

Minutes for the Parks, Recreation and Human Services Commission

1 Civic Center Circle

Brea, California 92821

May 27, 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**, Parks, Recreation and Human Services Commissioner

1. General Session

1.A. Call to Order

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

1.B. Pledge of Allegiance

Chair Mason led the Pledge of Allegiance.

1.C. Invocation

Chair Mason asked for a moment of silence.

1.D. School Board Representative

None.

1.E. Matters from the Audience

None.

2. Action

2.A. Approval of Minutes

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

Motion passed 4-0-1

Ayes: Mason, Son, Realon, Rifilato

Nays: None

Absent: Higgins

Commissioner Higgins arrived after the vote.

2.B. Approval of Brea Golf Course Fees for Fiscal Year 2025/2026

Interim Community Services Director Sean Matlock introduced the item and the Commission discussed the proposed golf course fee structure, with particular focus on the senior and regular rate categories for tee times between sunrise and 2:00 p.m. Following discussion, the Commission directed staff to coordinate with the golf course management company to reanalyze the proposed fee structure and return with supporting rationale and/or a revised fee proposal for consideration at the next Commission meeting.

Commissioner Rifilato made a motion to continue the item to the next meeting, seconded by Commissioner Realon.

Motion passed 5-0

Ayes: Mason, Son, Higgins, Realon, Rifilato

Nays: None.

3. Discussion

3.A. Parks and Trails Update

Public Works Supervisor Edgar Esparza provided an update on maintenance activities at Brea Sports Park. He reported that tree maintenance concerns previously raised by Commissioner Higgins and a representative of the soccer user group had been addressed. Tree trimming and crown reduction work was completed on trees along Field 4 and near the playground adjacent to Field 1. Mr. Esparza further reported that staff is evaluating root pruning and other corrective measures to address tree roots encroaching into the playing field areas, with the work anticipated to be completed within the next few weeks.

Community Services Manager Jenn Colacion provided an update on the Arovista Park project, noting that the project remains on track for completion within the current calendar year. Approximately 60% of the total project budget has been expended to date, and staff does not anticipate exceeding the approved budget.

Staff shared several progress photos highlighting recent construction milestones, including the installation of playground equipment and the pouring of footings. The Commission was reminded that the playground's "bowl" area will feature slides and climbing elements integrated into the

surrounding hillsides, with a large climbing apparatus in the center. The lower portion of the playground will have a rubberized safety surface, while the hillsides will be covered with synthetic turf.

Additional photos showed slides being installed and the overall colorful design of the playground beginning to take shape. Staff also presented updated images of the sports courts, which have been poured and are now clearly visible as part of the park's developing layout.

3.B. New Development: Dedication of Land or Fees

Interim Community Services Director Sean Matlock provided an overview of the Park Development Fund and the requirements of the Quimby Act, which allows cities to require developers to dedicate land or pay in-lieu fees for park and recreational facilities. Staff explained that the City of Brea adopted its Park Development Ordinance in 1989, based on a standard of five acres of parkland per 1,000 residents. Examples were provided of how the City has worked with developers to satisfy these requirements, including the dedication and development of park land in the Olinda Ranch, Blackstone, and La Floresta communities. Staff noted that, in some cases, developers may pay in-lieu fees when land dedication is not feasible. The presentation was provided in response to a previous Commission request for additional information regarding the Park Development Fund and its administration.

In response to a question from Commissioner Higgins regarding how often Park Development Fee amounts are reviewed, Senior Management Analyst Anthony Godoy reported that staff is currently working with Public Works and Community Development to compile data for a consultant who has been retained to evaluate the City's Park Development Fees. Mr. Godoy explained that the consultant will prepare a report and recommendations regarding potential fee adjustments for City consideration. Funding for the consultant has already been allocated, and staff is awaiting completion of the analysis.

3.C. Mid-Year Commission Goals Update

Senior Management Analyst Anthony Godoy provided an update on Commission goals, noting that two projects have been completed: the Birch Hills Golf Course clubhouse roof replacement and improvements to the Brea Sports Park parking lot landscaping and tree maintenance. He also highlighted that additional notes were added to the task list to better communicate progress on ongoing projects, including improvements to the City's sponsorship program. Staff responded to questions from the Commission.

4. Reports

4.A. Park Ambassadors

Commissioner Higgins reported that conditions along the Tracks at Brea on Segments 4 and 5 continue to improve, noting that weed control efforts have been successful and the trees are

thriving. He commented that the area is looking good and is especially enjoyable this time of year.

4.B. Golf Course Ambassadors

It was reported that the golf courses are performing well and continue to be effectively managed by the management company. Commissioner Rifilato shared several photos with staff who will share them with the golf course management company.

4.C. Art in Public Places Committee

Community Services Manager Jenn Colacion reported that while there has not been a meeting they did have a *Go. Serve. Brea.* volunteer project to inspect older public art pieces and identify maintenance needs. Staff plans to conduct inspections periodically and coordinate with property owners regarding necessary repairs. Staff also noted that while recent artwork installations have primarily been replacements due to theft or damage, new public art contributions are anticipated as part of upcoming industrial developments and the Brea 265 project.

4.D. User Groups

Commissioner Higgins reported concerns raised at the User Group meeting regarding activity at Tamarack Park, including reports of illegal drug use in the dugouts, unauthorized use of the park by a church group, and issues involving individuals experiencing homelessness. He indicated he would follow up with Resource Center staff regarding outreach and support services at the park.

Community Services Manager Jenn Colacion reported she would engage the HOPE Center to ensure Tamarack Park is included on routine homeless outreach efforts.

4.E. Pickleball Ad Hoc Committee

Interim Director Sean Matlock reported that staff compiled potential pickleball rules based on feedback from Orange County cities. The draft was distributed to three pickleball advisors for review, with responses received from two. Staff plans to meet with Vice Chair Son and Commissioner Realon and bring the proposed rules back to the Commission at its next meeting.

4.F. Country Fair Steering Committee

Commissioner Realon reported that there was no meeting held this past month. Community Services Manager Jenn Colacion stated that the Committee conducted a walkthrough of the event site with Public Works and Community Services staff.

5. Informational

5.A. Information Memorandum/Staff Updates

Community Services Specialist Ashley Reid reported on the success of *Go. Serve. Brea.* and thanked volunteers, sponsors, City departments, and Public Works staff for their support.

She also highlighted the City's first cultural event, held in conjunction with Movies Under the Stars, which celebrated Brea's sister city relationships through cultural booths, performances, food, and a screening of *My Neighbor Totoro*. The event was well attended and received positive community feedback.

Ms. Reid provided an overview of upcoming summer events, including Family Films in June and July, the Country Fair on July 4, and activities associated with the America 250 celebration. She also announced the Home Beautification Challenge and noted that community feedback from recent events was included in the correspondence section of the agenda packet.

5.B. Commissioner Requests

Commissioner Higgins requested information regarding dead trees. Public Works Supervisor Edgar Esparza responded to the inquiry and provided an update.

6. Adjournment

Chair Mason adjourned the meeting at 6:52 pm.

The foregoing minutes are hereby approved
This 24th day of June, 2026:



Sean L. Matlock, Interim Director Community Services