement would be \$143,000. Sufficient funds are available for this one-time request, which will not contribute to expected future operational deficits.

BACKGROUND:

As reported to the City Council and community during the Fiscal Year 2025-26 municipal budget presentation, it is expected that the City will face an ongoing structural deficit in which annual operational expenditures are expected to outpace current revenues. Should the deficit continue unaddressed, it will impact the City's ability to fund services and programs at current levels. To ensure key services like public safety, burglary suppression, and public infrastructure are maintained sustainably over the long-term, the City is studying the feasibility of potential revenue measures that keep new funding sources fully under local control.

ANALYSIS:

In May 2025, the City released a Request for Proposals (RFP) for professional public outreach and education services with the goal of providing information to the public about the City's current financial condition and the potential impacts of an ongoing structural deficit. Nine firms responded with proposals, including:

Vendor	Bid Amount
(Matter)/Leap Agency	\$54,735
Voxpop	\$100,200
William Berry Campaigns	\$130,500
Pivotal Strategies	\$142,600
Team CivX	\$180,000
Props & Measures	\$186,800
The Daniels Group	\$405,200
Redwood Resources	\$688,852
Lanae Norwood Consulting, LLC	\$1,032,500

Staff reviewed each proposal based on relevant experience, scope of services proposed, outreach strategy, and total cost, among other factors. Six of the nine respondents were eliminated from consideration based on a review of the proposal and/or cost considerations. Interviews were conducted with three finalists, with Pivotal Strategies determined to be the most responsive.

Pivotal Strategies is based in Southern California and has extensive experience working with municipal clients, including Ontario, Anaheim, Burbank, Costa Mesa, and Los Alamitos. The Pivotal Strategies work plan includes the following services:

- Strategic planning/counsel
- Email and phone outreach
- Community town halls and pop-up events
- Development and design of messaging, branding, and content
- Direct mail, digital outreach, print media, and video production

The education and outreach campaign would include three phases, stretching from August 2025 through early FY 2026/27. The first phase would be focused on strategy and planning, including coordination with staff, analysis of current information and data, and development of a timeline. The second phase would consist primarily of the development of messaging and content. The third phase would be focused on the education and outreach itself, including but not limited to multi-language print, direct mail, digital media, and in-person meetings with stakeholders. The phased approach will provide the City Council with information to make a well-informed decision related to a potential voter-approved ballot measure.

LEGAL REVIEW:

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

PREPARED BY:

Ryan McLean, Assistant City Manager, City Manager's Office

ATTACHMENTS:

1. Consultant Services Agreement - Pivotal Strategies, LLC

CONSULTANT SERVICES AGREEMENT **[Non-Design Professionals]**

THIS AGREEMENT (the "Agreement") is made as of August 5, 2025 by and between the City of Diamond Bar, a municipal corporation ("City") and Pivotal Strategies, LLC, a California limited liability company. ("Consultant").

1. Consultant's Services.

Subject to the terms and conditions set forth in this Agreement Consultant shall provide to the reasonable satisfaction of the City the completion of Public Education and Outreach Services set forth in the attached Scope of Work attached hereto as Exhibit "A" in accordance with Consultant's Proposal, dated June 12, 2025, attached hereto as Exhibit "B". Exhibit "A" and "B" are hereby incorporated into this Agreement by reference as if set forth in full herein. As a material inducement to the City to enter into this Agreement, Consultant represents and warrants that it has thoroughly investigated the work and fully understands the difficulties and restrictions in performing the work. Consultant represents that it is fully qualified to perform such consulting services by virtue of its experience and the training, education and expertise of its principals and employees.

Ryan McLean (Assistant City Manager) (herein referred to as the "City's Project Manager"), shall be the person to whom the Consultant will report for the performance of services hereunder. It is understood that Consultant shall coordinate its services hereunder with the City's Project Manager to the extent required by the City's Project Manager, and that all performances required hereunder by Consultant shall be performed to the satisfaction of the City's Project Manager and the City Manager

2. Term of Agreement. This Agreement shall take effect August 5, 2025, and shall continue until December 31, 2026 ("Term"), unless earlier terminated pursuant to the provisions herein.

3. Compensation. City agrees to compensate Consultant for each service which Consultant performs to the satisfaction of City in compliance with the scope of services set forth in Exhibit "A". Payment will be made only after submission of proper invoices in the form specified by City. Payment to Consultant for Public Education and Outreach Services shall not be a not-to-exceed fee of one hundred forty-three thousand dollars and 00/100 Cents (\$143,000.00) without the prior written consent of the City. The above not to exceed amount shall include all costs, including, but not limited to, all clerical, administrative, overhead, telephone, travel and all related expenses.

4. Payment.

A. As scheduled services are completed, Consultant shall submit to City an invoice for the services completed, authorized expenses and authorized extra work actually performed or incurred.

B. All such invoices shall state the basis for the amount invoiced, including services completed, the number of hours spent and any extra work performed.

C. City will pay Consultant the amount properly invoiced within 35 days of receipt, but may withhold 30% of any invoice until all work is completed, which sum shall be paid within 35 days of completion of the work and receipt of all deliverables.

D. Payment shall constitute payment in full for all services, authorized costs and authorized extra work covered by that invoice.

5. Change Orders. No payment for extra services caused by a change in the scope or complexity of work, or for any other reason, shall be made unless and until such extra services and a price therefore have been previously authorized in writing and approved by the City Manager or his designee as an amendment to this Agreement. The amendment shall set forth the changes of work, extension of time, if any, and adjustment of the fee to be paid by City to Consultant.

6. Priority of Documents. In the event of any inconsistency between the provisions of this Agreement and any attached exhibits, the following order of precedence shall apply: (a) this Agreement; (b) the Scope of Work (Exhibit "A"); and (c) Consultant's Proposal (Exhibit "B").

7. Status as Independent Contractor.

A. Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent, except as specifically provided herein. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner employees of City.

B. Consultant agrees to pay all required taxes on amounts paid to Consultant under this Agreement, and to indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. In the event that City is audited by any Federal or State agency regarding the independent contractor status of Consultant and the audit in any way fails to sustain the validity of a wholly independent contractor relationship between City and Consultant, then Consultant agrees to reimburse City for all costs, including accounting and attorney's fees, arising out of such audit and any appeals relating thereto.

C. Consultant shall fully comply with Workers' Compensation laws regarding Consultant and Consultant's employees. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with applicable Worker's Compensation laws.

D. Consultant shall, at Consultant's sole cost and expense fully secure and comply with all federal, state and local governmental permit or licensing requirements, including but not limited to the City of Diamond Bar, South Coast Air Quality Management District, and California Air Resources Board.

E. In addition to any other remedies it may have, City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification required by this Agreement or for any amount or penalty levied against the City for Consultant's failure to comply with this Section.

8. Standard of Performance. Consultant shall perform all work at the standard of care and skill ordinarily exercised by members of the profession under similar conditions and represents that it and any subcontractors it may engage, possess any and all licenses which are required to perform the work contemplated by this Agreement and shall maintain all appropriate licenses during the performance of the work.

9. Indemnification.

Consultant shall indemnify, defend with counsel approved by City, and hold harmless City, its officers, officials, employees and volunteers ("Indemnitees") from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with:

(1) Any and all claims under Workers' Compensation Act and other employee benefit acts with respect to Consultant's employees or Consultant's contractor's employees arising out of Consultant's work under this Agreement; and

(2) Any and all claims arising out of Consultant's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, regardless of City's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the City. Should City in its sole discretion find Consultant's legal counsel unacceptable, then Consultant shall reimburse the City its costs of defense, including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation. The Consultant shall promptly pay any final judgment rendered against the Indemnitees. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement. Except for the Indemnitees, this Agreement shall not be construed to extend to any third party indemnification rights of any kind.

(3) The Consultant's obligations to indemnify, defend and hold harmless the City shall survive termination of this Agreement.

10. Insurance.

A. Consultant shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, with an insurance company authorized to do business in the State of California and approved by the City the following insurance:

(1) a policy or policies of broad-form comprehensive general liability insurance written on an occurrence basis with minimum limits of \$1,000,000.00 combined single limit coverage against any injury, death, loss or damage as a result of wrongful or negligent acts by Consultant, its officers, employees, agents, and independent contractors in performance of services under this Agreement;

(2) property damage insurance with a minimum limit of \$500,000.00 per occurrence;

(3) automotive liability insurance written on an occurrence basis covering all owned, non-owned and hired automobiles, with minimum combined single limits coverage of \$1,000,000.00; and

(4) Worker's Compensation insurance when required by law, with a minimum limit of \$500,000.00 or the amount required by law, whichever is greater.

B. The City, its officers, employees, agents, and volunteers shall be named as additional insureds on the policies as to comprehensive general liability, property damage, and automotive liability. The policies as to comprehensive general liability, property damage, and automobile liability shall provide that they are primary, and that any insurance maintained by the City shall be excess insurance only.

C. All insurance policies shall provide that the insurance coverage shall not be non-renewed, canceled, reduced, or otherwise modified (except through the addition of additional insureds to the policy) by the insurance carrier without the insurance carrier giving City at least ten (10) days prior written notice thereof. Consultant agrees that it will not cancel, reduce or otherwise modify the insurance coverage and in the event of any of the same by the insurer to immediately notify the City.

D. All policies of insurance shall cover the obligations of Consultant pursuant to the terms of this Agreement and shall be issued by an insurance company which is authorized to do business in the State of California or which is approved in writing by the City; and shall be placed have a current A.M. Best's rating of no less than A-, VII.

E. Consultant shall submit to City (1) insurance certificates indicating compliance with the minimum insurance requirements above, and (2) insurance policy endorsements or a copy of the insurance policy evidencing the additional insured requirements in this Agreement, in a form acceptable to the City.

F. Self-Insured Retention/Deductibles. All policies required by this Agreement shall allow City, as additional insured, to satisfy the self-insured retention ("SIR") and/or

deductible of the policy in lieu of the Consultant (as the named insured) should Consultant fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City. Consultant understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by Consultant as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should City pay the SIR or deductible on Consultant's due to such failure in order to secure defense and indemnification as an additional insured under the policy, City may include such amounts as damages in any action against Consultant for breach of this Agreement in addition to any other damages incurred by City due to the breach.

G. Subrogation. With respect to any Workers' Compensation Insurance or Employer's Liability Insurance, the insurer shall waive all rights of subrogation and contribution it may have against the Indemnitees.

H. Failure to Maintain Insurance. If Consultant fails to keep the insurance required under this Agreement in full force and effect, City may take out the necessary insurance and any premiums paid, plus 10% administrative overhead, shall be paid by Consultant, which amounts may be deducted from any payments due Consultant.

I. Consultant shall include all subcontractors, if any, as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to the City for review and approval. All insurance for subcontractors shall be subject to all of the requirements stated herein.

11. Confidentiality. Consultant in the course of its duties may have access to confidential data of City, private individuals, or employees of the City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement. Notwithstanding the foregoing, to the extent Consultant prepares reports of a proprietary nature specifically for and in connection with certain projects, the City shall not, except with Consultant's prior written consent, use the same for other unrelated projects.

12. Ownership of Materials. Except as specifically provided in this Agreement, all materials provided by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may, however, make and retain such copies of said documents and materials as Consultant may desire.

13. Maintenance and Inspection of Records. In accordance with generally accepted accounting principles, Consultant and its subcontractors shall maintain reasonably full and complete books, documents, papers, accounting records, and other information (collectively, the "records") pertaining to the costs of and completion of

services performed under this Agreement. The City and any of their authorized representatives shall have access to and the right to audit and reproduce any of Consultant's records regarding the services provided under this Agreement. Consultant shall maintain all such records for a period of at least three (3) years after termination or completion of this Agreement. Consultant agrees to make available all such records for inspection or audit at its offices during normal business hours and upon three (3) days' notice from the City, and copies thereof shall be furnished if requested.

14. Conflict of Interest.

A. Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which may be affected by the services to be performed by Consultant under this Agreement, or which would conflict in any manner with the performance of its services hereunder. Consultant further covenants that, in performance of this Agreement, no person having any such interest shall be employed by it. Furthermore, Consultant shall avoid the appearance of having any interest which would conflict in any manner with the performance of its services pursuant to this Agreement.

B. Consultant covenants not to give or receive any compensation, monetary or otherwise, to or from the ultimate vendor(s) of hardware or software to City as a result of the performance of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement.

15. Termination. The City may terminate this Agreement with or without cause upon fifteen (15) days' written notice to Consultant. The effective date of termination shall be upon the date specified in the notice of termination, or, in the event no date is specified, upon the fifteenth (15th) day following delivery of the notice. In the event of such termination, City agrees to pay Consultant for services satisfactorily rendered prior to the effective date of termination. Immediately upon receiving written notice of termination, Consultant shall discontinue performing services, unless the notice provides otherwise, except those services reasonably necessary to effectuate the termination. The City shall be not liable for any claim of lost profits.

16. Personnel/Designated Person. Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services under this Agreement. All of the services required under this Agreement will be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services.

17. Non-Discrimination and Equal Employment Opportunity.

A. Consultant shall not discriminate as to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation, in the performance of its services and duties pursuant to this Agreement, and will comply with all rules and regulations of City relating thereto. Such nondiscrimination shall include but not be limited to the following: employment, upgrading, demotion, transfers, recruitment or recruitment advertising; layoff or

termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

B. Consultant will, in all solicitations or advertisements for employees placed by or on behalf of Consultant state either that it is an equal opportunity employer or that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

C. Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement except contracts or subcontracts for standard commercial supplies or raw materials.

18. Time of Completion. Consultant agrees to commence the work provided for in this Agreement within (5) days of being notified by the City to proceed and to diligently prosecute completion of the work within the time frame agreed to by and between the Project Manager and the Consultant.

19. Time Is of the Essence. Time is of the essence in this Agreement. Consultant shall do all things necessary and incidental to the prosecution of Consultant's work.

20. Reserved.

21. Delays and Extensions of Time. Consultant's sole remedy for delays outside its control shall be an extension of time. No matter what the cause of the delay, Consultant must document any delay and request an extension of time in writing at the time of the delay to the satisfaction of City. Any extensions granted shall be limited to the length of the delay outside Consultant's control. If Consultant believes that delays caused by the City will cause it to incur additional costs, it must specify, in writing, why the delay has caused additional costs to be incurred and the exact amount of such cost within 10 days of the time the delay occurs. No additional costs can be paid that exceed the not to exceed amount absent a written amendment to this Agreement. In no event shall the Consultant be entitled to any claim for lost profits due to any delay, whether caused by the City or due to some other cause.

22. Assignment. Consultant shall not assign or transfer any interest in this Agreement nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Agreement or any rights, duties, or obligations arising hereunder shall be void and of no effect.

23. Compliance with Laws. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state, and local governments.

24. Non-Waiver of Terms, Rights and Remedies. Waiver by either party of any one or more of the conditions of performance under this Agreement shall not be a waiver of any other condition of performance under this Agreement. In no event shall the

making by City of any payment to Consultant constitute or be construed as a waiver by City of any breach of covenant, or any default which may then exist on the part of Consultant, and the making of any such payment by City shall in no way impair or prejudice any right or remedy available to City with regard to such breach or default.

25. Attorney's Fees. In the event that either party to this Agreement shall commence any legal or equitable action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing party in such action or proceeding shall be entitled to recover its costs of suit, including reasonable attorney's fees and costs, including costs of expert witnesses and consultants.

26. Mediation. Any dispute or controversy arising under this Agreement, or in connection with any of the terms and conditions hereof, which cannot be resolved by the parties, may be referred by the parties hereto for mediation. A third party, neutral mediation service shall be selected, as agreed upon by the parties and the costs and expenses thereof shall be borne equally by the parties hereto. The parties agree to utilize their good faith efforts to resolve any such dispute or controversy so submitted to mediation. It is specifically understood and agreed by the parties hereto that mutual good faith efforts to resolve the same any dispute or controversy as provided herein, shall be a condition precedent to the institution of any action or proceeding, whether at law or in equity with respect to any such dispute or controversy.

27. Notices. Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during regular business hours or by facsimile before or during regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses heretofore set forth in the Agreement, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this section.

"CONSULTANT"

Pivotal Strategies, LLC
9619 National Blvd.
Los Angeles, CA 90034
Attn.: Brandon Stephenson
Phone: 310-736-1032
E-Mail: bstephenson@pivotalstrategies.com

"CITY"

City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA 91765-4178
Attn.: Ryan McLean
Phone: 909-839-7016
E-mail: rmclean@diamondbarca.gov

28. Governing Law. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of California. The venue for any action brought under this Agreement shall be in Los Angeles County.

29. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be the original, and all of which together shall constitute one and the same instrument.

30. Entire Agreement. This Agreement, and any other documents incorporated herein by reference, represent the entire and integrated agreement between Consultant and City. This Agreement supersedes all prior oral or written negotiations, representations or agreements. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by the parties which expressly refers to this Agreement. Amendments on behalf of the City will only be valid if signed by a person duly authorized to do so under the City's Purchasing Ordinance.

IN WITNESS of this Agreement, the parties have executed this Agreement as of the date first written above.

"Consultant"

"City"

Pivotal Strategies, LLC

CITY OF DIAMOND BAR

Signed by:
By: Brandon Stephenson
A761F0213297488...
Printed Name: Brandon Stephenson
Title: Founding Partner

By: _____
Daniel Fox, City Manager

Signed by:
By: Jonathan Lonner
C3566EBC2BC647A...
Printed Name: Jonathan Lonner
Title: Founding Partner

ATTEST:

Kristina Santana, City Clerk

Approved as to form:

Signed by:
By: Omar Sandoval
AF8D2446CBF547C...
Omar Sandoval, City Attorney

***NOTE: If Consultant is a corporation, the City requires the following signature(s):**

- (1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR
- The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to the City.

EXHIBIT “A”

SCOPE OF WORK

The City aims to ensure that Diamond Bar residents are informed and understand the funding levels required to sustain City services and fund critical infrastructure projects. It is important for the City to create a comprehensive and consistent message that is transparent, honest, and easily understood by Diamond Bar residents.

The successful Consultant, at a minimum, must provide all instruments, equipment, tools, personnel, and supervision required to complete the public education and outreach services below in collaboration with the City's Community Relations Division and FM3.

PART I – INITIAL OUTREACH RESEARCH

The selected Consultant must collaborate with City staff to perform research, including but not limited to the following:

- a.** Analyze research data provided by FM3's public opinion survey to identify trends that can be used to inform education and outreach efforts.
- b.** Analyze demographic data to understand the target audience and identify preferences and barriers within different demographic groups.
- c.** Analyze and identify the communication channels available to the City.
- d.** Identify stakeholder groups and target audiences within the City.

