



PARKS AND RECREATION COMMISSION
MEETING AGENDA

THURSDAY, FEBRUARY 17, 2022 AT 5:30 P.M.

**CITY HALL AND VIA ZOOM
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA 90640**

PARKS AND RECREATION COMMISSION MEMBERS

**Henry Fimbres, Commissioner
James Santana, Commissioner
Ulysses Urquizo, Commissioner
Delia Lopez, Commissioner
Erika Cabrera-Moriyama, Commissioner**

CITY STAFF

**David Sosnowski, Director of Recreation and Community Services
Laurie Aguilar, Management Analyst
Lizette Guerrero, Administrative Secretary**

NOTICES

COVID-19 NOTICE: Pursuant to the Executive Order N-29-20 and No. N-35-20 from the Executive Department of the State of California and the County of Los Angeles Department of Public Health Safer at Home Order, Commissioner/Committee members may attend Commission/Committee meetings via teleconferencing and make public meetings accessible telephonically or electronically to all members of the public seeking to observe and address the Commission/Committee. **To ensure the health and safety of the public during the local, state, and federally declared COVID-19 Emergency, City Hall Council Chambers will be closed to the public and all *real time* public participation, pursuant to Assembly Bill 361, will continue to occur in writing, telephonically and/or in person until further notice.** Consistent with the Executive Order, the Commission/Committee meeting will be live streamed and can be watched on the City's website at: <https://www.cityofmontebello.com/government/live-streaming.html>, and may also be viewed on Spectrum Public Access Channel 3 for all Spectrum cable subscribers.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act (ADA) any person with a disability who requires special accommodations in order to participate in a meeting should contact Laurie Aguilar at (323) 887- 1200 ext.374 Monday-Thursday from 7:30 a.m.-5:30 p.m. Please call 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II 1203). If you require translation services, please contact us 24 hours before this meeting.

STATEMENT OF PUBLIC COMMENTS AND PARTICIPATION: Members of the public may address the Commission/Committee on any items listed on the Agenda, including items *not* listed on the Agenda (Non-Agenda Items) that is within subject matter jurisdiction, during the "Public Comments" period. State Law prohibits the Commission/Committee from taking action or entertaining extended discussion on a topic not listed on the agenda. In order to conduct a timely meeting, the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per person. "Public Comments" may be limited to 30-minutes. Please show courtesy to others and direct all of your comments to the Commission/Committee.

For those interested in making public comments, you may call up until the day of the meeting **prior to the start of the Public Comments period, Thursday, February 17, 2022 at (323) 887-4540**. Staff will complete the speaker cards and the public will be called during the Commission/Committee meeting. As part of the City's security measures, those members of the public wishing to merely observe the meeting will not have an opportunity to speak unless they have contacted City staff, as indicated above, stating they wish to comment during the meeting.

AGENDA MATERIALS: The agenda and agenda packet related to items on this agenda are available for public inspection at City's website at: <https://www.cityofmontebello.com/government/commission.html>. The agenda cover sheets may also be emailed upon request.

IN CONSIDERATION OF OTHERS, PLEASE TURN OFF, OR MUTE, ALL CELL PHONES AND PAGERS
THANK YOU FOR YOUR COOPERATION

OPENING CEREMONIES

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS (30 MINUTES)

At this time, the general public may address the Commission/Committee on any items listed on the Agenda, including items not listed on the Agenda (Non-Agenda Items) that are within subject matter jurisdiction. Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per person. State Law prohibits the City Council from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Commission/Committee.

NEW BUSINESS

1. SELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

RECOMMENDATION: It is recommended that the Commission nominate and vote for Chairperson and Vice Chairperson.

2. SELECTION OF COMMITTEE MEMBERS

RECOMMENDATION: It is recommended that the Commission nominate and vote for members of the following Committees:

- Golf Committee
- Sports Committee

CONSENT ITEM

3. PARK AMENITIES SPONSORSHIP PROGRAM

RECOMMENDATION: It is recommended that the Parks and Recreation Commission approve the Parks Amenities Sponsorship Program and recommend the program to City Council for adoption.

COMMISSION ORALS

- A. Commissioner James Santana
- B. Commissioner Henry Fimbres
- C. Commissioner Ulysses Urquizo
- D. Commissioner Delia Lopez
- E. Commissioner Erika Cabrera-Moriyama

STAFF ORALS

- A. Vaccine Clinics/Testing Sites
- B. Events/Programs

ADJOURNMENT

The City of Montebello Parks and Recreation Commission will adjourn to the next **Regular Meeting on March 17, 2022 at 5:30 p.m.** which can be live streamed at www.cityofmontebello.com (Click on Live Stream).

