



BREA CIVIC & CULTURAL CENTER | 1 Civic Center Circle | Brea, California 92821 | www.cityofbrea.net

Parks, Recreation & Human Services Commission Special Meeting Agenda

**Wednesday, December 7, 2022
5:30 p.m.**

Gill Realon, Chair

Craig Livingston, Vice Chair

Joseph Covey, Commissioner

Thomas Donini, Commissioner

Bill Higgins, Commissioner

This agenda contains a brief general description of each item the Commission will consider. The Community Services Department has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. Contact the Community Services Department Office at (714) 990-7738 or view the Agenda and related materials on the City's website at www.cityofbrea.net. Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Community Services Department's Office at 1 Civic Center Circle, Brea, CA during normal business hours. Such documents may also be available on the City's website subject to staff's ability to post documents before the meeting.

Procedures for Addressing the Commission

Pursuant to Government Code Section 54953(e), members of the Parks, Recreation and Human Services Commission may participate in this meeting via teleconference. Members of the public may offer comment or observe the meeting electronically or by attending in person. All requests to offer comment or observe the meeting electronically must be submitted via phone by calling 714-990-7738 or emailing ashleyr@cityofbrea.net by 12:00 p.m. on Wednesday, December 7, 2022.

PLEASE SILENCE ALL PAGERS, CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COMMISSION IS IN SESSION.

PARKS, RECREATION AND HUMAN SERVICES COMMISSION

SPECIAL MEETING AGENDA

Wednesday, December 7, 2022 at 5:30 p.m.

Council Chambers
1 Civic Center Circle, Brea, CA 92821

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Informational
5. Matters from the Audience
6. Correspondence - **Staff**
7. Action
 - A. Approval of the Minutes of the Meeting of October 26, 2022
 - B. Approval of the 2023 Annual Parks, Recreation and Human Services Commission Goals
8. Discussion
 - A. Tracks at Brea Amenities Survey/Western Expansion
 - B. Arovista Modernization
 - C. Pickleball/Tennis/Basketball Engagement
9. Information Memorandum
10. Adjournment

Special Accommodations - in compliance with the Americans with the Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Administrative Offices at (71) 990-7738. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

DATE: 12/07/2022

SUBJECT: Correspondence - **Staff**

RESPECTFULLY SUBMITTED

Prepared by: Ashley Reid, Executive Assistant

Concurrence: Chris Emeterio, Assistant City Manager

Attachments

Tell Us

Yelp Reviews

Comments or Suggestions:

Extend volleyball hours
another 2 hours. Maybe
6-10pm. Or 4-8pm?
Theres about 20-25 people
on average per wed night.
thats 1 or 2 games per person.
Called 10/12/22 - Discussed
options for drop-in volleyball.

Comments or Suggestions:

We really enjoy
anna's class & we
would be happy if
she had another
class one day
a week!

Not enough room for your comments?

You can e-mail our team of supervisors at:

Comments or Suggestions:

Please extend the hours
for drop in volleyball to
6-10pm, or 6-9pm.

Also, I would please

We are growing in consistent
numbers. Called 10/12/22

Discussed more options for
drop in volleyball - ~~6-8pm~~
Not enough room for your comments?

You can e-mail our team of supervisors at:

BCCTellUs@cityofbrea.net

ser

Would you like us to get back to you?

[Alejandra H.](#)

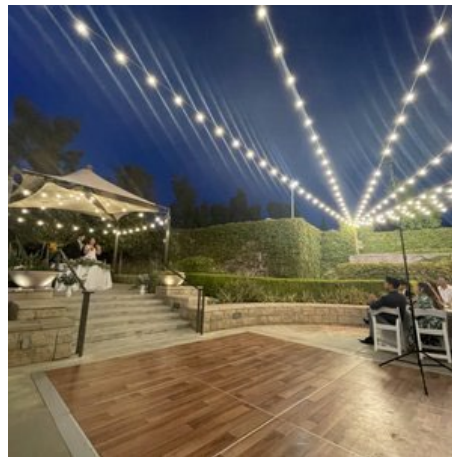
9/14/2022

Had my event 9/10/22. Since day one of contacting the center I was treated with professionalism and great customer service. I worked with Rebecca Hart who made the process smooth in making sure I had everything needed for my event. For use of the facility before my event it was easy to book and everybody was helpful, even in situations where improvising was needed. All questions and requests were answered and or done on the day of the event which made my event run smooth and to my liking. Thank you everyone.

[Maria G.](#)

8/27/2022

We are so glad that we chose Brea Community Center for our wedding reception. We used their Arts Garden outdoor space and it was perfect for what we needed. It's a great size for weddings with 100 people or less and the hanging lights and greenery add alone add a lot to the space, meaning we didn't have to spend a lot on decorations. Since they don't have a dressing room we rented out one of their "meeting rooms" and that was perfect for what we needed to change outfits in the middle of the reception. The pricing was super affordable and Rebecca, the Community Services Specialist, was super easy to work with.



[Parul S.](#)

8/2/2022

Updated review

We recently had a wedding event at the outdoor arts garden. All the staff and Rebecca were so helpful and accommodating. We would highly recommend this venue.

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
DATE: 12/07/2022
SUBJECT: Approval of the Minutes of the Meeting of October 26, 2022

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED

Prepared by: Ashley Reid, Executive Assistant
Concurrence: Chris Emeterio, Assistant City Manager

Attachments

Minutes

PARKS, RECREATION AND HUMAN SERVICES COMMISSION
Minutes of the Meeting of October 26, 2022

CALL TO ORDER

The Meeting of the Parks, Recreation & Human Services Commission was called to order by Chair Realon at 5:31 p.m.

ROLL CALL

Parks, Recreation and Human Services Commission Chair Gill Realon, Commissioners Joseph Covey, Bill Higgins and Tom Donini were present in the Council Chambers. Vice Chair Livingston was absent.

STAFF PRESENT

Chris Emeterio, Assistant City Manager; Carrie Hernandez, Community Services Manager; Jenn Colacion, Management Analyst; Ashley Reid, Executive Assistant; Billy Hutchinson, Community Services Supervisor; Kristin Steyerman, Community Services Supervisor; Eric Aulls, Public Works Superintendent; and Bill Bowlus, Public Works Superintendent were present in the Council Chambers.

