



**CITY OF MONTEBELLO  
ADMINISTRATION**

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**MEMORANDUM**

DATE: November 27, 2019  
TO: Honorable Mayor and City Council  
FROM: René Bobadilla, City Manager  
RE: City Council Newsletter

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1. Events Calendar
2. Community Development
3. Fire
4. Police Department
5. Public Works
6. Recreation and Community Services

RB/AV



## EVENTS CALENDAR 2019

DATE	TIME	EVENT	LOCATION	ORIGINATING DEPT.
11/27/19	<b>CITY COUNCIL MEETING - CANCELLED</b>			
11/28/19	<b>THANKSGIVING DAY – CITY HALL CLOSED</b>			
11/29/19	<b>DAY AFTER THANKSGIVING – CITY HALL CLOSED</b>			
<b>DECEMBER</b>				
12/01/19	5:00 p.m.	Tree Lighting Ceremony	City Hall 1600 W. Beverly Boulevard	Recreation Staff: David Sosnowski
12/03/19	6:30 p.m.	Planning Commission Meeting	City Hall Council Chambers 1600 W. Beverly Boulevard	Planning Department Staff: Matthew Feske
12/04/19	6:30 p.m.	Coffee with Councilman David Torres	Balrog Coffee 137 N. Montebello Boulevard	Councilman David Torres
12/04/19	6:00 p.m.	Traffic & Safety Commission	City Hall Council Chamber 1600 W. Beverly Boulevard	Public Works Staff: Danilo Batson
12/04/19	11:00 a.m.	Lunch with the Police Chief & Toy Drive	The Ark Montebello 931 South Maple	Police Department Staff: Scott Howard
12/07/19	8:00 a.m.	Firefighters Pancake Breakfast Spark of Love Toy Drive	Fire Station 55 600 N. Montebello Boulevard	Fire Department Staff: Battalion Chief Wilkes

<b>DATE</b>	<b>TIME</b>	<b>EVENT</b>	<b>LOCATION</b>	<b>ORIGINATING DEPT.</b>
12/07/19	11:00 a.m.	Snow in the Park	City Park 1301 W. Whittier Boulevard	Recreation Staff: David Sosnowski
<b>DECEMBER (cont'd)</b>				
12/08/19	8:30 a.m.	Pick & Stroll with Councilmember David Torres	TBD	Councilman David Torres
12/10/19	4:30 p.m.	Youth Commission Meeting	City Hall Council Chambers 1600 W. Beverly Boulevard	Recreation Staff: David Sosnowski
12/17/19	<b>CITY HALL CLOSED AT 2 P.M</b>			
12/17/19	6:30 p.m.	Planning Commission Meeting	City Hall Council Chambers 1600 W. Beverly Boulevard	Planning Staff: Matthew Feske
12/18/19	11:30 a.m.	Golf Commission Meeting	City Hall Council Chambers 1600 W. Beverly Boulevard	Recreation Staff: David Sosnowski
12/18/19	Approval of Plans & Specifications for Arroyo Drive Improvement Project & Advertise for Bids			Public Works Staff: Danilo Batson
12/18/19	Notice of Completion for Montebello Way HSIP Project			Public Works Staff: Danilo Batson
12/18/19	6:30 p.m.	Coffee with Councilman David Torres	Balrog Coffee 137 N. Montebello Boulevard	Councilman David Torres
12/19/19	5:30 p.m.	Culture & Recreation Commission Meeting	City Hall Council Chambers 1600 W. Beverly Boulevard	Recreation Staff: David Sosnowski
12/24/19	9:00 a.m.	Christmas at the Cannon Food Distribution	Quiet Cannon 901 Via San Clemente	Quiet Cannon
12/24/19	<b>CHRISTMAS EVE – CITY HALL CLOSED</b>			
12/25/19	<b>CHRISTMAS DAY – CITY HALL CLOSED</b>			
12/25/19	<b>CITY COUNCIL MEETING - CANCELLED</b>			

