

Minutes for the Parks, Recreation and Human Services Commission

1 Civic Center Circle, Brea, California 92821

February 26, 2025

Roll Call: *(The following members were in attendance)*

- **Bill Higgins**, Parks, Recreation and Human Services Commissioner
- **Eric Mason**, Parks, Recreation and Human Services Commissioner
- **Gill Realon**, Parks, Recreation and Human Services Commissioner
- **Irene Rifilato**, Parks, Recreation and Human Services Commissioner
- **Janet Son**, Parks, Recreation and Human Services Commissioner

1. Call to Order

Chair Higgins called the meeting to order at 5:32 pm.

2. Pledge of Allegiance

Chair Higgins led the Pledge of Allegiance.

3. Invocation

Chair Higgins asked for a moment of silence for those in need.

4. Informational

4A. Student Advisory Board

Community Services Specialist Jazmine Serna introduced three students who provided updates on recent activities.

5. Matters from the Audience

Bill McMillan shared several updates:

- **Home Depot Partnership:** Home Depot is partnering with Friends of the Tracks at Brea to support ongoing projects.
- **No Limits Learning Collaboration:** A local school, No Limits Learning, has been bringing students to the tracks every Wednesday (weather permitting) to assist with manual labor tasks such as trash pickup and maintenance.
- **Go Serve Brea Participation:** His group plans to take part in Go Serve Brea and is currently developing a wish list for projects.

- **Tree Maintenance Concerns:** Bill has identified trees along the Tracks at Brea that need trimming and is unsure whether they are on city-owned or private property.
- **OTS Grant Application:** Bill has been working with Deputy Director Sean Matlock and the Office of Traffic Safety (OTS) to apply for a grant that would fund educational safety events.
- **Western Extension Efforts:** His group is eager to see the western extension of the tracks completed and is seeking guidance on how they can contribute to this effort.
- **Donations via PayPal:** Friends of the Tracks at Brea now accepts donations through PayPal.

Beth Riley addressed the commission, expressing her gratitude to Eric Aulls and Sean Matlock for their recent meeting. She announced that Little League Opening Day is scheduled for this coming Saturday and extended an invitation to the Commission to attend.

6. School District Representative

Chair Higgins noted the absence of representation from the school district and inquired about the outcome of the Brea 8K. Deputy Director Sean Matlock responded that he would provide an update at the next meeting.

7. Correspondence - Staff

7A. Correspondence

Deputy Director Sean Matlock reviewed the comment cards that were received.

8. Action

8A. Commission Reorganization

Commissioner Realon nominated Vice Chair Rifilato for the position of Chair, with Commissioner Mason seconding the nomination. Hearing no other nominations, a vote was taken.

Motion passed 5-0

Ayes: Higgins, Rifilato, Mason, Realon, Son

Nays: None.

Commissioner Higgins nominated Commissioner Mason to be Vice Chair, seconded by Chair Rifilato. Hearing no other nominations, a vote was taken.

Motion passed 5-0

Ayes: Higgins, Rifilato, Mason, Realon, Son

Nays: None.

8B. Approval of Minutes

Chair Higgins made a motion to approve the minutes, seconded by Commissioner Son.

Motion passed 5-0

Ayes: Higgins, Rifilato, Mason, Realon, Son

Nays: None.

9. Discussion

9A. E-Bikes Ordinance Update

Police Chief Adam Hawley provided a presentation on the E-Bike Ordinance.

Commissioner Realon inquired about the biggest challenges the Police Department is facing regarding E-bikes and similar devices.

- The Police Chief stated that the most significant concerns are in private off-street parking facilities and city parking structures.
- Regarding transit routes, the chief mentioned collaboration with Public Works on a grant to improve transit routes to the junior high and enhance safety.
- The Police Chief also confirmed that E-bikes and similar devices are not permitted on city sidewalks.

9B. Camping / Property Storage Ordinance Update

Police Chief Adam Hawley provided a presentation of the Camping/Property Storage Ordinance.

Commissioner Realon inquired about the Police Department's involvement with local churches, mentioning his work with Saint Angela Merici Catholic Church. The commission also raised questions regarding homelessness, the Hope Center, and the North Orange County Public Safety Collaborative.