PLEDGE OF ALLEGIANCE

Chair Realon

INVOCATION

Commissioner Higgins

INFORMATIONAL

Assistant City Manager introduced Eric Aulls, Public Works Superintendent and Management Analyst Colacion introduced Cal State Fullerton intern Cathy Nguyen who is assisting Community Services for the semester.

APPROVAL OF MINUTES

Motion was made by Commissioner Donini, seconded by Commissioner Covey to approve the Minutes of the September 28, 2022, meeting.

Ayes: Chair Realon, Commissioner Covey, Commissioner Donini, Commissioner Higgins

Absent: Commissioner Livingston

PASSED

Due to lack of quorum, the approval of the Special Joint Cultural Arts and Parks, Recreation and Human Services Commission Meeting of June 8, 2022, will be moved to a future meeting.

MATTERS FROM THE AUDIENCE

Charles Lamb expressed support of replacing sand area of the playground at Founders Park with rubberized material.

STUDENT ADVISORY BOARD

Community Services Specialist Ugarte provided Commissioners background on the Student Advisory Board.

Brea Junior High 7th grader, Garret Ly shared that while on the Student Advisory Board he has helped with tutoring and planning the upcoming 6th grade dance.

Brea Olinda High 11th grader, Krish Desai shared that while on the Student Advisory Board he has helped with the planning of activities for the upcoming 6th grade dance and PSAT prep for students.

SCHOOL DISTRICT REPRESENTATIVE

Roberta Dirks, Brea Olinda Unified School District (BOUSD) representative, discussed the Great Shake Out exercises that happened districtwide on October 19, 2022.

CORRESPONDENCE

Executive Assistant Reid provided Commissioners an update on comments received from the community.

DISCUSSION

Olinda Oil Museum and Trail

Assistant City Manager Emeterio introduced item and introduced Olinda Oil Museum and Trail Docents Chris Farren, Jack Smith and Pamela Harrell.

Olinda Oil Museum and Trail Docent Chris Farren provided Commissioners background on the Olinda Oil Museum and Trail and discussed the ending partnership between the City of Brea and the State of California State Parks that is coming up on October 31, 2023.

In response to Commissioner Donini's inquiry, Assistant City Manager Emeterio noted that staff will begin researching options for the upcoming end of partnership between the City of Brea and State of California State Parks and bring staff recommendations back to the Commission at a future meeting.

Commissioners Concurred.

In response to Chair Realon's question, Assistant City Manager Emeterio noted that the 12 acres of trail is City owned.

Senior Center Feasibility Study

Community Services Manager Hernandez introduced item and provided background on the Senior Center Feasibility Study and the funding that was received through Community Development Block Grant (CDBG).

Management Analyst Colacion presented the proposed scope of services for the Senior Center Feasibility Study.

In response to Commissioner Higgin's inquiry, Management Analyst noted that the CDBG has specific parameters for the funding and that an outcome relating to moving the Senior Center to another location would not come from this specific study.

Community Services Manager Hernandez discussed the importance of looking ahead to the future of the Senior Center and the services that will be offered.

In response to Commissioner Donini's question, Management Analyst Colacion noted that specific areas of study like traffic impacts would depend on the depth of what is proposed by the consultant.

Chair Realon noted that traffic is an issue on the smaller streets near the Senior Center.

Annual Goal Setting Exercise

Management Analyst Colacion provided Commissioners background on the annual Parks, Recreation and Human Services Commission goal setting timeline and shared an overview of the new Annual Goals Matrix that was created.

In response to Chair Realon's inquiry, Community Services Manager Hernandez provided Commissioners information relating to the new Hope Center.

Public Works Supervisor Bowlus discussed the Facilities and Amenities: Innovations/Enhancements portion of the Annual Goals Matrix.

Commissioners concurred to direct staff to note on the Annual Goals Matrix, which projects are funded as well as which projects have not been funded.

Management Analyst Colacion noted that per the Commissions request, staff is exploring conversions of existing courts/facilities to accommodate pickleball demand.

In response to Commissioner Donini's inquiry, Assistant City Manager Emeterio noted that a bikeway master plan would come from the Public Works and Community Development Departments and that Community Services staff would research and follow up with Commissioners.

Community Services Manager Hernandez noted that she would bring the Commissioners recommendations for the Annual Goals Matrix to the Community Services staff, to work on incorporating the recommendations into current and new programs.

Chair Realon expressed concern regarding outdated social media pages like the Tracks at Brea Facebook page, and noted the importance of maintaining and keeping information current.

In response to Chair Realon's inquiry, Management Analyst Colacion noted that staff was working on organizing the data collected from the Tracks at Brea survey, and would be sharing the results with Commissioners at a future meeting.

Veterans Day Ceremony and Holiday Programs

Community Services Manager Hernandez informed Commissioners of upcoming holiday giving opportunities.

Community Services Supervisor Steyermaier informed Commissioners of upcoming events and discussed the Nutcracker Craft Boutique, the Brea Tree Lighting Ceremony, and Movies Under the Stars.

INFORMATION MEMORANDUM

Community Services Manager Hernandez discussed the Information Memorandum with Commissioners and noted the different September activities.

REPORTS

Park Ambassadors

Commissioner Higgins noted the Birch Hills and Brea Creek Golf Courses were looking good.

Public Works Superintendent Bowlus discussed the process for greens maintenance at the golf courses.

Art in Public Places Advisory Committee

None.

User Groups

Community Services Supervisor Hutchinson provided Commissioners an update on the most recent User Group meeting and discussed how staff is working to find a resolution for improper use of fields from non-user groups.

Pickleball

Chair Realon and Commissioner Donini discussed how they were researching pickleball.

Assistant City Manager Emeterio noted that staff was working on collecting data to aid in the accommodation of the pickleball demand within the community.

Staff

Public Works Superintendent Bowlus provided Commissioners and update on maintenance at Greenbriar Park.

ADJOURNMENT

Chair Realon adjourned the meeting at 7:18 p.m.

