



**PARKS & RECREATION COMMISSION
MEETING AGENDA**

THURSDAY, MAY 18, 2023 AT 5:30 PM

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA**

COMMISSION MEMBERS

**James Santana, Chairperson
Richard Carlin, Commissioner
Sylvia Takeyama, Commissioner
Oliver Jimenez, Commissioner**

CITY STAFF

**David Sosnowski, Director of Recreation and Community Services
Kaili Torres, Recreation Manager
Laurie Aguilar, Management Analyst**

NOTICES

This Commission/Committee Meeting will be held in person and will meet at **City Hall – City Council Chambers, 1600 West Beverly Boulevard, Montebello, California**. The meeting will be live streamed and can be watched on the City's website and YouTube Channel via the following link: <https://www.montebelloca.gov>, 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.

PUBLIC COMMENTS:

In-Person: For those interested in participating during the Public Comment period(s), you may address the Commission ***in person only the day of the meeting***. Speakers will be required to fill out a speaker card provided at the door and submit it to staff prior to each Public Comment announcement period. Staff will number and call each speaker card in the order received.

AGENDA MATERIALS: The agenda and agenda packet related to items on this agenda are available for public inspection at City's website at: [Agendas, Minutes, and Videos](#).

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

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 Commission/ Committee 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 Chairperson.

REGULAR BUSINESS

1. SELECTION OF AD-HOC COMMITTEE MEMBERS

RECOMMENDATION: It is recommended that the Parks and Recreation Commission:

1. Nominate and vote for the following vacant Commission Ad-Hoc Committees:

Parks and Recreation Commission Ad-Hoc Committees	
Committee	Current Members
Arts and Culture Committee	Richard Carlin, Vacant
Golf Committee	Vacant, Vacant
Programs Committee	James Santana, Vacant
Special Events Committee	James Santana, Vacant
Sports Committee	Richard Carlin, Vacant

CONSENT ITEM(S)

2. APPROVAL OF MINUTES FOR PARKS AND RECREATION COMMISSION: NOVEMBER 17, 2023 REGULAR MEETING AND MARCH 16, 2023 REGULAR MEETING.

RECOMMENDATION: It is recommended that the Parks and Recreation Commission:

1. Approve said minutes as written.

STAFF COMMUNICATIONS

Night Market, Memorial Day Ceremony, Skate Competition, Stride for Pride, Fourth of July Firework Event, Downtown Street Fest, Summer Camp, Aquatics

COMMISSION/COMMITTEE ORALS

Member announcements; requests for future agenda items; conference/meetings reports.

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- **James Santana, Chairperson**
 - **Richard Carlin, Commissioner**
 - **Sylvia Takeyama, Commissioner**
 - **Oliver Jimenez, Commissioner**

ADJOURNMENT

The City of Montebello Parks and Recreation Commission will adjourn to the next Regular Meeting on Thursday, June 15, 2023 at 5:30 p.m. at City Hall Council Chambers located at 1600 W. Beverly Boulevard, Montebello, CA 90640.

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, May 15, 2023 5:30 p.m.

Laurie Aguilar

Management Analyst



ITEM # 1

**CITY OF MONTEBELLO
PARKS & RECREATION COMMISSION AGENDA STAFF REPORT**

TO: Members of the Parks and Recreation Commission

FROM: David Sosnowski, Director of Recreation and Community Services

BY: Laurie Aguilar, Management Analyst

SUBJECT: SELECTION OF AD-HOC COMMITTEE MEMBERS

DATE: May 18, 2023

RECOMMENDATION(S):

It is recommended that the Parks and Recreation Commission:

1. Nominate and vote for the following vacant Commission Ad-Hoc Committees:

Parks and Recreation Commission Ad-Hoc Committees	
Committee	Current Members
Arts and Culture Committee	Richard Carlin, Vacant
Golf Committee	Vacant, Vacant
Programs Committee	James Santana, Vacant
Special Events Committee	James Santana, Vacant
Sports Committee	Richard Carlin, Vacant

FISCAL IMPACT:

There is no fiscal impact.

PARKS & RECREATION COMMISSION AGENDA REPORT - MEETING OF MAY 18, 2023

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BACKGROUND/DISCUSSION:

The Parks and Recreation Commission assigns members of the Commission to Ad Hoc Committees on an ongoing basis as vacancies become available. There is currently one vacancy available in the Arts and Culture Committee, Programs Committee, Special Events Committee, and Sports Committee. Additionally, there are two vacancies available in the Golf Committee. In total, there are five Ad Hoc Committees as described below.

Arts and Culture Committee - the purpose of this Ad Hoc is to discuss ways to incorporate art and culture at City parks and public spaces within the City, including recommendations for the Utility Box Beautification Program.

Golf Committee - the purpose of this Ad Hoc is to discuss issues pertaining to the Montebello Golf Course.

Programs Committee - the purpose of this Ad Hoc is to discuss current and future recreational programming within the City.