9C. PRESENTATION - Summary of Brea's Holistic Approach to Homelessness

Executive Director Soo Kang delivered a presentation on Brea's comprehensive strategy for addressing homelessness.

Community Services Supervisor Damian Fonseca provided an update on his outreach initiatives, highlighting efforts to assist individuals in transitioning off the streets.

Brea Resource Center Supervisor Jaime Espitia outlined the center's prevention strategies aimed at supporting those at risk of homelessness.

Commissioner Realon inquired whether St. Angela Merici Catholic Church is part of the Brea Ministerial Association. Chief Hawley clarified that they are not but expressed a desire for a more unified approach.

Commissioner Son commended the team for their dedication to supporting both the unhoused community and those at risk.

9D. Brea Parks and Trails Updates

Deputy Director Sean Matlock provided an update on Country Hills, noting that staff had received an email from a resident expressing concerns about park needs. He stated that priorities will be evaluated based on a 2017 assessment and mentioned that the park operates under a joint-use agreement with the Brea Olinda Unified School District. Commissioner Realon requested to review the email from the community member.

Deputy Director Matlock also provided an update on Tamarack Park, stating that fixed asset replacement projects have been placed on hold and will be reassessed following budget workshops later this spring. He confirmed that there will be no impact on Brea Girls Softball at this time.

Community Services Manager Jenn Colacion shared photos and an update on Arovista Park's progress. Commissioner Realon asked whether the park's opening remains on schedule for the fall, and Jenn confirmed that it is still on track.

9E. Ad Hoc Committee and Park Ambassador Appointments

After a brief discussion, it was decided to continue this item to the next meeting on March 26, 2025.

10. Information Memorandum

10A. Information Memorandum

Public Works Supervisor Edgar Esparza provided updates on various park and facility improvements:

- At Brea Creek Golf Course, poles have been installed to prevent errant balls from reaching the skate park and Arovista Park.
- The restroom at Birch Hills Golf Course (Hole 9) has been freshly painted and received minor renovations.
- A drinking fountain from Arovista Park has been repurposed for use at the Olinda Oil Museum.
- Deputy Director Sean Matlock reported that benches have been installed at every hole at Brea Creek Golf Course.
- Soil from the netting project has been repurposed at City Hall Park to cover exposed roots and has since been reseeded to promote grass growth.

Public Works Supervisor Edgar Esparza also shared photos of turf deficiencies previously brought up during public comments at the last meeting. He confirmed that the affected areas have been overseeded and are now growing in. Additionally, two other concerns raised at the last meeting—brush along the Tracks at Brea and the Caltrans project—have been addressed.

Deputy Director Sean Matlock provided an update on funding efforts for the western extension of the Tracks at Brea. He and Director Carrie Hernandez recently met with Orange County Supervisor Doug Chaffee regarding potential funding. They will present an update to the City Council during a closed session meeting next week.

Community Services Supervisor for Special Events, Kristin Steyerman, provided an update to the Commission on recent Sister City visits and upcoming events, including the Spring Boutique, Pet Expo, and Go Serve Brea.

11. Reports

11A. Park Ambassadors

Chair Rifilato noted that her Arovista Park report was unnecessary, as the earlier staff report had already reported on it and it included pictures.

Commissioner Bill Higgins observed that the Sports park appeared to have been heavily used recently.

11B. Golf Course Ambassadors

Vice Chair Mason inquired whether the ninth hole at Brea Creek Golf Course was scheduled for repairs.

11C. Art in Public Places Committee - Rifilato

Chair Rifilato mentioned there is an upcoming meeting April.

11D. User Groups - Higgins

No updates.

11E. Public Works - Esparza

Public Works Supervisor Edgar Esparza reported that staff is preparing the fields for Little League Opening Day this coming weekend.

11F. F. General Plan Steering Committee - Rifilato

No updates.

12. Adjournment

Community Services Director Carrie Hernandez informed the commission that staff is currently preparing for a two-year budget cycle, with early indicators pointing to a potential shortfall.

Chair Rifilato adjourned the meeting at 7:49 pm.

The foregoing minutes are hereby approved

This 25th day of March, 2025:



Carrie Hernandez, Community Services Director