



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

Parks, Recreation & Human Services Commission Agenda

**Wednesday, July 26, 2023
5:30 p.m.**

Craig Livingston, Chair

Bill Higgins, Vice Chair

Eric Mason, Commissioner

Gill Realon, Commissioner

Irene Rifilato, 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 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 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

The Commission encourages interested people to address this legislative body by making a brief presentation under Matters from the Audience. State Law prohibits the Commission from responding to or acting upon matters not listed on this agenda.

The Commission encourages free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Commission rules prohibit clapping, booing or shouts of approval or disagreement from the audience. Please silence all cell phones and other electronic equipment while the Commission is in session. Thank you.

Written comments may be submitted in advance of the meeting by emailing ashleyr@cityofbrea.net. Written comments received by 3 p.m. on the day of the meeting will be provided to the Commission, will be made available to the public at the meeting, and will be included in the official record of the meeting.

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (714) 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)

PARKS, RECREATION AND HUMAN SERVICES COMMISSION

MEETING AGENDA

Wednesday, July 26, 2023, 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. School District Representative - **Dirks**
7. Correspondence - **Staff**
8. Action
 - A. Approval of the Minutes of the Special Joint Cultural Arts Commission and Parks, Recreation & Humans Services Commission Meeting of June 14, 2023.
 - B. Facility Use and Allocation Policy
9. Discussion
 - A. Special Events Update
 - B. Helping Hands Scholarship
 - C. Project Updates:
 - Senior Center Feasibility Study
 - Arovista Modernization
 - Upcoming Goal Setting Timeline
 - Hope Center
 - Sports Park Tree Replacement/Asphalt Work
 - D. Pickleball/Conversion Data
10. Information Memorandum

11. Reports
 1. Commission Reports
 1. Park Ambassadors
 1. July 5 - Lagos De Moreno Park - **Livingston**
 2. August 2 - Founders Park - **Mason**
 3. September 6 - Wildcatters Park - **Livingston**
 2. Golf Courses Ambassadors - **Higgins/Mason**
 3. Art in Public Places Advisory Committee – **Rifilato**
 4. Country Fair Steering Committee - **Realon**
 5. Cultural Arts Master Plan Steering Committee - **Rifilato**
 6. User Groups – **Higgins**
 7. Pickleball – **Higgins/Realon**
 2. Staff
 1. Public Works - **Esparza**
 2. Community Services - **Staff**

12. 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
FROM: Chris Emeterio
DATE: 07/26/2023
SUBJECT: Correspondence

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manger
Prepared by: Sean L. Matlock, Deputy Director of Community Services, Carrie Hernandez,
Deputy Director of Community Services

Attachments

Correspondence

"Engineers make bridges,
Artists make paintings,
scientist make rockets
but educators make
them all" ♡

you make differences
in family's everyday
lives & your hard
work & love for the
kids is so evident
& appreciated!

Ms. Sheryl

Thank you for being a
smiling face everytime
we dropped off. Daphne,
Scarlett, & Johnny were
so blessed by you, the
teachers & your whole
program. I appreciate your
endless compassion & support
for my family. Tiny Tots
will always be special to
us! We will come back
to say hello! ♡, The Gonzalez
fam

Sent: Thursday, July 6, 2023 12:04 PM

Hi Kristin,

On behalf of the Democrats of North Orange County (DNOC) we would like to acknowledge the outstanding service we received from Kristin. Our Club was late in requesting a booth at the Brea Country Fair and were told to "standby" for availability. Kristin consistently communicated with me on a timely basis with updates. The day before the event she reached out to let us know there was a place. We felt she went over and above in meeting our needs. We were able to secure a site the day before and had a great experience at the event.

The event was just wonderful! We had several friends from Fullerton join us and they were jealous that their city has no comparable event. The six of us from Brea who attended were very proud of our city. Needless to say we are starting our early and want to be on the mailing list for 2024.

Sincerely,

Linda Fini

Comments or Suggestions:

Hi;

We used to have 2 bench presses. With recent modifications it is only 1 now.

Now more and more members are interested in it and they usually occupy it for a long time i.e. 30 minutes. Please consider having 2 bench presses, if possible.

Not enough room for your comments? ^{Thanks}

You can e-mail our team of supervisors at:

BCCTellUs@cityofbrea.net

Would you like us to get back to you?

We would be happy to respond, if you would please fill out the information below:

Brea Blue Cards: May 2023

- May 30, 2023 – 10:00 a.m.
 - I spoke with the patron via phone call. I addressed his comment for an additional flat bench press and suggested alternative exercises targeting the pectoral (chest) muscles. I also offered to set up time to demonstrate how to do the exercises in person. The patron was very appreciative for the phone call and will take me up on the offer.

Comments or Suggestions:

very very enjoyed
please let her (Becky)
have more
classes in
BCC thanks.

Not enough room for your comments?

You can e-mail our team of supervisors at:

BCCTellUs@cityofbrea.net

Would you like us to get back to you?

We would be happy to respond, if you would please
fill out the information below:

Alegre, DonJohn

From: Alegre, DonJohn
Sent:
To: Thursday, May 18, 2023 4:00 PM
Subject:

Good afternoon Vicky,

Thank you for your positive feedback about our SilverSneakers instructor Becky. We would love to have more classes available with her, however her personal schedule does not allow her to do so. I will be sure to share your positive message with Becky. If you have any questions, please feel free to contact me. I hope you have a great week.

Best regard,

DJ ALEGRE

Community Services Supervisor

Community Services | Fitness and Wellness

P: 714.990.7110 | E: donjohna@cityofbrea.net | W: www.breafitness.com

Brea Community Center | 695 Madison Way | Brea, California 92821



Subject: Re: Nutcracker Craft Boutique 2023 Applications

Thanks for all you do, Kristin, to make these opportunities available to us.
Im sure you are busier than a one armed paper hanger but know that we appreciate your hard work.!

Subject: Re: 4th of July Coloring Contest

Thank you for getting back to me so quickly. He's doing much better now.

We love the Country Fair and we go every year. My son was in the beautiful baby contest in 2014. He's in 3rd grade now.

I'll drop off the picture he colored this week.

Thank you so much!

Scott Holliday

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

FROM: Chris Emeterio

DATE: 07/26/2023

SUBJECT: Approval of the Minutes of the Special Joint Cultural Arts Commission and Parks,
Recreation & Humans Services Commission Meeting of June 14, 2023.

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager

Prepared by: Ashley Reid, Exexutive Assistant

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

Attachments

Minutes

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

Minutes of the Meeting of June 14, 2023

CALL TO ORDER

The Special Joint Meeting of the Parks, Recreation & Human Services and Cultural Arts Commissions was called to order by Cultural Arts Chair Price at 5:30 p.m.

ROLL CALL

Parks, Recreation and Human Services Commission Chair Craig Livingston, Vice Chair Bill Higgins, and Commissioners Eric Mason and Irene Rifilato were present in Community Room B. Commissioner Gill Realon was absent.

Cultural Arts Commission Chair Robyn Price and Commissioners Beverly Falco and Linda Shay were present in Community Room B. Vice Chair Sara Trujillo and Commissioner Ben Schultz were absent.

Parks, Recreation and Humans Services Commissioner Mason arrived at 5:33pm.

STAFF PRESENT

Chris Emeterio, Assistant City Manager; Sean L. Matlock, Deputy Director; Jenn Colacion, Senior Management Analyst; Ashley Reid, Executive Assistant; Billy Hutchinson, Community Services Supervisor; Kris Kataoka, Community Services Supervisor; Katie Chidester, Community Services Supervisor; Kristin Steyerma, Community Services Supervisor; Lani Gormsen, Community Services Specialist; DJ Alegre, Community Services Supervisor; Nicole Andrews, Community Services Supervisor; Mary Kathryn Mendoza, Community Services Supervisor; Jaime Espitia, Acting Community Services Supervisor

PLEDGE OF ALLEGIANCE

Cultural Arts Chair Price

INVOCATION

Cultural Arts Chair Price

INFORMATIONAL

Assistant City Manager Emeterio welcomed Commissioners followed by Commissioners and staff introducing themselves.

MATTERS FROM THE AUDIENCE

None.

ACTION

Approval of the Minutes of the Cultural Arts Commission Meeting of May 10, 2023

Motion was made by Commissioner Shay, seconded by Commissioner Falco to approve the Meeting Minutes of May 10, 2023.

Ayes: Chair Price, Commissioner Falco, Commissioner Shay

Absent: Vice Chair Trujillo, Commissioner Schultz

PASSED

Approval of the Minutes of the meeting of the Parks, Recreation & Human Services Commission Meeting of May 24, 2023

Motion was made by Vice Chair Higgins, seconded by Commissioner Mason to approve the Meeting Minutes of May 24, 2023.

Ayes: Chair Livingston, Vice Chair Higgins, Commissioner Mason, Commissioner Rifilato

Absent: Commissioner Realon

PASSED

City of Brea/Community Services FY 2023/24 and 2024/25 Budget and Program Fees

Assistant City Manager Emeterio introduced item and provided Commissioners background on the budget workshop process.

Senior Management Analyst Colacion provided Commissioners a PowerPoint presentation and discussed the budget workshop overview, City Council top priorities and projects, fiscal policies statement, the biennial budget process, budget highlights, economic outlook, FY 2023-25 General Fund revenues, revenue assumptions, sales tax projections, property tax projections, transient occupancy tax projections, Community Service revenue projections, FY 2023-25 General Fund expenditures, expenditure assumptions, CalPERS funded status, five year projections, decision packages, FY 2023-25 Successor Agency budget, and the two-year Capital Improvement Program budget.

