



A G E N D A
REGULAR MEETING OF THE
WALNUT CITY COUNCIL AND
WALNUT HOUSING AUTHORITY
CITY COUNCIL CHAMBERS
21201 La Puente Road, Walnut, CA 91789

DECEMBER 13, 2023
7:00 P.M.

The December 13, 2023 Walnut City Council meeting will be conducted in-person.

Remote participation will also be available in the following ways:

1) You may participate in the meeting by joining from a PC, Mac, iPad, iPhone or Android device:

Please click on this URL to join:

<https://us06web.zoom.us/j/88986837056?pwd=tXiGIInK0IpJvgPozOtpVUA1DCfy0Q.tch8OR2JzSkUX2C5>

Password: 369371

2) To join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 444-9171 or +1 669 900 7799 or +1 719 359 4580 or +1 253 205 0468

Webinar ID: 889 8683 7056

Password: 369371

International numbers available: <https://us06web.zoom.us/j/88986837056?pwd=tXiGIInK0IpJvgPozOtpVUA1DCfy0Q.tch8OR2JzSkUX2C5>

3) You can email public comments to the City Clerk at tdedios@cityofwalnut.org; comments received prior to 3:00 PM the day of the meeting will be distributed to the city council and summarized by the City Clerk during the public comment portion of the meeting.

WALNUT CITY COUNCIL MEETING

CALL TO ORDER: Mayor Tragarz

PLEDGE OF ALLEGIANCE: C/Ching

ROLL CALL: M/Tragarz, MPT/Freedman, C/Cajulis, C/Ching, C/Wu

INVOCATION:

In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.

PRESENTATIONS: None scheduled.

ORAL COMMUNICATIONS FOR THE CITY COUNCIL:

Under Government Code Section 54954.3, any person wishing to address any item or issue not on the agenda or any item on the Consent Calendar may do so under Oral Communications. There will also be an opportunity to speak on Discussion or Public Hearing items when the items are scheduled for consideration.

The Council may listen but may not act on items that are not already on the agenda.

Speakers are asked to limit their comments to three minutes and to present them in a constructive manner. The Council, City staff, and other citizens present have the right to be treated with respect, courtesy and openness. In return, the members of the Council and Staff commit to conduct themselves at all times with civility and courtesy.

MINUTES

1. [Approval of the October 25, 2023 Study Session Meeting](#)
2. [Approval of the November 8, 2023 City Council Meeting](#)

PUBLIC HEARINGS/ORDINANCES:

3. [Resolution No. 23-62 - Public Nuisance Abatement: Declaration of Public Nuisance for a Substandard Property located at 417 Vista del Norte \(APN: 8734-003-021\)](#)

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. Adopt Resolution No. 23-62 and declare the following Property as a Public Nuisance: 417 Vista Del Norte (APN: 8734-003-021); and
7. Authorize Staff to begin the “Public Nuisance Abatement” process, as prescribed in Walnut Municipal Code (WMC) Chapter 3.36 (Nuisance).

4. [Resolution No. 23-63 - Public Nuisance Abatement: Declaration of Public Nuisance for a Substandard Property located at 20757 Fuerte Drive \(APN: 8709-014-002\)](#)

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. Adopt Resolution No. 23-63 and declare the following property as a Public Nuisance: 20757 Fuerte Drive (APN: 8734-003-021); and
7. Authorize Staff to begin the “Public Nuisance Abatement” process, as prescribed in Walnut Municipal Code (WMC) Chapter 3.36 (Nuisance).

COUNCIL CONSENT CALENDAR: The Consent Calendar items listed below are considered and acted upon under one motion unless an individual item or items are removed by a Councilmember for further consideration or explanation.

There will be no dialogue/debate unless a Council Member requests otherwise on the following matters:

5. [Resolution No. 23-64 - A Resolution of the City of Walnut Allowing Certain Claims and Demands in the Amount of \\$770,746.72 Demand No. 167422 through No. 167483, Both Inclusive Fiscal Year](#)

Recommendation: That the City Council adopt Resolution No. 23-64.

6. [Resolution No. 23-66 - A Resolution of the City of Walnut Allowing Certain Claims and Demands in the Amount of \\$1,320,523.42 Demand No. 167484 through No. 167582, Both Inclusive Fiscal Year](#)

Recommendation: That the City Council adopt Resolution No. 23-64.

7. [Resolution No. 23-65 – Salary Schedules](#)

Recommendation: That the City Council adopt Resolution No. 23-65, amending the City of Walnut Salary Schedule (Attachment 2) in order to comply with the State of California minimum wage requirements, as well as implement a Salary Step system to incentivize recruitment of qualified Seasonal Part-Time (SPT) Staff.