PART II – DEVELOPMENT OF OUTREACH MATERIALS

After completion of the research phase, the selected Consultant must provide professional outreach consulting services to the City, including but not limited to the following:

- a.** Advise the City on the best education and outreach practices.
- b.** Create a public education and outreach campaign regarding the City's financial strengths, anticipated challenges, and the options to

sustain municipal services.

- c. Create a public education and outreach campaign regarding a potential November 2026 local sales tax ballot measure.
- d. Create a multi-channel outreach strategy and calendar utilizing traditional media (print, TV), digital platforms (social media, website, newsletters), and in-person events (presentations, workshops).
- e. Draft multilingual educational messages and materials in English, Chinese (Mandarin), and Korean using the approved messages.
- f. Draft messages, educational materials, and content for traditional print media.
- g. Draft messages, educational materials, and content for the City's electronic newsletters, website, and social media accounts.

PART III – IMPLEMENTATION OF OUTREACH MATERIALS

The selected Consultant must carry out public education and outreach efforts before and after the Diamond Bar City Council decides to pursue a potential local sales tax ballot measure in November 2026. Public education and outreach efforts include but are not limited to the following:

- a. Collaborate with the City's Community Relations Division to launch the outreach campaign based on the appropriate communication plan, ensuring timely and consistent messaging across all channels.
- b. Provide guidance and collaborate with City staff to craft and submit ballot language for the potential November 2026 local sales tax ballot measure.
- c. Update core messages and materials accordingly.
- d. Organize community workshops to educate residents, key stakeholders, and community groups about the local sales tax measure, including its purpose, funding allocation, and expected outcomes.
- e. Distribute educational ballot measure outreach materials in English, Chinese (Mandarin), and Korean.
- f. Refine press releases, mailers, videos, etc., for use by the City's

Community Relations Division.

- g.** Collaborate with FM3 and the City to support a tracking survey to test the effectiveness of messages and identify effective methods for disseminating information.

PART IV – COMMUNICATIONS AND REPORTING

The Consultant will meet with City staff for a kick-off meeting to discuss the project process. Regular meetings will be held with staff as outreach materials are prepared to discuss issues, concerns, and recommendations. The Consultant must provide regular updates on project milestones. Additionally, the Consultant must receive the City's approval before finalizing outreach materials.

EXHIBIT “B”



9619 National Blvd.
Los Angeles, CA 90034
Phone: 310.736.2337

June 12, 2025

City of Diamond Bar
City Manager's Office
Attn: Alex Batres
Submitted via PlanetBids

Re: Pivotal Strategies Proposal for Ballot Measure Public Education and Outreach Services

Dear Mr. Batres,

Thank you for inviting Pivotal Strategies to submit a proposal to the City of Diamond Bar. The following details how Pivotal can provide educational and outreach services focused on communicating to and educating residents on the needs of the City to be able to maintain municipal services.

Proposing any type of revenue-raising measure places a city at a pivotal moment with its constituents. How a city engages their community about a revenue measure makes the difference between residents and businesses understanding their city's challenges or losing confidence in their public servants.

Pivotal Strategies was founded on a simple premise – bring together a group of talented, smart, and compassionate people who embrace the people we work with, enjoy the clients we work for, and champion projects that make lasting improvements in California's diverse communities. Much like a city, Pivotal leverages a talented team that isn't afraid to work hard to accomplish big projects within budget and on schedule. Our decades of experience, and local expertise communicating budget balancing measures in California cities, helps us stand out from other companies.

Additionally, we have a decades-long relationship with Fairbank, Maslin, Maullin, Metz, and Associates (FM3). We've worked together with the FM3 team on countless municipal ballot measure projects. That experience will let us immediately start working closely with FM3 to utilize public opinion survey data to launch a customized, integrated, and multi-lingual education program to ensure constituents understand all aspects of the City's budgetary challenges and the options it's evaluating to maintain a high level of service. Our entire team is local and based in SoCal. We understand the issues facing the region better as a result, and we will always be accessible in person.

Our team has built countless successful strategic communications and community engagement programs to help cities, counties, and other government agencies create compelling narratives and engage communities on a wide range of issues.



These cities can attest to the effectiveness of our programs and the ease of integration we had with their teams. We've also provided sample collateral in Appendix A showcasing branding Pivotal created specifically for each public education campaign, giving each campaign an easily identifiable and authentic "look and feel" for residents.

We're pleased to submit this proposal for a robust public education and outreach program.

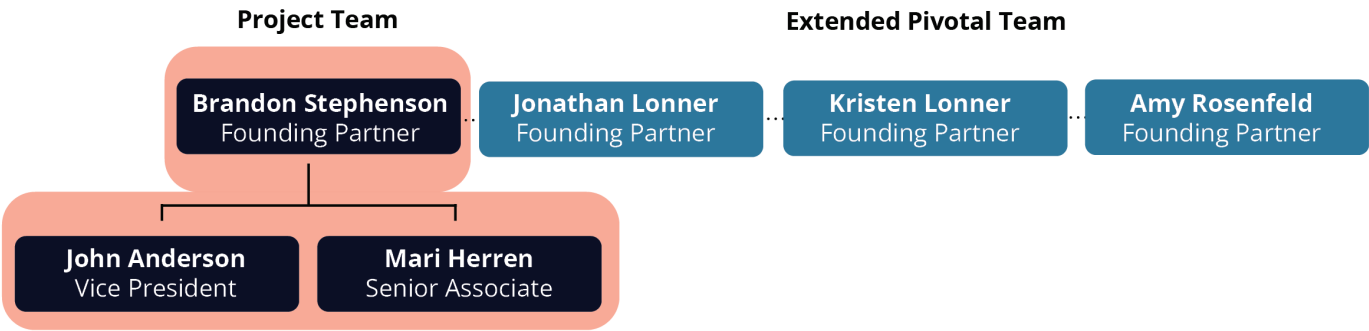
Brandon Stephenson
Founding Partner

John Anderson
Vice President

Project Team

Our project team has an unmatched expertise with innovative local ballot measures, vast experience with public education and communications programs, and local knowledge – the three key ingredients the City must have for this program to be effective. We know how to break down complex issues for diverse communities, ensuring they fully understand how additional revenue, or the lack thereof, will impact the City and its services.

Collectively, we have decades of experience on the exact type of program Diamond Bar needs to engage and educate its constituents. Our expanded team can be available for in-person activities such as town halls and community pop-up events. Resumes for each team member are available in Appendix B.



John Anderson | Vice President

John will serve as Project Lead and your primary point-of-contact. John not only manages our municipal programs, he’s also the driving force behind our creative content and digital communications for government entities. Depending on our final scope of work, John will manage all aspects of our portion of this project, including overseeing the creation of all documents and materials, managing all community engagement, and ensuring that we keep to the project timeline agreed upon by the City.



Mari Harren | Senior Associate

Mari Harren is a seasoned communications professional with over a decade of experience in strategic messaging, community engagement, and campaign management. Mari is adept at crafting compelling narratives in both English and Spanish, she excels in mobilizing grassroots movements, securing endorsements, and executing large-scale events. Her expertise in



media relations, content creation, and digital fundraising has shaped impactful campaigns and elevated candidate visibility across diverse communities.



Brandon Stephenson | Founding Partner

Brandon will serve as Strategic Counsel and oversee the framework and implementation of this project. For over 20 years, he has played a game-changing role on numerous public education programs and excels at crafting engagement programs that resonate with diverse audiences.

Firm's Experience/References

The following case studies are the projects closely related to the services Diamond Bar is seeking. Please note that several of our previous clients retained the Pivotal team for a second time, often with different municipalities, after successful public education programs with our team. This speaks to the effectiveness of our programs and the ease of integration we had with their teams. Each of the programs described below was worked on by members of the team we're proposing for the City of Diamond Bar.



City of Ontario | Measure Q, November 2022

Reference: Scott Ochoa, City Manager, City of Ontario
(sochoa@ontarioca.gov, 909-395-2555)

**Prior client from City of Glendale, Measure O*

Overview

Despite having an operationally balanced budget, the City of Ontario faced a significant structural deficit forecasted at \$1.2 billion over the next ten years. Critical components of the City's services, including public safety, emergency response, and local drinking water supplies required considerable investment to provide for Ontario's future and ensure that residents and businesses continue to enjoy a high quality of life. The City of Ontario engaged Pivotal for an eight-month public engagement program to educate residents on the importance of making these generational investments to secure the City's position as the premier city in the Inland Empire.

Strategy

Conduct a bilingual public education program to ensure residents have complete and accurate information regarding Measure Q, including the specific capital improvement projects the City could complete with the additional revenue.



Action

Our team understands the importance of involving the community while the City Council is still considering placing a revenue-raising measure on the ballot. Our program was divided into two phases – Phase I (“pre-council vote”) and Phase II (“post-council vote”) – each with its own set of public education materials based on extensive survey research.

Once the Council made the decision to place the measure on the ballot, we built upon our already established education program and brand to engage the community and provide information about how the funds would help to close the City’s projected shortfall and address the backlog of infrastructure needs.

Our work included the creation of a public education brand that ran throughout all Measure Q materials so readers could quickly identify our material during both the pre- and post-council vote phases. We crafted fact sheets, PowerPoint presentation, three direct mail pieces, and various graphics and messaging for utility bill inserts, e-newsletters, public access TV, social media posts, and website content.

Results

Working with the City’s communications team, Pivotal engaged Ontario’s constituencies in an authentic way across various communications channels. We crafted a narrative to explain the City’s structural deficit and how additional revenue would ensure the growth and continued progress and prosperity of Ontario for future generations.

“Pivotal was our partner from start to finish of a nearly two-year-long journey from survey research through Election Day. They seamlessly integrated with our communications team and provided expert guidance, messaging, and public education material to ensure our residents were well informed of our sales tax measure and what it meant for our City.

As a result of Pivotal’s efforts, our residents and businesses will enjoy enhanced core services and benefit from a transformational investment in our City’s infrastructure.”

– Scott Ochoa, City Manager



City of Anaheim | Measure J, November 2022

Reference: Greg Garcia, Deputy City Manager, Anaheim
(ggarcia@anaheim.net, 714-765-5162)

**Previously engaged members of the Pivotal team to work on crisis communications*

Overview

As home to the theme parks of the Disneyland Resort and entertainment venues, the City of Anaheim’s visitor economy is the largest source of funding for public safety and community services. However, the City’s municipal code allowed online and other travel companies to only pay taxes on the wholesale room rate paid to hotels, rather than on the final hotel bill. Measure J would close that gap by removing any question that online and



other travel companies are subject to the City's hotel tax on the full amount paid by visitors, securing additional funding for the City's essential services.

Strategy

Communicate that new revenue from Measure J – the Anaheim Hotel Tax – would support neighborhood services without impacting the City's tourism industry that fuels the City's economy.

Action

Working closely with the City's management and communications teams, we developed a strategic program to engage and educate Anaheim's diverse communities to ensure voters understood that Measure J wasn't a new tax or a tax increase, but rather levels the playing field so that everyone would pay the same taxes on hotel stays.

We created foundational messages that explained what a hotel tax was, who pays for it, and the essential services additional funding could support. This included how Measure J would create up to \$3 million a year in local revenue, which would help support street maintenance and neighborhood services, including police, fire, parks and youth and senior services.

Using a series of collateral materials that we created, we engaged Anaheim's faith-based, service, and business organizations to educate these community leaders about Measure J so they could share our information with their followers, allowing our messages to organically spread throughout the community. Complimenting this grassroots outreach were an article in Anaheim Magazine, which is distributed to every home and business in Anaheim – as well as a mail program that directly engaged 115,000 households with Measure J information.

Results

Anaheim voters ultimately approved Measure J with almost 59% support. We were able to successfully educate voters that the measure was not introducing a new tax and would not harm the City's vital tourism and entertainment sectors and would instead help support vital community services.



City of Los Alamitos | Measure Y, November 2020

Reference: Chet Simmons, City Manager
(csimmons@cityoflosalamitos.org, 562-431-3538)

**Prior client from City of Westminster, Measure SS*



Overview

The Pivotal team worked with the City of Los Alamitos to execute a robust, bilingual public education program for Measure Y, the Los Alamitos Quality of Life, 911 Police Response, Business/Job Protection Measure. The City's survey research determined the slimmed of majorities supported the measure and pointed to the need for extensive external communications and outreach. Beginning in June 2020 and running through the November 3 election, we developed and implemented a comprehensive public education program designed to educate Los Alamitos' diverse community.

Strategy

Conduct a robust informational program to ensure the public had complete and accurate information regarding Measure Y, the impact of potential revenue on the City's budget, and what quality-of-life services could be cut if additional revenue wasn't secured.

Action

Due to the pandemic, there were limited options available for stakeholder outreach and community engagement. In addition to creating traditional collateral materials– a palm card with fast facts about Measure Y, FAQ and fact sheet – and conducting phone/email outreach, we worked with the City to host socially-distanced community events and pop-up information booths in the local parks to directly engage constituents. A central piece of the education program was proactively delivering our materials to residents. We created the theme, graphics, and language for four bilingual mail pieces, which were delivered to all registered households in Los Alamitos. Each mail piece had a unique theme: state of the City, quality of life services, public safety services, and voting information. This was in addition to a door-hanger program that communicated general election and Measure Y information to all households throughout the City. To add an additional layer to the program, we created a Measure Y landing page on the City's website with consistent social media messages driving people to the page's information and updates.

Results

Our comprehensive public education program successfully engaged the Los Alamitos community through traditional and digital communications, including a robust direct mail program. We educated residents about why the City placed Measure Y on the ballot and how additional revenues would help protect essential City services. Even with the survey showing less than half of residents would vote yes, Measure Y ultimately passed with approximately 51% of the vote.





City of Burbank | Measure T, June 2018 Measure P, November 2018

Reference: Justin Hess, City Manager, City of Burbank
(jhess@burbankca.gov, 818-238-5810)

**Subsequently engaged Pivotal in 2024 to conduct a series of community meetings on a critical and contentious housing policy issue.*

Overview

Facing the challenge of balancing exceptional quality of life services with fiscal responsibility and an anticipated \$27.4 million funding shortfall, the City of Burbank engaged members of the Pivotal Strategies team for a nine-month public engagement program to educate residents and businesses on the fiscal situation and upcoming ballot measures that could provide much needed revenue.

Strategy

Educate Burbank's constituents on the City's short- and long-term financial challenges, and how funding shortfalls could impact local quality of life services, to ensure voters were educated in advance of the June and November 2018 elections.

Action

Our team designed a robust public education program demonstrating the importance of dedicated local funding and the seriousness of the City's fiscal emergency. Through a multilingual public education and engagement program, we raised awareness among residents about why the City considered these measures, the state of the City's finances, and how additional revenues would enhance and protect the City's coveted services.

The first of these ballot measures, Measure T, sought to continue the City's long-standing practice of transferring revenue gathered from the City's Burbank Water & Power to the City's general fund. We launched a full-scale public education program to engage with residents and businesses to provide them with factual information on the importance of voting and how the revenue from Measure T would maintain the City's coveted services.

Our work included the creation of a public education brand to "Secure Burbank's Future" that ran throughout all Measure T materials. We designed a fact sheet and frequently asked question sheet, both of which were translated into the three prevalent languages spoken in the City – English, Spanish and Eastern Armenian – as well as developed a PowerPoint presentation, multimedia video, utility bill insert, direct mail piece for all residents and social media content.

Measure T passed with more than 80% of the vote, providing the City with more than \$12 million in annual revenue to maintain services and infrastructure such as police, fire, parks, libraries, streets and street lighting.



Despite the revenue from Measure T, the City still faced an annual \$9 funding shortfall. To address this, the City Council placed Measure P before voters on the November 2018 ballot. Measure P sought a three-quarter cent local sales tax, generating approximately \$20 million in annual funding for the City. Working closely with the City, we built upon its already established education program and brand to engage the community and provide information about why the Council placed this measure on the ballot, how the funds would help to close the City's projected shortfall and address the backlog of infrastructure needs.

We designed a new set of multilingual collateral materials, and corresponding utility bill insert, multimedia video, two direct mail pieces and a variety of social media content. In addition, the Pivotal team engaged a comprehensive universe of approximately 80 key community organizations, business associations, religious groups, civic groups, non-profits, public and social services organizations, educational associations, entertainment groups and unions. Ultimately, Measure P passed with more than 60% of the vote.

Methodology/Project Understanding

Based on our research, Diamond Bar has an important story to tell. The City must educate residents about the City's projected financial shortfall, as well as the specific nature of a potential ballot measure to capture general fund revenue and what essential City services can be enhanced or maintained with additional funding.

Action is needed, but action without educating the community can lead to confused constituents and entrenched opposition to potential solutions. It is vital for the City to create a comprehensive and consistent narrative that is transparent and inclusive. And that's where the Pivotal team can help the City.

The City of Diamond Bar's partnership with Pivotal will take the City through every step of the public education and outreach process to ensure as many members of the public as possible are aware of the City's financial challenges and are invited to participate in a discussion on the best steps to move forward. From Day 1, we'll be by your side providing the expert counsel cities have come to expect from us.

While the specific strategy, messages, and tactics of the program will be determined in collaboration with the City, **the fundamentals of the public education program can be summarized in a three-phase process:**



 **Phase One** would begin after the Council's decision to proceed with a revenue measure. This research phase will focus on an analysis of the survey research conducted by FM3, communication channels available to the City, various stakeholder groups, and a kick-off meeting with City staff to discuss strategy for the development and deployment of a public education program.

 **Phase Two** is our program kick-off phase. We will develop a program brand with compelling messages and educational materials necessary to communicate with stakeholders and the broader community about the steps the City has taken to strengthen its finances, forecasted challenges, and how the City is considering a measure to protect and maintain quality of life services for years to come. Outreach and education efforts will begin during this phase following the completion of our base educational material.

 **Phase Three** would start after the City Council elects to place a revenue-raising measure on the ballot. This phase includes robust public education activities to ensure all residents are fully aware of the effects of the measure before voting begins.

We pride ourselves on following the letter and spirit of communications regulations. This includes following the rules that govern the type of messages that can be communicated by a government entity for an education program. Our messages and activities will be educational only, without any advocacy or spin. We believe that all activities and messages should be reviewed by the City Attorney or other legal counsel to maintain the highest ethical standards.

No two cities are the same, and its representatives from council, staff to legal counsel, have varying comfort levels when it comes to a public education program for a potential revenue measure. Pivotal has a long history of working with City representatives to customize a public education program that all parties will be comfortable with.

Scope of Work

Pivotal designs its customized public education programs to raise awareness among residents and businesses about the City's strengths and challenges, surrounding the community with factual and compelling messages.

Our robust, integrated communications program proactively engages the public to provide our educational messages and materials, creating touchpoints to surround constituents with our messages to ensure the maximum education levels possible.