In response to Cultural Arts Commissioner Shay's question, Senior Management Analyst Colacion noted the different ways the community could participate in public comment at the City Council meeting on Tuesday, June 20, 2023.

In response to Parks, Recreation and Human Services Chair Livingston's inquiry, Senior Management Analyst Colacion provided Commissioners further details regarding surplus revenue over expenditure funds in relation to upcoming projects.

Assistant City Manager Emeterio discussed other potential funding options.

Deputy Director Matlock provided Commissioners a PowerPoint presentation and discussed how fees are created and notable proposed fees for Community Services.

In response to Cultural Arts Commissioner Shay's inquiry, Deputy Director Matlock explained the differing fees for swim lessons during the week of July 4th.

In response to Parks, Recreation and Human Services Commissioner Rifilato's question, Acting Community Services Supervisor Espitia provided further details on the sliding scale of the Brea Resource Center counseling fees.

In response to Parks, Recreation and Human Services Vice Chair Higgin's inquiry, Community Services Specialist Gormsen noted how fees for table tennis are collected at the Senior Center.

In response to Parks, Recreation and Human Services Chair Livingston's and Vice Chair Higgin's questions, Deputy Director Matlock discussed how fee changes are determined.

Deputy Director Matlock discussed the benefits of the Helping Hands Scholarship.

Cultural Arts Chair Price thanked staff for their continued hard work.

Motion was made by Commissioner Falco, seconded by Commissioner Shay to receive and file the City of Brea/Community Services FY 2023/24 and 2024/25 Budget and Program Fees.

Ayes: Chair Price, Commissioner Falco, Commissioner Shay

Absent: Vice Chair Trujillo, Commissioner Schultz

PASSED

Motion was made by Commissioner Rifilato, seconded by Commissioner Mason to receive and file the City of Brea/Community Services FY 2023/24 and 2024/25 Budget and Program Fees that were amended and provided to Commissioners on June 14, 2023.

Ayes: Chair Livingston, Vice Chair Higgins, Commissioner Mason, Commissioner Rifilato

Absent: Commissioner Realon

PASSED

Deputy Director Matlock thanked Commissioners for their support through this process.

DISCUSSION

Project Updates: Senior Center Feasibility Study, Arovista Modernization, Cultural Arts Master Plan

Senior Management Analyst Colacion provided Commissioners an update on the Senior Center Feasibility Study.

Deputy Director Matlock provided Commissioners an update on the Arovista Park modernization project.

Senior Management Analyst Colacion provided Commissioners an update on the Cultural Arts Master Plan.

Special Events Update

Community Services Supervisor Steyermaier provided Commissioners an update on upcoming Special Events.

REPORTS

Cultural Arts Commission

Senior Management Analyst Colacion discussed the booth that the Experience Brea Arts team had at the Brea Downtown Taste of Brea event.

Community Services Supervisor Kataoka noted upcoming shows at the Curtis Theatre.

Cultural Arts Chair Price noted the excellent partnership between the Brea Gallery and the Curtis Theatre.

Community Services Supervisor Chidester discussed the current exhibit and the closing reception for Made in California.

Parks, Recreation & Human Services Commission

Parks, Recreation and Human Services Chair Livingston noted the hard work the Commission has put in for the Arovista Park modernization project, the Senior Center Feasibility Study, future projects and ongoing park maintenance.

Staff

None.

ADJOURNMENT

Parks, Recreation and Human Services Chair Livingston adjourned the meeting at 6:59 p.m.

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
FROM: Chris Emeterio
DATE: 07/26/2023
SUBJECT: Facility Use and Allocation Policy

BACKGROUND/DISCUSSION

The Facility Use and Allocation Policy is a document that sets forth the policies and procedures for the City of Brea to facilitate the allocation of all available athletic courts, facilities and fields under its ownership and/or allocation control. Brea staff works collaboratively with Brea's youth user groups on field assignments by following the guidelines of the Facility Use and Allocation Policy.

The document was last updated in 2015, and it was time for some clerical changes to be made as well as proposed deletions from the policy. Staff will go over the big changes and look for support from the Commission to make these changes based on current use, upcoming projects and other factors. Staff sought input from Brea's youth user groups during the preparation of the proposed changes.

Attached is the proposed changes to the document which are noted for easy reading. This document was also shared with the Commission via email on June 12, 2023.

RESPECTFULLY SUBMITTED

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

Attachments

Facility Use and Field Allocation Policy



City of Brea

Facility Use and Allocation Policy

November 2015 April June July 2023

The Parks, Recreation and Human Services Commission is comprised of five active Brea residents who are interested in the parks, recreation and human services needs of the Brea community. Acting as an advisory body to the City Council, the Commission oversees, encourages and promotes a wide range of programs and services including pre-school age, youth and adult sports, fitness/wellness, seniors, special events, 14 parks, including Wildcatters Dog Park, the Olinda Oil Museum and Trail, The Tracks at Brea Trail, and two golf courses. The Commission acts as the eyes and ears of the community and strives to provide opportunities in which the community can come together for positive experiences and enhance the lives of each individual and family. The Commission meets at 5:30 p.m. on the fourth ~~Monday-Wednesday~~ of each month at the Brea Civic & Cultural Center. The public is invited and encouraged to attend.

This document sets forth the policies and procedures for the City of Brea to facilitate the allocation of all available athletic facilities/fields under its ownership and/or allocation control. This document will include the allocation of City of Brea athletic facilities/fields as well as coordinating group use of selected Brea Olinda Unified School District (BOUSD) facilities/fields.

Table of Contents

I	Introduction.....	1
II	Purpose.....	1
III	Definitions.....	1
IV	Priority Group Classifications.....	3
V	Criteria to Qualify as a Brea Youth Organization (Group B).....	4
VI	Reservation and Allocation Procedures	4
VII	Rosters and Maintenance Operation Fees.....	5
VIII	Field-Facility Priority Allocation	6
IX	Field-Facility Assignment Verification.....	7
X	Notice of Non-Use of Fields Facilities	7
XI	Use of Allocated Fields Facilities by Other Groups, Teams or Individuals	7
XII	Rules and Regulations of Facility Usage.....	7
XIII	Facility Maintenance.....	10
XIV	Facility Closure and Inclement Weather Policy	12
XV	Basketball Court Use	13
XVI	Brea Community Center Gymnasium (BCC).....	15 14
XVII	Priority Group Classifications for Brea Community Center Gymnasium Use....	15
XVIII	Reservation and Allocation Procedures for BCC Gymnasium Use.....	16 15
XIX	User Group Requirements for BCC Gymnasium Use	17 16
XX	Rules and Regulations for Brea Community Center Gymnasium Use.....	17
XXI	Fees for Brea Community Center (BCC) Gymnasium Use.....	18 17
XXII	Municipal Plunge Facility.....	18 17
XXIII	General Park and Facility Rules and Requirements	19 18
XXIV	City of Brea Parks and Park Ordinance	19
XXV	Indemnification and Assumption of the Risk	20 19
XXVI	Violation of this Policy	20 19

I Introduction

The City of Brea Community Services Department coordinates the use and allocation of City parks, athletic facilities and fields as well as selected athletic facilities/fields of the Brea Olinda Unified School District. The City and Brea Olinda Unified School District work cooperatively to coordinate facility use in accordance with the **Facility Use and Allocation Policy** to ensure fair and equitable allocation to local organizations as well as the general public.

The Director of Community Services and/or his/her designated staff representative shall, at his/her sole discretion, provide the interpretation of the language in the **Facility Use and Allocation Policy**. In the event there is a need to make administrative changes to address facility use, City staff shall have authority to make the necessary revisions.

The Parks, Recreation and Human Services Commission shall evaluate the effectiveness of these policies and procedures and consider revisions as needed.

It is further understood that the City may charge fees to recover costs associated with the operation, maintenance, supervision or administration of the policies and procedures which govern the **Facility Use and Allocation Policy**.

II Purpose

The purpose of these guidelines is to establish regulations and processes to be followed that will preserve City assets and ensure fair and equitable use allocation of athletic facilities and fields to qualified organizations or individuals.

The intent of these guidelines is to achieve these goals utilizing the rules and regulations set forth herein, and when necessary, to meet with user groups in order to mediate and resolve requests for available facilities.

City staff reviews the field requests and allocates the fields equitably in accordance with these guidelines while encouraging optimum cooperation among all user groups.

III Definitions

Facility, Field, Basketball Court, or Park: Any facility, field, basketball court, park and/or other City or School District owned facility and adjoining, appurtenant area that is made available to users pursuant and/or subject to this Policy. "Facility" includes any City or District owned facility, field, basketball court or park, the Brea Community Center, and/or the Brea Municipal Plunge, including adjoining, appurtenant areas made available to users pursuant and/or subject to this Policy.

New User: Any organization that has not requested/and or utilized field use allocations in a 12-month period or takes a hiatus from their primary season preceding its submission of a **Letter of Intent** to the Parks Recreation and Human Services Commission, will be considered a new user. **New users** must adhere to the deadlines established herein in order

to be eligible for field allocations. An organization which changes only its name, but which otherwise is governed by substantially the same persons or entities and retains its non-profit status, shall not be considered a **new user**. A currently allocated organization which merges with another currently allocated organization shall not be considered a **new user**, provided the merger is recognized in writing by the Community Services Department. Splinter, spin-off or subsidiary organizations will be considered **new users** and must submit a **Letter of Intent** to the Parks, Recreation and Human Services Commission to form a new league or organization ~~consisting of at least _____ members. Individual teams will not be considered to become new users.~~ All **Letters of Intent** shall also include the new user's bylaws and official documentation from the IRS which demonstrates the organization's nonprofit status, at least one year prior to the estimated starting date for such new user and/or league, as well as documentation with criteria proving ability to meet Group B or C requirements listed on page 3. This will provide staff and the Parks, Recreation and Human Services Commission time necessary to study the impact of a new program on existing facilities. A decision on whether to approve or deny the organization's request for use allocation will be made by the Parks, Recreation and Human Services Commission.