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
FROM: Chris Emeterio
DATE: 12/07/2022
SUBJECT: Approval of the 2023 Annual Parks, Recreation and Human Services Commission Goals

RECOMMENDATION

That the Parks, Recreation and Human Services Commission approve the 2023 Annual Goals Matrix as presented.

BACKGROUND/DISCUSSION

At the October 26, 2022, Commission meeting, staff presented a draft of the 2023 Annual Commission Goals. After thorough discussion, staff has prepared a final document for the Commission to approve. This final draft includes a note on whether each item is funded or unfunded, as requested by the Commission.

Also included as an attachment is a list of additional Commissioner recommended goals that were submitted individually. Many have been incorporated in the final goals document, but if the Commission wishes to have further discussion at the meeting and collectively agree to add any other items to the final list they may do so.

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager
Prepared by: Jenn Colacion, Senior Management Analyst
Concurrence: Sean L. Matlock, Deputy Director of Community Services and Carrie Hernandez, Community Services Manager

Attachments

2023 PRHS Annual Goals Matrix_FINAL
Additional Goals Recommended by Commissioners

PROGRAMS: ENHANCEMENTS					
CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
Human Services					
Implement Findings from Senior Center Feasibility Study	Begin to implement potential programmatic improvements based on findings from this study. U		X		
Academic Services	Explore opportunities to offer services which would address Brea’s changing demographic of students and families. Promote a “healthy community” by offering information and classes relevant to the current trends/hot topics (i.e. social media literacy)	Ongoing			
Mental Health Services	Explore opportunities to offer relatable services which will address the growing mental health need.	Ongoing			
Homeless Care Management	Continue partnering with the Brea Police Department and regional teams to address and support the homeless population. Create a uniformed, city-wide goal pertaining to homeless residents.	Ongoing			
Transportation	Explore opportunities to get residents of all generations and income levels around Brea.	Ongoing			
Social Services Partnerships	Partner with the Brea Police Department to explore how the Brea Resource Center can partner with other “social services” calls such as domestic violence, mental illness, etc. Actively seek partnerships with local businesses for support of City human services	Ongoing			
Volunteer Program	Continue promoting the volunteer program, encouraging residents to become more involved in their community.	Ongoing			

CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
Senior Nutrition	Continue exploring new and supporting existing programming, such as the Home Delivered Meals program, which provides basic nutrition to our senior population.	Ongoing			
Housing	Continue partnering with Community Development and others to connect Brea residents with available resources to address their housing needs.	Ongoing			
Next Generation of Older Adults	Explore changing interests as it relates to programs and activities for the next generation of seniors	Ongoing			
Case Management	Explore the potential growth of case management services to support the growing needs for our seniors.	Ongoing			
Parks & Recreation					
Park Ordinance Update	Make necessary updates to Brea’s Park Ordinance to match current usage and industry standards. <i>Last updated in 2007</i>	X			
Facility Use and Allocation Policy Update	Make necessary updates to Brea’s Park Ordinance to match current usage and industry standards. <i>Last updated in 2016</i>	X			
Olinda Oil Museum and Trail	Prepare for a seamless transition of operation and volunteer management from the State Parks Department to the City of Brea. Contract with State expires October 31, 2023. U	X			
	Support funding for future of facility (staffing, ongoing maintenance, etc.) U		X		
Active Adult Mobility	Facilitate other ways that Active Adults can navigate Brea (i.e. added bike lanes, bike tours, etc.) U	Ongoing			

PROGRAMS: NEW					
CATEGORY	ACTION	2023	YEAR		
			2024	2025	2026-2030
Human Services					
HOPE Center Opening & Support with Current Federal Funding	Support the opening and operation of the county-wide HOPE Center. <i>(Federal dollars currently earmarked through June 2025)*</i> F	X			
Support Future Funding for Homeless Outreach Coordinator	Support funding for outreach coordinator beyond available Federal dollars U			X	
Parks & Recreation					

FACILITIES & AMENITIES: RENOVATIONS/ENHANCEMENTS					
CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
Human Services					
Complete Senior Center Feasibility Study	Complete this FY22/23 CDBG funded project F	X			
Implement Findings from Senior Center Feasibility Study	Begin to implement potential facility improvements based on findings from this study. U		X		
Security Upgrades to Senior Center	Improve existing security system at the Brea Senior Center F	X			
Senior Center and Pioneer Hall Roofs	Roof replacements at Brea Senior Center & Pioneer Hall F	X			
Parks & Recreation					
Arovista Park Modernization	<ul style="list-style-type: none">Complete Design Phase FGo out to bid and award construction contract FBegin construction FComplete switchgear replacement F	X			
	<ul style="list-style-type: none">Wrap up construction FClose out Proposition 68 grant		X		
Birch Hills Golf Course	<ul style="list-style-type: none">Tee Box Alignment (Hole #6) FRemodel Restroom (Hole #2) FComplete Cart Path Improvements (Holes #10 and #13) USelected turf removal U	X			
Brea Creek Golf Course	<ul style="list-style-type: none">Install Added Poles and Safety Netting (w/ Arovista) FBridge Repair (Hole 4 to 5) FDriving Range Netting (w/ Arovista) FRamp Improvements (Hole #1) FADA Concrete Improvements (Clubhouse) UInstall New Clubhouse Doors U	X			

F = Funded Project or Program | **U** = Funded Project or Program

	<ul style="list-style-type: none"> • ADA Improvements to Restrooms U 		X		
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CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
City Hall Park	<ul style="list-style-type: none"> • Replace with a pre-fabricated restroom U • Refinish basketball court U • ADA improvements U • Irrigation Improvements F 	X			
	<ul style="list-style-type: none"> • Area Security Lighting U • Replace playground surfacing to rubber surface U • Re-landscape U • Memorial Bench & Picnic Tables U • Update drinking fountains U 				X
Country Hills Park	<ul style="list-style-type: none"> • Replace Restroom Door F • Replace Barbecues F • Complete Switchgear Replacement F • Complete irrigation upgrades F 	X			
Founders Park	<ul style="list-style-type: none"> • Tennis Court Resurfacing F 	X			
	<ul style="list-style-type: none"> • Play Surfacing Replacement U • Paint exterior restroom walls F 				X
Greenbriar Park	<ul style="list-style-type: none"> • Replacement of picnic table frames F • Concrete Floor Refinishing (Restroom) F 	X			
	<ul style="list-style-type: none"> • Play Structure Replacement U • Electrical Panel Replacements (Restroom) U • Fencing/Gate Refinishing U • Interior and Exterior restroom wall improvements F • Replace irrigation system U 				X
Jr. High School Park	<ul style="list-style-type: none"> • Replace with a pre-fabricated restroom/concession stand U • ADA improvements U 		X		

CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
Jr. High School Park <i>continued</i>	<ul style="list-style-type: none"> Relocate/Improve Playground U Irrigation U Pay to Play basketball courts U Re-landscape U Memorial benches & picnic tables U Drinking fountains U Shade for bleachers/benches/playground U Trash enclosure U Soccer/ball field upgrades U Add DG walking track U Parking Lot Fencing/Vehicle Access gate U New block wall along Country Lane U Switchgear Replacement U 				X
Olinda Oil Museum & Trail	Replacement of Worn/Damaged Interpretive Signs F	X			
Tamarack Park	Parking Lot and Tree Replacement Project: <ul style="list-style-type: none"> Remove and replace existing asphalt throughout Tamarack Parking Lot. F Remove all Ficus trees and replace with new trees. F Address shade over the play and picnic area U ADA Improvements F Replace Parking Lot Lighting U Replace Concession Door F	X			
	<ul style="list-style-type: none"> Replace with a pre-fabricated restroom/concession stand/storage U 			X	
CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
Tamarack Park <i>continued</i>	<ul style="list-style-type: none"> Irrigation improvements U Refinish basketball court F Replace playground surfacing to rubber surface U Re-landscape U 				X

F = Funded Project or Program | **U** = Funded Project or Program

	<ul style="list-style-type: none"> • Memorial Benches and Picnic Tables U • Drinking Fountains U • Trash Enclosure U • Soccer/Ball field upgrades U • Barrier Netting Replacement F • ADD DG walking track U 				
Tracks at Brea	Evaluate the needs along the Tracks at Brea to add signage, lighting, shade, splash pad, community garden, additional fitness equipment, etc. U	X			
	Fund and Implement Tracks improvements		X		
Woodcrest Park	<ul style="list-style-type: none"> • Playground Upgrades U • Replace play surfacing with rubber surface U • Shade U • Irrigation U • ADA improvements U • Re-landscape U • Memorial Benches & Picnic Tables U • Drinking Fountains U • Concrete Gaming Tables U • Add Single-Stall Restroom U 				X
Pickleball	Explore conversions of existing courts/facilities to accommodate pickleball demand, including evaluation of existing facility capacity, usage, etc. U	X			
Athletic Fields	With future growth in Brea, add athletic fields, courts and lights where available based on Brea's Parks, Recreation and Human Services Facility and Program Needs Assessment U	Ongoing			

CATEGORY	ACTION	YEAR			
		2023	2024	2025	2026-2030
Athletic Fields Turf	In partnership with user groups and the community, add a regulation soccer/football synthetic turf field, a baseball/softball synthetic turf field for both youth and adults, and determine if natural turf or synthetic turf is appropriate replacement for other athletic fields in the City U	Ongoing			
Additional Trails and Trail Connections	Explore creative solutions for future trail crossings at City streets (pedestrian bridges, tunnels, etc.). Additionally, explore connections to other City, State and Regional trail and bike systems throughout Brea U	Ongoing			
ADA Improvements	Use current ADA transition plan for ADA improvements as renovations occur at various City Parks and Facilities F	Ongoing			
Active Adult/Senior Amenities	Explore various ideas such as pickleball, tartan track, outdoor fitness equipment, ping pong, chess, etc. in outdoor spaces. Continue to blend recreation with City's Cultural Arts Programs U	Ongoing			

FACILITIES & AMENITIES: NEW					
CATEGORY	ACTION	2023	YEAR		
			2024	2025	2026-2030
Human Services					
Parks & Recreation					
Tracks Western Expansion	<ul style="list-style-type: none">Land Acquisition <i>F</i>Community Engagement (PW & CS) <i>F</i>	X			
	<ul style="list-style-type: none">Design <i>F</i>		X		
	<ul style="list-style-type: none">Construction <i>U</i>			X	
Brea 265 – Staging Area Park*	Oversee development of turn-key site <i>Developer-Paid</i>				X
Brea 265 – Trails*	Oversee development of turn-key site <i>Developer-Paid</i>				X
Brea 265 – Sports Park II*	Oversee development of turn-key site <i>Developer-Paid</i>				X
Pickleball at Arovista*	New, dedicated Pickleball courts available for play May/June 2024 <i>F</i>		X		
Pickleball at Brea Sports Park II*	New, dedicated Pickleball courts available for play in 3+ years <i>Developer-Paid</i>				X

PARKS, RECREATION & HUMAN SERVICES COMMISSION – ANNUAL GOALS MATRIX

COMMISSIONER RECOMMENDATIONS	
Items	Commissioner Recommendation
Programs: Enhancements	
Seek Opportunities to Expand Veterans Services	Livingston
Seek Opportunities to Expand on Senior Learning Opportunities Included	Livingston
Expand Personal Expression and Growth Programming for Seniors Included	Livingston
Engage local employers to interface with young adults (vocational, learning, etc.)	Livingston
Formalized Volunteer opportunities for teen youth (city events, etc.) Included	Livingston
Partner with neighboring cities, county and school districts to merge resources	Higgins
Programs: New	
Pickleball Exploration – <i>Staff Recommended based on Current Demand</i>	Realon
Mobile Senior Programming – take programming to senior/assisted living facilities Included	Livingston
New and engaging sports/activity programming and leagues (outdoor volleyball, golf, kickball, cornhole, pickleball, etc.)	Livingston
App development to share city active adult and senior services Included	Livingston
Consider added programming at Arovista Park (leagues, active lifestyle events, physical education programming, etc.)	Livingston
Facilities: Renovations/Enhancements	
Convert Existing Facilities to Pickleball Included	Realon
Consider South Bridge in Arovista Modernization	Realon
Replace Trees along the Tracks at Brea and Evaluate Irrigation to Prevent Future Loss of Landscaping/Trees Included	Realon
Expand BCC offerings to bridge current demands for activity (i.e. pickleball)	Livingston
Explore BCC space usage opportunities to facilitate new activities	Livingston
Review outdoor locations for possible racket sports development (golf courses, parks, etc.)	Livingston
Integrate additional access points to existing Tracks at Brea Included	Livingston
Mileage markers on Track at Brea Trail to facilitate Brea’s active lifestyle for runners, walkers and cyclists Included	Livingston
Fill in decorative plants and trees in Segments 2 and 3 of the Tracks at Brea	Livingston
Continue focusing on Arovista Park development Included	Livingston
Continue to highlight Skate Park as a significant asset in youth engagement	Livingston
Develop more community focus on Arovista Park	Livingston
Maintain priority on trail system	Higgins
Maintain priority on youth, teen and senior programs	Higgins