A timeline is included below detailing how the various components of this scope of work will be employed to create a seamless, integrated program. Given the generous timeframe,



we recommend a slow buildup of messaging and communication focused on maintaining and enhancing the City's quality-of-life services. As part of this strategy, we'll tell the story about the City's challenges through existing communication channels to make sure residents don't see a potential tax measure as something that is out of the blue or unnecessary.

Depending on when the Council decides to submit a resolution to have a ballot measure on the election, and if the City chooses to conduct a tracking survey, we recommend disseminating messages specific to the ballot measure in the spring of 2026. This natural progression will ensure residents aren't blindsided by the idea of a revenue measure and that our public education material and messages are top of mind when voting begins in October 2026.

Pivotal's Services | The Winning Formula

- **Strategic Counsel:** Diamond Bar needs an experienced and responsive consultant that can adapt their approach based on changes on the ground. We'll be the City's expert guide directing which tools to use and when from our kickoff meeting through Election Day.
- **Program Launch Meeting:** We'll quickly coordinate a team meeting to go over our proposed program and timing. The meeting will allow us to have a thorough discussion about the City's challenges, as well as the proposed program's goals, features, and timing to ensure we're moving forward with a consensus approach. This would be followed by brief weekly or bi-weekly calls with the frequency of our meetings varying depending on the phase of the program.
- **Resolution and Draft Language Support:** Many of our municipal clients elect to use our expertise in reviewing draft ballot language and title, supporting "Whereas" clauses for resolutions, and other supportive messaging in staff reports. This support is available to the City should the Council elect to place a measure the ballot.
- **Message and Theme Development:** We'll develop the themes and messages that will serve as the cornerstone for all public outreach and external communication activities. We will create a core messaging document from which all written and verbal communications will be based.
- **Brand Development:** Every Pivotal municipal education program has a distinct brand, something that will resonate with residents and business owners as being local and authentic. Since the measure wouldn't receive its letter designation until August 2026, creating a unique brand for the program will allow all messages and materials to be seen as part of a unified voice on the City's behalf well before the measure receives its ballot letter designation.



- **Materials Development:** Based on our theme and messages, we will develop a set of multilingual collateral materials to communicate with residents. These materials would have the look and feel of other City materials and would be our primary tool to share messages with external audiences. Per the City's recommendation, our materials will be professionally translated and provided in English, Mandarin, and Korean.
 - Fact sheet
 - Frequently Asked Questions (FAQ) document
 - PowerPoint presentation
 - Palm Card (for public events)
 - Explainer video (90 to 120 seconds in length)
- **Message Dissemination of Printed Material Through Existing City Channels:** We will work with the City to disseminate educational messages through its existing electronic and printed Diamond Bar Connection newsletter. This is a key channel to tell the City's story and introduce the idea of a potential sales tax to support City services. Working with City staff, we'll develop a content calendar and craft a strategically timed narrative. Additionally, we recommend that our materials be placed in all City facilities and explore utilizing other City communications platforms to distribute our messages/materials.
- **Print Advertising:** Advertising in local publications remains an effective method of communication – especially with older residents who may not be as active online or those who will be unlikely to attend in-person events. As with any advertising, you can spend as little as possible, but typically print advertising is going to be more expensive than other options such as digital advertising or even direct mail. As an example, a full page advertisement in the *San Gabriel Valley Tribune* can cost as much as \$4,000. We would work closely with the City team to determine the most effective use of the budget before recommending specific timing and frequency of print advertising.
- **Community Town Halls:** To further engage the broader community, we recommend the City host a limited series of community town halls prior to Election Day. We've used this type of event in the past for staff to convey what a city budget might look like with the new revenue and what it could look like without it. We envision these meetings being hosted by the City, with Pivotal assisting in the development of the meetings' program and logistics management. Specific timing for the events will be determined in consultation with the City team.
- **Information Booths:** We will work with City staff to identify highly attended community events and meetings in Diamond Bar, and create a calendar of events where we would plan to have a presence. These events allow residents to connect face-to-face with City staff and/or Pivotal team members.



- **Grassroots Community/Stakeholder Outreach:** An expanded public education effort involves consistent stakeholder engagement. These activities also play a critical role in gaining valuable community feedback. Working closely with the City, we will help identify stakeholders in the community to engage, who will hopefully help amplify the City's messages to a wide array of audiences. We would work with the City to augment any existing communications network of community stakeholders and ensure it includes organizations such as:

- Homeowners associations
- Civic associations
- Business groups
- Ecumenical entities
- Large businesses

We'll assign outreach responsibilities and engage by email/phone with all stakeholder groups within the City. This outreach is to provide our materials, direct people to the project's landing page, to get additional information or have questions answered or to offer presentations by City staff. We'll also encourage groups to share our information with their respective networks, allowing our messages to organically spread throughout the community.

- **Online/Social Media:** We will complement our traditional outreach methods with a robust online presence to reach the broadest audience of Diamond Bar residents. The City's existing channels already have established audiences among residents and business owners, and distributing our messages through these trusted channels will ensure greater acceptance of the messages and wider distribution.

- **Website:** We will work with the City to populate its existing website with our approved messages and information. We recommend the development of a simple landing page to host our collateral materials and to serve as a clearinghouse for information and messaging.
- **Social Media:** A vital avenue to further educate the public and share links to outreach materials and other resources, Pivotal will create a social media calendar and content for the City's existing social media channels. Whenever possible, we will ensure that social media content is visually interesting, incorporating graphic elements and multimedia content. We also have experience in creating and targeting paid digital ads should the City being interested in broadening the reach of its social media efforts.
- **Digital Advertising:** If permitted by legal counsel, we recommend a modest paid digital advertising campaign to utilize online channels such as Google, YouTube and social media.



- **Mail:** Mail sent directly to voters is the most effective way to engage Diamond Bar's registered voters and deliver the program's messages. We understand the City's Diamond Bar Connection newsletter is already delivered to residents monthly, but as with any standard, long-standing communication, it's easy for people to disregard these communication pieces. Instead, we believe a tailored and branded mailer specific to the issue of the City's finances and desire to maintain quality-of-life services will have a stronger impact.

Depending on the City's budget and should the City Council place a measure on the ballot, we recommend distributing at least three multilingual educational pieces – one after the City Council passes a resolution to place a revenue-measure on the ballot; one after ballot letter designation to build awareness around the matter; and one just before mail-in ballots are delivered. This schedule can be adjusted depending on the City's preference and any guidance provided by legal counsel.

The price of direct mail varies based on size of material and timing, but our experience and relationships with print and mail vendors allows Pivotal to secure quick and cost-effective mailing options. Just like our other public education material, we recommend these pieces include messaging in English, Mandarin, and Korean.

- **Media Relations:** One of the quickest ways for a public communications program to spin out of control is for the media to misinterpret the City's intentions or the potential community impact of a revenue-generating measure. Should the need arise, we will support the City in engaging with key reporters and editors.

Timeline

Below we have outlined a schedule of activities as detailed in our above scope of work, running from July 2025 through Election Day in November 2026. Please note that this schedule may change depending on factors on the ground, including the Council's decision to move forward with public education. If selected as your partner, we would provide a detailed plan with specific dates, events, and deliverables.

PHASE ONE: RESEARCH

July – August 2025: Strategy and Planning

- Kickoff team meeting
- Analyze data and past communications
- Create reactive talking points for consistent City communications
- Produce outreach strategy and calendar



PHASE TWO: DEVELOP

September 2025 - February 2026: Branding, Message/Materials Development, Storytelling, Initial Outreach

- Develop program brand, themes, and core messages and finalize with City approval
- Build outreach list identifying key stakeholder groups
- Draft multilingual collateral materials using approved messages and finalize with City approval
- Publish project-specific page on City's website – September 2025
- Build social media calendar with content for the City to post on its online channels
- Monthly content for Diamond Bar Connection newsletter
- Email/phone outreach to stakeholders/organizations to share information on City's budget challenges

PHASE THREE: EDUCATE

March - November 2026: Enhanced Public Education and Stakeholder Engagement

- *Continued tactics from Phase Two*
- If desired, work with FM3/City to support potential tracking survey to test effectiveness of messages closer to Election Day (update core messages and materials accordingly)
- Develop ballot measure language with City team and FM3
- Support City with ballot title/language, and craft "Whereas" clauses in implementing resolution
- Community town halls and pop-up events
- Print advertising in local newspapers
- Distribute first multilingual direct mail piece following City Council resolution
- Produce explainer video (one version per language)
- Engage targets on stakeholder outreach list and give presentations to interested organizations
- Educate public through existing online/City channels and disseminate educational information
- Update materials following ballot measure letter designation in August 2026
- Begin paid digital ad program (if permitted by legal counsel)
- Distribute second multilingual direct mail piece – September 2026
- Distribute third multilingual direct mail piece – October 2026



Staying On the Same Page

Through regular team meetings and conference calls, the Pivotal team will provide continuing status updates on the program’s components, ensuring the timely completion of individual tactics and measurable benchmarks.

Pivotal can attend City Council or committee meetings either in-person or virtually to present and receive direction on our approach and progress to date at the discretion of the City.

Cost for Services

For the above-outlined scope of work, we’ve provided a not-to-exceed project total as well as some optional services for consideration. Please note our hard costs are reflective of the cost of services or goods and Pivotal doesn’t add a mark-up to any municipal program. Our hourly rate sheet for governmental agencies is provided below in Appendix C. We are willing to scale our proposed activities based on the City’s needs and budget.

Program/Service	Fee
Not-to-Exceed Project Total (based on projected phased activities and timeline over 16 months)	\$99,950
Includes the following: • All administrative fees and team meetings • Strategic counsel • Email and phone outreach • Attendance at up to three community town halls and five pop-ups events • Messaging, branding, and collateral development • Media relations support • Production of one 90- to 120-second-long explainer in English, Mandarin and Korean. • Professional translation of core materials to Mandarin and Korean)	<u>Professional Services</u> Phase One (Two Months) - \$10,000 <i>(Approx. 22 blended staff hours per month)</i> Phase Two (Six Months) - \$30,000 <i>(Approx. 22 blended staff hours per month)</i> Phase Three (Eight Months) - \$56,000 <i>(Approx. 30 blended staff hours per month to account for in-person events)</i> <i>Professional Services Subtotal: \$96,000</i> <u>Hard Costs</u> Video Production - \$1,950 (total cost for one video in all three languages) Professional Translation - \$2,000 (total for both Mandarin and Korean) <i>Hard Costs Subtotal: \$3,950</i>



Additional Services (<i>Optional</i>)	Estimated Cost
Direct Mail (8.5 x 11" or similar-sized mailings to all households, not just registered voters) Pivotal recommends sending at least three direct mail pieces.	\$20,400 (estimated cost for three mailing – design, printing, postage, mailing)
Digital Advertising The City can elect to spend as little or as much as it wants on digital advertising. This could include Google Ads (Google Search, Google Mail, YouTube) and various social media platforms such as Facebook/Instagram, Twitter, and TikTok.	\$10,000 (recommended budget)
Traditional Advertising To compliment any digital advertising, we recommend the City purchases at least two advertisements in the San Gabriel Valley Tribune. If the budget permits, additional advertising can be purchased for other outlets such as Mandarin/Korean-language publications with no additional fees from Pivotal.	\$10,000 (total budget will depend on frequency and size of advertisement)
Educational Video (if additional videos are requested beyond the one included in our not-to-exceed cost; 90- to 120-second-long explainer/whiteboard video, including storyboard, scriptwriting, animation,	\$750 (cost per language)
Additional Community Event Attendance If requested by the City, additional attendance by Pivotal team members at town halls, pop-ups, etc., beyond the three community town halls and five pop-ups events included in the not-to-exceed program cost, will be billed at our discounted government hourly rates.	Variable (see Appendix C.)

Insurance

Pivotal Strategies acknowledges that it will obtain the required insurance coverage, and that doing so is prerequisite for entering into an agreement with the City.

Consulting Services Agreement

Pivotal Strategies agrees to the City's Consulting Services Agreement terms and conditions as proposed.



Appendix A: Sample Collateral





ONTARIO LOCAL SERVICES MEASURE



On November 8, 2022, Ontario residents will vote on Measure Q, the City of Ontario Local Services Measure, to consider additional local general funding that could be used for infrastructure improvement projects, as well as enhance City services and programs.



If approved by a majority of Ontario's voters, Measure Q will take the City's sales tax from the current rate of 7.75% to 8.75%, generating approximately \$95 million per year in local revenue.

All funds generated from Measure Q would be used to benefit Ontario residents and businesses, and are subject to annual financial audits – no money could be taken by the state, county, or other cities.

Ontario prides itself on being able to maintain its high level of service through fiscal responsibility and operational efficiency. Despite having an operationally balanced budget, Ontario still faces challenges with its ability to fund infrastructure maintenance and enhancements.

The City has identified approximately \$1.2 billion in unfunded infrastructure and neighborhood improvement projects that, over time, will become more expensive to address.

PROJECTS & SERVICES

Projects the City could complete within the next 10 years with the additional funding from Measure Q.



Public Safety & 911 Emergency Response

\$41 MILLION in public safety enhancements including a Real Time Crime Center to monitor and prevent crimes, and two new police annex buildings supporting 25 additional police officers.



Local Drinking Water & Flood Control

\$242 MILLION in improvements to our water and sewer systems. This includes \$100 million in enhancements to our storm drain infrastructure, and a \$100 million Advanced Water Purification Facility to reclaim more than 2.9 billion gallons of wastewater per year and to help Ontario withstand drought conditions.



City-Wide Fiber Internet Services

\$118 MILLION to provide low-cost high-speed fiber optic services to residential, commercial and public spaces, establish free community WiFi access, and to enhance police and fire coordination and emergency response.



Parks, Recreation, & Community Beautification

\$59 MILLION to construct new park attractions and improvements to playgrounds, skate parks, picnic areas, snack bars, and citywide soccer and ballfields.



Homelessness & Mental Health

\$15 MILLION to support individuals and families experiencing homelessness and mental health illness with additional shelters, transitional housing, and permanent supportive housing featuring wraparound services.



REVENUE FOR LOCAL USE

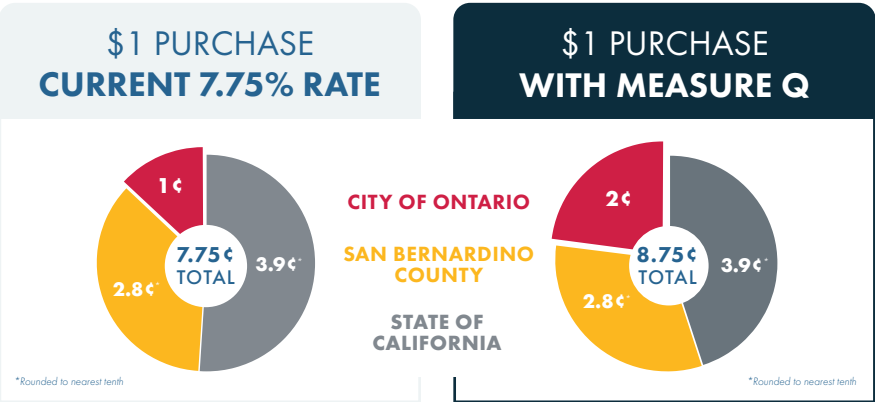
Currently, Ontario’s local sales tax is 7.75%, but the City only receives a small portion of the sales tax revenue generated with the majority of the revenue going to the State of California and the County of San Bernardino.

If approved by voters, all revenue raised by Measure Q will stay in Ontario and cannot be taken by the state, county, or other agencies.

It is estimated that most of the 1¢ sales tax will be paid for by non-Ontario residents who shop and dine at our local businesses and restaurants.

TAX BREAKDOWN

how much Ontario receives



ACCOUNTABILITY

Measure Q contains accountability provisions, **such as public disclosure of all spending and annual financial audits**, to ensure that revenue from this measure will be used to benefit Ontario residents and businesses.

If approved by voters, the revenue could be used to maintain and enhance city services for our residents and businesses, including fire, police and 911 emergency response, street and infrastructure repair, clean local drinking water, maintaining safe public areas and addressing homelessness, senior, veteran, and youth programming, and improving access to workforce attainable housing.

**AN 8.75% TAX
RATES MEANS**



**AN ADDITIONAL
ONE PENNY
PER \$1 SPENT ON
QUALIFYING PURCHASES**

**and
DOES NOT
apply to**



GROCERIES



PRESCRIPTION
MEDICINE



REAL
ESTATE
& RENT



MEDICAL,
LEGAL, DENTAL

How Measure Q Will Appear on Your Ballot

City of Ontario
Measure Q
City of Ontario Local Services Measure To secure Ontario’s long-term financial stability; maintain fire, police, 9-1-1 response; help prevent crime/thefts/burglaries; recruit/retain firefighters/paramedics/police; repair streets/potholes; improve local drinking water sources; address homelessness; clean/maintain public areas; fund youth/after-school programs; for general government use; shall the measure establishing a 1¢ sales tax providing approximately \$95,000,000 annually until ended by voters; requiring audits/public spending disclosure, funds locally controlled, be adopted?

Learn More

www.OntarioCA.gov/MeasureQ

Scan with
smartphone
camera



Questions? Contact Us!

Dan Bell, Communications
& Community Relations Director
(909) 395-2400 | DBell@ontarioCA.gov



Protect Orange

Community Conversation on the City's Budget Crisis

In Jeopardy -
Quality of Life Services and
Programs the City Currently Offers

**Join us at upcoming community meetings to learn
about the City's budget crisis and the quality of
life services that may be impacted.**

**SCAN TO
LEARN
MORE**



Police Patrols Repairs
Fire and 9-1-1 Response
Youth & Senior Programs
Community Events Parks
Libraries



To learn more, visit ProtectOrange.org





City of Orange

Medida Z

Medida de Seguridad Pública
y Servicios Municipales

El 5 de noviembre de 2024, los residentes de Orange votarán sobre la **Medida de Seguridad Pública y Servicios Municipales de la Ciudad de Orange** para considerar la aprobación de financiación local adicional para mantener los servicios y programas de la Ciudad, incluyendo la seguridad pública, las mejoras de infraestructuras y los programas comunitarios.

Si es aprobada por la mayoría de los votantes de Orange, Measure Z llevará el impuesto sobre las ventas de la ciudad del 7.75% al 8.25%, generando aproximadamente 19 millones de dólares al año en ingresos locales. Esto podría ayudar a minimizar el impacto en los servicios ya que la Ciudad se enfrenta a un creciente déficit anual, estimado en 26 millones de dólares dentro de cinco años.



¿QUÉ SERVICIOS DE CALIDAD DE VIDA ESTÁN EN PELIGRO?



