



**PARKS & RECREATION COMMISSION
MEETING AGENDA**

THURSDAY, JULY 17, 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 DIRECTOR
LAURIE AGUILAR, SENIOR MANAGEMENT ANALYST
LIZETTE GUERRERO, MANAGEMENT ANALYST**

NOTICES

This Commission 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.

CONSENT ITEM(S)

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 AD HOC COMMITTEE MEMBERS

RECOMMENDATION: It is recommended that the Parks and Recreation Commission review and take action to fill Ad Hoc Committee assignments as described below.

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

MINUTES

3. APPROVAL OF MINUTES: MAY 15, 2025 REGULAR PARKS AND RECREATION COMMISSION MEETING

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

STAFF COMMUNICATIONS

1. Rio Hondo River Access Project Update
2. Dog Park Grand Opening
3. Police Department's Park Bureau
4. Land Water Conservation Grant Application- City Park
5. Summer Concerts at the Park

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6. Downtown Street Fest
 7. Aquatics Programs
 8. Summer Food Service Program
 9. Youth Sports

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 August 21, 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 July 14, 2025 at 5:30 p.m.

Laurie Aguilar

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 CHAIRPERSON AND VICE CHAIRPERSON
DATE: July 17, 2025

RECOMMENDATION(S):

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

FISCAL IMPACT:

There is no fiscal impact to the selection of Chairperson and Vice Chairperson.

BACKGROUND/DISCUSSION:

The Montebello Municipal Code requires reorganization of the Parks and Recreation Commission on a yearly basis. The Chairperson and Vice Chairperson will assist staff with facilitation, coordination, and communication of the Parks and Recreation Commission. The designee serving these roles should seek to develop an understanding of the overall goals of the Commission and Recreation and Community Services Department. The Chairperson will be responsible for leading the Parks and Recreation Commission meetings and the Vice Chairperson will step in to serve as the Commission Chairperson as needed.

ANALYSIS:

N/A

SUMMARY:

**PARKS & RECREATION COMMISSION AGENDA REPORT - MEETING OF JULY 17,
2025**

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The Parks and Recreation Commission will nominate and vote for Chairperson and Vice Chairperson.

ATTACHMENT(S)

None



ITEM # 2

**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: July 17, 2025

RECOMMENDATION(S):

It is recommended that the Parks and Recreation Commission review and take action to fill Ad Hoc Committee assignments as described below.

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

FISCAL IMPACT:

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There is no fiscal impact.

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 two vacancies in the Golf Committee, two vacancies in the Programs Committee, and two vacancies in the Special Events 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. Duties include making recommendations for the Utility Box Beautification Program.

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

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

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

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

ANALYSIS:

N/A

SUMMARY:

It is recommended that the Parks and Recreation Commission review and take action to fill Parks and Recreation Commission Ad Hoc Committees.

ATTACHMENT(S)

None



**APPROVAL OF MINUTES: MAY 15, 2025, REGULAR PARKS AND RECREATION
COMMISSION MEETING**



CITY OF MONTEBELLO
REGULAR PARKS AND RECREATION COMMISSION MEETING

MINUTES

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

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

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

PLEDGE OF ALLEGIANCE – Commissioner Jimenez

CORRECTIONS TO THE AGENDA – DIRECTOR – none.

PUBLIC COMMENTS – none.

MINUTES

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

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

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

COMMISSION ORALS

1. **Vice Chairperson Luevano** – extended an invitation to the community to attend the Fire Service Day event at Fire Station 55 in support of our local Fire Department.
2. **Commissioner Carlin** – none.
3. **Commissioner Ulloa** – brought attention to the community feedback received at budget forums which demonstrated park beautification as a top priority.
4. **Commissioner Jimenez** – expressed his interest in seeing Taylor Ranch Park included in the future City Service Saturdays to ensure the community benefits from available City resources and services.
5. **Commissioner Lepe** – absent.

STAFF ORALS

Director of Recreation David Sosnowski shared updates on current projects including the City Park Baseball Field Grand Opening, Rio Hondo River Access Project, Student Graduation Banner program, and Utility Box Beautification Program. Additionally, Assistant Director Veronica Ramierz shared updates on City Service Saturday, Pet Vaccine Clinic, Summer Camp, Summer Food Service Program, Aquatics Programs, Summer Food Service Program and upcoming Special Events.

ADJOURNMENT

Vice Chairperson Luevano motioned to adjourn the meeting, at 5:58 p.m.

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

Lizette Guerrero

Lizette Guerrero, Management Analyst