PARKS, RECREATION & HUMAN SERVICES COMMISSION – ANNUAL GOALS MATRIX

Maintain priority on promoting wellness	Higgins
Be mindful of drawing use regionally – limited City resources	Higgins
Facilities: New	
Add Pickleball Courts into New Park Facilities – <i>Staff Recommended based on Current Demand</i>	Realon
Evaluate Tennis Court Capacity – <i>Staff Recommended based on Current Pickleball Demand</i>	Realon

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
DATE: 12/07/2022
SUBJECT: Tracks at Brea Amenities Survey/Western Expansion

BACKGROUND/DISCUSSION

Community Services staff will update the Commission on the results from the recent survey regarding signage, amenities and on safety features. Attached are the survey results and number of responses. Public Works staff will update the Commission on the progress of the western extension of the Tracks as well as what that will look like and spotlight some future engagement to assist in getting closer to finishing this project.

RESPECTFULLY SUBMITTED

Prepared by: Sean L. Matlock, Deputy Director/Community Services Manager
Concurrence: Chris Emeterio, Assistant City Manager

Attachments

Survey Results

Tracks at Brea Signage/Amenities/Safety Survey Results

- Describe your experience navigating the Tracks at Brea with current signage and how could it be changed or improved?

<i>Number of Responses</i>	<i>Feedback</i>
154	Happy with current signage
39	More signage from Segment 4 to Segment 5
32	Walking/Bike Lane signage
32	Add Mile/Trail Markers
24	More signage from Segment 6 to Valencia
21	More signage from Segment 1 at Arovista Park across Imperial Highway to where Segment 1 continues / Lights are long
18	More and clearer signage in general
17	Trail map sign/Tracks information/Trail linkage
11	Electric and motorized bike speed signage
6	Brea facts/plant info/nature info
6	Directional arrows
5	Upcoming street signage
5	Larger signage
4	Eliminate blinking red lights on cross walk on Brea Blvd.
3	Coyote signage
2	Yellow indicators
1	The following each received one response: Dog signage; better signage at State College; sign reflectors; better walking signage at State College and Avalon; Nasa Street has weird signage; names and addresses of businesses facing the trail; and stop lighting signage at State College.

- If you could change/improve/add to the Tracks at Brea, what amenities would you like to see?

<i>Number of Responses</i>	<i>Feedback</i>
246	Shade structure
132	Benches
77	Trees
74	Water stations/dog fountains
59	Trail extension
41	Lights
35	Flowers/plants/shrubs
35	Dog waste stations
34	Restrooms
19	Playground
18	Add parking

14	Trash Cans
11	Signage
9	Remove gravel path
9	Bridge connection
9	Add lunch areas
7	Grass area
6	Paved walking lane
6	Café/snack stand
6	Bike repair station
5	Exercise equipment
4	Remove plants
4	Emergency call boxes
4	Longer trail hours
3	Bike ramp
3	Community branding
3	Splash pad
3	Stroller ramp
3	Dedicated bike lane
2	Bird habitat/bird watching info
2	Sanitize station
2	Basketball court
2	Bulletin board
2	Phone charging station
2	Workout equipment
2	Game activities
2	Brea community involvement
2	Events on the Tracks
2	Rubber padding for walking
2	Scavenger hunt for children
1	The following each received one response: Murals/art; bike locks stands; community garden; cameras; bird spikes; small park; skateboard amenities; pump track; walking group; golf signage; interactive learning station; dog bathroom area; dirt trail addition; remove stairs/hills; natural riverbed; cross walk; trail access; street reflectors; fruit trees for food bank donations; bike ramp at Segment One; and pedestrian crossing.

- Would the addition of any amenities make you feel safer while using the Tracks at Brea?

<i>Number of Responses</i>	<i>Feedback</i>
247	Lights / Solar lights
120	Call boxes
62	Trail markers
39	I feel safe; no changes
35	Brea Police presence
33	Cameras
21	No Lights
21	No response
17	Amenities
14	Bridge/tunnel access across Imperial Highway, golf course and other crossings
10	Signage
9	Homeless removal
8	Coyote removal
8	Construction
3	Ban electric bikes
3	Access to the trail
3	First aid station
3	Ground reflectors
3	Wider trail lanes for bikers and walkers
2	Pedestrian indicators
2	Added ramps
1	The following each received one response: warning signs about round up; color coded identification; tree trimming; lanes wider; safety improvements across Birch; golf employees trained; trail loops; dirt path should be paved and widened; covering for the residents by the trail; kids lane; replace stairs around Segments 1, 2 and 3; navigating around the trail; eliminate bikes; and shuttle access.

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

DATE: 12/07/2022

SUBJECT: Arovista Modernization

BACKGROUND/DISCUSSION

Staff has been working with our design consultant DVD on concept plans that will later be turned into construction plans for the Arovista project. We will update the Commission on the playground, pickleball courts and other amenities of the site.

RESPECTFULLY SUBMITTED

Prepared by: Sean L. Matlock, Deputy Director/Community Services Manager
Concurrence: Chris Emeterio, Assistant City Manager

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

DATE: 12/07/2022

SUBJECT: Pickleball/Tennis/Basketball Engagement

BACKGROUND/DISCUSSION

Staff has been doing some research and met with our pickleball ad hoc committee earlier this week to discuss options. Staff has begun further engagement with the community by viewing potential sites for temporary and/or permanent pickleball courts. We will update the Commission on these efforts and thoughts as well as look for consensus from the group for staff to continue down this path.