I, Laurie Aguilar, Management Analyst for the City of Montebello hereby certify that a copy of this agenda has been posted on or before **Monday, February 14, 2022 at 5:30 p.m.**

Laurie Aguilar

Management Analyst



CITY OF MONTEBELLO

PARKS AND RECREATION COMMISSION STAFF REPORT

TO: Honorable Members of the Parks and Recreation Commission

FROM: David Sosnowski, Director of Recreation and Community Services

BY: Laurie Aguilar, Management Analyst

SUBJECT: Park Amenities Sponsorship Program

DATE: February 17, 2022

RECOMMENDATION (S):

It is recommended that the Parks and Recreation Commission:

- (1) Approve the Park Amenities Sponsorship Program;
- (2) Take such additional, related, action that may be desirable.

BACKGROUND

In January of 2020, the Culture and Recreation Commission began a campaign to solicit sponsors for dog waste stations to be placed throughout the City's park system. The program was put on hold due to COVID-19. The first dog waste station had previously been donated by the Commission and has been installed at Acuna Park. The Recreation and Community Services Department has received requests from the community to install more stations throughout the City. Due to the absence of the Parks and Recreation Commission at the time, staff purchased and installed additional dog waste stations at various park locations previously identified by the Commission's outreach efforts. Staff is now recommending to establish a Park Amenities Sponsorship Program to include a variety of amenities, including dog waste stations, throughout the City's park system that are available for sponsorship opportunities.

ANALYSIS

The Park Amenities Sponsorship Program aims to provide local businesses the opportunity to contribute to enhancing the City's park system through sponsorships. The

Park Amenities Sponsorship Program

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sponsorship of various park amenities throughout the City would allow for local businesses to achieve their marketing goals while supporting the Montebello community. Sponsorship opportunities include dog waste stations, benches, picnic shelters, picnic tables, and drinking fountains. A recognition plaque and/or sign will be installed for each sponsorship and the cost of the sponsorship ranges for each amenity.

Attached is sample sponsorship interest form. Interested sponsors will be able to complete a form and return to the Recreation and Community Services Department. Staff will then work with the sponsor to select a location, customize a recognition plaque/sign, and collect the donation. Each plaque will remain in place until the amenity has reached the end of its life cycle.

FISCAL IMPACT

There is no fiscal impact. The Recreation and Community Services Department will be responsible for the purchase and installation of recognition plaques and/or signs. Any associated costs will be funded through the sponsorship.

SUMMARY

The Parks and Recreation Commission will consider approving the Park Amenities Sponsorship Program and recommending the program to City Council for adoption.

ATTACHMENT

A. Attachment A – Park Amenities Sponsorship Program Interest Form



CITY OF MONTEBELLO

PARK AMENITIES SPONSORSHIP PROGRAM INTEREST FORM

The Park Amenities Sponsorship Program aims to provide local businesses and/or residents the opportunity to contribute to enhancing the City's park system through sponsorships. A variety of sponsorship opportunities are available and can be found below.

Please select one:

___ Pet Waste Station - \$1,000

___ Bench - \$2,000

___ Picnic Table - \$2,500

___ Drinking Fountain - \$3,500

___ Picnic Shelter - \$20,000

Sponsor _____ Contact Name _____

Address _____

Phone _____ Email _____

****Please read and sign to acknowledge all terms and conditions on the following page regarding sponsorship details and location/plaque information.***

Desired Location(s) (please circle):

Acuna Park Grant Rea Park Reggie Rodriguez Park Holifield Park City Park Ashiya Park

Taylor Ranch Park Potrero Heights Park Ashiya Park Sanchez Adobe Park Bicknell Park

Proposed Plaque Inscription: _____

Please return completed form to the Recreation Main Office or via email:

Recreation Office:

1700 W Victoria Ave.
Montebello, CA 90640

Email:

Laurie Aguilar
laguilar@cityofmontebello.com

Terms and Conditions

1. The City of Montebello shall have final approval of the sponsored item type and location.
2. Park amenities will be constructed of materials approved by City staff to meet the design and maintenance considerations of the City.
3. The identity of sponsors becomes public record. The City of Montebello may publish names to acknowledge a sponsorship.
4. The donated amenity is the property of the City of Montebello.
5. Each sponsorship includes a 10" x 3" bronze plaque that allows up to four lines with 24 characters per line. Sponsors are encouraged to choose message that are uplifting inspirational or promote enjoyment of the park area. The City reserves the right for final approval of plaque wording.
6. The City of Montebello staff reserves the right to relocate or remove the donated amenity whenever necessary. All reasonable effort will be made to notify the donor if their donation is affected.
7. Placement of memorial wreaths, flowers or other items or any modifications to the amenity will not be permitted.
8. The useful life of the park amenities is approximately ten years. The City will maintain the donation only for the expected life cycle of the amenity. If the amenity is stolen, moved, broken, or otherwise rendered unfit for continued use of exhibition, the City may dispose of it when it reaches the end of its useful life as determined by City staff. Staff shall make every effort to notify the sponsor before the disposition of the amenity to allow them to sponsor the amenity again at the current fee in the same location or have the plaque returned to them.

I acknowledge that I have read, and do hereby accept these Terms and Coniditions.

Signature: _____

Date: _____

Name: _____