

**WALNUT CITY COUNCIL MEETING**

**CALL TO ORDER:** Mayor Pacheco called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE:** C/Wu led the flag salute.

**ROLL CALL:**

PRESENT: COUNCILMEMBERS: M/Pacheco, MPT/Ching, C/Rodriguez, C/Tragarz, C/Wu  
ABSENT: COUNCILMEMBERS: None

Also present: City Manager Wishner; Assistant City Manager Weiner; Assistant City Manager Rooney; Administrative Services Director Ogawa; Assistant City Attorney Mann; City Engineer Gilbertson; Finance Officer Cortez; Deputy Community Services Director Jensen; Community Services Superintendent Barcelo; City Planner Carlson; Senior Planner Vasquez; Senior Management Analyst Layman; Senior Management Analyst Guerra; Finance Analyst Meza; Finance Analyst Russell; Public Information Officer Maio; and City Clerk De Dios.

**INVOCATION – NON-DENOMINATIONAL:** Pastor Carlos Robles from On a Mission Church led the invocation.

**CERTIFICATION OF ELECTION:**

- 1. Resolution No. 20-79 – Reciting the Facts of the General Municipal Election Held on November 3, 2020, and Declaring the Results and Such Other Matters as may be Provided by Law**

**Recommendation:** That the City Council adopt Resolution No. 20-79, “A Resolution of the City Council of the City of Walnut, California, Reciting the Facts of the General Municipal Election held on November 3, 2020, and Declaring the Results and Such Other Matters as Provided by Law.”

CC/De Dios presented a staff report.

**MOTION ON ITEM 1**

***M/Pacheco made a motion to adopt Item 1; seconded by C/Wu. Motion carried by the following voice vote:***

**DECEMBER 9, 2020 – CC/WHA**

**AYES:** *COUNCILMEMBERS: Ching, Pacheco, Rodriguez, Tragarz, Wu*  
**NOES:** *COUNCILMEMBERS: None*  
**ABSTAIN:** *COUNCILMEMBERS: None*  
**ABSENT:** *COUNCILMEMBERS: None*

**SWEARING IN OF NEW COUNCILMEMBERS:**

- **Oath of Office Administered to Mayor Pro Tem Eric Ching**

Pastor Paul Tan, Pastor Him Djuhana, and Pastor Tom Lay administered the Oath of Office to Mayor Pro Tem Ching.

- **Oath of Office Administered to Councilmember Linda Freedman**

Andrew Rodriguez administered the Oath of Office to Councilmember Freedman.

- **Oath of Office Administered to Councilmember Nancy Tragarz**

Ken Tragarz administered the Oath of Office to Councilmember Tragarz.

**PRESENTATIONS:**

- **Outgoing Councilmember Andrew Rodriguez**

Andrew Rodriguez thanked staff for their assistance while in office and residents for the opportunity to serve.

Council thanked Andrew Rodriguez for all of the work and effort exhibited during his time in office.

**ORAL COMMUNICATIONS FOR THE CITY COUNCIL:**

William Harrison congratulated the newly elected councilmembers and thanked Community Services for their work in the Creekside area. He expressed support for hiring additional code enforcement staff.

Cary Chen, Rowland United School District board member, congratulated the newly elected councilmembers and shared information regarding events and news from the school district.

There being no further input, it was unanimously moved by Council to close oral communications. Motion carried.

**MINUTES:** None scheduled.

**PUBLIC HEARING:**

2. **Ordinance No. 20-03 - Zoning Code Amendment (ZCA) to amend and replace Title 6 (Planning and Zoning), Chapter 6.08, Section 6.08.210 (Accessory Housing) of the Walnut Municipal Code (WMC) relating to Accessory Dwelling Units (ADU)**

**Recommendation:** That the City Council:

1. Open the Public Hearing;
2. Hear the Staff Report;
3. Solicit public input on this item;
4. City Council discussion;
5. Close the Public Hearing; and
6. Introduce by title only and waive further reading of Ordinance No. 20-03, “An Ordinance of the City Council of the City of Walnut, County of Los Angeles, California, Amending in its entirety Walnut Municipal Code (WMC) Section 6.08.210 pertaining to Accessory Housing in the City of Walnut,” and agendize for adoption at the regularly scheduled City Council meeting of January 13, 2021.

