



**PARKS & RECREATION COMMISSION
MEETING AGENDA**

THURSDAY, MAY 15, 2025 AT 5:30 PM

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

COMMISSION MEMBERS

**OLAF LUEVANO, VICE CHAIRPERSON
RICHARD CARLIN, COMMISSIONER
OLIVER JIMENEZ, COMMISSIONER
JOSHUA ULLOA, COMMISSIONER
ASHLEY LEPE, COMMISSIONER**

CITY STAFF

**DAVID SOSNOWSKI, DIRECTOR
VERONICA RAMIREZ, ASSISTANT RECREATION DIRECTOR
LAURIE AGUILAR, SENIOR MANAGEMENT ANALYST
LIZETTE GUERRERO, 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.1374 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 Committee/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.

RULES OF DECORUM:

Pursuant to Section 54957.95 of the Government Code, the presiding member of the legislative body conducting a meeting, or their designee, is authorized to remove, or cause the removal of, an individual for disrupting the meeting. Any such removal will be preceded by a warning to the disruptive individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to promptly cease their disruptive behavior may result in their removal.

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. DOG PARK PROJECT UPDATES

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

1. Receive and file the Dog Park Project updates; and
2. Take such additional, related, action that may be desirable.

MINUTES

2. APPROVAL OF MINUTES: APRIL 17, 2025, REGULAR PARKS AND RECREATION COMMISSION MEETING

RECOMMENDATION: Approve said Minutes as is.

STAFF COMMUNICATIONS

1. Rio Hondo River Access Project Update
2. City Park Baseball Field Grand Opening
3. Student Graduation Banner Program
4. Utility Box Beautification Program
5. Pet Vaccine Clinic
6. City Service Saturday
7. Summer Camp
8. Summer Outdoor Basketball
9. Summer Food Service Program
10. Summer Aquatics Program
11. Upcoming Special Events

COMMISSION/COMMITTEE ORALS

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

- **Olaf Luevano, Vice Chairperson**
- **Richard Carlin, Commissioner**
- **Oliver Jimenez, Commissioner**
- **Joshua Ulloa, Commissioner**

- **Ashley Lepe, Commissioner**

ADJOURNMENT

The City of Montebello Parks and Recreation Commission will adjourn to the next Regular Meeting on June 19, 2025 at 5:30 p.m. at City Hall Council Chambers located at 1600 W. Beverly Boulevard, Montebello, CA 90640.

I, Laurie Aguilar, Senior Management Analyst for the City of Montebello hereby certify that a copy of this agenda has been posted on or before Monday, May 12, 2025 at 5:30 p.m.

Laurie Aguilar

Laurie Aguilar, Senior Management Analyst



ITEM # 1

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

TO: Honorable Mayor and City Council Members

FROM: David Sosnowski, Director of Recreation and Community Services

BY: Laurie Aguilar, Management Analyst

SUBJECT: DOG PARK PROJECT UPDATES

DATE: May 15, 2025

RECOMMENDATIONS:

It is recommended that the Parks and Recreation Commission:

1. Receive and file the Dog Park Project updates; and
2. Take such additional, related, action that may be desirable.

FISCAL IMPACT:

The project is funded through the City's Fiscal Year 24-25 Capital Improvement Project Budget. The total project cost is \$695,278. The project was approved by City Council and funds were appropriated for the project on September 5, 2024.

BACKGROUND/DISCUSSION:

The Acuña Park Dog Park will be the City of Montebello's first dog park and will provide an enclosed area for dogs to exercise, socialize, and play off-leash under the supervision of their respective owners. The new dog park will provide approximately 0.75 acres of enclosed space and will be located behind the Recreation Office, adjacent to existing restrooms and picnic areas. The project will feature a double-gated entry, small and large dog areas, benches, dog waste stations, a water station, shade, and dog park furnishings. Additionally, the project includes landscape improvements, irrigation installation, low-level lighting, and an American with Disabilities Act (ADA) accessible concrete pathway.