DATE	TIME	EVENT	LOCATION	ORIGINATING DEPT.
<b>JANUARY</b>				
01/01/19	<b>NEW YEAR'S DAY – CITY HALL CLOSED</b>			
01/06/19	The California Department of Transportation (Caltrans) to close I-710 Washington Blvd. Ramps for Five Months for Road Resurfacing and Bridge Widening Project.		Northbound I-710 Washington Blvd. off-ramp and Southbound I-710 Washington Blvd. on-ramp	California Department of Transportation (Caltrans)
01/07/19	6:30 p.m.	Planning Commission Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Community Development Staff: Manuel Mancha
01/08/19	Notice of Completion for Beverly & Wilcox Concrete Intersection Project			Public Works Staff: Danilo Batson
01/08/19	5:30 p.m.	City Council Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Administration City Council & Staff
01/14/19	4:30 p.m.	Youth Commission Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Recreation Staff: David Sosnowski
01/15/19	6:30 p.m.	Golf Commission Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Recreation Staff: David Sosnowski
01/16/19	5:00 p.m.	Culture & Recreation Commission Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Recreation Staff: David Sosnowski
01/21/19	6:30 p.m.	Planning Commission Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Community Development Staff: Manuel Mancha
01/22/19	5:30 p.m.	City Council Meeting	City Hall Council Chambers 1600 West Beverly Boulevard	Administration City Council & Staff

## **COMMUNITY DEVELOPMENT**

### **NOTABLE PROJECTS**

#### **PLANNING**

Planning Applications: 2

- Planning Commission November 22, 2019
  - Montebello Hills Specific Plan Project B-Map-Phase A to allow 349 units and a recreational facility.
  - Zone Code Amendment regarding electric fence permit applicant request.
  - Conditional Use Permit to allow indoor cannabis manufacturing, distribution, and non-store delivery for 7733 Telegraph Road.

#### **CODE ENFORCEMENT**

Open Cases: 385

#### **BUILDING AND SAFETY DIVISION**

Permits Issued: 184 (\$76,887.32) - Permit fee only, no plan check fees included

Inspections Conducted: 200

#### **SIGNIFICANT PROJECTS**

- The Montebello Hills Specific Plan B-Map-Phase A was heard by the Planning Commission and received unanimous approval to move forward to City Council for final action.

## **FIRE**

### **NOTABLE EVENTS**

The Annual Montebello Firefighter Pancake Breakfast will be held on Saturday, December 7, 2019 for the Spark of Love Toy Drive. The Fire Department is currently accepting unwrapped gifts from now until December 24, 2019 at all three of our Fire Stations. Please view flyer for more information.

Persons with general questions and information can call or text the media and information line at (323) 767-6519. This number is available 24 hours a day for incident and general information regarding the Montebello Fire Department. Anyone with media inquiries and general questions can speak to a live person either by text or voice call. Email is also accepted at [fireinfo@cityofmontebello.com](mailto:fireinfo@cityofmontebello.com).

From the entire Montebello Fire Department, we want to wish everyone a safe and Happy Thanksgiving!

# MONTEBELLO FIREFIGHTERS 2019 PANGAKE BREAKFAST

COME SUPPORT OUR  
SPARK OF LOVE TOY DRIVE

**FIRE STATION 55**  
600 N MONTEBELLO BLVD



DECEMBER 7TH  
8am - 11am



ADMISSION:  
ADULTS \$5  
CHILDREN \$3  
OR BRING A TOY DONATION

Made with PosterMyWall.com

## POLICE

### NOTABLE INCIDENTS

#### **November 22, 2019 – Outside Agency Assist**

Monterey Park Police Department requested assistance in handling calls for service within their city. Monterey Park Officers were busy investigating an assault with a deadly weapon incident. Two Montebello Police units were assigned to Monterey Park between 2140-2300 hours.

## PUBLIC WORKS

### NOTABLE PROJECTS

**VARIOUS STREET IMPROVEMENTS (CP No. 873)** – The project calls for various street and sidewalk improvements, including planting parkway trees on the following streets: Beverly Terrace (Maple Avenue to Easterly End Cul-de-Sac), Hay Street

(Garfield to Southerly City Limit), Los Amigos Avenue (Weimar Way to Las Flores Avenue), and Oakwood Avenue (Montebello Boulevard to Spruce Street). On August 28, 2019, the City Council awarded the construction contract to Sequel Contractors, Inc. The contractor distributed notices and posted the areas. As of November 19, 2019 concrete improvements have been completed. Street paving operations are scheduled to begin the week of December 2, 2019, as weather permits.