Currently, there is a moratorium in effect regarding new user applications. During the specified moratorium period starting in July 2023 and continuing indefinitely, we will cease accepting new applicants, meaning that no new applications will be processed or considered during this time as outlined in this policy document. This document will be updated if the moratorium is decided to be released.

Letter of Intent: A letter written by a new organization addressed to the Parks, Recreation and Human Services Commission requesting to begin a new league and/or requesting the use of field space.

User, Group, Organization: Any otherwise qualified user, group or organization using or seeking to use any facility, and including, jointly and severally, all of each user's, group's and organization's members, directors, owners, managers, employees, agents, and participants.

Primary User: This is a Community Services Department qualified Group B (see Section VIII table) organization and as such has first priority for field use during the season in which they are classified as a **primary user**.

Secondary User: This is a Group B organization that requests field use out of season (see Section VIII table).

Resident: Any participant who lives or goes to school in Brea will be considered a Brea resident.

Participant: Any player up to and including 18-year-olds who are fully registered with the user organization. Non-players such as coaches, officials and staff shall not be included or counted as participants.

Subletting: To lease or allow another team, organization or individual, whether or not it is officially registered with the Community Services Department, to use a field or fields

allocated to a currently allocated organization without the Community Services Department's written approval.

Code of Conduct: All Group Classifications must file a City-approved **Code of Conduct** for participants, parents and coaches with the Community Services Department prior to the use of any facilities. The **Code of Conduct** shall outline the principles of sportsmanship, fair play and other ethical issues that relate to team sports. Groups without a code of conduct must adhere to the NYSCA code of ethics. (<https://www.nays.org/coaches/training/code-of-ethics>)

IV Priority Group Classifications

Group A: A group or organization participating in a City of Brea and Brea Olinda Unified School District sponsored or co-sponsored events. The City will have priority at City owned or operated facilities; the Brea Olinda Unified School District will have priority at Brea Olinda Unified School District owned or operated facilities.

Group B: A group or organization participating in a program, activity or event that is fully open to the public (open registration wherein all registrants shall be placed on a team) and is sponsored by a Brea-based, non-profit youth (18 years of age and under) organization. A minimum of 80% of the registrants/membership of the organization must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents; however, each organization may have ONE SINGLE 50% Brea resident/50% non-Brea resident team for each age group 14 years and above. Any additional teams for these age groups must be made up of 60% Brea residents.

Group C: A group or organization participating in a program, activity or event for youth participants (18 years of age or under) that is sponsored by a Brea-based, non-profit organization. A minimum of 80% of the membership of the organization must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents; however, each organization may have ONE SINGLE 50% Brea resident/50% non-Brea resident team for each age group 14 years and above. Any additional teams for these age groups must be made up of 60% Brea residents. Field usage for **Group C** organizations shall be subject to field rental rates and light rates.

~~**Group D:** A group or organization participating in a program, activity or event for adults (19 years of age or older) that is sponsored by a Brea-based, non-profit organization. A minimum of 80% of the membership must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents. Field usage for **Group D** classifications shall be subject to field rental rates and light rates.~~

Any organization that does not meet the requirements of Group B or Group C shall be subject to field rental and light rates, and may only rent once every six months. One rental may consist of two consecutive days at a maximum. All rentals are subject to availability.

Sports group organizations are not permitted to utilize City fields unless they have gone through the field rental process or are an approved Brea based non-profit group. [See Ordinance No. 1109, Section 12.00.120 Scheduled Use Sports Fields, Parks, Trails, and Recreational Facilities.](#)

V Criteria to Qualify as a Brea Youth Organization (Group B)

1. Must have a written Charter.
2. Must have a Board of Directors.
3. Must have proof of current non-profit status from the Internal Revenue Service and State of California (ID number). [Must be up to date and available by request.](#)
4. Subject to the provisions applicable to Group B organizations, above, 80% of the registrants/membership of the organization must qualify as Brea residents.
5. Registration must be open to the public and all registrants shall be placed on a team.
6. Must file the fully executed City-approved "Code of Conduct" with the Community Services Department and must enforce the Code of Conduct for all parents, coaches and participants.

[7. Subject to maintenance operations fees as approved by the Parks, Recreation, and Human Services Commission.](#)

VI Reservation and Allocation Procedures

Each year, two (2) field allocation meetings will be held so user groups can work together to determine how fields are allocated for the fall and spring seasons. If user groups cannot come to an agreement on how fields are assigned, then City staff will determine field assignments and those assignments shall be final unless modified by written agreement of all current users. Each organization will also be required to submit the following information to the Community Services Department:

1. A complete list of the Board of Directors of the requesting organization including name(s), address(es), telephone number(s) and e-mail address(es).
2. An original Certificate of Insurance, with endorsement(s) evidencing a commercial general insurance policy with limits not less than \$12,000,000 per occurrence and [\\$2,000,000 general aggregate and](#) protecting against injury and death to persons, and damages to property and waiving all rights of subrogation.
 - a. The required Certificate of Insurance and endorsement(s) must state that the City of Brea and the Brea Olinda Unified School District (if District facilities will be used) and City's and District's elected officials, and each of their appointed groups, committees, boards, officers, servants, employees, agents, volunteers, and

contractors are additional insureds, and such insurance shall be primary to any insurance of the City and District.”

Additionally, the cancellation paragraph must state: "Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will mail **30 days** written notice to the certificate holder named on this certificate."

The required insurance shall otherwise be in such form and with such limits as required by the City.

- b. The original certificate and endorsement(s) (no copies) must be filed with the Community Services Department 30 days prior to usage of any fields or facilities.
3. Proof of current non-profit status from Internal Revenue Service and State of California (ID number).

~~4. A signed Agreement for Use and Maintenance of Facilities form.~~
54. A Master Calendar that must include at a minimum:

- ~~ae.~~ Date ~~practice field use~~ begins;
- ~~be.~~ Date league games begin;
- ~~ce.~~ Date ~~league games field use~~ ends;
- ~~de.~~ Dates of tournaments hosted by league;
- ~~ee.~~ Dates of all-star practice and games;
- ~~fe.~~ Dates of all other organization activities which may require assistance by City staff or use of City facilities.

Failure to provide any or all of the information contained in Section VI may result in the loss of use of City or Brea Olinda Unified School District facilities for the period of time requested and/or future allocation periods.

VII **Rosters and Maintenance Operation Fees**

Each organization is required to provide the items listed below ~~to the City seven (7) days prior to opening day—by April 1st for spring seasons and by November 1st for fall seasons:~~

1. Complete team rosters that contain the following for each player: name, address, zip code and school attending. The team roster must include the age division that team represents. The City may also request, as needed, that proof of residency be verified by providing a utility bill, school report card, or other approved documentation.
2. City established Maintenance and Operations fee, payable to the City of Brea, for each participant registered for spring/summer and fall/winter seasons. Groups are also responsible for paying fees for any late registrants.

All submissions must contain a coversheet to provide a summary of what is submitted.

Failure to submit any or all of the information in Section VII within the specified time may result in loss of field use and/or ball field light schedule. The City reserves the right to charge a 10% late fee in addition to Maintenance Operation Fees.

Any inaccurate documentation shall be considered falsifying of documents and will result in disciplinary action that may include, but is not limited to, loss of field space, probation, or revocation of user group status.

VIII Field-Facility Priority Allocation

1. Generally, priority for field allocations is given first to official games, followed by field maintenance and then practices; however, the City may, at its sole discretion, change those priorities when deemed necessary.
2. In determining what sports are “in-season” for Primary Users, C.I.F. competition sport seasons will be used.

Usage	Fall/Winter	Spring/Summer
Primary User (in-season sport)	Football/Soccer/ <u>Basketball</u>	Baseball/Softball
Secondary User	Baseball/Softball/Other as determined by PRHS	Football/Soccer/ <u>Basketball</u>

3. The procedure for allocating fields for Priority Group Classifications will be in the following order (see Definitions).
 - a. Group A: City of Brea and/or Brea Olinda Unified School District use
 - b. Group B: Primary Users
 - c. Group B: Secondary Users
 - d. Group C: Primary Users
 - e. Group C: Secondary Users
 - ~~f. Group D: Primary Users~~
 - ~~g. Group D: Secondary Users~~
 - ~~h. Group E: As available~~

IX Field-Facility Assignment Verification

In the event there is a discrepancy as to which organization is assigned a respective location/field, the City-issued field assignments will provide as backup for City staff to settle any dispute. Each group is required to have a copy of their field assignments on-site in the event verification is needed. Groups or individuals may be asked to vacate the field if the documents cannot be furnished. [Copies of city-issued field assignments will be provided to City of Brea Dispatch.](#)

X Notice of Non-Use of Fields/Facilities

Any user group that has been allocated space and does not intend to use it regularly must notify the Community Services Department immediately so the field may be reallocated [or opened for public use](#). Failure to do so will result in loss of field space and/or light use.