The City's Parks Master Plan identifies Acuña Park as an ideal location for the development of a dog park due to the available open space and proximity to cohesive

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amenities. The project meets the growing interest among the community for dog parks. The community has expressed interest in a dog park as a desired amenity through public outreach efforts completed as a part of the Parks Master Plan development process in 2020 and 2021. Additional outreach was done in May of 2024 in the form of community meetings.

The City recently adopted a new ordinance to add a new chapter to the Montebello Municipal Code that addresses the use of dog parks within the City. The new chapter will aim to provide a positive experience for dog park users. It includes designated hours of operation, regulation, signage requirements, violation penalties, and the power of park employees to enforce violations.

Project construction is ongoing. The groundbreaking ceremony was held on December 4, 2024. The project experienced delays due to heavy rains in January and February. Delays were also due to easement restrictions from Montebello Land and Water Company. The City was required to submit plans and receive approval for the project which was completed on February 27, 2025. Currently, grading is being completed and amenities will soon be installed. Potholing and liner installation have been completed as per Montebello Land and Water specifications. Additionally, the water lines and french drain have been installed for drinking fountains. The anticipated opening date for the project is late June 2025.

ENVIRONMENTAL:

ANALYSIS:

N/A

SUMMARY:

It is recommended that the Parks and Recreation Commission receive and file the Dog Park Project updates.

ATTACHMENT(S)

None



**APPROVAL OF MINUTES: APRIL 17, 2025, REGULAR PARKS AND RECREATION
COMMISSION MEETING**



CITY OF MONTEBELLO
REGULAR PARKS AND RECREATION MEETING

MINUTES

THURSDAY, APRIL 17, 2025 AT 5:30 P.M.

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

OPENING CEREMONIES

CALL TO ORDER – Vice Chairperson Luevano called the meeting to order at 5:32 p.m.

ROLL CALL – Members present were Vice Chairperson Olaf Luevano, Commissioner Jimenez, and Commissioner Lepe. Commissioner Carlin and Commissioner Ulloa were absent.

STAFF PRESENT – Director of Recreation and Community Services David Sosnowski, Assistant Director Veronica Ramirez and Management Analyst Lizette Guerrero.

PLEDGE OF ALLEGIANCE – Commissioner Jimenez

CORRECTIONS TO THE AGENDA – DIRECTOR – none.

PUBLIC COMMENTS – none.

MINUTES

1. APPROVAL OF MINUTES: MARCH 20, 2025, REGULAR PARKS AND RECREATION COMMISSION MEETING

RECOMMENDATION: It is recommended that the Parks and Recreation Commission approve minutes.

Vice Chairperson motioned to approve the item, seconded by Commissioner Jimenez. The motion was approved unanimously.

COMMISSION ORALS

1. **Vice Chairperson Luevano** – welcomed Commissioner Lepe and expressed his gratitude for the Parks and Recreation Department for all their hard work and dedication in organizing special events for the community.
2. **Commissioner Carlin** – absent.
3. **Commissioner Ulloa** – absent.
4. **Commissioner Jimenez** – none.
5. **Commissioner Lepe** – gave introduction and expressed excitement to be on the Commission.

STAFF ORALS

Director of Recreation David Sosnowski shared updates on current projects including the City Park Baseball Field Project, Rio Hondo River Access Project, and Dog Park Municipal Code. Additionally, Assistant Director Veronica Ramierz shared updates on Community Clean-up Day, Pet Vaccine Clinic, Youth Soccer, Aquatics Programs, Summer Food Service Program and upcoming Special Events.

ADJOURNMENT

Vice Chairperson Luevano motioned to adjourn the meeting, at 5:47 p.m.

THE MINUTES OF APRIL 17, 2025 ARE HEREBY APPROVED AND ADOPTED ON THIS 15TH DAY OF MAY 2025.

Lizette Guerrero

Lizette Guerrero, Management Analyst