Patrullas de policía
y ayuda a las
personas sin hogar



Protección
contra incendios



Respuesta a
emergencias
del 911



Reparaciones y
mejoras de calles



Parques de
vecindario



Programas
para jóvenes y
mayores



Eventos
comunitarios



Bibliotecas



UN TIPO IMPOSITIVO
DEL 8.25% SIGNIFICA



UN ADICIONAL DE
MEDIO PENNY

POR \$1 EN COMPRAS
QUE CALIFICAN

No se
aplica a



comestibles no
preparados



medicamentos
recetados



impuestos a la
propiedad y alquiler



servicios personales
(médicos, legales, dentales)

Para obtener más información, visite:
OrangeMeasureZ.org



Medida Z

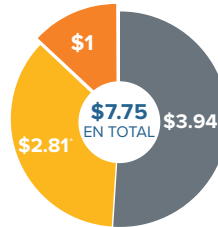
Medida de Seguridad Pública y Servicios Municipales

INGRESOS LOCALES CON UNA ESTRICTA RENDICIÓN DE CUENTAS

Todos los fondos generados por la medida se utilizarán en **beneficio de los residentes y las empresas de Orange** - ningún dinero podría ser tomado por el estado, el condado u otras ciudades. Medida Z también incluye estrictas disposiciones de rendición de cuentas, como la **creación de un Comité Asesor de Ciudadanos Independientes para monitorear los ingresos y los gastos**.

DESGLOSE FISCAL: Cuánto recibe Orange

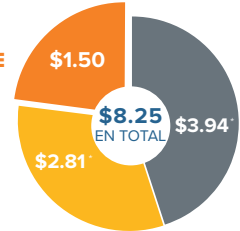
COMPRA DE \$100
TASA ACTUAL 7.75%



*Redondeado a la centésima más cercana

COMPRA DE \$100
CON MEDIDA Z

CIUDAD DE ORANGE
CONDADO DE ORANGE
ESTADO DE CALIFORNIA



*Redondeado a la centésima más cercana

NUESTRA PREVISIÓN PRESUPUESTARIA

Déficit anual

2025	\$7-11M
2026	\$20M
2027	\$18M
2028	\$20M
2029	\$26M

Para compensar parte del déficit, nuestra Ciudad ha aplazado el mantenimiento necesario y ha recurrido a su reserva, una práctica que sólo puede durar un tiempo.

Al ritmo actual, nuestra Ciudad se quedará sin fondos de reserva en 18 o 24 meses.

Algunas de las medidas de ahorro ya adoptadas incluyen:



Más de

\$90M

reducciones operativas departamentales
total desde 2008



\$30M

mantenimiento diferido
total desde 2008

Además de las medidas para reducir el déficit, prevemos necesitar más de **\$80 millones en mejoras** en un futuro próximo, incluyendo:



\$45M

en mejoras de las instalaciones de la ciudad hasta 2035



\$7-10M

para reemplazar las estaciones de bomberos 2, 3, 4 y 5 (costo por estación)



\$2-3M

déficit anual para mantener las calles en buen estado



\$600K

déficit anual para mantener los equipos de tráfico y alumbrado público

Cómo aparecerá Medida Z en su boleta electoral

Ciudad de Orange

Medida Z

Ciudad de Orange Medida de Seguridad Pública y Servicios Municipales

¿Debe adoptarse la medida que proporciona financiación para el uso general del gobierno de la Ciudad de Orange, como mantener la respuesta al 911, la protección de bomberos/policía/servicios paramédicos; reclutar/mantener a policías/bomberos bien capacitados; prevenir delitos contra la propiedad/robos; abordar el sinhogarismo; mantener las áreas/parques públicos seguros/limpios; mantener rutas seguras a la escuela; reparar calles/baches mediante el establecimiento de un impuesto sobre las transacciones y el uso (impuesto sobre las ventas) del 0.5% que proporcione aproximadamente \$19,000,000 anuales, que expire después de 10 años; que requiera auditorías, divulgación de gastos, y que todos los fondos beneficien a los residentes de la Ciudad de Orange?

APRENDE MÁS

Para más información, por favor visite
OrangeMeasureZ.org





글렌데일 4월 7일 지방 선거 발의안 O에 관한 실상



시의 공공서비스를 주민들에게 보다 효율적으로 제공하도록 하려는 목적의 달성을 위해, 시의회는 발의안 O를 2015년 4월 7일 기초 지방선거에 상정할 것을 투표결과 만장일치로 가결하였다

발의안 O로써 시의 공공서비스 자금이 늘어난다.

만일 글렌데일 유권자들에 의해 이 안이 통과되면, 발의안 O에 의해, 공식적으로 일시적 점유세 불리는 시 호텔세 (TOT) 를 현재 10% 수준에서 12%로 인상하게 되는 것이다.

발의안 O에 의해 발생하는 수입은 시 일반재정에 연간 약 80만불의 새로운 수입을 창출하게 된다. 이 새로운 자금은 다음과 같은, 기존의 서비스들을 유지하고 개선하기위해 사용될 것이다:

- 경찰서/소방소
- 레크리에이션 및 공원 프로그램
- 도서관
- 예술과 오락을 지원하는 경제 개발
- Alex Theatre, Montrose Shopping Park, Kenneth Village, Adams Square와 같은 지역 시설

발의안 O는 오직 글렌데일의 호텔 투숙객들에게적용된다.

발의안 O는 글렌데일의 호텔에 숙박하는 여행자들에게 적용되는 것으로 시의 호텔세 요금이 변경된다. 만일 발의안 O가 통과되면, 호텔 숙박객의 하루 숙박료가 \$100인 경우, 기존 세에 2%가 추가되어 \$2를 더 내게 된다.

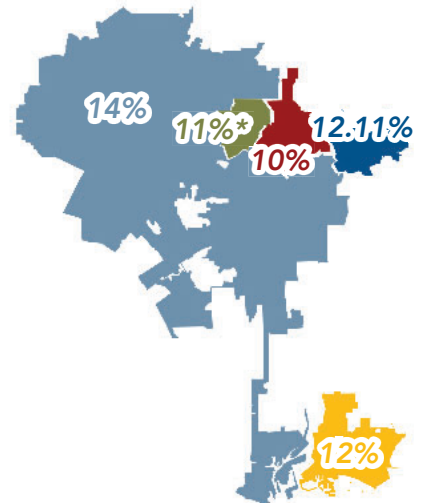
기타 정보

2015년 4월 7일에 투표하는 이유와 유권자 승인에 따른 영향 등, 발의안 O에 관한 문의가 있을 경우, 시에 연락하면 됩니다. 연락 방법은 이메일 MyGlendale@glendaleca.gov 혹은 818-548-6464로 전화하여, 메시지를 남기면, 가능한 빠른 시일내에 전화해 드립니다.

글렌데일 시의 최근 뉴스와 행사들에 관한 정보를 얻으려면, 시에서 발행하는 월간 [Glendale City Connection](#)에 가입하여 받아 볼 것을 권장합니다. 또한 @MyGlendale 트윗터를 팔로우해서 (해시태그: #MyGlendale을 이용) 발의안 O와 그 외 시에 관한 이슈에 관해 문의할 수 있습니다. 자세한 내용은, www.GlendaleVotes.org 웹사이트에서 찾아보십시오.



서비스업에 중심을 둔 도시인 글렌데일은 커뮤니티의 활성을 위한 공공안전, 레크리에이션 및 공원, 도서관, 예술, 문화, 양질의 생활 프로그램 등 주민들에게 체계적인 서비스를 제공하고 있다.



현재, 글렌데일의 호텔세는 인근 지역들과 비교할 때, 가장 낮은 수준에 속한다: 파사데나는 12.11%, LA는 14%, 롱비치는 12%, 버뱅크는 11%* 수준이다. 발의안 O의 제시된 호텔세는 남가주의 다른 도시들과 비교하여 글렌데일의 경쟁력을 높여줍니다.

*버뱅크의 호텔세는 1%의 관광사업 개발 부가세를 포함한 11% 수준이다





VOTE DOWNEY

Election Day is November 8

Voting Made Easy

Choose How You Want to Vote!

Mail

All registered voters will be sent a vote-by-mail ballot for the Nov. 8, 2022 General Election. You do not have to apply for a vote-by-mail ballot.

In-Person

Beginning Oct. 28, Downey voters can vote in-person at any participating Vote Center in Los Angeles County. For more information including hours of operation and to find a Vote Center near you, visit locator.lavote.gov.

Important Dates

- **Monday, Oct. 10:** First day for mail-in ballots to be delivered to registered voters. Early voting begins at L.A. County Registrar-Recorder's headquarters in Norwalk.
- **Monday, Oct. 24:** Last day to register to vote online or postmark your registration form to vote in the Nov. 8 election.
*Note: You can conditionally register and vote in-person at any Vote Center after the voter registration deadline.
- **Friday, Oct. 28 – Tuesday, Nov. 8:** In-person voting at Vote Centers.
- **Tuesday, Nov. 8:** Election Day – In-person voting ends at 8 p.m.; all vote-by-mail ballots must be submitted to any Vote Center or placed in a vote-by-mail drop box by 8 p.m., or postmarked by the U.S. Postal Service on or before Nov. 8.



How Do I Return My Vote-By-Mail Ballot?

Once you've filled out your vote-by-mail ballot, simply place it in the return envelope, seal the envelope and sign on the designated line.

There are three ways to return your vote-by-mail ballot:



Mail it

All vote-by-mail ballots come with a prepaid postage return envelope that must be postmarked on or before Election Day.



In-Person

Vote-by-mail ballots can be returned to any Vote Center no later than the close of polls at 8 p.m. on Election Day.



Drop it Off

Voters can deposit their vote-by-mail ballot at any of the vote-by-mail drop boxes throughout Los Angeles County beginning Oct. 6 and through Nov. 8 at 8 p.m.

Three vote-by-mail drop boxes are located in the City of Downey:

- **Downey City Hall** | 11111 Brookshire Ave.
- **Independence Park** | 12334 Bellflower Blvd.
- **Rio San Gabriel Park** | 9612 Ardrine St.

To find a vote-by-mail drop box near you, visit: locator.lavote.gov/locations/vbm.



More Information

For additional information on the Nov. 8, 2022 General Election including City Council elections and Measure D, **please visit** www.downeyca.org/elections.



Scan for more info



City of Downey



Medida J

Hoja de Hechos

for postage

Información sobre las próximas elecciones

En las elecciones del 8 de noviembre, los votantes también deberán considerar la Medida J, una medida electoral específica para Anaheim.

La medida, incluida en la boleta electoral por el Concejo Municipal de Anaheim, abordaría una brecha en el impuesto hotelero de la ciudad que pagan quienes se alojan en un hotel o motel en nuestra ciudad.

¿Qué haría la Medida J?

Si es aprobada por la mayoría de los votantes, la Medida J actualizaría el impuesto hotelero de Anaheim para exigir a las empresas de viajes en línea y de otro tipo que apliquen impuestos basados en la tarifa minorista completa cobrada a los visitantes y huéspedes por las habitaciones reservadas en nuestra ciudad.

Ahora mismo, una inconsistencia en la sección de impuestos hoteleros del Código Municipal de Anaheim resulta en que las empresas de viajes en línea y de otro tipo tengan que pagar impuestos solo sobre una tarifa fija acordada con los hoteles y moteles, en lugar de sobre lo que realmente se cobra por alquilar una habitación.

La Medida J cerraría esa brecha haciendo que las empresas de reservas de viajes en línea y de otro tipo estén claramente sujetas al impuesto hotelero de la ciudad sobre el importe total de una habitación. También dejaría claro que el impuesto hotelero de Anaheim se aplica al estacionamiento, a las tasas del complejo turístico, a Internet, a la reserva y a otros cargos que aparecen en la factura final.

¿Qué significaría la Medida J para Anaheim?

Si es aprobada, el responsable de la auditoría de la ciudad estima que la actualización podría generar hasta 3 millones de dólares en impuestos hoteleros adicionales recaudados anualmente que se destinarían a la seguridad pública, a los servicios comunitarios y a las obligaciones de los bonos de la ciudad.

La Medida J no aumentaría la tasa del impuesto hotelero de Anaheim y sólo la pagarían los visitantes y huéspedes de los hoteles y moteles de Anaheim.

¿QUÉ PODRÍA APOYAR LA FINANCIACIÓN ADICIONAL?



SEGURIDAD PÚBLICA

Policía, bomberos, respuesta de emergencia



PARQUES

Personal para parques, espacios abiertos



INFRAESTRUCTURA

Trabajos de reparación de calles, aceras



BIBLIOTECAS

Actividades de lectura y STEAM, recursos tecnológicos



MAYOR Y JÓVENES

Programas de salud y bienestar, transporte y servicios extracurriculares



CENTROS COMUNITARIOS

Instalaciones recreativas y programas



Aprende Más

Anaheim.net/MeasureJ

► *English on other side*

*****ECRWSSSEDDM***

Postal Customer

CIUDAD DE LOS ALAMITOS MEDIDA



PRSR STD
ECRWSS
U.S. POSTAGE
PAID
LOS ALAMITOS, CA
PERMIT 70

El 3 de noviembre de 2020, los votantes de Los Alamitos votarán sobre la **Medida Y: la Medida de calidad de vida, respuesta de la policía al 911, y protección de las empresas/los empleos** de la Ciudad de Los Alamitos.

La **Medida Y** generaría aproximadamente \$4.1 millones al año en ingresos locales que serían clave al reequilibrio del presupuesto frente a la presión financiera causada por años de confiscaciones por el estado de fondos locales, los incrementos en los gastos operacionales, y la pandemia del COVID-19 en marcha. La **Medida Y** aumentaría la tasa del impuesto a las ventas de Los Alamitos por el 1.5%, ó 1.5 centavos por cada dólar gastado en las compras imponibles en Los Alamitos.

SI ES APROBADA, LOS INGRESOS DE LA MEDIDA Y ESTARÍAN DISPONIBLES PARA APOYAR:



Tiempo de
respuesta al 911



Patrullas de policía y
programas contra pandillas



Reparación de
calles y aceras



Programas
extracurriculares



Servicios para
adultos mayores

La Ciudad está encarando un creciente déficit presupuestario que se espera que llegará a hasta \$24.9 millones para el año 2030. Si no se encuentran fuentes de ingresos sostenibles y suficientes para cerrar este déficit presupuestario, la Ciudad se verá obligada a hacer recortes aún más drásticos, incluyendo más recortes a los servicios de seguridad pública y de la Ciudad.



Para equilibrar el presupuesto de este año, la Ciudad se vio obligada a recortar tanto cuatro puestos de trabajo de agentes de policía, como el equivalente de 15 otros puestos de trabajo de tiempo completo. Esto, además de la suspensión de empleados municipales, la implementación de recortes salariales, y las reducciones significativas a los programas municipales. Estas reducciones de personal y recortes a los programas no son sostenibles, y están impactando a la capacidad de la Ciudad para proporcionar servicios de seguridad pública y de vecindario. Si no se consigue una fuente adicional de ingresos, la Ciudad tendrá que recortar otros \$1.6 millones del presupuesto del próximo año, reduciendo aún más los servicios esenciales municipales con los que cuentan nuestros residentes.

La **Medida Y** proporcionaría una fuente de ingresos continua que aseguraría que nuestros recursos de seguridad pública y programas comunitarios estén disponibles para seguir sirviendo a los residentes y empresas de Los Alamitos.



¿DÓNDE PUEDO OBTENER MÁS INFORMACIÓN SOBRE LA MEDIDA Y?

El texto completo de la **Medida Y**, un análisis imparcial de la medida, y unos argumentos a favor y en contra de la medida están disponibles en:
<https://cityoflosalamitos.org/november-3-2020-general-municipal-election>.

Por favor visite LosAlMeasureY.org para conseguir más información tanto sobre la **Medida Y** como las elecciones del 3 de noviembre de 2020.

MEASURES

THE GLENDALE QUALITY OF LIFE AND ESSENTIAL SERVICES PROTECTION MEASURE



WHAT IS MEASURE S?



The City Council is asking voters in Glendale to consider enacting a local sales tax of 3/4%, which would generate approximately \$30 million each year in dedicated, local, City-administered funds.

If approved, Measure S amounts to less than one penny on every \$1 spent and seven-and-a-half pennies on every \$10 spent.

LOCAL FUNDS TO PROTECT ESSENTIAL SERVICES **NOVEMBER 6, 2018 ELECTION**





WHERE WILL THE FUNDS GO?

Adoption of Measure S will protect funding that could only be used in Glendale for a variety of essential services:

- | | | | |
|--|---|--|---|
|  | Repairing and upgrading local streets, sidewalks, and transportation infrastructure to improve congestion and pedestrian safety. |  | Graffiti removal, landscaping and other services to maintain what we value – clean, healthy and safe neighborhoods. |
|  | Providing affordable housing. |  | Maintaining local parks, community centers, and open space. |
|  | Retaining and preserving staffing levels to ensure that there are enough on-duty paramedics, firefighters, and police officers to quickly respond to 911 calls. |  | Supporting Glendale's sustainability efforts to create long-term economic, social, and environmental solutions. |

For more information, visit GlendaleMeasures.com



Paid for by the City of Burbank
275 E. Olive Ave
Burbank, CA 91502

CÓMO GARANTIZAR EL FUTURO DE BURBANK



NUESTRO DESAFÍO

Los residentes de Burbank disfrutan de servicios que pocas ciudades pueden superar, lo cual hace que nuestra Ciudad sea un lugar maravilloso en donde vivir, trabajar y jugar. Sin embargo, en años recientes, Burbank ha visto interrupciones a su flujo de ingresos. Con una falta de financiamiento anual anticipado de casi \$27 millones, se ha vuelto cada vez más difícil para la Ciudad poder mantener los servicios municipales esenciales y la infraestructura – los programas de seguridad pública, las instalaciones comunitarias, las calles, los parques, drenajes pluviales y más.



UN PLAN PARA LOGRAR EL ÉXITO

La Ciudad y sus residentes han tomado pasos importantes para garantizar el futuro de Burbank:

- En junio, los votantes aprobaron la Medida T, la Transferencia de Cuota de Departamento de Agua y Energía de Burbank, la cual ayudará a mantener los servicios municipales esenciales con la continuación de \$12.5 millones transferidos al Fondo General.
- Los funcionarios municipales han tomado acciones significativas para reducir el déficit mediante la incorporación de eficiencias de costos que se estima que ahorrarán como \$9 millones al año.