RESPECTFULLY SUBMITTED

Prepared by: Sean L. Matlock, Deputy Director/Community Services Manager
Concurrence: Chris Emeterio, Assistant City Manager

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

DATE: 12/07/2022

SUBJECT: Information Memorandum

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager, Sean L. Matlock, Deputy Director, Carrie Hernandez, Community Services Manager

Prepared by: Ashley Reid, Executive Assistant

Attachments

Info Memo - December 2022

I. GENERAL

Park Development Fund (Fund 250) Update

The Park Development Fund has a balance of \$77,489. There are currently no projects yielding park development funds anticipated.

Park Development - Fund 250				
<i>Item</i>	<i>Action</i>	<i>Date</i>	<i>Amount</i>	<i>Balance</i>
	Fund Balance	6/30/2021		\$ 2,470,989
1	Lagos de Moreno Park Final Funding	10/27/2021	\$ (295,500)	\$ 2,175,489
2	Skate Park Final Funding	1/26/2022	\$ (1,145,000)	\$ 1,030,489
3	Arovista Modernization Design	6/8/2022	\$ (723,000)	\$ 307,489
4	Brea Creek/Arovista Safety Netting	6/8/2022	\$ (230,000)	\$ 77,489

- 1 Lagos de Moreno Park Final Funding - Commission meeting approval on 10/27/2021
Skate Park Final Funding - Commission meeting approval on
2 1/26/2022
3 & 4 Commission meeting approval on 6/8/2022

Brea Golf Courses

The following information is collected from Western Golf, operator of both courses.

Item	<i>Birch Hills Golf Course</i>		<i>Brea Creek Golf Course</i>	
	September 2022	October 2022	September 2022	October 2022
Total Rounds	5,812	6,204	5,756	5,525
Total Bucket of Balls: Small	759	816	572	475
Total Bucket of Balls: Medium	1,293	2,201	290	419
Total Bucket of Balls: Large	1,061	725	1,066	763
Total Cart Rentals	4,682	4,895	3,209	2,823
Pay Your Age Rounds	276	217	718	615
Senior Rounds	1,104	957	2,037	2,113
Junior Rounds	421	370	1,098	773
Brea Rewards Renewals	76	67	18	22
Brea Rewards Members	42	70	20	30

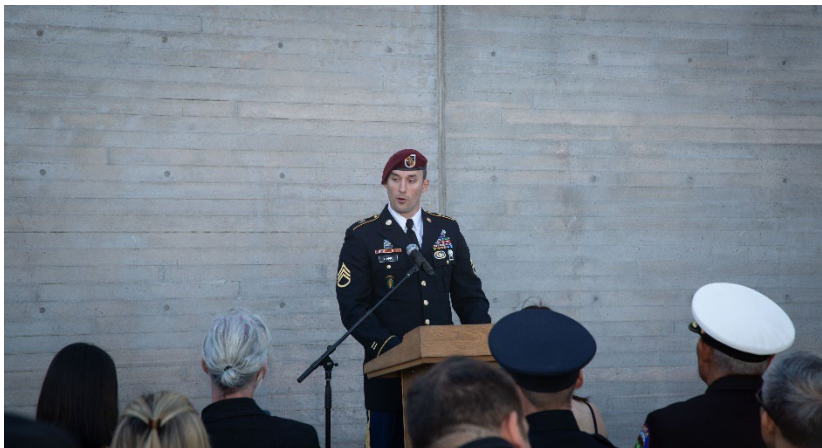
Special Events

Veterans Day Event

Over 600 Veterans and community members were able to share in the 11th annual Veterans Day event, held on Friday, November 11th at the Brea War Memorial Site at the Civic and Cultural Center. The keynote was given by Staff Sergeant Devin Clarke, retired United States Army Special Operations Interrogator assigned to Joint Special Operations Command. Over his six-year career, Staff Sergeant Clarke attended the Human Intelligence Collector Course, the Iraqi Arabic Course at the Defense Language Institute in Monterey, California, and the U.S. Army Airborne School at Fort Benning, Georgia, before being deploying to Afghanistan, Iraq, and Syria. On January 16, 2019, while conducting a mission in a marketplace in Syria, Staff Sergeant Clarke and his team were ambushed by an ISIS suicide bomber. Staff Sergeant Clarke was one of three

survivors who received a Purple Heart after sustaining third-degree burns, hearing loss, and shrapnel injuries from the attack. Staff Sergeant Clarke medically retired from the Army in March 2021 and is currently pursuing a master's degree in War, Diplomacy, and Society from Chapman University. His keynote brought light and levity while also reminding us as Breans the great sacrifice that our Veterans make big and small daily, we were honored and grateful to have him.

It was very important to make sure the event was all about honoring and celebrating our military families and remembering Breans who paid the ultimate price for their country. The ceremony helped to bring our community together—young, and young at heart—military and civilian—leaving an imprint in our collective memories and it is one that will always be remembered!



Nutcracker Craft Boutique

Over 4,500 customers shopped at the 28th annual City of Brea Nutcracker Craft Boutique on Friday and Saturday, November 18 and 19, at the Brea Community Center. This year there were 269 vendors, who were all so eager to be back with the community and doing what they all love to do. The City of Brea's boutique is one of the largest in North Orange County and featured a variety of different vendors selling one-of-a-kind holiday gift items. Great job to our Community Services team for delivering such an impactful event.

This was the sixth year that the Brea annual ornament was featured and was on sale. Brea keepsake ornaments can be purchased at the Special Events Counter or at the Community Center.



Holiday Tree Lighting

The Annual Tree Lighting Ceremony will be held Thursday, December 1st, at 6:30 p.m. at the Civic and Cultural Center. We are looking forward to seeing Santa, seeing his reindeer and of course excited for Olinda elementary Show Choir as well as Brea's Christ Lutheran Choir to give us a performance for the evening.