**STREET AND INTERSECTION PAVEMENT REHABILITATION (CP No. 872) –** The project calls for various street and intersection pavement rehabilitation and sidewalk improvements, on the following streets: Weimar Way (Avenida De La Merced to Los Amigos Avenue), Madison Avenue (Taylor Avenue to 12<sup>th</sup> Street), Holger Drive (Victoria Avenue to Forbes Avenue), and Via Campo at Vail Intersection. On August 28, 2019, the City Council awarded the construction contract to Sequel Contractors, Inc. The contractor distributed notices and posted the areas. As of November 19, 2019 concrete improvements have been completed. Street paving operations are scheduled to begin the week of December 2, 2019, as weather permits.

**CITYWIDE CONCRETE REPAIRS –** The work will include the repair of concrete and pavement areas that are damaged or lifted. Certain trees that are causing damage will be root pruned. Trees that cannot be root pruned will be removed. There are 70+ locations on this project, which will help reduce the City's sidewalk repair backlog. Saw cutting of concrete areas are still underway in certain areas. Residents immediately adjacent to repair locations have been notified by the contractor in advance of the work. All proposed repairs have been completed. The contractor is currently working on punch list items (or correction items).

**MONTEBELLO BLVD BIKE LANE AND SIDEWALK ACTIVE TRANSPORTATION PROJECT (ATP) GRANT PROJECT –** Work on this project began with the mobilization and concrete improvements (sidewalks, curb & gutters, ADA ramps, etc.) on the west side of the project. Starting with the improvements on the west side will allow The Toll Brothers/Sentinel Peak to secure a final amended Biological Opinion from U.S. Fish & Wildlife Services regarding work on the east side of the project near the wildlife conservation area. The City and contractor are working with various utilities on their respective plans/ proposed improvements in the public right-of-way. On Wednesday, October 30, 2019, Fish & Wildlife issued a letter allowing the City to proceed with proposed improvements on the eastside of Montebello Blvd adjacent to the conservation area pending additional review of a few project items. On Wednesday, November 13, 2019, the contractor remobilized to the area to continue with the proposed street improvements. In order to improve traffic flow through the construction area, the City asked the contractor to perform the following measures: 1) temporary pavement striping of two lanes of travel in each direction and 2) adjust the traffic signal timing at several locations to reduce traffic congestion. However, motorists should still expect some delays during construction as workers, equipment and material deliveries are still common in the construction area. The City and contractor are meeting on a weekly basis to review work progress and coordinate with impacted utilities.

**ARROYO DRIVE STREET IMPROVEMENTS (CP No. 873) –** The project calls for street and sidewalk improvements on Arroyo Drive between Astra Drive and Rose Glen, including new sidewalk, curb & gutter and storm drain on the north side of Arroyo Drive

(between Paramount Blvd to Rose Glen), pavement restriping, adjustment of sewer manholes, ADA ramps, etc. On December 18, 2019, the City Council will consider approval of the Plans & Specifications and authorizing issuance of notice inviting bids, per the City's Capital Improvement Program.



**TRAFFIC & SAFETY COMMISSION** – The Traffic and Safety Commission meeting scheduled for Wednesday, December 4, 2019 has been cancelled due to lack of business.

**IMPORTANT MESSAGE FROM SCE** – See below



Over the next few weeks, Southern California Edison will be in your area conducting aerial inspections of electric equipment, including the use of drones. These inspections are important to ensure equipment is operating safely and lines are clear, keeping the community safe and to reduce the increasing threat of wildfires. The amount of time it takes to conduct the aerial inspections varies. We thank you for your patience and understanding, and of course, for your support. To keep you informed, please log in to [www.sce.com/outagealerts](http://www.sce.com/outagealerts) and update your contact information today.

*Thank You,*



**City of Montebello E-Waste Recycling Event** – The next E-Waste Recycling Event is scheduled for:

Saturday, December 14, 2019

Sunday, December 15, 2019

(City Hall front parking lot – 9:00am – 4:00pm)

## **RECREATION & COMMUNITY SERVICES**

### **NOTABLE EVENTS**

**City Facility Closures** - All park facilities and programs are canceled for the Thanksgiving Holiday on Thursday, November 28 and Friday, November 29. Parks will be open to the public during normal hours at 6:00 a.m. and restrooms will be closed by 8:00 p.m. at all parks on these two days.

