



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

Special Parks, Recreation & Human Services Commission Agenda

Monday, January 23, 2023
10:00 a.m.

Gill Realon, Chair

Craig Livingston, Vice Chair

***Joseph Covey, Commission
Member***

***Thomas Donini, Commission
Member***

***Bill Higgins, Commission
Member***

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 8:00 a.m. on Monday, January 23, 2023.

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

SPECIAL PARKS, RECREATION AND HUMAN SERVICES COMMISSION MEETING AGENDA

Monday, January 23, 2023, at 10:00 a.m.

**Management Services Conference Room 3rd Floor
1 Civic Center Circle, Brea, CA 92821**

1. Call to Order
2. Matters from the Audience
3. Informational
4. Action
 - A. Approval of the Minutes of the Special Joint Parks, Recreation and Human Services and Cultural Arts Commission Meeting of June 8, 2022
 - B. Approval of Concept Plans for Arovista Park Modernization
5. 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: 01/23/2023

SUBJECT: Approval of the Minutes of the Special Joint Parks, Recreation and Human Services
and Cultural Arts Commission Meeting of June 8, 2022

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager

Prepared by: Ashley Reid, Executive Assistant

Concurrence: Sean L. Matlock, Deputy Director of Community Services and Carrie Hernandez,
Deputy Director of Community Services

Attachments

Minutes

**JOINT PARKS, RECREATION AND HUMAN SERVICES AND CULTURAL ARTS
COMMISSION**

Minutes of the Special Meeting of June 8, 2022

CALL TO ORDER

The Special Meeting of the Parks, Recreation & Human Services and Cultural Arts Commissions was called to order by Cultural Arts Chair Perez at 5:01 p.m.

ROLL CALL

Parks, Recreation and Human Services Commission Vice Chair, Craig Livingston and Commissioners Joseph Covey and Tom Donini were present at the Brea Senior Center. Chair Gill Realon and Commissioner Bill Higgins were absent.

Cultural Arts Commission Chair Blake Perez; Vice Chair Sara Trujillo; and Commissioners Robyn Price; Ben Schultz; and Robert Warkenton were present at the Brea Senior Center.

STAFF PRESENT

Sean L. Matlock, Deputy Director of Community Services; Carrie Hernandez, Community Services Manager; Jenn Colacion, Management Analyst; Ashley Reid, Executive Assistant; Bill Bowlus, Public Works Superintendent; Chris Beckman, Public Works Supervisor; Billy Hutchinson, Community Services Supervisor; Tim Takahashi, Community Services Supervisor; Heather Bowling, Community Services Specialist; Mary Kathryn Mendoza, Community Services Supervisor; Kristin Steyerma, Community Services Supervisor; Donjohn Alegre, Community Services Supervisor; and Kris Kataoka, Community Services Supervisor.

PLEDGE OF ALLEGIANCE

Cultural Arts Commission Chair Perez

INVOCATION

Cultural Arts Commission Chair Perez

MATTERS FROM THE AUDIENCE

None.

INFORMATIONAL

Cultural Arts Commission Chair Perez asked that those present introduce themselves.

MATTERS FROM THE AUDIENCE

None.

ACTION

City of Brea/Community Services FY2022/23 Budget and Program Fees

Management Analyst Colacion provided Commissioners a PowerPoint presentation and discussed the budget workshop overview, City Council top priorities, the City of Brea fiscal policies statement, the 2022-23 budget process, budget highlights, economic outlook, fund revenues, sales tax, property tax and transient occupancy tax projections, Community Service revenue projections, 2022-23 General Fund expenditures, assumptions and decision package requests.

In response to Cultural Arts Commission Vice Chair Trujillo, Management Analyst discussed the City of Brea fiscal year.

Parks, Recreation and Human Services Commissioner Donini discussed the American Rescue Plan Act (ARPA) funding and wanted a comparison to prior year numbers.

Management Analyst Colacion discussed the ARPA funds and how those resources will be used prior to year 2024.

In response to Parks, Recreation and Human Services Commissioner Donini's question, Management Analyst Colacion provided more details on the decision package for the Homeless Liaison Officer.

In response to Cultural Arts Commissioner Warkenton's inquiry, Management Analyst Colacion discussed how costs for repairs for Curtis Theatre are incorporated into the budget. She also noted that a similar repair path was completed in recent years for the Brea Art Gallery.

In response to Cultural Arts Commissioner Warkenton's inquiry, Management Analyst Colacion noted that art work maintenance is funded by developers.

In response to Parks, Recreation and Human Services Vice Chair Livingston's question, Deputy Director Matlock provided Commissioners with further information regarding the western expansion of the Tracks at Brea through La Habra. He discussed the easement, right of way, grant opportunities, and how the cities of La Habra and Brea would be working together.

Deputy Director Matlock and Community Services Manager Hernandez provided Commissioners a PowerPoint presentation on Fiscal Year 2022-23 Community Services fees and discussed how fees are created and notable fees for the year.