The Sixth annual Brea Christmas tree ornament will be sold at the event and we hope the community is able to add to their collection. Refreshments of hot chocolate, coffee and cookies will be provided by the City of Brea and North Hills Church will provide mistletoe. We are really excited to add a holiday shopping courtyard area to the event space and we hope the community is able to do a little shopping during the evening as well as to get a Selfie with Santa!



BUY YOUR BREA 2022 KEEPSAKE ORNAMENT AT:

Nutcracker Craft Boutique November 18 and 19	Brea Tree Lighting December 1
Brea Civic & Cultural Center 3rd Floor Beginning November 14	
Brea Community Center Front Counter Beginning November 14	

\$5

714-990-7771

As a reminder we also helping to facilitate Santa Letters and helping the letters get to the North Pole. Be sure to drop off a letter to Santa at the Tree Lighting event or at the Brea Community Center before December 16th with a self-stamped return envelope.



2022 Movie Under the Stars

We are hosting our final Movie Under the Stars event for the season at the Brea Civic & Cultural Center Plaza (first floor) at 6:00 p.m. on Saturday, December 10th featuring *The Nightmare Before Christmas*.

It will be great to see our community out at this event and able to enjoy the beautiful weather and close of the year. We will partner with Sheila Buonauro Realty who will provide snacks, popcorn and cotton candy. We can't wait to see everyone out in a couple of weeks.



II. COMMUNITY CENTER/RECREATION SERVICES

Operations/Facility Reservations/Contract Classes

For the month of October, we offered some exciting recreation classes in our Contract Class program. Some of the classes included Roblox Studio Lab, Masterpieces with Pencils and Pastels, Intro to Ballet, Intro to Karate, Tae Kwon Do for Kids, Grown-up & Me Dance, Horse Fun for Preschoolers & Kids, 8-Sport Multi-Sport with Sportball, and our various Semi-Private Tennis Lessons. The Facility Reservations program continues to receive numerous inquiries for both indoor and outdoor events! During the month of October, we hosted eight weddings, five wedding receptions, two birthday parties, a Celebration of Life and an outdoor market. Church rental clients, Saddleback and Calvary Life Fellowship, continue to meet each Sunday at the Community Center and Senior Center, respectively. Civic Center Sunday church rental client, Ambassador Church, consolidated their campuses at the end of September and have moved to meeting only at their Anaheim campus leaving a vacancy at the Civic Center each Sunday morning. We are pleased to welcome new client, Renew Church, to our Civic Center facilities and look forward to a great working relationship.

Brea Adult Sports

In October, we had both of our Adult Volleyball leagues finish their fall seasons and begin their winter seasons here at the Brea Community Center. We have two leagues that run out of our Community Center Gymnasium: our Monday Women's League, which has 8 total teams, and our Tuesday Coed Volleyball League, which has 14 total teams. Recently, we wanted to collect feedback from the teams in both our leagues to make sure we are providing the highest quality product to our participants. We decided to create a survey and send it out to all the league managers, who would then be able to share it with their individual players. Using this feedback we were able to hear some small, common concerns among the players which were then addressed immediately. The players were all extremely happy that we addressed their concerns so quickly and shared that with us over the following weeks. This survey proved so successful in increasing the participant happiness within our leagues that we will be implementing similar surveys more often throughout all of our adult sports leagues. We are excited to see how we can continue providing great programs for the public.

Brea Fitness Center

The Brea Fitness Center continues to grow in memberships and drop-in visits. Teens, adults, and seniors came to the community center to play basketball, volleyball, "hit the weights", or take a group exercise class. All ages and all levels are getting fit together at Brea Fitness. The Fit-Team continues to provide a fun, safe and clean environment for community members to achieve their healthy lifestyles and Make Fit Happen.

Brea Fitness Center	September	October
Memberships	979	974
Insurance-Based Memberships	609	635
<i>Total</i>	<i>1,588</i>	<i>1,609</i>
Monthly Drop-Ins	649	737

Total Class Attendance:

Program	Classes Per Week	September 2022	Classes Per Week	October 2022
BodyPump	6	319	6	336
Barre	4	216	4	210
Boot Camp	5	71	5	62
Cycle	6	205	6	231
Circuit Training	1	37	1	37
SilverSneakers	3	515	3	499
Super Sculpt	1	44	1	32
Functional Strength	1	43	1	46
TRX Total Body Strength	2	54	2	47
TRX Stretch & Flow	1	16	1	20
Yoga	9	559	9	543
Zumba	8	737	9	718
Low Impact	4	273	4	265
Kickboxing	1	47	1	26
Kinstretch	2	25	2	30
Mat Pilates	1	56	1	51
Total	55	3,217	55	3,153

Personal Training & Massage Therapy Attendance:

Program	September 2022	October 2022
Personal Training	71	67
Massage Therapy	15	13



Youth Programs

The After-School Program and Teen Zone programs are going strong with students getting excited for the upcoming holiday breaks and celebrations! The kids enjoy daily activity areas: sports in the gym, art studio, game room, playground, and games/hangout time in the cafe on top of study hall time to complete their homework. The end of October brought about fall art projects and Halloween themed activities and cooking clubs. On Halloween staff dressed up as Minions for the kids and the traditional Halloween Cookie decorating was enjoyed by both the elementary and teen students. The program is full for Kinder through 6th, but there is still availability in the Teen Zone. The programs are seeing an average 105 elementary school students and 21 teens a day.

On Friday, October 28, the 6th Grade Sneak Preview Activity Night made its comeback after a two-year COVID hiatus, with 151 Brea sixth graders in attendance. The theme for the evening was Fall Fun and was held in the Art Garden. Members of the Student Advisory Board (SAB) helped to facilitate the fun with photo opportunities, dancing, video games and pizza. Participants also tried their luck at the candy count on top of dancing and hanging out in the Teen Zone. It was great for these pre-teens to come together for some safe fun and an opportunity to meet other Brea sixth graders before moving onto the Junior High next year. The teens are excited for the next night in December.