M/Pacheco opened the public hearing.

ACM/Weiner presented the staff report.

M/Pacheco opened public comment.

Discussion took place amongst Council and staff regarding guesthouse code and ADU regulations.

**MOTION ON ITEM 2**

***M/Pacheco made a motion to adopt Item 2; seconded by C/Ching. Motion carried by the following voice vote:***

***AYES: COUNCILMEMBERS: Ching, Freedman, Pacheco, Tragarz, Wu***

***NOES: COUNCILMEMBERS: None***

***ABSTAIN: COUNCILMEMBERS: None***

***ABSENT: COUNCILMEMBERS: None***

**COUNCIL CONSENT CALENDAR:**

3. **Resolution No. 20-80 - A Resolution of the City of Walnut Allowing Certain Claims and Demands in the Amount of \$1,630,883.61, Demand No. 161800 through No. 161915 Both Inclusive**

**Recommendation:** That the City Council adopt Resolution No. 20-80.

**4. Resolution No. 20-81 – Salary Schedules (Seasonal Part-Time Employee Minimum Wage Adjustment)**

**Recommendation:** That the City Council adopt Resolution No. 20-81, amending the Seasonal Part – Time Salary Schedule (Attachment 2) to comply with State minimum wage requirements. Salary Schedules for Management and Classified units will not be affected at this time.

**6. Coronavirus Relief Funds – Allocation for Cities**

**Recommendation:** It is recommended that the City Council receive and file the December 9, 2020 update.

**7. Request for Appropriation: “Basic Bags 4U” Program for Seniors**

**Recommendation:** That the City Council:

1. Appropriate \$5,175 from CDBG reserves, into expenditure account 12-5222-6216 (CDBG – Basic Bags 4U), for the “Basic Bags 4U” Senior program.
2. Appropriate \$5,175 from CDBG, into revenue account 12-0000-3620 (CDBG), for the “Basic Bags 4U” Senior Program.

**8. Tract No. 82205 Final Acceptance (780 Francesca Drive)**

**Recommendation:** That the City Council:

1. Approve Tract No. 82205;
2. Accept on behalf of the city, the dedication of easements for pedestrian access, fire lane, public utility, sanitary sewer, and ingress and egress purposes so designated on the Final Tract Map;
3. Authorize the City Clerk and City Treasurer to endorse the certificates as shown on the Final Tract Map; and
4. Authorize the Mayor to execute the Subdivision Agreement.

**9. Appointment to San Gabriel Valley Mosquito and Vector Control Board of Trustees**

**Recommendation:** That the City Council appoint Dr. Allen Wu to the San Gabriel Valley Mosquito and Vector Control District Board of Trustees for a two-year term, 2020-2021, 2021-2022.

**10. Notice of Decision – December 2, 2020 Planning Commission (PC) Meeting**

**Recommendation:** That the City Council:

1. Receive and File the “Notice of Decision” by the Commission at its December 2, 2020 Meeting, for the following Project(s):
  - a. Conditional Use Permit (CUP) 2019-001; and
  - b. Site Plan Case/Architectural Review (SPC/AR) 2020-052.

**MOTION ON ITEMS 3 - 4 & 6 - 10**

*C/Wu made a motion to adopt Items 3 - 4 & 6 - 10; seconded by C/Tragarz. Motion carried by the following voice vote:*

**AYES:** COUNCILMEMBERS: *Ching, Freedman, Pacheco, Tragarz, Wu*  
**NOES:** COUNCILMEMBERS: *None*  
**ABSTAIN:** COUNCILMEMBERS: *None*  
**ABSENT:** COUNCILMEMBERS: *None*

**ITEM PULLED FOR DISCUSSION:**

**5. Award of Contract to HdL for Business License Processing**

**Recommendation:** That the City Council:

1. Award contract to Hinderliter de Llamas and Associates for business license processes;
2. Authorize the City Manager to execute the said agreement; and
3. Authorize Staff to issue a purchase order to Hinderliter de Llamas Software in the amount of \$35,000 for business license services.

