

Minutes for the Parks, Recreation and Human Services Commission

1 Civic Center Circle

Brea, California 92821

July 23, 2025

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

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

Absent:

- **Janet Son**, Parks, Recreation and Human Services Commissioner

1. General Session

1.A. Call to Order

Chair Rifilato called the meeting to order at 5:34 pm.

1.B. Pledge of Allegiance

Chair Rifilato led the Pledge of Allegiance.

1.C. Invocation

Chair Rifilato shared some quotes from John Muir for reflection.

1.D. School Board Representative

There was not a representative present to provide updates.

1.E. Matters from the Audience

None.

2. Action

2.A. Approval of Minutes

A correction was pointed out by Commissioner Realon who then made a motion to approve which was seconded by Commissioner Higgins.

Motion passed 3-0-2.

Ayes: Rifilato, Higgins, Realon

Nays: None

Absent: Mason, Son

(Vice Chair Mason arrived after the Vote on this item.)

3. Discussion

3.A. Brea Parks and Trails Update

Community Services Update:

Community Services Manager Jenn Colacion shared updated photos of the Arovista Park renovation, showcasing progress on the playground areas and retaining walls. She noted that the project timeline has been extended into early next year due to slower-than-anticipated construction progress.

Deputy Director Sean Matlock reported on the recent park visits that he completed with Chair Rifilato and Commissioner Son and offered to schedule visits with any Commissioners that would like to do the same ahead of the annual Goal Setting Exercise scheduled for the August meeting. He also announced plans to coordinate site visits for City Council and Commissioners in August. He emphasized the value of these visits to better understand the unique conditions and needs of each park. He also reminded the Commission that if any members are unable to attend scheduled site visits, they are welcome to visit the parks independently and use the provided forms to document any concerns or observations.

Public Works Update:

Public Works Manager Eric Aulls provided an update on playground inspections at Country Hills and Greenbriar Parks, which included drop tests and sand tilling. In response to a question from Commissioner Higgins about the testing process, Aulls described the use of a rubberized paint product to improve playground surfaces.

Additional discussion followed regarding community feedback on playground equipment and the importance of routine maintenance. Aulls addressed the ongoing challenges of delineating maintenance boundaries between the City and local homeowners associations and noted that a local painting contractor is being used for repairs to playground platforms.

4. Reports

4.A. Park Ambassadors

No reports or updates.

4.B. Golf Course Ambassadors-

Deputy Director Sean Matlock provided an update for the upcoming visits for the golf course ambassadors. He also mentioned the tee alignment project at Birch Hills Golf Course is in progress.

4.C. Art in Public Places Committee

No updates on the Committee but Community Services Manager Jenn Colacion shared information about the 50th Anniversary exhibit of the Art in Public Places Program opening at the Gallery this coming weekend and invited the Commission to attend.

4.D. User Groups -

No updates.

4.E. General Plan Steering Committee

No updates.

5. Informational

5.A. Correspondence

Staff addressed a recent concern raised by a family regarding chlorine levels at the Plunge. It was noted as an isolated incident, with no similar reports from other patrons. Staff acknowledged that such reactions may sometimes be due to individual sensitivities or allergies. Appreciation was expressed for Eric's team, who responded promptly by conducting thorough testing to ensure the facility was operating safely and within appropriate standards.

5.B. Public Works Update

Public Works Manager Eric Aulls shared several park maintenance updates: a truckload of new sand will be blended into existing playground areas; mulch made from tree clippings will be spread at various park sites starting with the Olinda Oil Museum and Trail to help retain moisture and reduce weed growth; and City-owned sprinklers may need to be temporarily activated to determine maintenance responsibility when it's unclear whether an issue falls under City or HOA jurisdiction.

5.C. Information Memorandum/Staff Updates

Staff shared the updated Information Memorandum prepared for the Cultural Arts Commission and proposed revising the Commission's own version to reflect similar improvements. They asked the Commission for input on what information and data would be most useful to include going forward.

Commissioner Realon recommended replacing the term "unknown" with "to be determined" in the Golf Course table to improve clarity. Chair Rifilato expressed appreciation for the new layout and storytelling format, noting that she particularly enjoys seeing the data visualized. He also inquired about revenue reporting for the Plunge and supported the idea of including revenue figures in future updates.

A suggestion was made to create a visually engaging display—potentially in a high-traffic community space like the entrance to the library—highlighting upcoming events such as those at the Curtis Theatre. The display could include a QR code, allowing community members to easily access additional information or subscribe to future events using their smartphones. This approach would reduce barriers to participation by eliminating the need to manually enter web addresses. It was noted that including key data, such as attendance or ticket sales, can help the public better understand the impact and popularity of these programs.

Community Services Supervisor Kristin Steyermaier gave a recap of the Country Fair. She thanked Chair Rifilato for emceeding the Country Fair and mentioned what a fantastic job she did. She also highlighted the upcoming Brea Fest event and encouraged the Commission to help identify and recruit additional restaurant participants.

5.D. Commissioner Requests

No requests.

6. Adjournment

Chair Rifilato adjourned the meeting at 6:28 pm.

The foregoing minutes are hereby approved

This 27th day of August, 2025:



Carrie Hernandez, Community Services Director