Special Events Committee - the purpose of this Ad Hoc is to discuss upcoming special events with the City that are managed by the Recreation and Community Services Department.

Sports Committee - the purpose of this Ad Hoc is to discuss youth and adult sports programs within the City and review co-sponsored youth sports organizations status.

ANALYSIS:

N/A

SUMMARY:

It is recommended that the Parks and Recreation Commission nominate and vote for members for vacant Commission Ad-Hoc Committees.

ATTACHMENT(S)

None



**APPROVAL OF MINUTES: NOVEMBER 17, 2023 PARKS AND RECREATION
COMMISSION REGULAR MEETING AND MARCH 16, 2023 PARKS AND
RECREATION COMMISSION REGULAR MEETING**



CITY OF MONTEBELLO
REGULAR PARKS AND RECREATION MEETING

MINUTES

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

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA 90640**

OPENING CEREMONIES

CALL TO ORDER – Chairperson James Santana called the meeting to order at 5:35 p.m.

ROLL CALL – Members present were Chairperson Santana, Vice Chairperson Lopez, Commissioner Jurado Sr., and Commissioner Carlin. Commissioner Cabrera-Moriyama was absent.

STAFF PRESENT – Director of Recreation and Community Services David Sosnowski, Recreation Manager Kaili Torres and Management Analyst Laurie Aguilar

PLEDGE OF ALLEGIANCE – Commissioner Carlin

CORRECTIONS TO THE AGENDA – DIRECTOR – None

PUBLIC COMMENTS – None

REGULAR BUSINESS

1. **APPROVAL OF PARKS AND RECREATION COMMISSION MINUTES – JULY 21, 2022 REGULAR MEETING AND OCTOBER 20, 2022 REGULAR MEETING**

RECOMMENDATION: Approve said minutes as written.

Vice Chairperson Lopez made a motion to approve the minutes, seconded by Commissioner Carlin. The motion was approved unanimously.

COMMISSION ORALS

1. **Chairperson James Santana** – Wished everyone a Happy Thanksgiving and thanked staff for the Halloween Event.
2. **Vice Chairperson Lopez** – None
3. **Commissioner Jurado Sr.** – None
4. **Commisisoner Carlin** – None

STAFF ORALS

Director David Sosnowski provided an update about the City Park Baseball Field Project. Additionally, announcements were made for upcoming events and programs including Winter Wonderland Event and Holiday Home Decorating Contest.

ADJOURNMENT

Commissioner Carlin motioned to adjourn the meeting, seconded by Vice Chairperson Lopez. The motion was carried unanimously and the meeting was adjourned at 5:48 p.m.

THE MINUTES OF NOVEMBER 17, 2022 ARE HEREBY APPROVED AND ADOPTED ON THIS 18th DAY OF MAY 2023.

Laurie Aguilar, Management Analyst



CITY OF MONTEBELLO
REGULAR PARKS AND RECREATION MEETING

MINUTES

THURSDAY, MARCH 16, 2023 AT 5:30 P.M.

**CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA 90640**

OPENING CEREMONIES

CALL TO ORDER – Chairperson James Santana called the meeting to order at 5:33 p.m.

ROLL CALL – Members present were Chairperson Santana, Commissioner Jurado Sr., and Commissioner Carlin.

STAFF PRESENT – Director of Recreation and Community Services David Sosnowski, Recreation Manager Kaili Torres and Management Analyst Laurie Aguilar

PLEDGE OF ALLEGIANCE – Commissioner Jurado Sr.

CORRECTIONS TO THE AGENDA – DIRECTOR – None

PUBLIC COMMENTS – None

REGULAR BUSINESS

1. MONTEBELLO CITY PARK BASEBALL FIELD RENOVATION PROJECT

RECOMMENDATION: It is recommended that the Parks and Recreation Commission:

1. Review the proposed Montebello City Park Baseball Field Renovation Project; and
2. Take such additional, related, action that may be desirable.

Director David Sosnowski provided an overview of the project and funding source. Commissioner Carlin asked about the project timeline. Chairperson Santana made a motion to approve the item. The motion was approved unanimously.

COMMISSION ORALS

1. **Chairperson James Santana** – None
2. **Commissioner Jurado Sr.** – None
3. **Commisisoner Carlin** – Suggested the idea to have a City Parade this year to celebrate the City's Anniversary.

STAFF ORALS

Recreation Manager Kaili Torres provided announcements for the Recreation Job Fair, Easter Eggstravaganza, Pet Fair, and Rec N' Go Grant Award. Director David Sosnowski provided an announcement for the Earth Day City Service Saturday

ADJOURNMENT

Chairperson Santana motioned to adjourn the meeting. The motion was carried unanimously and the meeting was adjourned at 5:56 p.m.

THE MINUTES OF MARCH 16, 2023 ARE HEREBY APPROVED AND ADOPTED ON THIS 18th DAY OF MAY 2023.

Laurie Aguilar, Management Analyst