8. [Ordinance No. 23-07 - Development Agreement \(DA\) for the development of an undeveloped 2.12-acre Lot located on Marcon Drive, between Gartel Drive and Suzanne Road \(APN: 8709-016-004\)](#)

Recommendation: That the City Council adopt and waive further reading of Ordinance No. 23-07, “An Ordinance of the City Council of the City of Walnut, California, Approving a Development Agreement for the development of an undeveloped 2.12-acre Lot located on Marcon Drive, between Gartel Drive and Suzanne Road (APN: 8709-016-004)”.

9. [Agreement for Professional Services with Safety Network Traffic Signs, Inc. for the Preparation of a City-wide Traffic Sign Inventory and Retroreflectivity Assessment](#)

Recommendation: That the City Council:

1. Award a Professional Services Agreement to Safety Network Signs, Inc. for the preparation of a City-wide Traffic Sign Inventory and Retroreflectivity Assessment in the amount of \$90,000;
2. Authorize the City Manager to sign the contract on behalf of the City in substantially the form attached and in such final form as approved by the City Attorney;
3. Authorize staff to issue a Purchase Order to RKA Consulting Group in the amount of \$10,000 to administer the project; and
4. Authorize staff to issue a Purchase Order to Safety Network, Inc. in the amount not to exceed \$90,000.

10. [Authorization to Increase Contract Contingency from 10% to 15% for Act 1 Construction, Inc. for the Diversity Plaza – Creekside Park Improvement Project](#)

Recommendation: That the City Council:

1. Approve an increase in contract contingency from 10% to 15% for Act 1 Construction, Inc. for the Diversity Plaza – Creekside Park Improvement Project.
2. Authorize staff to issue change orders not to exceed 15% of the contract award amount (\$254,971.35) to Act 1 Construction.

11. [Bi-Annual Sport Group and Tournament Field Use Request – Spring 2024](#)

Recommendation: That the City Council:

1. Approve the Bi-Annual Use Agreements for January 2024 through July 2024 for American Youth Soccer Organization, Walnut Youth Softball, Walnut Pony Baseball, and DBWV-FC Man United for the following use requests, and the following Sunday Use and Tournament requests; and
2. Authorize the Community Services Director to execute and administer said agreements in substantially the form attached and in such final form as approved by the City Attorney.

Field Use Requests:

- a. Use of **Butterfield Park** by FC Man United Soccer Club from February 4, 2024 through June 23, 2024;
- b. Use of **Snow Creek Park** by Walnut Pony Baseball from February 24, 2024 through July 14, 2024;
- c. Use of **Suzanne Park** by Walnut Youth Softball from February 24, 2024 through June 16, 2024; and by FC Man United Soccer from February 4, 2024 through June 23, 2024.
- d. Use of **Walnut Ranch Park** by AYSO from January 16, 2024 through May 5, 2024 and by FC Man United Soccer Club (Field D) from February 4, 2024 through June 23, 2024 and Sunday use as approved in previous years for FC Man United Soccer Club. There is mutually agreed upon division of field use between AYSO and DBWV-FC Man United Soccer.
- e. Use of **Creekside Park** by Walnut Pony Baseball from February 24, 2024 through July 14, 2024.
- f. Tournament request by AYSO at **Walnut Ranch Park** for April 26-28, 2024 and May 3-5, 2024.
- g. Tournament request by Walnut Pony Baseball at **Creekside Park** for July 3-9, 2024 and July 11-14, 2024.

12. [Request for Authorization to Add Position to Community Services Department – Maintenance Worker 1](#)

Recommendation: That the City Council:

1. Approve the Request to Add an Additional Position to Community Services Department – Maintenance Worker 1; and
2. Appropriate \$57,000 from General Fund Reserves to the Parks Maintenance Budget (01-9100) for the funding of the new position including salary and benefits through the end of the Fiscal Year.

13. **Fiscal Year 2022-23 Area 2 Slurry Seal Project - Final Acceptance**

Recommendation: That the City Council:

1. Accept the work performed by Doug Martin Contracting Company for the Fiscal Year 2022-23 Area 2 Slurry Seal Street Project; and
2. Authorize the City Clerk to file the proper “Notice of Completion”.

14. **Notice of Decision – November 15, 2023 Planning Commission Meeting**

Recommendation: That the City Council:

1. Receive and File the “Notice of Decision” by the Planning Commission at its November 15, 2023 Meeting, for the following project(s):
 - a. Site Plan Case and Architectural Review (SPC/AR) 2023-092.

COUNCIL DISCUSSION/TRANSACTION ITEMS:

15. **Update on the Establishment of a Sewer Reimbursement District for the Castlehill Drive and Slope Drive Neighborhood**

Recommendation: That the City Council abandon the establishment of a Sewer Reimbursement District for the Castlehill Drive and Slope Drive neighborhood because only 32% of the impacted property owners responded in favor of the project.