XI Use of Allocated Fields/Facilities by Other Groups, Teams or Individuals

User groups and/or teams that have been assigned City and/or Brea Olinda Unified School District athletic fields/facilities may not sublet and/or allow fields/facilities to be used by other groups, teams or individuals without written permission by the Community Services Department. The only exception is that individual teams within the same user group may “trade” field use time if agreed upon by both teams. All teams must participate in the respective charters current season’s league in order to utilize field time.

XII Rules and Regulations of Facility Usage

1. A responsible adult member of the user group must be present at all times during any use by that user group of City or Brea Olinda Unified School District facilities.
2. Games and practices may begin no earlier than 8 a.m. and must end no later than 10 p.m. at lighted facilities and dusk at non-lighted facilities unless written permission is received from the Community Services Department. Field preparation may not begin prior to 7:30 a.m.
3. User groups using lighted facilities are responsible for ensuring the proper use of the lights. All user groups shall make sure the lights are turned off when the fields are not being used. [Lighting is handled by the Community Services Supervisor overseeing sports and the Public Works Department. User groups must contact either to have lights turned off. Groups must call Brea PD Dispatch at \(714\) 990-7773 to have lights turned off.](#)
4. During all allocation periods, Group B teams must participate in league play under their governing charter.
5. Group B may only host games for league or tournament play conducted by their governing charter.
6. Group B [or C-C or D](#) organizations are required to ensure that at least one of the individual teams participating in every scheduled game on the fields assigned is from their organization. Additionally, that team’s name and contact person must appear on the game schedule submitted to the Community Services Department. Tournaments

hosted by a Group B, C or D organization and approved by the City shall be exempt from this rule.

- a. The City reserves the right to bill user groups for hourly field and energy costs for tournament play.
 - b. User groups may host two (2) tournaments per calendar year and must include these dates in their submitted schedule.—The Community Services and Public Works Departments must approve each tournament prior to scheduling. Requests to host a tournament must be made at least two months prior to the desired date. In the event a user group wants to utilize field time that is allocated to another user group, they must obtain and possess written permission from the other user group. The allocated user group has first right of refusal in those instances.
7. Group B organizations may not charge participants or the general public any fee that is outside of the standard registration fee. This shall be considered using a City amenity for the purpose of conducting business, which is a violation of City Ordinance No. 1109 (see page 2019).
8. Storage and/or Snack Shacks
- a. At the City's sole discretion, storage permits may be issued to user groups based on the "in-season" guideline. User groups may be required to share with another scheduled user of the facility.
 - b. The City shall provide the existing structures. It is the user group's responsibility to provide any and all other equipment, i.e., storage racks, refrigerators, etc. If the group wishes to add such items, written permission must be obtained from the City prior to installation. Any item that is purchased by the City is considered as a one-time purchase and must remain at the facility to which it was originally allocated.
 - c. The City shall use reasonable efforts to maintain storage room and snack shack infrastructure such as repairs to lighting, electrical outlets, electrical breakers, water lines, sink plumbing, water heaters and cabinetry. Any appliances, including ice machines, that belong to the user groups are their responsibility to maintain and repair.
 - d. The City assumes no responsibility or liability for the loss or damage of any equipment and/or contents kept in the storage areas by the user groups, and any and all such risks are hereby expressly and completely assumed by each user group.
 - e. It is the user group's responsibility to ensure that the Public Works Department is provided three copies of keys to the storage and/or snack shack areas. The City will charge the user group to re-key the locks if the group fails to provide the Public Works Department with the three keys as required.

- f. All storage and snack shack areas shall be kept neat and in a safe condition, with equipment and contents properly stored for safety. A clear path to electrical panels shall be maintained at all times.
- g. The City reserves the right to determine what equipment and contents, including the quantity thereof, are appropriate and necessary for storage. In the event the City believes the equipment and/or contents contained in the storage or snack shack areas are excessive or inappropriate, the City shall notify the user group to remove and/or reduce the contents immediately. Failure by the user group to do so may result in the City removing/reducing the contents at the user group's expense.
- h. No flammable materials, including but not limited to gasoline, diesel, oil-based paint, etc., are permitted within the storage or snack shack areas unless written permission is obtained from the Public Works Department.
- i. Upon conclusion of seasonal play, all storage and snack shack areas must be cleaned and all equipment and contents shall be removed within fourteen (14) calendar days or a cleanup fee based on actual cost to the City in providing City employees or contractors to perform such removal will be charged. This fee shall also include an administrative overhead charge.
- j. Batting cages or other areas in a field or facility may not be used as a storage facility ~~unless written permission has been granted by the Community Services Department.~~
- k. The City may charge fees to user groups making use of snack shack areas in order to recover operating, utility and maintenance expenses. The amount of said fees shall be at the sole discretion of the Community Services Director.

9. Banners

User groups may ~~not~~ display banners with~~out~~ written permission from the Community Services Department. Prior to obtaining permission, user groups must submit the following:

- a. The number of banners.
- b. The date the banners will first be displayed.
- c. The date the banners will be removed.
- d. The location(s) where the banners will be displayed.

The banner size cannot exceed 3 feet by 6 feet. Banners must be "stand alone," and may not be placed adjacent to one another to form a larger banner.

It is the responsibility of the user groups to make sure banners maintain a professional appearance at all times and must be removed by the agreed upon date.

Approved banner locations:

- Sports Park: Fields 1, 2, and 3-on back of dugouts and home run fences but not visible from Birch Street. Field 4-on east fence facing field. Field 5-on south fence facing field.
- Wildcatters Park: On home run fence and south fence along Santa Fe Road facing field.
- Arovista Park: On home run fences.
- Tamarack Park: On backstop and back of dugouts.
- Olinda Ranch Park: On south fence along Carbon Canyon Road facing field.
- Junior High Park and Country Hills Park: No banners allowed due to shared use with Brea Olinda Unified School District.

The City reserves the right to review and remove banners not in compliance with this Section or when deemed necessary for purposes of public safety.

10. Opening Day/Tournament Festivities: Each approved user group who is planning an opening day and/or tournament events must submit a layout plan to the Sports Supervisor within sixty (60) days of such event. This will provide the Sports Supervisor to work with the Fire Department and determine if the layout is acceptable for the park. In addition, the user group may be asked to work with the County's Health Department on food booths to make sure that all requirements are met per their guidelines. There shall be no use of third-party groups organizing these events as this violates Ordinance No. _____, 12.00.050, Section A (3). In addition, the user group shall not advertise any events until the Sports Supervisor has approved the event in writing.

11. Any group who violates the rules and regulations in this Section XII may be subject to disciplinary action that shall result in loss of field time and/or revocation of their user group status.

XIII Facility Maintenance

1. All maintenance including, but not limited to, field preparation, lining of the fields, marking of the fields, installation of goal posts, etc., will be performed by the user group assigned to the facility.
 - a. All lining/marketing of athletic fields must be done with chalk or water-based paint. Because chalking may be prohibited on some designated turfed areas, the user groups must check with the Public Works Department in order to know which fields prohibit use of chalk, and comply with all directions of the Department. Any chalk spilled outside the field must be cleaned up prior to leaving for the day.
 - b. The burning of fields with the use of weed killer, diesel fuel or any other like method is prohibited at all athletic fields.
2. Prior to dragging softball and baseball brick dust to prepare the fields, user groups must water down the brick dust to keep the dust to a minimum.

3. Each user group is responsible for maintaining the facility being free of any and all trash or debris and removing the same upon conclusion of facility use, regardless of who deposited the trash or debris.
4. User groups are required to immediately report any damage, acts of vandalism, dangerous conditions, and/or other safety concerns to the Public Works Department (714) 990-7691 (day), [Community Services Department \(714\)990-7103 \(day\)](tel:7149907103), or Brea PD Dispatch (714) 990-7773 (nights and weekends).
5. Motorized Cart Use
 - a. Motorized carts approved in writing in advance by the City may be permitted on City parks for preparation of athletic fields.
 - b. Carts must be operated by a licensed driver.
 - c. Each user group is allowed to drag the fields with a motorized cart once a day; however, dragging the fields between games must be done by hand.
 - d. Driving surfaces and routes will be determined by City staff.
 - e. Failure to comply with any part of the motorized cart use policy shall result in the termination of the user group's permit to use a vehicle for field preparation for the remainder of the scheduled season.
6. Field Modifications
 - a. Any requests to modify or improve City or Brea Olinda Unified School District facilities must be submitted for written approval to the City of Brea Community Services Department and may require review from the Parks, Recreation and Human Services Commission and/or the Brea Olinda Unified School District. [Any such field must be restored to its original condition based on the agreement between the organization and the City. Agreements will be made via e-mail.](#)
 - b. No permanent structures or equipment shall be erected on City or Brea Olinda Unified School District facilities unless approved in writing by these bodies. Any structures or equipment that has been approved shall be dedicated for community use.
 - c. User groups are not permitted to relocate bleachers at City park facilities.
7. Traffic and Parking
 - a. The user group must ensure that participants and spectators utilize public parking areas to the greatest extent possible. In post-season or tournament play, the user shall provide at least one person to direct participants and spectators to designated parking areas.