The Tiny Tots part-time preschool aged program's Fall session finished on November 4. This session ended with big Halloween parties, the return of trick-or-treating to Community Center Staff and a song performance for the participants families. The kids loved wearing their costumes to school, playing fun games and show their parents how hard they have been working on their songs. The Mini Holiday session started up on November 14 with lots of Thanksgiving stories and crafts to get ready for the holiday of thanks. The Holiday Mini session has 68 students enrolled with a few spaces left in the Tues/Thursday classes.

Important Upcoming Dates:

December 2 – 6th Grade Sneak Preview Activity Night

November 16 –End of Tiny Tots Mini Holiday Session

January 4 – First day of Winter Tiny Tots



III. HUMAN SERVICES

Brea Resource Center

The Brea Resource Center (BRC) continues to offer in person counseling sessions. During the month of October, a total of 169 sessions were conducted.

Volunteers Ron Garcia and Gary Colletti continue to guide Veterans in receiving the benefits they are eligible for. During the month of October, 9 appointments were held both at the BRC and the Senior Center.

The Resource Center continued to offer its monthly Soundbath series at the Community Center. A soundbath combines sound and a meditative state to create a heightened mind-body awareness. 25 participants attended the September session.

The Resource Center hosted its annual Halloween Costume Exchange during the week of October 10 at the Community Center. Approximately 88 individuals attended this year to swap out gently used costumes for a “new” one.

Senior Center

Senior Center Numbers (At-a-Glance)	September 2022	October 2022
Total Transportation Trips Provided	514	480
New Registered Visitors	46	34
Total Meals Served	1,468	1,138
Program Attendance	4,857	4,755

OCTOBER HIGHLIGHTS:

Halloween Party

The Senior Center hosted their annual Halloween party on Friday, October 28th sponsored in part by SCAN Health Plan. Staff and volunteers had fun serving 141 dine-in lunches and 11 to-go lunches with a menu of country-fried chicken fingers with cream gravy, pumpkin soup, scalloped potatoes, corn, autumn salad and fall cookies. After dancing to “Thriller” and giving out door prizes, the costume contest began with categories like “Most Original,” “Scariest,” “Funniest,” “Most Beautiful,” and “Best Overall.” This year, the winner for the “Best Overall” costume was dressed in a homemade Mary Poppins outfit.



CASE MANAGEMENT:

Home Delivered Meals	September 2022	October 2022
Number of Meal Clients	33	32
Total Deliveries	664	672
Total Meals Delivered	1,992	2,016
Number of Volunteers	28	28
Case Management Activity	September 2022	October 2022
Number of Active Clients	57	57
New Cases	2	0
Closed Cases	1	0



TO: Parks, Recreation, and Human Services Commission

FROM: Bill Bowlus, Parks Superintendent

DATE: December 1, 2022

SUBJECT: Park Update, October 2022

Sports Park

Repair restroom stall doors, repair drinking fountains, repair bollards, pressure wash restrooms, clean monument signs, pressure wash pavers, and perform routine maintenance throughout park.

Arovista Park

Repair restroom sinks, clean BBQs, repair dugout benches, paint picnic tables, pressure wash restrooms, concrete thrust blocks for irrigation repair, clean monument sign, paint concrete trash cans, and perform routine maintenance throughout park.

Tamarack Park

Repair basketball hoop, repair restroom sink, replace basketball nets, paint trash cans, pressure wash restrooms, clean monument sign, and perform routine maintenance throughout park.

Jr. High Park

Repair restroom sink, repair drinking fountain, replace basketball nets, clean monument sign, and perform routine maintenance throughout park.

Country Hills Park

Repair playground swings, pressure wash restrooms, clean monument sign and perform routine maintenance throughout park.

City Hall Park

Repair bench at basketball court, patch playground surfacing, paint trash cans, pressure wash restrooms, and perform routine maintenance throughout park.

Greenbriar Park

Repair drinking fountain, repair restroom sink, pressure wash restrooms, clean monument sign, and perform routine maintenance throughout park.

Woodcrest Park

Clean monument sign and perform routine maintenance throughout park

Olinda Ranch Park

Remove dead trees, replace basketball nets, repair ruts in horse trail, paint picnic tables, pressure wash restrooms, clean monument sign, and perform routine maintenance throughout park.

Olinda Ranch Oil Museum and Trail

Perform routine maintenance throughout park and trail.

Founders Park

Re-stake trees, pressure wash restrooms, and perform routine maintenance throughout park.

Wildcatters Park

Paint picnic structure interiors, work on parking lot lights, pressure wash restrooms, clean monument signs, pressure wash bleachers, and perform routine maintenance throughout park.

Lagos De Moreno Park

Clean monument sign, pressure wash restrooms, replace drinking fountain sensor and perform routine maintenance throughout park.

Dog Parks

Power broom artificial turf, re-stake trees, clean drinking fountains, pressure wash picnic tables, clean monument sign, and performed routine maintenance throughout parks.

Tracks

Re-stake trees, repair erosion control, clean storm drain inlets, re-stake trees, level ruts and add DG to trail, clean Trolley display, pressure wash restrooms, and perform routine maintenance throughout Tracks.

****Routine maintenance may include one or more of these tasks at each site: trash removal, restroom cleaning, mowing, edging, weeding, trimming, irrigation repairs, playground checks and repairs, ball field dragging, and court cleaning.**

Upcoming Events			
November 21- December 22		Wish Tree	Civic Center, Brea Community Center, Resource Center
Thursday, December 1	7:00pm	Sound Bath	Brea Resource Center
Friday, December 10	9:00am	Wish Tree Boot Camp Workout Fundraiser	Brea Fitness Center
Friday, December 10	10:00am	Wish Tree Zumba Workout Fundraiser	Brea Fitness Center
Friday, December 10	6:00pm	Movies Under the Stars – The Nightmare Before Christmas	Civic & Cultural Center
December 15-18		It's a Wonderful Life – Live Radio Play	Curtis Theatre
Friday, December 16	11:00am	Senior Center Christmas Party	Brea Community Center
Thursday, January 5	7:00pm	Sound Bath	Brea Resource Center
Saturday, January 28	11:00am	Brea Wedding Show	Brea Community Center
January 28 – March 24		Domestic Detritus	Brea Gallery
February 10-26		A Gentleman's Guide to Love and Murder	Curtis Theatre