Alternative: Authorize City staff to proceed with the reduced scope project that includes the properties on Slope Drive and the southerly portion of Castlehill Drive (21 properties) at a reduced total construction cost of \$1,150,000 and a reimbursement cost per parcel of \$55,000.

ANNOUNCEMENTS (COUNCIL MEMBERS AND STAFF):

- A. **Councilmembers’ report on meetings attended at the expense of the local agency**
- B. **Individual Members’ comments and updates**

COUNCIL LATE BUSINESS: No action shall be taken on any item not appearing on the posted agenda except upon a determination by four-fifths of the Council Members that an emergency exists.

RECESS CITY COUNCIL TO THE WALNUT HOUSING AUTHORITY MEETING

WALNUT HOUSING AUTHORITY MEETING

CALL TO ORDER: Authority Chair Tragarz

ORAL COMMUNICATIONS FOR HOUSING AUTHORITY:

Under Government Code Section 54954.3, any person wishing to address any item or issue not on the agenda or any item on the Consent Calendar may do so under Oral Communications. There will also be an opportunity to speak on Discussion or Public Hearing items when the items are scheduled for consideration.

The Authority may listen but may not act on items that are not already on the agenda.

Speakers are asked to limit their comments to three minutes and to present them in a constructive manner. The Authority, City staff, and other citizens present have the right to be treated with respect, courtesy and openness. In return, the members of the Authority and Staff commit to conduct themselves at all times with civility and courtesy.

AUTHORITY PUBLIC HEARINGS: None scheduled.

AUTHORITY CONSENT CALENDAR: The Consent Calendar items listed below are considered and acted upon under one motion unless an individual item or items are removed by an Authority Member for further consideration or explanation.

There will be no dialogue/debate unless an Authority Member requests otherwise on the following matters:

16. [Resolution No. 23-12 WHA - A Resolution of the Walnut Housing Authority Allowing Certain Claims and Demands in the Amount of \\$90,998.18 Demand No. 100439 through No. 100440, Both Inclusive Fiscal Year](#)

Recommendation: That the Authority adopt Resolution No. 23-12 WHA.

AUTHORITY DISCUSSION/TRANSACTION ITEMS: None scheduled.

AUTHORITY LATE BUSINESS: No action shall be taken on any item not appearing on the posted agenda except upon a determination by four-fifths of the Authority Members that an emergency exists.

AUTHORITY ADJOURNS TO CITY COUNCIL MEETING

CLOSED SESSION: None scheduled.

- A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov't Code Section 54956.9: 1 potential case

RECONVENE COUNCIL MEETING AND ANNOUNCE CLOSED SESSION ACTION

ADJOURNMENT: The next regular meeting of the City Council is scheduled on Wednesday, January 10, 2023, at 7:00 p.m., in the Council Chambers, 21201 La Puente Road, Walnut, California.

NOTIFICATIONS:

AMERICANS WITH DISABILITIES: It is the intention of the City of Walnut to comply with the Americans with Disabilities Act (ADA) in all respects. If as an attendee or a participant at this meeting and you need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (909) 348-0710 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

AGENDA POSTING: The agenda for this meeting was posted in the following listed sites before the close of business at 6:00 p.m. on the Thursday preceding the meeting:

1. Walnut City Hall 21201 La Puente Road, Walnut, CA
2. United States Post Office, 280 S. Lemon Avenue, Walnut, CA
3. Public Library, Walnut Branch, 21155 La Puente Road, Walnut, CA
4. Walnut Senior Center, 21215 La Puente Road, Walnut, CA
5. Internet: www.cityofwalnut.org/agendas (staff reports included)

The Agenda and all related reports are also available for inspection at City Hall at 21201 La Puente Road on the Monday prior to each meeting. In compliance with Government Code section 54957.5, any writings distributed within 72 hours of the meeting will be made available to the public at the time it is distributed to the City Council.

CITY COUNCIL MEETINGS ON WCTV: This meeting is being recorded for rebroadcast on Charter Channel 3. By remaining in the City Council Chambers, you are giving your permission to be videotaped.

WCTV CHANNEL 3 REBROADCAST: Recorded City Council meetings air at 7:00 a.m., 2:00 p.m., 7:00 p.m., and 10:00 p.m. for a week following each City Council meeting on Channel 3 (Charter Subscribers).

PLEASE SWITCH YOUR CELL PHONES, PAGERS, AND OTHER ELECTRONIC DEVICES INTO THE SILENT OR OFF POSITION WHILE THE MEETING IS IN SESSION. THANK YOU IN ADVANCE FOR YOUR COOPERATION.