

Minutes for the Parks, Recreation and Human Services Commission

1 Civic Center Circle

Brea, California 92821

August 27, 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
- **Gill Realon**, Parks, Recreation and Human Services Commissioner
- **Janet Son**, Parks, Recreation and Human Services Commissioner

Absent:

- **Bill Higgins**, Parks, Recreation and Human Services Commissioner

1. General Session

1.A. Call to Order

Vice Chair Mason called the meeting to order 5:30 pm.

1.B. Pledge of Allegiance -

Vice Chair Mason led the Pledge of Allegiance.

1.C. Invocation

Vice Chair Mason asked for a moment of silence.

1.D. Student Advisory Board

No updates.

1.E. School Board Representative

Amber Gonzalez Duong from the Brea Olinda School District announced the successful sale of Bond Series A, which received 12 bidders and generated net proceeds of \$39.6 million. She also provided an update on the various school improvement projects completed during the summer break.

1.F. Matters from the Audience-

None.

2. Action

2.A. Approval of Minutes

Commissioner Realon made a motion to approve, seconded by Commissioner Son.

Motion passed 3-0-2

Ayes: Mason, Realon, Son

Nays: None

Absent: Rifilato, Higgins

(Chair Rifilato arrived after the vote on this item.)

2.B. Approval of Park Development Funds (Fund 250) to Plaster the Large Pool at the Brea Plunge
Deputy Director Sean Matlock reported complaints minor injuries caused by a hole in the pool plaster. Temporary repairs made during the summer did not hold. A bid under \$170,000 has been secured to replaster the pool, which will be drained and completed before next summer. Staff is requesting Commission approval of a not-to-exceed amount of \$170,000 to procure a contractor to replaster the large pool at the Brea Plunge, utilizing monies from the Park Development Fund (Fund 250).

Vice Chair Mason made a motion to approve, seconded by Commissioner Realon.

Motion passed 4-0-1.

Ayes: Rifilato, Mason, Realon, Son

Nays: None

Absent: Higgins

3. Discussion

3.A. 2025 Annual Goals Kickoff

Deputy Director Sean Matlock introduced the annual goals kickoff, highlighting high-level goals and accomplishments for the year. He emphasized the importance of visiting parks and providing input on the goals matrix. The Commission agreed to review the goals matrix prior to the next meeting to ensure all priorities are considered.

3.B. Brea Parks and Trails Update

Community Services Manager Jenn Colacion provided an update on the Arovista Park construction, noting progress on the sound wall and amphitheater. She reported the project is expected to be completed by early February.

Commissioner Realon mentioned that on the Tracks four or five dead trees were located east of the 57 Freeway to Birch St. Additionally, there are several locations where there are black tubes, indicating where trees once were, but no trees are currently present. He said there are at least ten locations, including areas with dead trees, where we've lost trees.

Public Works Supervisor Edgar Esparza stated that a particular type of tree did not fare well on the Tracks, which might explain the empty areas. The dead trees are scheduled for removal, and they are planning to replant them. The Public Works team has been been tasked to plant a certain number of trees, and the Tracks have an allotment of trees that will be planted.

3.C. Birch Hills Golf Course

Commissioner Realon raised concerns about the condition of the golf course, particularly holes five and 14, and emphasized the need for improved sprinkler maintenance. Deputy Director Sean Matlock confirmed a meeting with Western Golf to address these issues and follow up with the contractor. Commissioners discussed the importance of proper course maintenance and effective water management. Mr. Matlock also noted that aeration, fertilization, and reseeding are scheduled for September.

4. Reports

4.A. Park Ambassadors

No updates.

4.B. Golf Course Ambassadors

No updates.

4.C. Art in Public Places Committee

No Committee updates but Chair Rifilato commented on the Art in Public Places 50th anniversary opening exhibit and how wonderful it was.

4.D. User Groups

No updates.

4.E. General Plan Steering Committee

No updates.

5. Informational

5.A. Public Works Update

Public Works Supervisor Edgar Esparza provided updates on projects, including sand replacement at Country Hills, Greenbriar, and Founder's Parks. Commissioner Realon inquired about the maintenance of the Tracks at Brea, and Mr. Esparza explained the challenges related to staffing and prioritizing tasks. Commissioners discussed the importance of maintaining the trails and addressing issues promptly.

Deputy Director Sean Matlock stated that detour information for the Tracks at Brea came in at the last minute earlier today. He immediately contacted the responsible party and emphasized the importance of ensuring staff are informed and that the detour map is ready for use tomorrow. Marketing was already working on adding the information to the website as part of the ongoing social media campaign. He noted that he would send out additional details in the morning and that updates would also be shared with the Friends of the Tracks at Brea and other relevant community groups. He apologized for the late notice, explaining that the situation was unexpected and they had anticipated more time to prepare. While the detour may cause some inconvenience, he emphasized that the project will ultimately lead to improvements. He expressed concern about the safety of the curved section of the road, especially with a new building being constructed nearby, which is not on City property. He added that Public Works Engineering has been consulted regarding camera placement and other safety measures.

5.B. Information Memorandum/Staff Updates

The Commission was complimentary about the new format of the Information Memo and how easy it was to read the information. Community Services Supervisor Kristin Steyermaier recapped the summer events, including Brea Fest, and the success of the events in terms of attendance and

revenue. She credited the success to the teamwork of the Special Events team, Community Services staff, Public Works, and the Police Department, who partnered in a unique way this year by showcasing equipment at the event in lieu of National Night Out. She also highlighted the accessibility of Brea Fest, noting that community members could enjoy the event at little or no cost while still having a variety of experiences available.

Looking ahead, staff are preparing for upcoming fall events including the Nutcracker Craft Boutique, Veterans Day ceremony, and the annual Tree Lighting celebration.

5.C. Commissioner Requests

Commissioner Son raised concerns about the maintenance of the baseball fields, which she has heard from friends in Little League. She asked how best to communicate these concerns. Deputy Director Sean Matlock stated he will provide the Commission with the appropriate contact information via email.

6. Adjournment

Vice Chair Mason adjourned the meeting at 6:56 pm.

The foregoing minutes are hereby approved

This 24th day of September, 2021



Carrie Hernandez, Community Services Director

