



City of Walnut City Manager Briefing

August 2025



Administrative Services

Passport Services

"Walnut now offers photo services for Passport processing? No way!" Yes, we do! You will notice that the front desk of City Hall has received a slight "facelift." That is due to the new Passport Services / processes we have available for the community. Community members may now schedule an appointment, or come during the designated walk-in hours, and have their passport photo taken and printed, their DS-11 application reviewed and processed, and mailed for issuance with the Department of State. Walnut is now one of the few "one-stop shops" in the region—this new service and increased operating hours have been shared to the City's website and advertised on the City's Social Media pages.



Public Safety

- The City of Walnut is excited to announce the launch of our Public Safety "Walnut Watch" Infographic Series. Its intent is to improve public awareness of local safety issues, policies, and City resources available through the Walnut/Diamond Bar Sheriff's Station. This series will be shared on the City Website, Social Media Platforms, City Manager's Briefing, Quarterly Recreation Brochure, booths at City Events, and via flyers around City Facilities.
- The Business Security Improvement Grant has funds available—spread the word! Staff has processed 11 applications and are ready to help more businesses secure their storefront through this grant opportunity. For additional information on the Grant, please visit the City Website here: [Walnut Business Watch | City of Walnut, CA](https://www.cityofwalnut.org/Walnut-Business-Watch)





Catalytic Converter Etching Event

The Walnut/Diamond Bar Sheriff's Station invites residents to attend a free catalytic converter etching event held every fourth Wednesday of the month from 9:00 a.m. to 11:00 a.m. at Calvary Chapel Golden Springs (22324 Golden Springs Dr.). The etching process takes only a few minutes and will be provided on a first-come, first-served basis. No appointment is necessary. We look forward to seeing you there!



Community Services

2025 Summer Recap: A Season of Engagement and Fun

The summer of 2025 was packed with enriching and engaging activities, drawing strong participation across a wide range of programs. Our community came together to make the most of the summer, with thousands of individuals taking part in recreational, educational, and social events.



Community Services

2025 Summer Recap Statistics

- Contract classes led the way with **894** participants, offering skill-building and learning opportunities for all ages.
- Aquatics programs also made a splash, attracting **464** individuals to swim lessons and adaptive lessons.
- Youth and adult sports remained popular, with **258** people joining basketball programs, fostering teamwork and healthy competition.
- Summer camps continued to be a staple for younger residents, bringing in **573** campers for fun, learning, and adventure.
- Community members also embraced the opportunity to explore and connect beyond our city limits as **176** participated in excursions to new and exciting destinations.
- Senior activities engaged **395** older adults, providing social interaction and wellness programs tailored to their needs.
- The highlight of the summer, however, was our Special Events, including our Fourth of July event and our Music and Movies in the Park series which drew an impressive **12,500** attendees.

This summer's numbers showcase not only the variety of programs offered, but also the vibrant community spirit that made them such a success.



Community Development

New ADU Laws

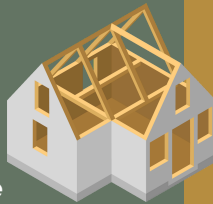
On June 11, 2025, the City Council adopted Ordinance 25-04, incorporating new regulations for Accessory Dwelling Units (ADUs) as required by new State legislation. In the beginning of July, these new regulations became effective. A few of the key changes include:

- Maximum size allowed has been reduced from 1,200 s.f. to 1,000 s.f. or no more than 50% of existing SFR, whichever is less (in-line with State Requirements and that of neighboring Cities).
- Maximum number of ADUs allowed on a multi-family zoned property went from 2 units to 8 units or no more than the number of existing primary units, whichever is less.
- Height limit was reduced from 17 feet to no more than 16 feet.
- Additional procedures incorporated to legalize unpermitted ADUs and JADUs, consistent with State requirements.

Residents are encouraged to contact the Community Development Department with any questions or concerns.

Code Enforcement

In the last six (6) months, the Code Enforcement division has received over 340 new requests for inspection on violations throughout the City. Consequently, in the last six (6) months, Code Enforcement Staff has also facilitated compliance for over 300 on-going violations within the City, including the continued enforcement of three (3) public nuisance properties.



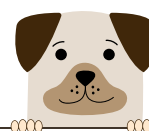
IDS Warehouse Project (Valley/Lemon)

Staff, the applicant, and the consultant are working on the final details of the project entitlements, including the draft of the Supplemental EIR (SEIR). It is anticipated that this project will go before the City Council before the end of the calendar year. Staff will continue to keep the Council apprised of the status once a meeting date is identified. The proposed four (4) buildings totaling over 400,000 square-feet of building area is located at the northeasterly corner of Valley Boulevard and Lemon Avenue totaling 20-acres.

Pet of the Month Success!



Since launching our pet adoption feature on social media in September 2024, we've had 14 successful adoptions, that's a 100% success rate! Thank you to everyone who has opened their hearts and homes to these wonderful animals.





Finance

The Finance Department is configuring its new accounting software, Tyler ERP Pro10. As the legacy system (Central Square) had been in use for decades, the transition presents some challenges. However, progress was made with the rollout of the Purchase Order (PO) module. This new feature enables electronic approvals, streamlining processes, reducing paperwork, and saving time across all operating departments.



Public Works

Surfacing installation has been completed at Snow Creek Park as part of the expanded playground project. Please join us for a ribbon cutting ceremony on Wednesday, September 24 at 5 p.m., prior to the City Council meeting. We hope to see you there!



Upcoming Meetings & Events

Labor Day - All Facilities Closed
September 1, 2025

Senior Commission Meeting
September 3, 2025

Youth Advisory Commission Meeting
September 8, 2025

City Council Meeting
September 10, 2025

Parks & Recreation Commission Meeting
September 16, 2025

Planning Commission Meeting
September 17, 2025

City Council Meeting
September 24, 2025

Snow Creek Park Ribbon Cutting
September 24, 2025



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