ASD/Ogawa presented a staff report.

Discussion took place regarding contract increases.

**MOTION ON ITEM 5**

*C/Wu made a motion to approve Item 5; seconded by C/Freedman. Motion carried by the following voice vote:*

**AYES:** COUNCILMEMBERS: *Ching, Freedman, Pacheco, Tragarz, Wu*  
**NOES:** COUNCILMEMBERS: *None*  
**ABSTAIN:** COUNCILMEMBERS: *None*  
**ABSENT:** COUNCILMEMBERS: *None*

**SUCCESSOR AGENCY CONSENT CALENDAR:** None scheduled.

**COUNCIL DISCUSSION/TRANSACTION ITEMS:** None scheduled.

**ANNOUNCEMENTS (COUNCIL MEMBERS AND STAFF):**

**A. Councilmembers’ report on meetings attended at the expense of the local agency**

C/Wu shared that he will attend the upcoming San Gabriel Valley Mosquito and Vector Control meeting.

**B. Individual Members' comments and updates**

C/Tragarz thanked the teachers and staff at Vejar Elementary for their efforts at their holiday event.

C/Freedman recognized Native Fields and Puffect Bakery for their efforts in giving back to the community, Walnut High School students for their work in bringing awareness to mental health, and Nancy Stoops for her free group and grief counseling services in the city.

M/Pacheco shared information regarding a turkey distribution for those in need and invited the community to participate in various city events.

**COUNCIL LATE BUSINESS:** None.

**RECESS TO THE MEETING OF THE WALNUT HOUSING AUTHORITY**

**WALNUT HOUSING AUTHORITY MEETING**

**CALL TO ORDER:** Authority Chair Pacheco called the meeting to order at 8:02 p.m.

**ORAL COMMUNICATIONS FOR HOUSING AUTHORITY:**

There being no one present wishing to speak during oral communications, it was unanimously moved by the Authority to close oral communications; motion carried.

**AUTHORITY PUBLIC HEARINGS:** None scheduled.

**AUTHORITY CONSENT CALENDAR:**

11. **Resolution No. 20-13 WHA - A Resolution of the Walnut Housing Authority Allowing Certain Claims and Demands in the Amount of \$32,110.24, Demand No. 100398 through No. 100398, Both Inclusive**

**Recommendation:** That the Authority adopt Resolution No. 20-13 WHA.

**MOTION ON ITEM 11**

*VC/Ching made a motion to adopt Item 11; seconded by AM/Wu. Motion carried by the following voice vote:*

**AYES:**            **COUNCILMEMBERS:** *Ching, Freedman, Pacheco, Tragarz, Wu*  
**NOES:**            **COUNCILMEMBERS:** *None*  
**ABSTAIN:**        **COUNCILMEMBERS:** *None*  
**ABSENT:**         **COUNCILMEMBERS:** *None*

**AUTHORITY DISCUSSION/TRANSACTION ITEMS:**            None scheduled.

**AUTHORITY LATE BUSINESS:**            None scheduled.

**AUTHORITY ADJOURNS TO CITY COUNCIL MEETING**

**CLOSED SESSION:**            None scheduled.

**ADJOURNMENT:** There being no further business, the City Council adjourned the meeting at 8:03 p.m.

**PASSED AND APPROVED this 13th day of January 2021.**

\_\_\_\_\_  
Bob Pacheco, Mayor

ATTEST:

\_\_\_\_\_  
Teresa De Dios, City Clerk

PREPARED BY:

\_\_\_\_\_  
Ray Markel, Administrative Assistant