- b. It is unlawful to drive, stop or park any vehicle in any public park or trail except in areas specifically designed as parking areas. The Community Services Department may authorize, by issuing a written permit, the use of other areas for parking either within or adjacent to the facility being used. In case of medical emergencies, vehicles may be allowed on the park for rescue purposes.
 - c. The user groups are highly encouraged to partner with local, private businesses for additional parking.
8. Use of Public Address/Sound Amplification Systems
- a. Sound amplification may be allowed in fields, parks and facilities on a limited basis, such as tournaments and opening days. Any such sound amplification equipment use must be approved in advance by the City. An approved written activity permit is required prior to the use of any sound amplification equipment.
 - b. Only persons 18 years and older are allowed to operate the public address system.
 - c. All public address system use for athletic events will be limited to the game being played. Special announcements shall be kept to a minimum. In no case is play-by-play announcing permitted.
 - d. The direction of the sound from the public address system speakers shall be directed toward spectators and/or bleacher areas at each facility only.
9. Field and Light Fees
- a. The hourly field and light use fees will be evaluated annually and will be adjusted accordingly.
 - b. Group Cs-C, D and E (see Page 3) shall be charged a two (2) hour minimum hourly field and/or light fee for each use of a City and/or a Brea Olinda Unified School District facility, as applicable.

XIV Facility Closure and Inclement Weather Policy

1. Guidelines
- a. Brea Sports Park, Wildcatters, Arovista, Brea Junior High, Country Hills, Olinda Ranch and Tamarack Parks will be closed for a minimum of thirty (30) consecutive days throughout the year for rehabilitation. Dates for these thirty (30) consecutive day closures will be coordinated between Public Works, Community Services and the Brea Olinda Unified School District. User groups shall receive written notice at the field allocation meetings. Users are prohibited from entering or using any closed field.

b. There shall be no use of City or Brea Olinda Unified School District athletic fields when facilities are deemed by City staff to be unplayable due to rain and/or other conditions beyond the City's/ Brea Olinda Unified School District's control.

c. In addition to any other discipline provided for violation of this Policy, users shall be charged for all costs for the repair and/or replacement of the turf and/or irrigation systems due to a user group's failure to comply with any closure of the field/facility.

Repair/replacement costs shall be based on actual expenses and City and Brea Olinda Unified School District overhead. Failure to comply with the rain policy may also result in the termination of the user's facility use permit.

d. Fields may be closed at the discretion of the Public Works Department and the Community Services Department. Closures shall be kept to a minimum when fields are in a playable condition. Priority shall be given to maintenance needs and the "rest" and renovation periods for all fields. Reasons for field closures include: Too muddy due to rain, irrigation leaks or an irrigation valve being stuck on, excessive surface unevenness due to vandalism, rodents, or improper use that cannot be repaired in one day.

2. Field Condition Hotline

a. The City has a Field Condition Telephone Hotline to communicate field conditions due to rain and/or other conditions.

b. The City's Parks Division of the Public Works Department will update the Field Condition Hotline, (714) 671-4437, by 2 p.m. Monday through Friday. The hotline will be updated at 7 a.m. and again at 2 p.m. on weekends as necessary.

XV Basketball Court Use

1. Brea Junior High School [basketball courts](#) may be rented by outside parties based on availability. All outdoor basketball courts located on City park sites are available on a first-come, first-served basis and can only be reserved by a Brea-based non-profit organization [with sufficient liability insurance coverage](#). Non-Brea-based organizations are not permitted to utilize courts for practices and games ([see Ordinance No. 1109, Section 12.00.120](#)). -

2. Brea Junior High School Basketball Court Priority Group Classifications

Group A: A group or organization participating in a City of Brea and Brea Olinda Unified School District sponsored or co-sponsored events. The City will have priority at City owned or operated facilities; the Brea Olinda Unified School District will have priority at Brea Olinda Unified School District owned or operated facilities.

Group B: A group or organization participating in a program, activity or event that is fully open to the public (open registration wherein all registrants are placed on a team) and is sponsored by a Brea-based non-profit youth (18 years of age and under)

organization. A minimum of 80% of the registrants/membership of the organization must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents except each organization may have ONE SINGLE 50% Brea resident/50% non-Brea resident team for each age group 14 years and above. Any additional teams for these age groups must be made up of 60% Brea residents. Court usage shall be subject to adopted rental rates.

Group C: A group or organization participating in a program, activity or event that is for youth participants (18 years of age and under) that is sponsored by a Brea-based, non-profit organization. A minimum of 80% of the membership of the organization must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents, however, each organization may have ONE SINGLE 50% Brea resident/50% non-Brea resident team for each age group 14 years and above. Any additional teams for these age groups must be made up of 60% Brea residents. Court usage shall be subject to adopted rental rates.

Any organization that fails to comply with the applicable residency requirements listed above may, at the City's sole discretion, lose court use time and/or be required to pay rental fees for their court use. Failure to comply with residency requirements may also result in revocation of the organization's user group status.

3. Brea Junior High School Basketball Court Availability

- a. Monday to Friday, 5 to 10 p.m.
- b. Saturdays, Sundays and holidays 8 a.m. to 10 p.m.
- c. Courts ~~1, 3, 4, 5, 6, 7~~ are available for rental use. Courts ~~2, 1~~ and ~~7, 2~~ will remain open to the general public for drop-in use.

4. Fees

- a. The hourly court and light use fees will be evaluated annually and, if necessary, will be adjusted accordingly.
- b. All user groups shall be charged at least a two (2) hour minimum.
- c. Fees may be waived for priority Group B ~~and priority Group C organizations~~ if paying maintenance operation fees.
- d. Fees and evidence of liability insurance must be submitted ~~thirty fourteen (14)~~ thirty days prior to scheduled use

XVI Brea Community Center Gymnasium (BCC)

The City of Brea Community Services Department shall coordinate the scheduled use of the Brea Community Center gymnasium facility and shall have sole authority and control of

scheduling. Emphasis will be placed on balance among Brea-based, non-profit groups. The Department will make the facility available for rental to the general public for recreational programs and activities per approved rental fees and times.

XVII Priority Group Classifications for Brea Community Center Gymnasium Use

Group A: A group or organization participating in a City of Brea sponsored or co-sponsored events.

Group B: A group or organization participating in a program, activity, or event that is fully open to the public (open registration wherein all registrants are placed on a team) and is sponsored by a Brea-based, non-profit youth (18 years of age and under) organization. A minimum of 80% of the registrants/membership of the organization must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents except each organization may have ONE SINGLE 50% Brea resident/50% non-Brea resident team for each age group 14 years and above. Any additional teams for these age groups must be made up of 60% Brea residents. Court usage shall be subject to adopted rental rates.

Group C: A group or organization participating in a program, activity or event that is sponsored by a Brea-based, non-profit organization (18 years of age or under). A minimum of 80% of the membership of the organization must qualify as Brea residents. In addition, a minimum of 60% of the registrants/members of each team within the organization must qualify as Brea residents except each organization may have ONE SINGLE 50% Brea resident/50% non-Brea resident team for each age group 14 years and above. Any additional teams for these age groups must be made up of 60% Brea residents. Court usage shall be subject to adopted rental rates.

Any organization that fails to comply with the applicable residency requirements listed above may, at the City's sole discretion, lose court use time and/or be required to pay rental fees for their court use. Failure to comply with residency requirements may also result in revocation of the organization's user group status.

XVIII Reservation and Allocation Procedures for Brea Community Center Gymnasium Use

1. The procedure for allocating gymnasium use for Priority Group Classifications will be in the following order (see Definitions on Page 2).
 - a. Group A
 - b. Group B
 - c. Group C
2. Each organization requesting Brea Community Center gymnasium use will be required to submit the following information to the Community Services Department:

a. ~~Any User Request for Facility Use must be submitted to the Community Service Department by October 1 for January to July use and by April 1 for August to December use. Exception: Brea National Junior Basketball (BJB) must submit all required information by November 1.~~

c. Evidence of liability insurance in compliance with Section VI.2 of this Policy.

d. Proof of current non-profit status from Internal Revenue Service and State of California (ID number).

e. A Master Calendar that must include at a minimum:

a. Dates facility use begins;

b. Date league games begin;

c. Date facility use ends;

d. Dates of tournaments hosted by league;

e. Dates of all-star practice and games;

f. Dates of all other organization activities which may require assistance by City staff or use of City facilities.

in the loss of use of the Brea Community Center Gymnasium for the period of time requested.

XIX User Group Requirements for Brea Community Center Gymnasium Use

Each organization is required to provide the items listed below to the City seven (7) calendar days prior to opening day:

1. Complete team rosters that contain the following for each player: name, address, zip code and school attending. The team roster must include the age division that team represents. The City may also request, as needed, that proof of residency be verified by providing a utility bill, school report card, or other approved documentation.
2. City established Maintenance and Operations fee, payable to the City of Brea, for each participant registered for spring/summer and fall/winter seasons. Failure to submit the per-participant Maintenance and Operations fees by the due date shall result in the loss of gymnasium use and a 10% late fee.
3. Failure to submit any or all of the information in Section XVIII within the specified time may result in loss of court use at the Brea Community Center Gymnasium.

XX Rules and Regulations for Brea Community Center Gymnasium Use

1. The City reserves the right to revoke or terminate the use of the Brea Community Center gymnasium by an organization or individual for any violation of the City's policies and procedures and/or rules and regulations.
2. Organizations or individuals requesting use of the Brea Community Center gymnasium courts must submit a request at least fourteen (14) days in advance of the scheduled date of use. The City will generate a contract and when fully executed shall constitute an agreement between the user and the City of Brea once payment is received.
3. Individuals are not permitted to utilize the gymnasium for conducting business or otherwise engaging in any commercial activity. This is a violation of City Ordinance No. 1109 (see page 20).
4. The City reserves the right to cancel any rental in the event emergency shelter space is needed. In the case of this event, the user shall receive a refund.