In response to Parks, Recreation and Human Services Commissioner Donini's inquiry, Community Services Supervisor Mendoza discussed the resident and non-resident fees and how both participate in Community Center programs.

In response to Parks, Recreation and Human Services Commissioner Donini's question, Deputy Director Matlock discussed cost recovery and program subsidization across Community Services.

In response to Cultural Arts Commissioner Warkenton's inquiry, Deputy Director Matlock discussed the fee increases, how those numbers were decided upon, and the how changes to fees could be increased during future budgets.

Motion was made by Cultural Arts Commissioner Warkenton, seconded by Commissioner Price to receive and file the Fiscal year 2022-23 Community Services program fees.

Ayes: Chair Perez, Vice Chair Trujillo, Commissioner Price, Commissioner Schultz, Commissioner Warkenton

PASSED

Motion was made by Parks, Recreation and Human Services Commissioner Covey, seconded by Commissioner Donini to receive and file the Fiscal year 2022-23 Community Services program fees.

Ayes: Vice Chair Livingston, Commissioner Covey, Commissioner Donini

Absent: Chair Realon, Commissioner Higgins

PASSED

Arovista Park Modernization Design and Golf Safety Netting Funding

Deputy Director Matlock introduced item and provided background on the Arovista Park Modernization project and discussed golf safety netting.

In response to Parks, Recreation and Human Services Commissioner Donini's question, Public Works Superintendent Bowlus noted that construction documents and specifications would be included in the design plans and will show cost estimates for the entire project.

Deputy Director Matlock noted that this action item would be approving the \$953,000 for the golf course safety netting and park design. He also discussed that the firm David Volz Design was the best choice for the project based on all of the evaluation criteria.

In response to Parks, Recreation and Human Services Vice Chair Livingston's inquiry, Deputy Director Matlock discussed the estimated price that was noted in packet and how that number has changed with the awarded firm.

Motion was made by Parks, Recreation and Human Services Commissioner Donini, seconded by Commissioner Covey to approve up to \$953,000 from the Park Development Fund 250 for the design and safety netting for Arovista Park modernization.

Ayes: Vice Chair Livingston, Commissioner Donini, Commissioner Covey

Absent: Chair Realon, Commissioner Higgins

PASSED

DISCUSSION

Skate Park Rehab Update

Deputy Director Matlock provided and update on the Skate Park rehab to Commissioners.

Social Media Overview

Deputy Director Matlock introduced the item and provided background on social media throughout City of Brea departments.

Management Analyst Colacion presented a PowerPoint presentation and discussed Community Services social media platforms, overview of Next Door, Community Service social media, and City of Brea social media.

Community Services Supervisor Bowling provided Commissioners further details regarding social media engagement and the importance of engagement.

Cultural Arts Vice Chair Trujillo discussed the importance of social media and noted that there was room to improve on volume of content that is being shared. She noted that social media plays an important role in sharing information to the community.

Summer Updates

Community Services Supervisors Hutchinson, Takahashi, Mendoza, Steyerman, Alegre and Kataoka and Community Services Specialist Bowling provided Commissioners with highlights of programs that will be offered throughout the summer.

Taste of Brea Recap

Community Services Manager Hernandez provided Commissioners a recap on the Taste of Brea event.

Cultural Arts Vice Chair Trujillo noted the popularity of the fans that were distributed with summer events listed.

Cultural Arts Commissioner Price indicated that the people there were so receptive of learning about Brea Arts.

Cultural Arts Commissioner Warkenton expressed how great the event was.

REPORTS

Cultural Arts Commission

None.

Parks, Recreation & Human Services

Parks, Recreation and Human Services Vice Chair Livingston noted that Arovista Park and the Tracks at Brea expansion were two big upcoming projects.

Deputy Director Matlock noted that the celebration of life for Gilbert Arriola would be on June 25, 2022, at 10:00am at the Brea Community Center.

ADJOURNMENT

Cultural Arts Chair Perez adjourned the meeting at 6:53 p.m.

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
FROM: Chris Emeterio
DATE: 01/23/2023
SUBJECT: Approval of Concept Plans for Arovista Park Modernization

RECOMMENDATION

That the Parks, Recreation and Human Services Commission approve the redesigned concept plans for the Arovista Park Modernization Project, as presented, and direct staff to move the item on to City Council for consideration and approval.

BACKGROUND/DISCUSSION

At the December 7, 2022, Parks, Recreation and Human Services Commission meeting staff presented detailed concept plans for the Arovista Park Modernization project as a discussion item. Staff is now seeking a formal Commission approval of the plans, as presented, and for the Commission to direct staff to move the concept plans on to City Council for consideration and approval.

SUMMARY/FISCAL IMPACT

The City Council has approved \$9.7 million to be budgeted for this project through the Capital Improvement Program (CIP) Budget. Staff has also secured grant funds totaling \$205,000 through Proposition 68 funds and a \$625,000 contribution through County of Orange Supervisor Doug Chaffee's office.

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,
Deputy Director of Community Services
