

## Minutes for the Parks, Recreation and Human Services Commission

1 Civic Center Circle

Brea, California 92821

February 25, 2026

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

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

### **1. General Session**

---

#### 1.A. Call to Order

Chair Rifilato called the meeting to order at 5:30 pm.

#### 1.B. Pledge of Allegiance

Chair Rifilato led the Pledge of Allegiance.

#### 1.C. Invocation

Chair Rifilato called for a moment of silence and reflection centered on gratitude.

#### 1.D. Student Advisory Board

The Student Advisory Board provided an update on recent activities, highlighting the successful sixth-grade dance and ongoing volunteer efforts at the Senior Center. Members also discussed the success of the co-ed volleyball and flag football teams, the annual spelling bee, and recent cultural events, including the Lunar New Year performance and Black History Month celebrations.

The High School representative reported on the winter rally, the 100th Day of School celebrations, and the annual Mr. Brea award show.

#### 1.E. School Board Representative

#### 4.A. Park Ambassadors

Commissioner Realon mentioned the upcoming visit to the Olinda Ranch/Olinda Oil Museum and Trail and the importance of community involvement in park maintenance.

Commissioner Realon reported that he recently toured Tamarack Park and observed staff performing maintenance on the ballfields. He noted that the drinking fountain near the facility was functioning well, but the fountain near the northwest corner of the park appeared to have low water pressure. He also commented on park maintenance staffing and suggested that volunteer projects, such as weed removal around playground areas, could be considered. Commissioner Realon added that the fields were in excellent condition and thanked staff for their work.

#### 4.B. Golf Course Ambassadors

Deputy Director Sean Matlock provided updates regarding the golf courses. He reported that Birch Hills Golf Course recently installed a new ball machine, similar to the one at Brea Creek Golf Course, allowing patrons to purchase balls directly at the range without entering the clubhouse. He noted that the previous machine had been in poor condition and thanked Western Golf for their partnership.

He also reported that Friends of the Brea Tracks, led by Bill McMillan, is partnering with Home Depot's volunteer program to improve several decomposed granite cart crossings along the Tracks at Brea by installing brickwork. Western Golf has agreed to partner on the project so the project can be covered under insurance. The work is expected to take place when the course is closed, and staff will provide an update to the Commission once a date is confirmed.

Chair Mason asked about the status of new netting. Deputy Director Sean Matlock responded that staff is currently working on the matter and has a meeting scheduled with the operator the following day to receive an update, which he will share with the Commission. He also noted that the courses are looking very nice following the recent rain.

#### 4.C. Art in Public Places Committee

Commissioner Higgins asked about inspections related to the Art in Public Places Program. Community Services Manager Jenn Colacion clarified that inspections have historically been conducted by City staff because the City is responsible for code enforcement and ensuring compliance with program requirements. She explained that the Brea Museum had been conducting some inspections, but staff discussed the matter with the museum and mutually agreed that this responsibility should remain with the City. She added that the program has since transitioned to the Brea Gallery team, which is developing a volunteer maintenance program where volunteers may assist with inspections under the direction of City staff.

#### 4.D. User Groups

No updates.

#### 4.E. General Plan Steering Committee

Commissioner Rifilato reported on a recent meeting with the General Plan Steering Committee summarizing progress from prior meetings and community input. She noted that the report is available on the City website and highlighted that further community engagement is planned.

Community Services Manager Jenn Colacion added that the City Planning Department prepared a slide to share with the full Commission in support of Commissioner Rifilato's update. She noted that a community open house is scheduled for Thursday, March 12, open to all residents to provide input on the General Plan discussion. A QR code is also available for attendees to access the materials and submit feedback.

#### 4.F. Pickleball Ad Hoc Committee

Vice Chair Son reported on a field trip to Tustin attended by staff and the Pickleball Committee. She noted that the facility was very busy and that questions arose regarding posted rules, which differ between paid reservation courts during peak hours and open play times. The committee also visited Box Canyon Park in Yorba Linda, where they observed a mobile net system used on the basketball courts.

Deputy Director Sean Matlock provided an update on the ongoing pickleball survey, noting that there have been 323 responses so far. The survey will remain open until March 15. Outreach efforts include time at the Community Center, a pop-up event at The Tracks next week, and a survey conducted at the Senior Center, where approximately 165 seniors are expected at lunch. Raffle incentives will be provided to encourage participation, and overall response has been positive.

#### 4.G. Country Fair Steering Committee

Chair Bernal reported that the Committee held their kickoff meeting last week and she believes the budget allocated is around \$31,000.

### 5. Informational

---

#### 5.A. Information Memorandum/Staff Updates

Special Events Coordinator Alva Fox provided an update on upcoming special events, including the Spring Craft Boutique, Pet Expo, Go Serve Brea, and the Country Fair.

Vice Chair Son mentioned that last year she felt there were more volunteers than projects. Community Services Manager Jenn Colacion shared plans to increase volunteer engagement at community events by providing information about available volunteer opportunities. She discussed the challenges of balancing project availability with volunteer interest at Go. Serve. Brea. and noted staff will monitor the need for additional project

submissions to better align with volunteer capacity. The Commission expressed appreciation for the efforts of staff and volunteers in organizing and executing community events.

Commissioner Realon emphasized the importance of directing volunteers to the QR code to join the general volunteer pool, rather than limiting sign-ups to specific events only.

Commissioner Higgins referenced a past project involving painters who were unable to proceed due to debris surrounding a home. He suggested implementing a dual-phase project in which volunteers would first clear the area prior to painting. He noted the potential benefit of such an effort for seniors with limited mobility and questioned the overall feasibility of coordinating this type of project.

Chair Mason suggested the high school football team would be interested in helping for request approximately 50 players to assist with manual labor tasks for Go Serve Brea.

#### 5.B. Commissioner Requests

Commissioner Rifilato appreciated the update for the Brea Community Fitness Center and requests periodic updates due to increasing user numbers and the facility's importance to the community.

### 6. Adjournment

---

Chair Mason adjourned the meeting in memory of Myra, recognizing her 23 years of dedicated service teaching yoga at the Brea Fitness Center and honoring her contributions to the community following her recent passing.

Meeting adjourned at 7:00 pm.

The foregoing minutes are hereby approved  
This 25th day of March, 2026:



Sean L. Matlock, Community Services Deputy Director