XXI Fees for Brea Community Center Gymnasium Use

1. Hourly fees will be evaluated as necessary and will be adjusted accordingly.
2. All groups shall be charged a minimum of two (2) hours for the use of the Brea Community Center gymnasium.
3. Rental times ~~(subject to availability):~~
4. An additional per-hour fee shall be added for hourly staff costs during those hours the Brea Community Center is closed to the general public and/or when there is extensive setup and takedown for the user group.
5. Payment for the cost of the facility rental is due fourteen (14) calendar days prior to scheduled use.
6. Any changes or additions to approved gymnasium rental requests must be submitted ~~in~~ via email/writing to the Community Services Department. The Community Services Department will provide a written approval or denial of any requested changes or additions.
7. All cancellations or postponements of reservations must be submitted in writing fourteen (14) calendar days prior to the scheduled use of the facility. Failure to meet the fourteen (14) calendar day deadline will result in ~~forfeiture of the user's security/damage deposit~~ the loss of 50% of the rental fee.

XXII Municipal Plunge Facility

The Brea Municipal Plunge is located at 440 South Walnut Street. The facility consists of a 25-meter pool, a 1-meter diving board, a small pool for non-swimming children, shower facilities and a patio area with tables and seating. The Brea Municipal Plunge is open from June 1 through Labor Day each year. For swim lessons, recreation swim and Plunge facility

rental information, please ~~call~~ email Plunge@cityofbrea.net ~~(714) 529-6233 beginning April 1.~~

1. Rental Information

- a. Hourly fees will be evaluated annually and adjusted as needed.
- b. The City requires a four (4) hour minimum payment for Plunge rentals based on availability. Additional costs may be added for City lifeguards and/or staff. The cost of lifeguards is based on current salaries and the number of lifeguards required for each rental.
- c. All Plunge rentals shall be made (14) calendar days in advance of use. The City shall generate a contract that, when fully executed, shall constitute an agreement between the User and the City of Brea after payment is received.
- d. All contracts must be signed by an authorized adult representative (at least 21 years of age) of the User organization or private party.
- e. Swim lessons and open swim will have priority over rentals. Rentals will be based on availability.
- f. No Flotation devices of any kind are permitted inside the pool (this includes life jackets)
- e.g. No goggles that cover the nose or mouth are permitted inside the pool.
- f.h. No alcoholic beverages are allowed ~~in the pool area~~ at the facility.
- e.i. No glass bottles or containers are permitted ~~in the pool area~~ at the facility.

XXIII General Park and Facility Rules and Requirements

The use of the City park picnic areas, the Amphitheater and the City Hall Park Gazebo are on a first-come, first-served basis.

1. Amplified sound is not permitted in City Parks, including the Arovista Amphitheater and City Hall Park Gazebo. Outlets are not powered and not for public use.
2. Bounce houses and generators are not allowed in City Parks.
3. Conducting any business is prohibited.
4. Alcoholic beverages are not allowed in City Parks.
5. Park hours ~~are 7 a.m. to 10 p.m.~~ vary and are as posted on site.m.
6. The City of Brea may close park facilities for any of the following reasons, including but not limited to:

a. When the City is engaged in repair, maintenance and restoration of the ~~facilities;~~
facilities; or

~~b.i.~~ When usage would otherwise be damaging; and

ii. When deemed necessary to protect the public health or safety.

XXIV City of Brea Parks and Park Ordinance

A complete listing of City parks and their amenities can be found at <http://www.cityofbrea.net/index.aspx?NID=439>

All user groups are required to comply with Brea City Code Sections 12.00.010 through 12.00.175, as amended from time to time. User groups and interested individuals should refer to said Code sections for more information regarding park, trail and recreational facilities policies, rules and regulations.

The Brea City Code containing Brea City Code Sections 12.00.010 through 12.00.175 can be found by going to www.cityofbrea.net.

In the event of any conflict between any provision of this Policy and Chapter 12.00 of the Brea City Code, the provisions of Chapter 12.00 shall govern.

XXV Indemnification and Assumption of the Risk

By accepting allocation of use as to, and/or using any City or District owned facility, each user expressly accepts the facility in "AS-IS" condition, including all risks known and unknown, to the maximum extent permitted by law.

In consideration of being allocated use and otherwise permitted to use any field or facility in accordance with this Policy, and to the maximum extent permitted by law, each user agrees to indemnify, defend and hold harmless the City of Brea and the Brea Olinda Unified School District, and City's and District's elected officials, officers, employees, agents, contractors, and volunteers ("Indemnitees"), and pay any and all attorneys' fees incurred by the Indemnitees, with respect to any and all liabilities, claims, suits or judgments which arise from or are connected with the user's use of any such field or facility, excepting only those claims, suits or judgments arising out of the sole and active negligence or gross negligence, of any of the Indemnitees.

XXVI. Violations of this Policy

In addition to any specific discipline or sanctions specified herein, any user group, organization and/or member violating this Policy shall be subject to discipline and sanctions

which may include, but is not limited to, revocation or modification of group status, denial of facility use, probation, and/or any other kind of limitation of use deemed appropriate, based on the severity and/or recurrence of the violation(s).

City staff and the Parks, Recreation and Human Services Commission will work collaboratively to determine the level of discipline for any violation of set policies and procedures. Correspondence will be conveyed via standard US mail or e-mail.

Any user aggrieved by the imposition of any sanction pursuant to this Section, may file a written request for a hearing or administrative review of the sanction with the Director of Community Services within ten (10) days of being notified of such sanction. The Director shall cause an informal hearing or review to be conducted by a disinterested hearing officer. If a hearing is requested, it shall be scheduled to occur at a mutually convenient date and time, during normal business hours. The hearing officer's decision shall be final.

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
FROM: Chris Emeterio
DATE: 07/26/2023
SUBJECT: Special Events Update

BACKGROUND/DISCUSSION

Staff will provide Commissioners an update on Special Events.

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager
Prepared by: Kristin Steyerman, Community Services Supervisor
Concurrence: Carrie Hernandez, Deputy Director of Community Services

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

DATE: 07/26/2023

SUBJECT: Helping Hands Scholarship

BACKGROUND/DISCUSSION

Staff will provide Commissioners an update on the Helping Hands Scholarship.

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager

Prepared by: Kristin Steyerman, Community Services Supervisor

Concurrence: Carrie Hernandez, Deputy Director of Community Services

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members

DATE: 07/26/2023

SUBJECT: Project Updates

BACKGROUND/DISCUSSION

Staff will provide Commissioners an update on the following projects:

- Senior Center Feasibility Study
- Arovista Modernization
- Upcoming Goal Setting Timeline
- Hope Center
- Sports Park Tree Replacement/Asphalt Work

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager

Prepared by: Carrie Hernandez, Deputy Director of Community Services, Sean L. Matlock,
Deputy Director of Community Services

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
FROM: Chris Emeterio
DATE: 07/26/2023
SUBJECT: Pickleball/Conversion Data

BACKGROUND/DISCUSSION

Staff will provide Commissioners an update on pickleball/conversion data.

RESPECTFULLY SUBMITTED

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

City of Brea

COMMISSION COMMUNICATION

TO: Honorable Chair and Commission Members
FROM: Chris Emeterio
DATE: 07/26/2023
SUBJECT: Information Memorandum

RESPECTFULLY SUBMITTED

Chris Emeterio, Assistant City Manager

Attachments

Information Memorandum

I. GENERAL

Park Development Fund (Fund 250) Update

The Park Development Fund has a balance of \$77,489. There are funds anticipated by Simon Mall and their upcoming improvements.

Park Development - Fund 250				
Item	Action	Date	Amount	Balance
	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
5	Skate Park Under Budget	7/2023	\$ 60,000	\$ 137,989

- 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.

	<i>Birch Hills Golf Course</i>		<i>Brea Creek Golf Course</i>	
Item	May	June	May	June
Total Rounds	7,487	8,197	6,766	7,004
Total Bucket of Balls: Small	855	1,377	915	784
Total Bucket of Balls: Medium	1,224	1,864	1,069	619
Total Bucket of Balls: Large	1,417	1,384	758	1,202
Total Cart Rentals	5,564	6,379	3,277	3,735
Pay Your Age Rounds	184	173	206	220
Senior Rounds	1,693	2,078	2,477	2,378
Junior Rounds	252	300	467	717
Brea Rewards Renewals	87	94	17	16
Brea Rewards Members	112	108	33	25

Olinda Oil Museum & Trail

The open hours tours occur on Wednesdays from 10 a.m. to 2 p.m. and Sundays from 12 noon to 4:00 p.m. The total for the month totaled 109 visitors with Sundays remaining busy with the warm weather. Special group tours are on a request basis and this month another community college geology class has connected with the site to be included in the class curriculum and regular field

trip visit. The Riverside Community College geology class of 12 toured both the museum and the grounds, plus hiked the trail to study the hills geology. They will plan to visit twice a year for both spring and fall terms.

The trail continues to be very popular with the hiking community. Weekends are busy from sunrise to sunset with limited parking most mornings and evenings. Trail utilization during the summer months becomes a function of the heat. Hot days are used mostly in early mornings and late afternoons.

Continued development on the 'Deepest Well in the World' exhibit is in progress. An additional subject matter expert has joined the team to assist with the display information accuracy and authenticity. Mr. Gillespie of Centra Energy TX, a Petroleum Geoscientist, has world experience within the industry and grew up in Fullerton. The refurbishment and paint project of the Steam Generator systems is going nicely with the warm weather.