Mientras que estos son pasos importantes para lidiar con el déficit presupuestario en marcha, todavía existe una falta significativo de financiamiento operacional y de infraestructura. Por eso, la Ciudad no podrá evitar los recortes a los servicios municipales sin contar con ingresos adicionales. La Ciudad está considerando la presentación de una medida potencial de ingresos a los votantes en noviembre, para proporcionar los fondos necesarios para proteger a los esenciales servicios municipales y de infraestructura, incluyendo:

- Servicios para jóvenes, adultos y personas mayores
- Servicios de bibliotecas, parques y recreo
- Servicios de transportación y programas de seguridad pública
- Un plan sostenible para financiar las calles



La Ciudad sigue involucrando a los miembros de la comunidad en la situación fiscal actual. Para obtener más información, por favor visite a www.burbankca.gov/budget.

SECURING BURBANK'S FUTURE



OUR CHALLENGE

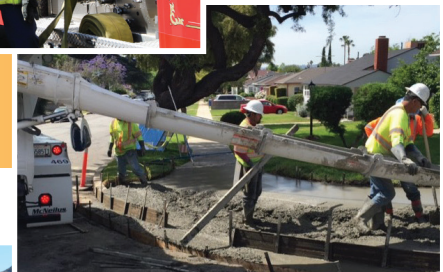
Burbank residents enjoy services that few cities can rival, which makes our City a wonderful place to live, work and play. But in recent years, Burbank has seen disruptions to its revenue stream. With an anticipated annual funding shortfall of nearly \$27 million, it has become increasingly challenging for the City to maintain essential city services and infrastructure – public safety programs, community facilities, streets, parks, storm drains and more.



BLUEPRINT FOR SUCCESS

The City and its residents have taken important steps to secure Burbank's future:

- In June, voters approved Measure T, the Burbank Water and Power Fee Transfer which will help maintain essential City services with the continuation of \$12.5 million transferred to the General Fund.
- City officials have taken significant action to reduce the funding shortfall by incorporating cost efficiencies that will save an estimated \$9 million annually.



While these are substantial steps in tackling the ongoing financial challenge, a significant operating and infrastructure funding shortfall remains. Therefore, the City will be unable to avoid cuts to city services without additional revenue. The City is considering presenting a potential revenue measure to voters in November to provide the funds necessary to protect essential city services and infrastructure, including:

- Youth, adult and senior amenities
- Library services, parks and recreation
- Transportation services and public safety programs
- A sustainable street funding plan



The City continues to engage community members on the current fiscal situation. For additional information, please visit www.burbankca.gov/budget.

Քաղաքը շարունակում է ներգրավել համայնքի անդամերին ներկա ֆինանսական վիճակի վրա: Լրացուցիչ տեղեկությունների համար այցելեք www.burbankca.gov/budget

Appendix B: Project Team Resumes



BRANDON STEPHENSON

(310) 795-3142 • bstephenson@pivotalstrategies.com

EXPERIENCE

PIVOTAL STRATEGIES | LOS ANGELES, CA

Founding Partner | Mar 2022 – present

- Create the strategic vision and brand to launch and grow a new public affairs and public relations firm
- Collaborate with the firm's leadership partners on marketing initiatives to elevate the firm's profile and brand awareness
- Develop winning communications, issues management, campaign, and community engagement programs to influence decision-makers, voters, and the media at the local, state, and federal levels
- Manage projects for clients in the healthcare, government, and nonprofit sectors looking to tackle complex public policy issues that positively impact the quality of life for communities across the country
- Cultivate and maintain strong relationships with clients, ensuring their needs are met and expectations exceeded
- Drive business growth through new client acquisition and strategic partnerships
- Mentor and develop team members, fostering a culture of excellence, innovation, and continuous learning

CERRELL | LOS ANGELES, CA

Chief Strategic Officer | Jan 2016 – Mar 2022

Vice President | Jun 2013 – Dec 2015

Managing Director | Jul 2012 – May 2013

Director of Public Affairs | Nov 2011 – Jun 2012

Manager of Public Affairs | Feb 2010 – Oct 2011

Senior Account Executive | Feb 2008 – Jan 2010

Account Executive | Feb 2006 – Jan 2008

Assistant Account Executive | Feb 2005 – Jan 2006

- Collaborated with the CEO and ownership group on the firm's vision
- Developed and implemented the firm's strategic plan to grow market share with public and private sector clients, and expand work in key areas
- Launched firm-wide evaluation of business practices to enhance business development operations and company culture
- Led marketing and branding initiatives to modernize the company's image, and attract new clients and talent
- Managed the firm's flagship client, including the creation of community engagement and

media relations strategies to influence state and federal health care policies

- Developed award-winning communications and community engagement programs that elevated client brands and strengthen relationships with key influencers
- Secured statewide and national victories on issues including redistricting, taxation, transportation, healthcare, and information technology
- Provided clients with strategic counsel on political and public education campaigns, issues management and crisis communications, and grassroots engagement activities
- Fostered an inclusive and purpose-driven culture where employees could thrive

WOODWARD & MCDOWELL | LOS ANGELES, CA

Regional Field Director, No on Proposition 68 | Jun 2004 – Nov 2004

- Directed coalition-building activities in the western half of Los Angeles County and the Central Coast counties of San Luis Obispo, Santa Barbara, and Ventura; an area containing nearly twelve million residents
- Represented campaign in front of city councils, county boards of supervisors, boards of education, and community and political groups to encourage them to oppose Proposition 68
- Managed regional earned media activities, including press conferences and opinion pieces
- Coalition building efforts increased sparse public support at the beginning of the campaign into a landslide victory

PACIFIC ELECTRICORD | LOS ANGELES, CA

Manager of Retail Customer Service and Sales | Mar 1998 – Dec 2003

- Managed sixteen employees in the customer care and inside sales departments
- Oversaw signature accounts – Home Depot, Lowes, Sears, K-Mart and Wal-Mart – and ensured high levels of customer satisfaction
- Coordinated with production, purchasing, and marketing departments to create new product lines and sales pitches to provide ongoing value to our customers
- Contributions resulted in Vendor of the Year awards from Home Depot and K-Mart

EDUCATION

PITZER COLLEGE

Bachelor of Arts, Political Studies

JOHN ANDERSON

(818) 288-5616 • janderson@pivotalstrategies.com

EXPERIENCE

PIVOTAL STRATEGIES | LOS ANGELES, CA

Vice President | Mar 2022 – present

- Responsible for overall communications management, including developing communications and media strategy, message development and day-to-day program implementation.
- Utilize my experience in campaign strategy, media relations, message development, strategic planning, social media, outreach, crisis management and emerging media to successfully develop and execute strategic communications programs for issues-based causes and public education efforts.
- Coordinate and direct paid media efforts, including mail, online and broadcast pieces, for numerous regional and local efforts.
- Craft strategy and oversee implementation of social and digital media programs.
- Writing and design of collateral and media pieces, including press releases, websites, fact sheets, and FAQs for local government, corporate, and nonprofit clients.
- Manage the development of innovative communication and community engagement initiatives, resulting in enhanced brand visibility while fortifying relationships with influential community members.

CERRELL | LOS ANGELES, CA

Director of Public Affairs | Aug 2021 – Mar 2022

Manager of Public Affairs | Jul 2019 – Jul 2021

Senior Account Executive | Jun 2018 – Jun 2019

Account Executive | Nov 2015 – May 2018

Senior Account Coordinator | Oct 2014 – Oct 2015

Account Coordinator | Oct 2013 – Sept 2014

Intern | Jul 2013 – Sept 2013

- Collaborated, developed and implemented public relations, community outreach and earned media strategies for public affairs clients.
- Developed award-winning communications and community engagement programs that elevated client brands and strengthen relationships with key influencers
- Provided clients with strategic counsel on political and public education campaigns, issues management and crisis communications, and grassroots engagement activities
- Created brand and digital media campaigns to support public relations and affairs efforts for clients in a variety of sectors.
- Coordinated communications and issue advocacy programs for multiple corporate, non-

profit, and government clients, including one of the largest non-profit hospital systems in the United States.

- Implemented proactive and reactive communications activities to disseminate information about controversial or complex client issues, correct misconceptions, and enhance public understanding of clients and their brands.
 - Develop and implement issues and crisis management media training programs for key leaders and staff.
 - Provided lobbying support and conducted outreach on behalf of clients to community leaders, business advocates, elected officials, and government agencies to secure and support partnerships.
 - Worked with local, regional, and national reporters to secure positive media coverage for clients, including television, radio, and print and online coverage; supported and led client activities during crisis situations.
-

EDUCATION

University of California, Los Angeles

Bachelor of Arts, Collegium Honors in Political Science – International Relations

MARI HARREN-GARCIA

mariharren@gmail.com | 810-844-6796 | Los Angeles, CA

PROFESSIONAL SUMMARY:

Results-driven communications professional with eleven years of experience and a proven track record shaping impactful narratives, fostering community engagement, event planning and logistics. Adept at crafting high-quality, compelling content across various channels in both English and Spanish. Passionate about advancing the rights of immigrant communities and achieving social justice.

SKILLS:

Bilingual - Spanish/English | Strategic Messaging | Media Relations | Content Creation | Event Planning & Management | Copywriting | Google Suite | Adobe Creative Cloud

EXPERIENCE:

PIVOTAL STRATEGIES | LOS ANGELES, CA

Senior Communications Associate | April 2024 - Present

- Manage client accounts and coordinate day-to-day execution across multiple projects.
- Develop comprehensive strategic communications plans tailored to client goals.
- Create thought leadership and collateral materials for multiple clients' websites, emails, newsletters, and social media accounts.
- Conduct media outreach and interview coordination to secure targeted coverage and elevate client narratives.

JEWISH FAMILY SERVICE LA | LOS ANGELES, CA

Senior Communications Associate | May 2021 - April 2024

- Managed internal and external communications, developed strategic plans to grow social media presence, and created compelling content highlighting agency programs and client stories.
- Led email and fundraising campaigns, exceeding contribution totals by 400%.
- Coordinated media coverage and drafted press releases to promote agency news and services.

ARBALLO FOR CONGRESS | FRESNO, CA

Political Director | April 2020 - November 2020

- Developed and maintained relationships at national, state, and local levels to earn endorsements, secure contributions, and grow a grassroots volunteer base, planned and executed logistics for virtual campaign events, including rallies, fundraisers, and surrogate events.
- Co-managed social media accounts and campaign communications, creating strategic content to expand audience, spread campaign messaging, and fundraise.
- Served as point of contact for Spanish speaking donors, supporters, and community members, translated Spanish collateral and paid media, aided in-language candidate conversations.

JANZ FOR MAYOR OF FRESNO | FRESNO, CA

Campaign Manager | May 2019 - March 2020

- Managed \$300,000 budget, consultant and campaign team, directed strategy, fundraising, operations, and logistics, executed 30+ grassroots campaign events, including town halls, rallies, and fundraisers.
- Directed field program with one paid staff, five interns, and 50+ volunteers, encompassing outreach, community organizing, phone/text banking, canvassing, postcarding, and LTE writing.
- Directed campaign communications, including press releases, advisories, statements, and media inquiries; translated all campaign copy to Spanish.

ANDREW JANZ FOR CONGRESS | FRESNO, CA

Communications & Events Coordinator | July 2018 - November 2018

- Coordinated and executed logistics for 60+ events, drafted press releases, talking points, staffed and briefed the candidate for events, interviews, endorsement and donor meetings.

DIGNEY & COMPANY PUBLIC RELATIONS | LOS ANGELES, CA

Junior Publicist | November 2014 - February 2018

EDUCATION:

CALIFORNIA STATE UNIVERSITY, FRESNO

Appendix C: Hourly Rate Schedule





Pivotal Strategies
Government/Nonprofit Schedule of Hourly Rates
Effective as of January 1, 2025*

Title	Standard Rate	Government/Nonprofit Rate (15%)
Amy Rosenfeld, Founding Partner	\$300	\$255
Brandon Stephenson, Founding Partner	\$300	\$255
Jon Lonner, Founding Partner	\$300	\$255
Kristen Lonner, Founding Partner	\$300	\$255
John Anderson, Vice President	\$275	\$233.75
Account Director	\$250	\$212.50
Account Manager	\$250	\$212.50
Mari Harren, Senior Associate	\$225	\$191.25
Associate	\$150	\$127.50
Intern	\$35	\$29.75

*Hourly rates may change due to company annual adjustments and individual rate changes due to employee promotion.



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Land and Water Conservation Fund (LWCF) Grant Application for Heritage Park Site Improvement Project.

STRATEGIC GOAL: Responsible Stewardship of Public Resources

RECOMMENDATION:

Adopt Resolution No. 2025-28 authorizing staff to submit a Land and Water Conservation Fund (LWCF) Grant Application to the California Department of Parks and Recreation for the Heritage Park Site Improvement Project.

FINANCIAL IMPACT:

The Land and Water Conservation Fund (LWCF) grant program requires a 50% local match and could be used to support the Heritage Park Site Improvement Project. If the City's LWCF grant request of \$3.98 million is approved, and the City accepts the grant, the required matching funds - equal to the remaining 50% of the total \$7.96 million project cost - may be secured through existing City resources, including the Park & Facility Development Fund, General Fund allocations, or other grant opportunities.

BACKGROUND:

The City has been actively exploring external funding opportunities to complete site improvements at Heritage Park, located at 2900 S Brea Canyon Road. Heritage Park is an established community facility, originally constructed prior to the City's incorporation in 1989, and is now in need of significant upgrades to meet current recreational and accessibility standards.

The proposed project includes a reconstruction of the site in accordance with the approved design. This would encompass improvements to the parking lot, playground, park amenities, and walking trail, upgrading the entire outdoor facility to the current standards, including ADA compliance. Additionally, the project entails replacing the existing original park restroom facility with new, ADA-compliant restrooms in a more suitable location for park and trail users. All of these improvements align with LWCF priorities, which include outdoor recreation, accessibility, and multi-generational community use.

ANALYSIS:

City staff have identified the Land and Water Conservation Fund (LWCF) grant, administered by the California

Department of Parks and Recreation, Office of Grants and Local Services (OGALS), as a viable funding source. The LWCF program currently offers approximately \$35 million in available funding, with a maximum award of \$6 million per application. The program requires a minimum 50% match of the total project cost, and applicants must demonstrate the ability to finance 100% of the project up front, with up to half eligible for reimbursement.

Eligible applicants include cities, counties, federally recognized tribes, joint powers authorities (comprised entirely of public agencies), non-state agency recreation and park districts, and special districts authorized to acquire, operate, and maintain public park and recreation areas. The program funds the acquisition or development of facilities for public outdoor recreation purposes.

Applications for the LWCF program are due by 5:00 p.m. on August 5, 2025. A required component of the application is an adopted resolution by the agency's governing body authorizing the submission of the application and committing to compliance with the program's terms and conditions.

LEGAL REVIEW:

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

PREPARED BY:

Dannette Mansfield, Principal Management Analyst, City Manager's Office

ATTACHMENTS:

1. Resolution No. 2025-28
2. Land and Water Conservation Fund Application Form
3. Heritage Park - Conceptual Plan

RESOLUTION NO. 2025-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR APPROVING THE APPLICATION FOR THE LAND AND WATER CONSERVATION FUND HERITAGE PARK SITE IMPROVEMENT PROJECT.

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and

WHEREAS, the applicant certifies by resolution the approval of the application and the availability of eligible matching funds prior to submission of the application to the State; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Diamond Bar as follows:

1. Approves the filing of an application for Land and Water Conservation Fund assistance for the proposed; Heritage Park Site Improvement Project; and
2. Certifies that the applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
3. Agrees to abide by 54 U.S.C. §200305(f)(3) which requires, "No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation use. The Secretary shall approve a conversion only if the Secretary finds it to be in accordance with the then-existing comprehensive statewide outdoor recreation plan and only on such conditions as the Secretary considers necessary to ensure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."; and
4. Certifies that said agency has matching funds from eligible source(s) and can finance 100 percent of the project, which up to half may be reimbursed; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines; and
6. Appoints the City Manager as agent of the applicant to conduct all negotiations

and execute and submit all documents, including, but not limited to, applications, contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned project.

PASSED, APPROVED and ADOPTED this 5th day of August, 2025.

CITY OF DIAMOND BAR

Chia Yu Teng, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was duly and regularly passed, approved and adopted by the City Council of the City of Diamond Bar, California, at its regular meeting held on the 5th day of August, 2025, by the following vote:

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

Kristina Santana, City Clerk

**California Natural Resources Agency
Department of Parks and Recreation**

Land and Water Conservation Fund Application Form

Project Name: Heritage Park Site Improvement Project		County: Los Angeles
Total Project Cost: \$7,960,000		Minimum Grant Request: \$3,980,000
Total Pre-Award Planning Costs: \$0		Maximum Grant Request: \$3,980,000
Project Site Address: 2900 S. Brea Canyon Rd., Diamond Bar, CA 91765		
Project Site Latitude and Longitude: 33.97451, -117.84296		Nearest Cross Streets: Cold Springs Ln. and Brea Canyon Rd.
Grant Applicant (Entity): City of Diamond Bar		
Grant Applicant Mailing Address: 21810 Copley Drive, Diamond Bar, CA 91765		
Authorized Representative (as shown in the Resolution)		
Name: Daniel Fox		Title: City Manager
Email: dfox@diamondbarca.gov		Phone: 909-839-7010
Day-to-Day Contact (if different from the Authorized Representative)		
Name: Dannette Mansfield		Title: Principal Management Analyst
Email: dmansfield@diamondbarca.gov		Phone: 909-839-7012
Type of Project: Development		Acres to be Acquired:
Total Site Acreage Currently Under LWCF Protection: 0		Total Acreage to be Placed Under LWCF Protection: 1.87
GRANT SCOPE: I represent and warrant that this APPLICATION describes the intended use of the requested GRANT to complete the RECREATION FEATURES and MAJOR SUPPORT AMENITIES proposed through the PROJECT. I agree with the APPLICATION and procedural requirements described in the Application Guide and GRANT ADMINISTRATION GUIDE. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION PACKET, including required attachments, is accurate.		
7/30/25		
Signature of the Authorized Representative (as shown in the Resolution)		Date
Daniel Fox		City Manager
Print Name		Title



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Rejection of Bids Received for the Diamond Bar Center Grand View Ballroom Lighting & Control Upgrades, Main Entry Doors, and ADA Improvements Projects (CIP Nos. FP24500 & FP24501).

STRATEGIC GOAL: Responsible Stewardship of Public Resources

RECOMMENDATION:

Reject all bids received for construction of the Diamond Bar Center projects (CIP Nos. FP24500 & FP24501).

FINANCIAL IMPACT:

None. The FY2025/26 Capital Improvement Program includes a reserved budget allocation of \$330,000 for CIP No. FP24500 (Lighting & Controls) and \$310,000 for CIP No. FP24501 (Main Entry Doors & ADA Improvements). However, the bids received reflect costs significantly above the initial estimates due to increased material, labor, and equipment costs. If the projects proceed, staff will return with a revised approach and a proposed budget amendment for City Council consideration at the time of a future contract award.