Childcare sites will be closed the week of November 25 – 29, per Montebello Unified School District. The Recreation Department will be providing childcare under the non-instructional day category from November 25 – 27 at Fremont Elementary School. The rate is \$30 per child per day.

**Tree Lighting** - This year's tree lighting ceremony will be taking place on Sunday, December 1 from 5:00 to 7:30 p.m. The event will feature a special visit by Santa Claus, holiday craft and cookie decorating stations, carolers, mariachis and more.

**Snow in the Park** - The Annual Snow in the Park event will take place on Saturday, December 7 at Montebello City Park from 11:00 a.m. to 3:00 p.m. This annual event includes snow slides, kiddy snow play area, face painting, jumpers, raffle prizes, live music, vendors and more. The Wise Guys will be performing this year at the event.

### **Building Division**

The Building Division is currently working on several repair and maintenance projects for the Police Department including lighting, flooring and replacing exterior awnings.

Additionally, the Building Division is meeting with contractors to schedule work at City Hall during the two week closure for the holiday season. This work includes painting, reconfiguring of office spaces in the East Wing and carpet replacement as well as technology upgrades in the East Conference Room. The Building Maintenance crew is currently demolishing desks and partitions the future Administration office.

The Building crew continues to make minor roof repairs in preparation for the upcoming rainy season and is currently soliciting estimates to expedite needed roof repairs at City Hall.

### **Golf Division**

The Golf Course remains open for its regularly scheduled hours until further notice. In the past, the Golf Course had to close due to heavy rains.

### **Recreation Division**

**Youth Sports Programs** - The current season of the youth flag football program is almost through the regular season with the program concluding in December.

The 2020 Youth Basketball Program registration began on November 25, 2019 and will continue until January 2, 2020 at the Cathy Hensel Youth Center. Registration is available online or in-person Monday through Friday from 3:30 p.m. – 9:00 p.m. The registration fee is \$60 which includes 9 guaranteed games. This annual program registers between 350 and 400 youth ages 3 to 17 and is offered at City Park, Reggie Rodriguez and Holifield Park.

**Winter Camp Program** - The annual Winter Camp program begins December 23 and runs through January 10. The camp is set up in three one-week sessions. Each weekly session is \$100 per child. The program is open to youth ages 5 to 12 and takes place at the City owned bungalow at Fremont Elementary school. Registration is currently underway.

**Senior Center Programs** – The Senior Center will be hosting the following events as a part of its regular programming:

- Tuesday, December 3 from 10:30 a.m. – Free Depression Presentation
- Wednesday, December 10 from 10:30 a.m. – 11:30 a.m. – Free Salsa Lesson presented by Stella Insurance
- Monday, December 16 from 11:00 a.m. – 2:00 p.m. – Christmas Potluck sponsored by Supervisor Hilda Solis
- Every Wednesday from 8:00 a.m. – 9:30 a.m. – Free Zumba Gold class

### **Golf Commission**

The Golf Commission met on November 20, 2019 at the Quiet Cannon. At this meeting, the Golf Commission elected to move the start time of meetings from 11:30 a.m. to 6:30 p.m. beginning in January.

On Wednesday, December 18, 2019 the Golf Commission will meet at their regularly scheduled time of 11:30 a.m. in the Council Chambers. The first scheduled meeting of the new year will be January, 15, 2020 at 6:30 p.m. in the Council Chambers.

### **Culture and Recreation Commission**

The Culture and Recreation Commission is still pursuing sponsors for the dog waste station program. For \$350, local vendors will be sponsoring 1 of the 14 desired dog waste stations. In turn, a small placard will be placed on the post commemorating their donation. The first dog waste station will be installed at Acuna Park.

The next scheduled Commission meeting will take place on Thursday, December 19, 2019 at 5:30 p.m. in the City Council Chambers.

### **Taylor Ranch Greenspace Project**

Bids for the construction of the Taylor Ranch Greenspace Project are due on Monday, December 9. Staff plan to take a recommendation for the award of a construction contract to the City Council in December depending on the outcome of the bid process.

### **Park Facilities Master Plan**

Bids for the development of a comprehensive Parks Facilities Master Plan are due on Wednesday, December 4. Staff plan to take a recommendation for the award of a contract to the City Council in December depending on the outcome of the bid process.