Brea's Parks Maintenance continues to clean the seasonally large overgrowth around the grounds. With the summer heat upon us, a special effort is required to clear the grounds due to the dry overgrowth as fire protection. Outside buildings and displays have become a swarm location for our local bee activity. A swarm was safely removed from the Jack-line Powerhouse without damage to the historic building and live bees. Another swarm has located itself in the old fire truck display, and the safe removal is being arranged. A third swarm is in the gin-pole of the old pulling rig located high at the top. This is a regular location for bees and is not a danger to the public. They normally leave on their own.

Special Events

2023 Country Fair—July 4th

The 43rd Annual Country Fair was held on Tuesday, July 4th in City Hall Park. The weather was beautiful and attendance was high throughout the day with several food booths needing to get more supplies to accommodate people enjoying the fair. The day began with the Kiwanis Club pancake breakfast, followed by the Brea Ministerial Association morning service. Mayor Marty Simonoff opened the Fair and emceed the beginning of the program and Country Fair Committee Representative Joseph Covey, emceed the second portion of the program. Continuous entertainment was held in the bandstand featuring Anthony Riveria and the Raining Horseshoes, Sonic Gold Band, and The Chilies from the Orange County School of Arts. Guests of all ages enjoyed food, games, the Beautiful Baby Contest with 50 entries, carnival rides, Pony Ride, Petting Zoo, Pie Eating Contest, Hula Hoop Contest, (a Collectible Car Show with over 75 cars and an antique car display), free swimming in the Brea Plunge, Captain America, Captain Marvel, Superman, Wonder Woman, Spiderman and Supergirl. The day also featured over 55 vendors in the Market Place craft area. Lots of happy community members were out at this really memorable day!

We also held our third Annual Home Beatification contest and had over 11 entrees. We have a link below on where you can view most of the homes that were submitted this year. The Country Fair Steering Committee was so impressed with the patriotic spirit that Brea continues to show.

While all the homes were beautiful the committee voted on the top four most spirited houses. The homeowners include, Eric Carlson, Joan and Frank Kawase and Karen Ficke.

The Fair is co-sponsored by the City of Brea and the Country Fair Steering Committee which consists of 30 community volunteers. Special thanks to all of the Committee members who worked hard to put the Fair on, the non-profit groups that make the Fair a success, and the City staff from our Community Services Department, Communications and Marketing, Print Shop, Public Works Department, Fire Department and the Police Department. We would also like to give a big thanks to all of our sponsors for this event.



Family Films

We are hosting our Family Films series of the summer at the Civic & Cultural Center Plaza on Friday, June 16, 23 and 30 and then July 21 and 28. We will be showing Sonic the Hedgehog 2, Up, Minions: The Rise of Gru, Puss in Boots: The Last Wish, and The Super Mario Bros. Movie. We can wait to see our community out at these events. We will once again partner with Sheila Buonauro Realty Team, who will be giving away free cotton candy and popcorn.



Brea Fest

The City of Brea will be hosting the 35th Annual Brea Fest on Friday, August 11, from 6:30 to 10:00 p.m. throughout the Civic & Cultural Center and Randolph Street, as well as the third time with the closure on east & west bound Birch Street. The spotlight will be on the arts for the evening

as the Brea Art Gallery and Curtis Theatre will showcase art projects, demonstrations and live performances for the community to enjoy, including Brea's own Wildcat marching band and Brea Olinda Cheer team. The community will be in for a real treat with our Sister City Anseong, Korea to perform a podaegi performance and Mayor Bora Kim will be in attendance all the way from Anseong, Korea, specifically to celebrate Brea Fest with our community! We will also have an interactive game area for kids and adults to play ping pong and corn hole and mini golf.



II. COMMUNITY CENTER/RECREATION SERVICES

Operations/Facility Reservations/Contract Classes

With Summer in full swing, we offered many exciting classes and camps. Some recreation classes included Lights Camera Action/Movies by Kids, Artemis Moon Mission Camp, Rescue Robot Mystery Science Camp, Bio Bot Roller Coaster Camp, Fun at the Farm, Clay Adventures at the Gallery, Fun Acrylic Painting, Intro to Golf for Kids & Adults, Tae Kwon Do for Kids, Beginner and Intermediate Volleyball, our various Semi-Private Tennis Lessons, and our various Gymnastics Classes.

The month of June brought in many events and new inquiries! This month, we hosted four weddings, four birthday parties, two baby showers, a graduation party, an anniversary party, and a Celebration of Life. Business and non-profit clients Crossway Church, USPS, Farmers Insurance, and Corban Financial Group also held meetings at the Community Center. Church rental clients, Saddleback, Renew, and Calvary Life Fellowship, continue to meet each Sunday at the Community Center, Civic & Cultural Center, and Senior Center, respectively.



Brea Fitness Center

Brea Fitness continues to increase in memberships, drop-in, and class participation. Teens, adults, and seniors came together 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	May	June
Memberships	934	1052
Insurance-Based Memberships	803	835
Total	1737	1887
Monthly Drop-Ins	780	839

Total Class Attendance:

Program	Classes Per Week	May 2023	Classes Per Week	June 2023
BodyPump	6	346	6	394
Barre	4	219	4	252
Cycle	6	280	6	289
Circuit Training	1	54	1	40
SilverSneakers	3	718	3	668
Super Sculpt	1	40	1	68
Functional Strength	1	51	1	47
TRX Total Body Strength	2	49	2	43
TRX Tone & Flow	1	58	1	45
TRX Strong: All Levels	1	38	1	56
Yoga	8	594	8	556
Zumba	9	1006	9	1274
Low Impact	4	259	4	211
Kickboxing	1	40	1	45
Kinstretch	2	41	2	51
Mat Pilates	2	188	2	226
Total	55	3994	55	4295

Personal Training & Massage Therapy Attendance:

Program	May 2023	June 2023
Personal Training	82	76
Massage Therapy	26	34

Youth Programs

Day Camp is more than half way over with 90 participants attending each day. Each week campers enjoy the Plunge, the movies and a trip to Lagos De Moreno Park along with a large excursion day, including Medieval Times, an Angels Game and the newly reopened Wild Rivers Water Park with a few more to come as the summer finishes up. The campers were especially thrilled when camp made the jumbotron and the TV broadcast again this year at the Angels game.

Summer Tiny Tots and Summer Fun Club is in full swing now with 44 children a day. Classes have enjoyed fun theme weeks like: We love the USA, Wizards and Disney. All of the activities and learning centers that week revolve and incorporate the themes. The kids are also encouraged to participate in dressing up. All classes are full with waitlists. This session will wrap up on August 11. Fall Tiny Tot registration just started and currently has space in all classes.

**Important Upcoming Dates:**

July 19 – After School and Teen Zone registration begins

August 14 – First Day of After School and Teen Zone Programs

August 21 – First Day of Fall Tiny Tots

Summer Youth Sports

Brea's youth sports programs started on June 6th, with youth sports programs being held in the mornings Tuesday through Friday. At Country Hills Park this summer, we are offering our Youth Mini Soccer program on Wednesdays, and our Youth Baseball program on Tuesdays and Thursdays. On Fridays, we held a brand new "Summer Games" program at Tamarack Park. The program is seven weeks long and the kids get to play a different sport or activity each week. Our youth sports programs offer kids ages 4-13 a fun outdoor experience while learning some athletic fundamentals and sportsmanship.

Swim Lessons at the Plunge

Summer has officially begun at the Plunge! June marks the beginning of our youth swim lesson program at the Brea Municipal Plunge. The first session of swim lessons started June 5th and the second session began on June 19th. In just these two sessions, we had 837 total participants! Over the duration of summertime, our youth swim lessons are conducted in five, 2-week sessions, each consisting of ten, 30-minute classes held Monday through Friday. In addition to our youth swim lessons in June, we also offered Adult Learn-to-Swim classes, Aqua Aerobics, and open recreation swim time for the public. On top of all of these programs, we also hold private Plunge rentals that can be held on Saturdays or Sundays after our recreation swim time ends.

Brea Resource Center

The Brea Resource Center's Counseling Program continues to provide affordable individual and family counseling to the community. The Counseling Program provides both in-person and telehealth sessions for their clients. Our trainees consist of college students in their respective graduate programs attempting to complete their practicum hours to fulfill their graduation requirements.

Counseling Sessions	May	June
Number of Sessions	138	78
New Client Intakes	4	2

Veteran Service Officers Ron Garcia and Gary Colletti continue to provide veteran services to our local veterans at the Brea Resource Center and Senior Center. Ron, who conducts one-on-one veteran services counseling at the Brea Resource Center, will often counsel his clients over the phone to ensure they are provided the resources and information that they need. Through their services, both Ron and Gary provide benefit claims counseling and referral assistance to our local heroes.

Veteran Services	May	June
Gary	17	11
Ron	8	5
Total	25	16

The Brea Resource Center continues to provide the Soundbath experience for the community. The Soundbath allows individuals to participate in a heightened mind-body awareness experience.

Soundbath	May	June
Number of Participants	17	15

The Brea Resource Center continues its partnership with the Brea Police Department by participating in a weekly ride-along. Together, both departments work towards assisting the City's homeless population by providing resources and offering interim housing. Both agencies frequently visit St. Angela Mercy, City Hall Park, Tracks at Brea, and surrounding areas. In addition, they respond to phone calls and follow-up with local residents and private businesses.

The Brea Resource Center held a volunteer park clean-up project at the Sports Park on Thursday, June 8. Volunteers with the help of park staff enhanced the west side of field two which is called the small bioswale area by planting 60 plants and placing rocks near the drain. This will help deter water from traveling at a fast rate of speed and promote water to seep directly into the ground and acts as a filter before entering the drain area.