BACKGROUND:

On September 17, 2024, the City Council approved the plans and specifications for the Diamond Bar Center GVBR Lighting & Control Upgrades and Main Entry Doors & ADA Improvements Projects (CIP Nos. FP24500 & FP24501). The project scope includes installation of new house lighting and lighting control systems in the Grand View Ballroom, replacement of main entry doors and door hardware, and ADA improvements.

The City advertised the project for competitive bidding on May 23, 2025, with a bid opening deadline of June 26, 2025. The project combined two separate Capital Improvement Projects into a single bid package in hopes to benefit from economies of scale and attract competitive pricing.

ANALYSIS:

As a result of the bidding process, two bids were received on June 26, 2025. A summary is provided below:

#	Company	Bid Amount
1	Oppenheimer National	\$1,127,360
2	FAR Builders	\$1,279,941

Both bids significantly exceed the engineer's estimate and available project funding. Pursuant to Public Contracts Code Section 20166, the City Council may, in its discretion, reject all bids and re-advertise the project.

Therefore, it is recommended that all bids be rejected. Subsequently, staff will re-evaluate the projects, seeking innovative ways to deliver the work within the projects' scope more cost-effectively. A revised approach will be presented to the City Council for consideration at a future date.

LEGAL REVIEW:

The City Attorney has reviewed and approved this item as to form.

PREPARED BY:

Jason Williams, Maintenance Supervisor, Public Works

ATTACHMENTS:

None



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Installation of "No Right Turn On Red" and "Yield To Pedestrian" Signage at Golden Springs Drive and Golden Prados Drive.

STRATEGIC GOAL: Safe, Sustainable and Healthy Community

RECOMMENDATION:

Adopt Resolution No. 2025-29 approving the installation of "No Right Turn on Red" and "Yield to Pedestrian" Signage at the intersection of Golden Springs Drive & Golden Prados Drive.

FINANCIAL IMPACT:

The Fiscal Year 2025–26 Public Works Operating Budget includes sufficient funding for the procurement and installation of the signs, with a total estimated cost of \$400.

BACKGROUND:

Due to reports of potential vehicle-pedestrian conflicts at the intersection of Golden Springs Drive and Golden Prados Drive, staff have evaluated potential traffic control measures to enhance pedestrian safety and address visibility limitations for turning vehicles.

A recent field assessment conducted by the city's traffic consultant identified several key issues at the intersection. Most notably, the sight distance for eastbound right-turning vehicles from Golden Prados Drive, due to residential walls along Golden Springs Drive, was determined to be significantly limited. Drivers were often observed encroaching onto the crosswalk to improve line of sight visibility, increasing the risk of conflict with pedestrians. Although pedestrian volumes were relatively low, steady activity was noted due to nearby transit stops and a city park. The public also reported concerns involving westbound vehicles failing to yield to pedestrians crossing Golden Springs Drive.

This item was presented to the Traffic and Transportation Commission on May 8, 2025, and received their concurrence.

ANALYSIS:

Following a joint review of field observations and public input, the traffic consultant and City engineering staff conducted a comprehensive evaluation of the intersection. The review considered operational challenges, pedestrian activity, driver behavior, and site-specific constraints. Based on this collaborative assessment, staff concluded that targeted signage improvements would enhance safety and traffic operations.

To address concerns regarding eastbound right turns from Golden Prados Drive, it was determined that a "No Right Turn on Red" sign should be installed on the signal pole at the southeast corner of the intersection. This measure is expected to reduce pedestrian exposure in the crosswalk and discourage rolling stops that may conflict with fast-moving southbound through traffic on Golden Springs Drive.

Additionally, to support pedestrian right-of-way and improve compliance for westbound turning vehicles, a "Yield to Pedestrians" sign is recommended for installation at the northwest corner. This sign reinforces legal yielding requirements and promotes safer interactions between drivers and pedestrians.

Together, these enhancements represent a proactive and coordinated approach to improving intersection safety, addressing visibility limitations, and encouraging better driver behavior. A vicinity map is included for reference.

ENVIRONMENTAL REVIEW:

It has been determined that the proposed change is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(c), Class 1 – Existing Facilities, which includes minor alterations to existing highways and streets involving negligible or no expansion of use.

LEGAL REVIEW:

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

PREPARED BY:

Christian Malpica, Associate Engineer, Public Works

ATTACHMENTS:

1. Resolution No. 2025-29
2. Vicinity Map

RESOLUTION NO. 2025-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE INSTALLATION OF “NO RIGHT TURN ON RED” AND “YIELD TO PEDESTRIANS” SIGNAGE AT THE INTERSECTION OF GOLDEN SPRINGS DRIVE AND GOLDEN PRADOS DRIVE.

WHEREAS, the City of Diamond Bar is committed to improving traffic safety and pedestrian visibility throughout the community; and

WHEREAS, the intersection of Golden Springs Drive and Golden Prados Drive has been identified as an area with increased vehicle-pedestrian conflict; and

WHEREAS, City staff conducted an evaluation of traffic operations and pedestrian activity at this intersection; and

WHEREAS, the installation of “No Right Turn on Red” and “Yield to Pedestrians” signage has been recommended to enhance pedestrian safety and reduce vehicular turning conflicts; and

WHEREAS, the City Council finds that the proposed signage installation is in the best interest of public health, safety, and welfare.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DIAMOND BAR DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council approves the installation of “No Right Turn on Red” and “Yield to Pedestrians” signage at the intersection of Golden Springs Drive and Golden Prados Drive.

SECTION 2. That the City Council authorizes City staff to proceed with the implementation of the approved signage installation.

PASSED, APPROVED and ADOPTED this 5th day of August, 2025.

CITY OF DIAMOND BAR

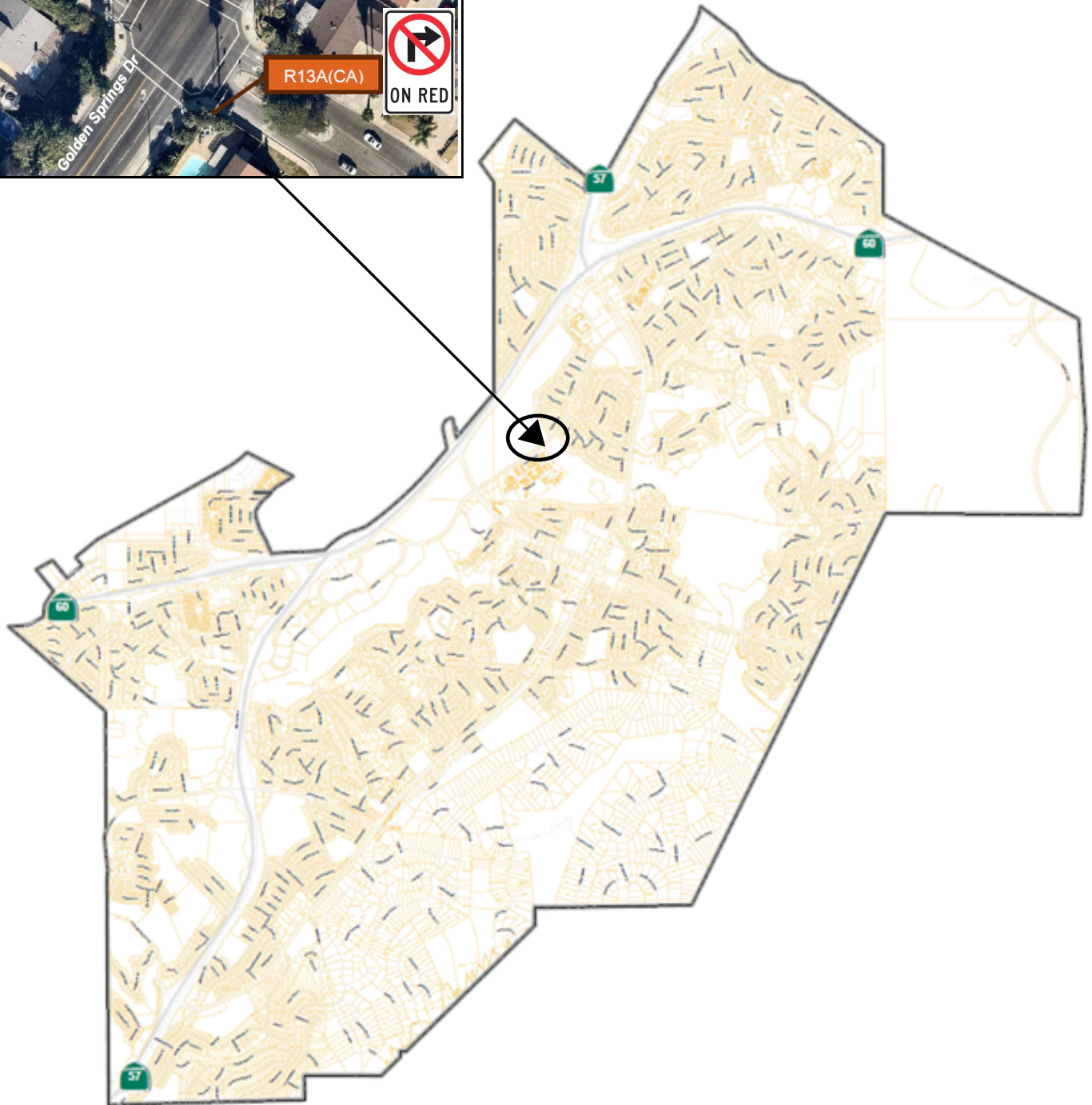
Chia Yu Teng, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was passed, approved and adopted at a regular meeting of the City Council of the City of Diamond Bar held on the 5th day of August, 2025, by the following vote:

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

Kristina Santana, City Clerk



Vicinity Map

Regulatory Signs at Golden Springs Drive & Golden Prados Drive

PREPARED BY: CMP

DATE: 5-1-2025

SHEET 1 OF 1



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Third Amendment to the Memorandum of Understanding with the Los Angeles Gateway Water Management Authority for the Implementation of the Watershed Management Program and Coordinated Integrated Monitoring Program for the Lower San Gabriel River Watershed Group through September 30, 2030.

STRATEGIC GOAL: Safe, Sustainable and Healthy Community

RECOMMENDATION:

Approve, and authorize the City Manager to sign, the Third Amendment to the Memorandum of Understanding with the Los Angeles Gateway Region Integrated Watershed Management Joint Powers Authority.

FINANCIAL IMPACT:

Sufficient funds are included in the Fiscal Year 2025/26 Public Works Operating Budget for this year's services, funded through the Measure W Fund. Beginning July 1, 2025, the cost-sharing formula set forth in the Third Amendment to the Memorandum of Understanding (MOU) will take effect, with the City's estimated annual average cost projected at \$125,000 per fiscal year through the term of the agreement.

BACKGROUND:

In October 2013, the City Council approved a Memorandum of Understanding (MOU) with the Gateway Water Management Authority (GWMA), a Joint Powers Authority formed to meet the State's mandate for integrated, regional watershed activities. The purpose of the MOU was to support a collaborative effort among cities within the same watershed area to develop a Watershed Management Plan (WMP). The WMP identifies the strategies cities will implement to prohibit non-stormwater discharges into the municipal storm drain system, as required by the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit issued by the Los Angeles Regional Water Quality Control Board. A multi-agency, watershed-based approach is considered more cost-effective than individual compliance by each city.

The City of Diamond Bar is a member of the Lower San Gabriel River Watershed Management Group (LSGR WMG), which includes 13 cities in southeastern Los Angeles County and the Los Angeles County Flood Control District (collectively, the Watershed Permittees). These agencies collaborated under the MOU to develop and implement a regional WMP for the Lower San Gabriel River Watershed area. A map illustrating the geographic boundaries of the LSGR WMG is included as Attachment 2.

While Diamond Bar is not directly adjacent to all other member cities, the City's location at the headwaters of San Jose Creek and Coyote Creek, both of which drain into the San Gabriel River, provides the hydrologic connection that justifies participation in the LSGR WMG. Participation in watershed groups under the LA County MS4 Permit is determined by drainage patterns and pollutant pathways, not by jurisdictional adjacency.

On June 16, 2015, the City Council approved the First Amendment to the MOU, which extended the agreement term, added implementation of the WMP to its scope, and established a cost-sharing formula for that implementation. On August 18, 2020, the Second Amendment was approved, extending the MOU term again, clarifying the use of funds for regional projects, incorporating administrative cost recovery, and revising the cost-share formula for approved expenditures.

ANALYSIS:

This Third Amendment extends the term of the MOU to September 30, 2030; incorporates the annual average cost-sharing formula effective July 1, 2025, as shown in Exhibit B of the attached Third Amendment to the MOU (Attachment 1); and reaffirms all terms and conditions of the original MOU and prior amendments.

The Third Amendment to the MOU allows the City to continue participating in the collaborative watershed efforts through the LSGRWG, maintain compliance with NPDES permit requirements, and implement the cost-sharing provisions effective July 1, 2025. Therefore, Staff is recommending the City Council to approve, and authorize the City Manager to sign, the Third Amendment to the MOU with the GWMA.

LEGAL REVIEW:

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

PREPARED BY:

Nicholas Delgado, Management Analyst, Public Works

ATTACHMENTS:

1. Third Amendment
2. Exhibits

**THIRD AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL
WATER MANAGEMENT JOINT POWERS AUTHORITY AND
THE CITIES OF ARTESIA, BELLFLOWER, CERRITOS, DIAMOND BAR, DOWNEY,
HAWAIIAN GARDENS, LA MIRADA, LAKEWOOD, NORWALK, PICO RIVERA, SANTA
FE SPRINGS, WHITTIER, LONG BEACH, AND THE LOS ANGELES COUNTY FLOOD
CONTROL DISTRICT
FOR
ADMINISTRATION AND COST SHARING TO PREPARE AND IMPLEMENT A
WATERSHED MANAGEMENT PROGRAM AND COORDINATED INTEGRATED
MONITORING PROGRAM AS REQUIRED BY THE REGIONAL WATER QUALITY
CONTROL BOARD, LOS ANGELES REGION, NATIONAL POLLUTANT DISCHARGE
ELIMINATION SYSTEM MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT
ORDER NO. R4-2021-0105 MUNICIPAL SEPARATE STORM SEWER SYSTEM**

This **THIRD AMENDMENT** to the memorandum of understanding (“MOU”) is made and entered into as of the date of the last signature set forth below, by and between the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority (“GWMA”), a California Joint Powers Authority, and the Cities of Artesia, Bellflower, Cerritos, Diamond Bar, Downey, Hawaiian Gardens, La Mirada, Lakewood, Norwalk, Pico Rivera, Santa Fe Springs, Whittier, Long Beach (“Cities”), and the Los Angeles County Flood Control District (“LACFCD”):

1. Recitals. This **THIRD AMENDMENT** is made with respect to the following facts and purposes:

A. For the purposes of this Third Amendment, the term “Watershed Permittees” shall mean the Cities of Artesia, Bellflower, Cerritos, Diamond Bar, Downey, Hawaiian Gardens, La Mirada, Lakewood, Norwalk, Pico Rivera, Santa Fe Springs, Whittier, Long Beach, and the Los Angeles County Flood Control District; and

B. The Watershed Permittees and GWMA are collectively referred to as the “Parties”; and

C. On August 1, 2013, the Parties entered into a Memorandum of Understanding between the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority and the Cities of Artesia, Bellflower, Cerritos, Diamond Bar, Downey, Hawaiian Gardens, La Mirada, Lakewood, Norwalk, Pico Rivera, Santa Fe Springs, Whittier, Long Beach, and the Los Angeles County Flood Control District for Administration and Cost Sharing to Prepare a Watershed Management Program (“WMP”) and Coordinated Integrated Monitoring Program (“CIMP”), collectively the “Plans,” as required by the Regional Water Quality Control Board, Los Angeles Region (“Regional Board”), National Pollutant Discharge

Elimination System Municipal Separate Storm Sewer System Permit, Order No. R4-2012-0175 Municipal Separate Storm Sewer System ("MS4 Permit"); and

D. The Watershed Permittees prepared and submitted the Plans to the Regional Board in compliance with certain provisions of the MS4 Permit; and

E. In 2021, the Regional Board re-adopted the MS4 Permit by Order No. R4-2021-0105. This version of the MS4 Permit included similar WMP and CIMP provisions; and

F. The Watershed Permittees are implementing the Plans in accordance with the MS4 Permit; and

G. The Parties have determined that authorizing GWMA to continue its retention of a consultant to implement the Plans will be beneficial to the Parties; and

H. The Parties entered into the First Amendment to the MOU in order to: (1) add implementation of the Plans to the scope and purpose of the MOU; and (2) provide a separate cost-share formula for the implementation of the Plans, subject to annual budget approval, in accordance with each Party's cost share allocations; and

I. On July 9, 2020, the Parties entered into the Second Amendment to the MOU in order to: (1) extend the MOU's term through September 30, 2025; (2) clarify that funding collected through this MOU may be used for the regional BMP projects agreed to by the Watershed Permittees; (3) incorporate GWMA's administrative cost recovery program into the MOU; and (4) provide a consolidated cost-share formula for implementation of the Plans and any other approved expenditures, subject to annual budget approval; and

J. The Parties now desire to amend the MOU to extend the MOU's term through September 30, 2030.

NOW, THEREFORE, the Parties agree that the following provisions of the MOU shall be amended as follows:

2. Section 1 of the MOU entitled "Recitals" is hereby amended by adding thereto Recitals A-I of Section 1 of this Third Amendment, which are set forth above and incorporated herein as though set forth in full.

3. Section 6 of the MOU entitled "Term" is hereby amended to read as follows:

"Section 6. Term. This MOU shall remain and continue in effect until September 30, 2030, unless sooner terminated as provided herein."

4. **Exhibit “B”** (“Annual Average Cost Sharing Formula beginning FY July 1, 2025”) attached hereto and incorporated herein as though set forth in full shall replace **“Exhibit “B”** (“Cost Sharing Formula”) previously adopted under the Second Amendment.

5. Except for the changes specifically set forth herein, all other terms and conditions of the MOU and the First and Second Amendments shall remain in full force and effect.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

LOS ANGELES GATEWAY REGION
INTEGRATED REGIONAL WATER
MANAGEMENT JOINT POWERS
AUTHORITY

Adriana Figueroa
GWMA Chair

Nicholas R. Ghirelli
General Counsel

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF ARTESIA
City Manager
18747 Clarkdale Avenue
Artesia, CA 90701

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF BELLFLOWER
City Manager
City of Bellflower
16600 Civic Center Drive
Bellflower, CA 90706

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF CERRITOS
City Manager
P.O. Box 3130
Cerritos, CA 90703-3130

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF DIAMOND BAR
City Manager
21810 Copley Drive
Diamond Bar, CA 91765

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF DOWNEY
City Manager
11111 Brookshire Avenue
Downey, CA 90241

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF HAWAIIAN GARDENS
City Manager
21815 Pioneer Blvd
Hawaiian Gardens, CA 90716

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF LA MIRADA
City Manager
13700 La Mirada Blvd
La Mirada, CA 90638

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF LAKEWOOD
City Manager
5050 Clark Avenue
Lakewood, CA 90712

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF LONG BEACH
City Manager
333 West Ocean Boulevard, 13th Floor
Long Beach, CA 90802

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

Deputy City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF NORWALK
City Manager
12700 Norwalk Blvd
Norwalk, CA 90650

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF PICO RIVERA
City Manager
6615 Passons Boulevard
Pico Rivera, CA 90660

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF SANTA FE SPRINGS
City Manager
11710 Telegraph Road
Santa Fe Springs, CA 90670

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

CITY OF WHITTIER
City Manager
13230 Penn Street
Whittier, CA 90602

City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk-Treasurer

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this **THIRD AMENDMENT** to be executed on their behalf, respectively, as follows:

DATE: _____

LOS ANGELES COUNTY FLOOD
CONTROL DISTRICT
County of Los Angeles
Department of Public Works

By: _____
Chief Engineer

APPROVED AS TO FORM:

Dawyn R Harrison
County Counsel

Deputy

Exhibit B
Annual Average Cost Sharing Formula beginning FY July 1, 2025

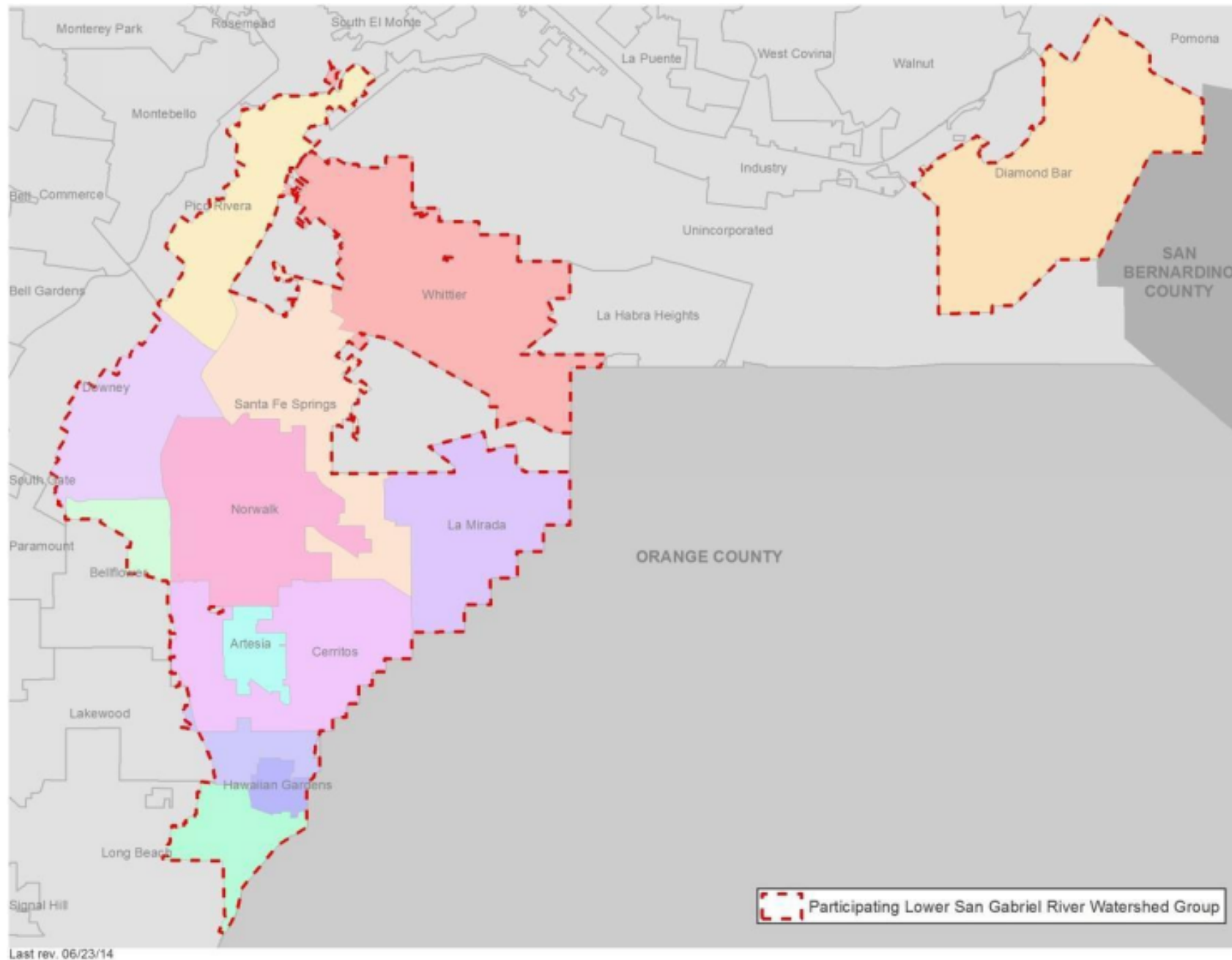
Agency	Area (sq. mile)	Cost Share Percentage	90% of Average Cost (after Deducting LACFCD's Cost) Proportioned Based on Area	10% of Average Cost (after Deducting LACFCD's Cost) Proportioned Equally	Total Average Annual Cost*
Artesia	1.62	1.85%	\$12,777.67	\$5,903.29	\$18,680.96
Bellflower	1.90	2.17%	\$14,987.86	\$5,903.29	\$20,891.15
Cerritos	8.82	10.09%	\$69,690.10	\$5,903.29	\$75,593.39
Diamond Bar	14.89	17.03%	\$117,623.63	\$5,903.29	\$123,526.92
Downey	6.62	7.57%	\$52,284.84	\$5,903.29	\$58,188.13
Hawaiian Gardens	0.96	1.10%	\$7,597.53	\$5,903.29	\$13,500.82
La Mirada	7.84	8.97%	\$61,954.43	\$5,903.29	\$67,857.72
Lakewood	2.02	2.31%	\$15,954.82	\$5,903.29	\$21,858.11
Long Beach	3.34	3.82%	\$26,384.16	\$5,903.29	\$32,287.45
Norwalk	9.76	11.16%	\$77,080.43	\$5,903.29	\$82,983.72
Pico Rivera	6.14	7.02%	\$48,486.08	\$5,903.29	\$54,389.36
Santa Fe Springs	8.88	10.15%	\$70,104.51	\$5,903.29	\$76,007.80
Whittier	14.66	16.76%	\$115,758.78	\$5,903.29	\$121,662.07
LACFCD (5% of total)		--	\$34,135.40	--	\$34,135.40
Total	87.45	100.00%	\$724,820.24	\$76,742.76	\$801,563.00

* Does not include GWMA Administrative Fee and Indirect Administrative Fee (approved by GWMA Board annually).

Notes:

- The LSGR Watershed Group will determine and approve a budget each year for the following fiscal year necessary to comply with the MS4 permit(s).
- The average Watershed budget for the next four years is anticipated to range between \$656,984.85 and \$795,297.45, (Average = \$726,141.15) depending on the potential for a new regional MS4 Permit to go in effect, plus GWMA administrative fees. The current MS4 Permit is scheduled to expire on September 11, 2026. The watershed budgets may be higher if reassessments of the Watershed Management Program (WMP), the Coordinated Integrated Monitoring Program (CIMP), and the Reasonable Assurance Analysis (RAA) are required for the new Permit.
- Other agencies may participate upon approval of cost sharing agreements by the LSGR Watershed Committee and GWMA. Future participants shall be assessed a late entry cost as if they had been a participant from the beginning of the Metals TMDL MOU, as of March 1, 2012, unless otherwise determined by the LSGR Watershed Committee.
- Watershed Permittees and the cost share are subject to modifications due to, but not limited to, changes in the number of participating agencies, refinements in mapping, and changes in boundaries.
- LACFCD's annual contribution shall not exceed \$100,000 unless otherwise amended.

Source: Lower San Gabriel River Watershed Management Program (WMP) -2017



**PUBLIC
WORKS
DEPARTMENT**

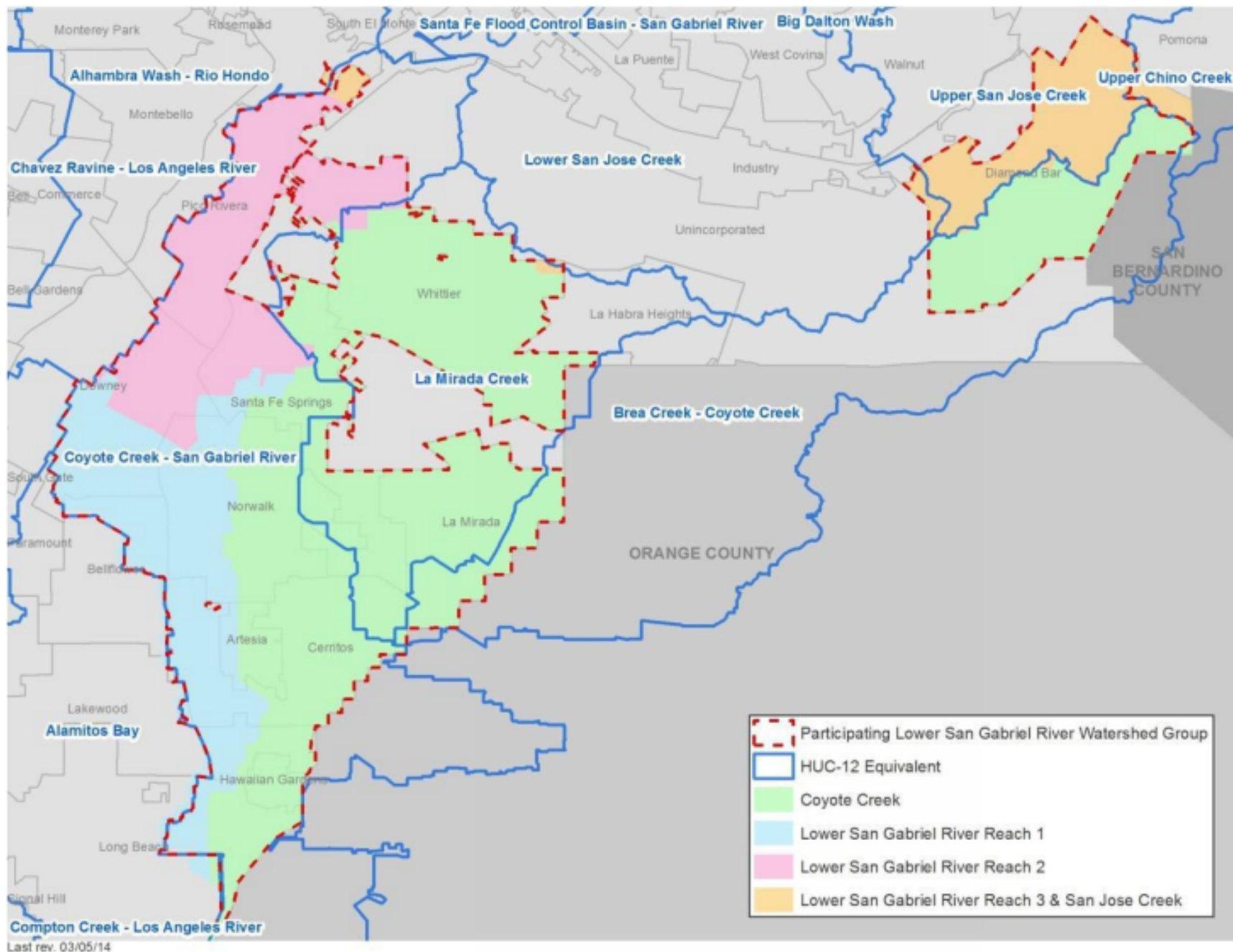
ATTACHMENT 2-A

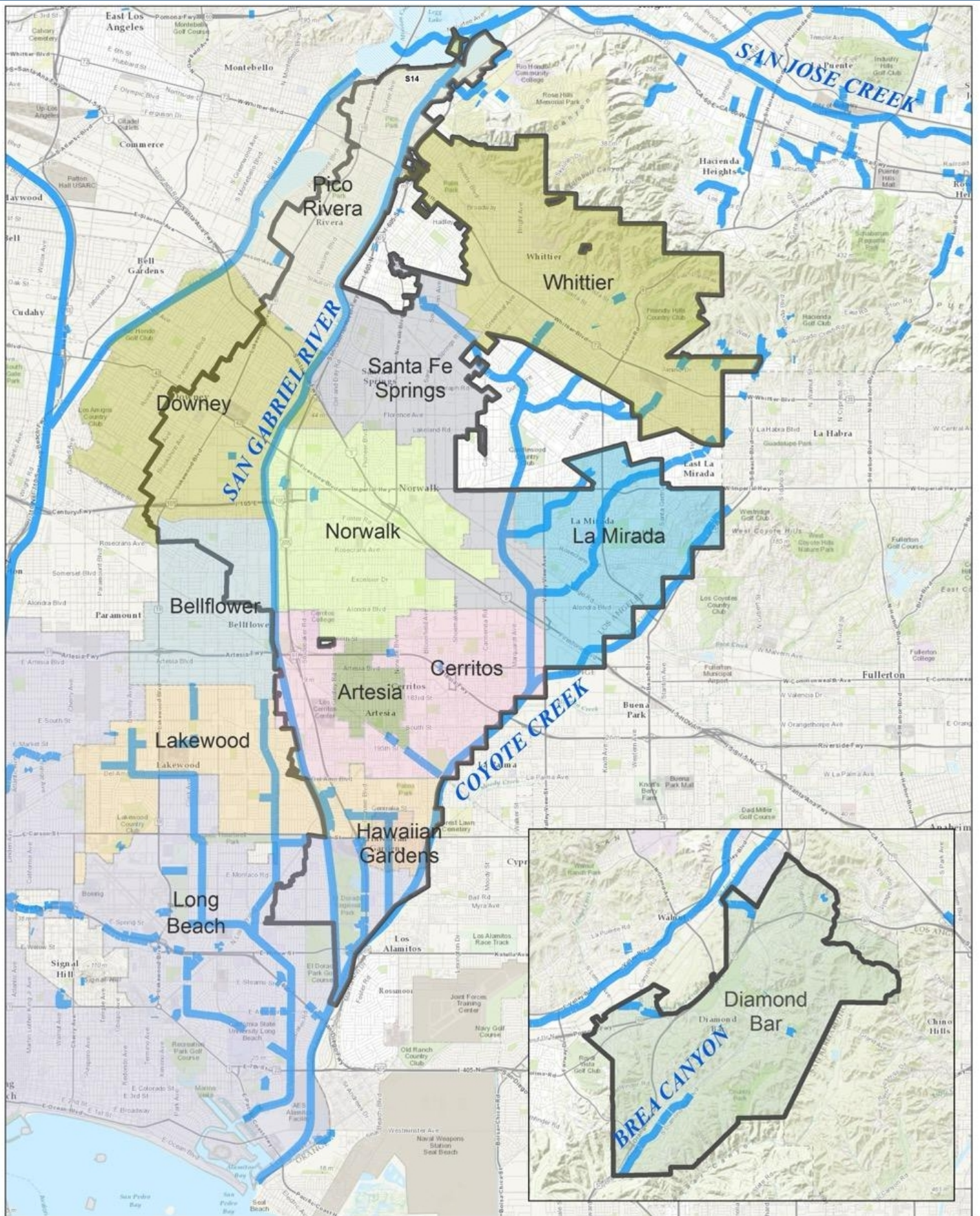
**CITY OF DIAMOND BAR IN
LOWER SAN GABRIEL RIVER WATERSHED GROUP (LSGRWG)**



NTS

SHEET 1 OF 3





ATTACHMENT 2-C

Lower San Gabriel River (LSGR)
Watershed Management Group (WMG)

PUBLIC WORKS DEPARTMENT

SHEET 3 OF 3



CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Amendments to Title 15 of the Diamond Bar City Code to Adopt the State Fire Marshal's Updates to the Very High Fire Hazard Severity Zones.

STRATEGIC GOAL: Safe, Sustainable and Healthy Community

RECOMMENDATION:

- A. Open the public hearing to receive public testimony;
- B. Close the public hearing; and
- C. Approve for second reading by title only, waive full reading and adopt Ordinance No. 02 (2025):

"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR DESIGNATING VERY HIGH FIRE HAZARD SEVERITY ZONES IN ACCORDANCE WITH STATE LAW AND AMENDING THE DIAMOND BAR CITY CODE."

FINANCIAL IMPACT:

None.

BACKGROUND:

On July 15, 2025, Ordinance No. 02 (2025) was introduced to adopt the updated Fire Hazard Severity Zone maps released by the California Department of Forestry and Fire Protection (CAL FIRE) through its Fire and Resource Assessment Program (FRAP), pursuant to Government Code Sections 51175 through 51189. The City Council approved the first reading by a 3-2 vote, and set the matter for a public hearing and second reading on August 5, 2025. There were no changes to the draft ordinance.

Ordinance No. 02 (2025) included in Attachment 1 is being presented for its second reading, public hearing and adoption.

ANALYSIS:

As discussed in the July 15 staff report (Attachment 3), the ordinance updates the City's reference map for Very High Fire Hazard Severity Zones (VHFHSZ) in accordance with the latest mapping released by CAL FIRE on March 24, 2025. While the underlying fire-resistant construction and defensible space requirements remain

unchanged, the revised map expands the VHFHSZ to include additional areas throughout Diamond Bar based on enhanced wildfire modeling.

For a detailed overview of the new map boundaries, modeling methodology, and associated requirements, please refer to the staff report from the July 15, 2025 meeting.

Council Discussion Summary:

When the proposed ordinance was first introduced at the July 15, 2025 City Council meeting, Council Members expressed opposition, citing concerns that the Zone 0 brush clearance requirement represented another instance of regulatory overreach by the State. While the State has established the brush clearance zones (Zones 0, 1, and 2) pursuant to Government Code Section 51182, it is important to clarify that the defensible space requirements for Zones 1 (5 to 30 feet from structures) and Zone 2 (30 to 100 feet) have been in effect since January 1, 2023. In contrast, Zone 0 — the ember-resistant zone within 5 feet of structures — is still undergoing State rulemaking, with final regulations expected by the end of 2025. Although Zone 0 is recognized in the State's defensible space framework, its enforcement is currently limited and discretionary. In the absence of new construction, substantial renovation, or a building permit that triggers application of the wildfire hardening provisions in the Building and Residential Codes, there is no mandate requiring the City or any agency to actively enforce Zone 0 standards at this time. As such, while the proposed ordinance reflects the updated mapping and recognizes State guidance, implementation of Zone 0 defensible space measures will depend on future State regulations and local policy decisions.

NOTICE OF PUBLIC HEARING:

Pursuant to California Government Code 50022.3, a public hearing is required prior to the second reading of any ordinance amending the Building Standards Codes. Pursuant to the California Government Code 50022.3 and 6066, a public hearing notice was published in the San Gabriel Valley Tribune on July 23, 2025, and July 28, 2025.

ENVIRONMENTAL REVIEW:

The proposed ordinance does not constitute a project under the California Environmental Quality Act (CEQA), as defined by CEQA Guidelines Section 15378(b). Accordingly, the adoption is exempt from CEQA.

LEGAL REVIEW:

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

PREPARED BY:

Greg Gubman, Community Development Director, Community Development

ATTACHMENTS:

1. Ordinance No. 02 (2025)
2. Diamond Bar Fire Hazard Severity Zones, Updated 3/24/25
3. July 15, 2025 City Council Report

ORDINANCE NO. 02 (2025)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR DESIGNATING VERY HIGH FIRE HAZARD SEVERITY ZONES IN ACCORDANCE WITH STATE LAW AND AMENDING THE DIAMOND BAR CITY CODE.

WHEREAS, the State Fire Marshal has identified areas within the City of Diamond Bar that fall within Very High Fire Hazard Severity Zones (VHFHSZ) as recommended by the California Department of Forestry and Fire Protection pursuant to California Government Code Section 51178; and

WHEREAS, Government Code Section 51179 requires that local agencies designate, by ordinance, Very High Fire Hazard Severity Zones within 120 days of receiving recommendations from the State Fire Marshal; and

WHEREAS, the City of Diamond Bar received updated VHFHSZ recommendations for its Local Responsibility Area (LRA) from the California Department of Forestry and Fire Protection, as depicted on the map titled Very High Fire Hazard Severity Zones in Local Responsibility Area (LRA) for Diamond Bar, dated March 24, 2025; and

WHEREAS, the proposed ordinance does not constitute a project under the California Environmental Quality Act (CEQA), as defined by CEQA Guidelines Section 15378(b). Accordingly, the adoption is exempt from CEQA; and

WHEREAS, the City introduced for first reading this Ordinance on July 15, 2025, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the codes and standards identified in this Ordinance as amended herein.

WHEREAS, the City held public hearing on August 5, 2025, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the codes and standards identified in this Ordinance as amended herein.

WHEREAS, all legal prerequisites to the adoption of this Ordinance have occurred.

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

Section 1. Section 15.00.3220(4) of the Diamond Bar Municipal Code is amended to read as follows:

(4) Fire Hazard Severity Zone Amended.

The City Council hereby designates Very High Fire Hazard Severity Zones as

recommended by the Director of the California Department of Forestry and Fire Protection and as shown on the map titled Very High Fire Hazard Severity Zones in Local Responsibility Area (LRA) for Diamond Bar prepared by the Fire and Resource Assessment Program (FRAP), dated March 24, 2025. This map shall be retained on file in the office of the Building Official and made available for public inspection.

Section 2. This ordinance shall take effect 30-days after adoption.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Diamond Bar on the 5th day of August, 2025.

CITY OF DIAMOND BAR

Chia Yu Teng, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the 15th day of July, 2025, and was duly passed and adopted at a regular meeting of the City Council held on the 5th day of August, 2025, by the following vote:

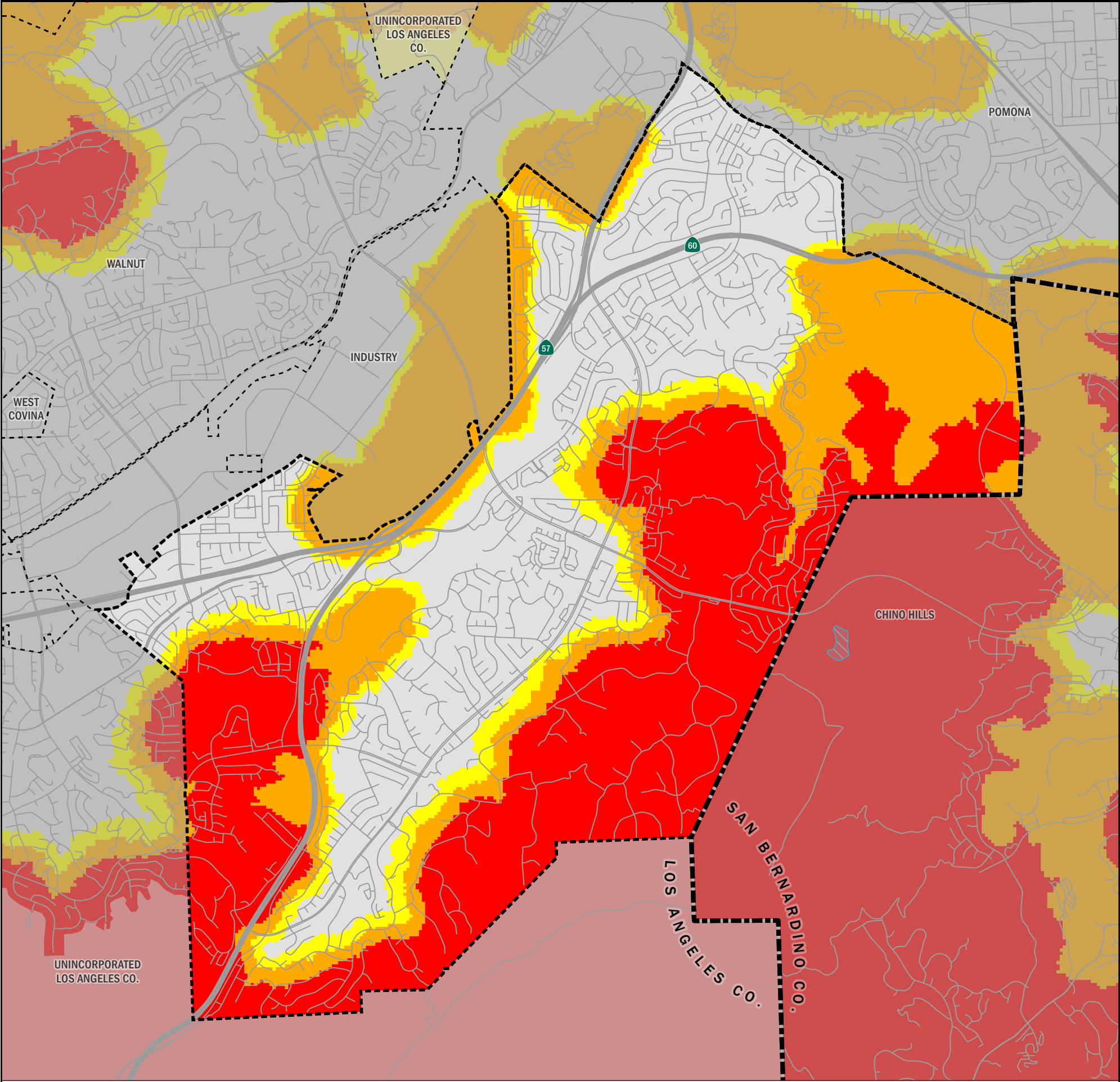
AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Kristina Santana, City Clerk



Local Responsibility Area Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
March 24, 2025



Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High High Moderate

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High High Moderate

Mi 0 1 2

Km 0 1 2 3

Projection: NAD 83 California Teale Albers
Scale: 1:41,000 at 11" x 17"

Incorporated City Waterbody

Unzoned LRA

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

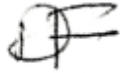
Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency
Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection
Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:
CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)
CAL FIRE State Responsibility Areas (SRA25_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **AMENDMENTS TO TITLE 15 OF THE DIAMOND BAR CITY CODE TO ADOPT THE STATE FIRE MARSHAL'S UPDATES TO THE VERY HIGH FIRE HAZARD SEVERITY ZONES.**
STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

- A. Hear the staff presentation and receive any public testimony;
- B. Determine that the proposed ordinance does not constitute a project and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b); and
- C. Introduce for first reading by title only, waive full reading of Ordinance No. 02 (2025), and set for public hearing, second reading and adoption at the August 5, 2025 City Council meeting:

ORDINANCE NO. 02 (2025) - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR DESIGNATING VERY HIGH FIRE HAZARD SEVERITY ZONES IN ACCORDANCE WITH STATE LAW AND AMENDING THE DIAMOND BAR CITY CODE.

FINANCIAL IMPACT:

None.

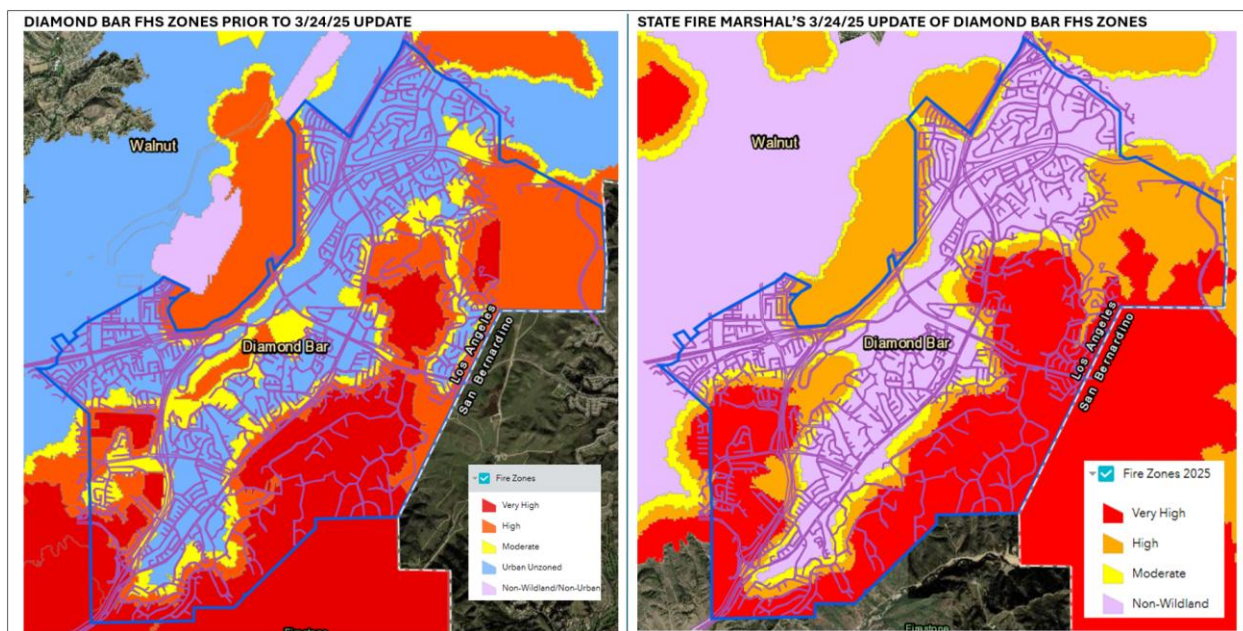
BACKGROUND:

On November 15, 2022, the City Council adopted Ordinance No. 03(2022), which incorporated the California Building Standards Code by reference pursuant to Health and Safety Code Section 17958. Fire zone designations and requirements are contained in the California Building Code Chapter 7A and Residential Code Chapter

On March 24, 2025, the California Department of Forestry and Fire Protection (CAL FIRE) released updated Fire Hazard Severity Zone maps through its Fire and Resource Assessment Program (FRAP), pursuant to Government Code Sections 51175 through 51189. These updated maps are based on advanced modeling of wildfire behavior, including fire propagation through windborne embers. Government Code Section 51179(b)(3) prohibits local jurisdictions from reducing the areas identified by the State.

The updated maps were developed using advanced wildfire behavior modeling through CAL FIRE's Fire and Resource Assessment Program. The updated methodology incorporates multiple scientific inputs, including historical fire occurrence, projected fire frequency, topography, slope, wind patterns, vegetation type and condition, and climate data. The resulting models simulate the likelihood and intensity of wildfire exposure to determine relative hazard levels across the landscape. These refinements allow for a more geographically precise identification of Very High Fire Hazard Severity Zones (VHFHSZs), particularly in areas susceptible to ember-driven ignition.¹

A side-by-side comparison of the pre-3/24/25 and the updated Fire Hazard Severity Zone maps is provided below:



Key changes to the VHFHSZ boundaries in Diamond Bar are as follows:

- **Expansion in the Summitridge trail area:** Areas east of Diamond Bar Boulevard and north of Grand Avenue surrounding the Summitridge open space area have been upgraded from Moderate or High to Very High Fire Hazard Severity Zones.

¹ CAL FIRE. Fire Hazard Severity Zones – Technical Methodology. Fire and Resource Assessment Program (FRAP), 2022. Available at: <https://osfm.fire.ca.gov/media/rs4bpmpb/fhsz-tech-methodology-2022.pdf>

- **Expansion to the San Bernardino County Line:** New VHFHSZ designations now include the neighborhood south of Grand Avenue at the eastern City limits, as well as all of the parcels in The Country east of Derringer and Indian Creek.
- **Expansion in the south:** The Starshine Park and Ronald Reagan Park neighborhoods and other areas adjacent to Pathfinder Road have also been added to the VHFHSZ due to increased modeled fire risk.
- **Retraction near Diamond Bar Boulevard:** In the central portion of the City, the VHFHSZ boundary has been pulled back from certain developed areas along Diamond Bar Boulevard, reflecting lower hazard conditions.
- **Minor adjustments elsewhere:** Small boundary shifts appear throughout central and southeastern Diamond Bar, with no major reductions observed.
- **Overall trend:** The updated mapping reflects a **net increase** in areas designated as Very High Fire Hazard Severity Zone, based on improved fire behavior modeling.

In accordance with Government Code Section 51182, CAL FIRE is also required to develop guidance for enforcing defensible space requirements in Very High Fire Hazard Severity Zones (VHFHSZs). These areas are organized into three brush clearance zones, with new regulations for Zones 1 and 2 effective January 1, 2025. Rulemaking for Zone 0 is currently underway.

Brush Clearance Zones

- **Zone 0 – Ember-Resistant Zone:** No branches, mulch, combustible materials, fencing, or garbage containers within 5 feet of any structure.
- **Zone 1 – Lean, Clean, and Green Zone:** Remove dead plants and branches; maintain at least 10 feet of clearance between tree canopies; manage vegetation between 5 and 30 feet of any structure.
- **Zone 2 – Reduced Fuel Zone:** Clear combustible shrubs, grasses, debris, and other flammable materials from 30 to 100 feet of any structure.

ANALYSIS:

The proposed ordinance amends Division 12 of Title 15 of the Diamond Bar Municipal Code, which currently references a fire hazard severity zone map dated February 2011, located in Section 15.00.3220(4). That section amends California Residential Code Section R337.2.

The updated ordinance will replace the existing reference with the latest map issued by the State Fire Marshal on March 24, 2025. While the underlying Building and Residential Code requirements remain unchanged, the revised map expands the VHFHSZ to include additional areas, particularly in the northeastern and western portions of the City.

Properties included within the VHFHSZ will be subject to wildfire hardening and brush clearance measures, which include the following construction and defensible space standards:

BUILDING FEATURE	REQUIREMENT
Roofing:	
Roof Covering	Class A
Gaps at Roof Covering	Firestopped or No.72 ASTM cap sheet
Valleys	26-gauge flashing over 36" wide No.72 ASTM cap sheet
Gutters	Gutter guard/cover
Attic Ventilation:	
Screening	Fire Marshal/ASTM E2886 listed
Dormer Vent	1/16" to 1/8" noncombustible
Eaves	Protected underside
Exterior Wall:	
Wall	Noncombustible or fire rated materials
Glazing	20-minute or tempered
Doors	1-3/8" thick noncombustible or solid-core
Decking:	
Exterior patios, decks, etc.	Noncombustible, heavy-timber, or equal
Brush Clearing:	
Defensible Space	Vegetation management within 100' of structure

Retrofit Triggers and City Enforcement Role:

While the updated ordinance does not impose retrofit requirements on existing structures, certain wildfire hardening measures are triggered when improvements are proposed. Under California Building Code Chapter 7A and California Residential Code Chapter R337, the following thresholds apply:

- **Partial Improvements:** When specific building components—such as roofing, attic ventilation, exterior walls, decking, or glazing—are replaced or modified, those elements must comply with current wildfire-resistant construction standards, even if the remainder of the structure remains unchanged.
- **Major Alterations:** If more than 50 percent of the total roof area is replaced within any 12-month period, the entire roof must be upgraded to a Class A fire-resistant system in accordance with CBC Section 705A. Additionally, any vent, wall, or eave work within the project scope must meet Chapter 7A standards.
- **New Construction and Substantial Remodels:** All new buildings, additions, and substantial remodels located within the VHFHSZ must comply fully with Chapter 7A and R337 requirements for exterior wildfire exposure.

Defensible space and vegetation management requirements, including those for Zones 1 and 2, remain applicable to existing structures pursuant to Public Resources Code

Section 4291 and Title 14, Section 1299.03 of the California Code of Regulations, regardless of construction activity.

With respect to Zone 0, which designates the first five feet around a structure as an ember-resistant zone, CAL FIRE has initiated rulemaking as directed by Assembly Bill 3074 (2020). While final regulations and implementation timelines are still pending, local jurisdictions are anticipated to play a key role in enforcement. Once adopted, Zone 0 requirements will supplement existing brush clearance standards by prohibiting combustible vegetation and materials within five feet of any structure in the VHFHSZ.

The City of Diamond Bar may be responsible for implementing these new provisions through building inspections, code enforcement, public education, and coordination with CAL FIRE. Staff will monitor regulatory developments and return to the City Council with proposed amendments or program recommendations as needed to support Zone 0 compliance and wildfire resilience.

ENVIRONMENTAL REVIEW:

The proposed ordinance does not constitute a project under the California Environmental Quality Act (CEQA), as defined by CEQA Guidelines Section 15378(b). Accordingly, the adoption is exempt from CEQA.

LEGAL REVIEW:

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

NOTICE OF PUBLIC HEARING:

In compliance with Government Code Section 50022.3, a Notice of Public Hearing will be published in the San Gabriel Valley Tribune at least 10 days prior to the scheduled hearing on August 5, 2025.

PREPARED BY:



Greg Gubman, Community Development Director 7/15/2025

REVIEWED BY:



Greg Gubman, Community Development Director 7/13/2025

Attachments:

1. Ordinance No. 02 (2025) - 2025 Fire Zone Map Updates
2. Diamond Bar Fire Hazard Severity Zones, updated 3/24/25