Special thanks to Edgar Esparza and Cris Lopez in Public Works for helping coordinate this project!

Brea Resource Center had their open house on June 29 which allowed multiple city departments and officials to visit the new location of the center. In addition, they were able to get a first-hand look at our counseling rooms and gain insight information into the programming and services offered by the Brea Resource Center.



Senior Center

Senior Center Numbers (At-a-Glance)	May 2023	June 2023
Total Transportation Trips Provided	724	667
New Registered Visitors	53	38
Total Meals Served	1,421	1,501
Program Attendance	4,042	4,254

JUNE HIGHLIGHTS:**Father's Day Party**

The Senior Center hosted their Father's Day Party on Friday, June 16 to a sold-out crowd of 166 seniors dining in and 11 seniors taking meals to-go. The "dad-inspired" menu consisted of BBQ Pork Ribs, Baked Beans, Corn on the Cob, Potato Salad, Watermelon, Ice Cream, and Root Beer. Seniors danced to live entertainment by "Matt Grey" and enjoyed many raffle prizes of cash and gift cards.



Senior Center at the Ball Game!

A packed Brea trolley took 30 seniors to Angel Stadium on Thursday, June 29 to see the Angels face off against the White Sox. Everyone enjoyed the shaded Terrace level seating and the packed to-go lunch made by Chef Francesco provided with each ticket. Although the Angels lost, Angel games are still a highly requested travel outing with 20 people on the waitlist who didn't get to attend June's game. We hope to add more trips to Angel Stadium next summer!



CASE MANAGEMENT:

Home Delivered Meals	May 2023	June 2023
Number of Meal Clients	29	30
Total Deliveries	667	601
Total Meals Delivered	2,001	1,803
Number of Volunteers	30	30
Case Management Activity	May 2023	June 2023
Number of Active Clients	53	52
New Cases	2	2
Closed Cases	5	3



MEMORANDUM

DATE: July 1, 2023

TO: Parks, Recreation, and Human Services Commission

FROM: Edgar Esparza, Parks Supervisor

SUBJECT: Park Update, June 2023

Sports Park

Replace restroom soap dispenser, repair turf on field 4,5. plant new plants, West Coast Arborist tree pruning, clean monument signs and perform routine maintenance throughout park.

Arovista Park

Repair irrigation valve, repair men's restroom faucet, added sand to playground, clean monument sign and perform routine maintenance throughout park.

Tamarack Park

Replace restroom light, added infield dirt on softball field 1, repair irrigation valve, clean monument sign and perform routine maintenance throughout park.

Jr. High Park

Repair urinal valve, repair irrigation valve, clean monument sign and perform routine maintenance throughout park.

Country Hills Park

Repair wood on building, paint hand rails, paint trash cans, clean monument sign and perform routine maintenance throughout park.

City Hall Park

Replace damaged sprinkler, add wood chips to playground, replace playground equipment, plant shrubs, prune rose garden, clean monument signs and perform routine maintenance throughout park.

Greenbriar Park

Repair toilet paper dispenser, replace restroom light, clean monument sign and perform routine maintenance throughout park.

Woodcrest Park

Clean monument sign, adjust irrigation schedule, paint trash can, sift playground sand and perform routine maintenance throughout park.

Olinda Ranch Park

Repair electrical outlet, pressure wash picnic area, clean monument sign and perform routine maintenance throughout park.

Olinda Ranch Oil Museum and Trail

Paint trash cans, perform routine maintenance throughout park and trail.

Founders Park

Repair urinal valve, replace sprinklers, repair restroom lights, replace basketball nets and perform routine maintenance throughout park.

Wildcatters Park

Repair irrigation valves, slurry seal parking lot pavement, repair playground equipment, clean monument signs and perform routine maintenance throughout park.

Lagos De Moreno Park

Clean monument sign, repair playground equipment and perform routine maintenance throughout park.

Dog Parks

Power broom artificial turf, repair Decomposed Granite, pressure wash hardscape, clean drinking fountain, clean monument sign and performed routine maintenance throughout parks.

Tracks

Level ruts in DG trail, clean trolley display 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			
July 13-30		Brea Youth Theatre – Mary Poppins	Curtis Theatre
July 19	6:30pm	Concerts in the Park – Soul3Sixty	City Hall Park
July 21	8:00pm	Family Films – Puss in Boots – The Last Wish	Civic & Cultural Center
July 22		No Song Unsung Gallery Opening	Brea Gallery
July 26	6:30pm	Concerts in the Park – Kings of 88	City Hall Park
July 28		Summer Party Lunch	Brea Senior Center
July 28	8:00pm	Family Films – The Super Mario Bros. Movie	Civic & Cultural Center
August 1	5:00pm – 9:00pm	Brea PD National Night Out	Brea Downtown
August 2	6:30pm	Concerts in the Park – Pickleback Shine	City Hall Park
August 9	6:30pm	Concerts in the Park – The Fenians	City Hall Park
August 11	6:30-10:00pm	Brea Fest	Civic & Cultural Center
August 25		Luau Lunch Party	Brea Senior Center

What's Doin' at the Brea Senior Center

Happy
July 4th!



July 2023

Hours | Monday-Friday, 8 a.m.-3 p.m.

Announcements

FREE Memory Screening & Movie Showing of "Turning Point"

Friday, July 21, 1-3 p.m.

Schedule a memory screening and stay for a movie showing of "Turning Point," an award-winning documentary capturing the drama and dedication of scientists and clinical trial volunteers working to make Alzheimer's a distant memory.

Sign-ups required
By Global Alzheimer's
Platform Foundation &
Syrentis Clinical Research

Guided Autobiography Class—5 Week Course

Fridays, July 28-Aug 25
9-11 a.m.



Are you 55+ and looking for a way to make a record of your life story? Guided Autobiography. (GAB) is a process that helps you recall and record the significant moments of your life. A new life story topic is assigned each week. Space is limited.

Sign-ups required
By SCAN Independence
at Home

BACK AFTER COVID!

Sign-up at front desk required.
First-time students only.

Android Class

Wed, Aug 2, 1-3 p.m.

iPhone Class

Thur, Aug 3, 10 a.m.-12 p.m.

By California Connect



Two Parties in One Month!

Get both of your July party tickets for a delicious meal, live entertainment, and a chance to win valuable raffle prizes! \$5 per ticket for 60+, \$6 for those under 60.

Independence Day Party

Friday, July 7, 10:30 a.m.-
12:30 p.m.

Live entertainment by "Tony
LO'Dell Rogers"

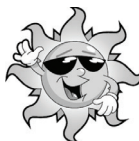
By Dwight Manley & Alpa
Maniar Insurance

Summer Party

Friday, July 28, 10:30 a.m.-
12:30 p.m.

Live entertainment by "Matt
Grey"

By Dwight Manley
& OC PACE Center



BACK AFTER COVID!

Golf Practice

1st & 3rd Tuesdays of each
month, 10:15-11:45 a.m.

Play in a local golf course practice
range! Meet in the lobby for a
ride over together.

Presentations

Bus Riding Basics

Thu, July 13, 11-11:45 a.m.

Learn how to purchase bus passes,
how to plan your bus trip,
procedures for boarding and riding,
and how to enroll in OC ACCESS,
their para transit service. FREE bus
pass given to everyone who attends.

By OCTA

DMV Presentation: Senior & Real ID

Thu, July 27, 10:45-11:45 a.m.

Learn about the driver's license
renewal process, REAL ID and
Senior ID Card requirements, how
to apply for a disabled placard, and
ask any questions you have about
the DMV. *NO services will be
provided; only info presentation.

By DMV Senior Outreach
Unit

Slow Down the Progression of Arthritis

Thu, July 20, 11-11:45 a.m.

By Senior Doc Vanessa Mendoza PA-C

Travel Group

Aquarium of the Pacific

Mon, July 31, 8:30 a.m.-3 p.m.

Join us as we take a journey of discovery at one of the nation's largest aquariums. With over 12,000 animals and sea creatures, you'll come face to face with sharks, hand feed colorful lorikeet birds, touch jellyfish and rays, watch penguins play, and so much more! A boxed lunch will be provided by Chef Francesco. Includes ticket, boxed lunch, and transportation from Senior Center. \$35 per person.

Utah Canyon Royale

September 24-27

Highlights: Valley of Fire State Park, Zion National Park, Cedar Breaks National Monument, Casa Blanca Resort & Casino, Mesquite, Nevada, and Las Vegas, Nevada. \$799 per person, based on double occupancy.



St. Louis, Branson, Memphis, & Nashville

October 1-8

Highlights: St. Louis Gateway Arch & Museum, 3 Branson shows, Memphis city tour, Graceland (Elvis Presley Home), Johnny Cash Museum, visit to the Country Music Hall of Fame and Museum, Nashville city tour, Grand Ole Opry, Peabody Hotel, Beale Street in Memphis. \$3,699 per person, based on double occupancy.

By Friendly Excursions

Health Help

Blood Pressure Checks

Tuesdays, 11 a.m.-12 p.m.

Senior Services

Case Management Services

Are you a senior living in Brea? Are you a caregiver for a loved one? Achieve successful aging through advocacy, assessment, facilitation, and resource management. Eligibility to be a Case Management client: Brea resident, 60+ years of age, and client consent. Call 714-990-7750 for more info.

BACK AFTER COVID! Medicare & Health Insurance Assistance

2nd & 4th Wednesday of each month, 9:30-11:30 a.m.



This service benefits anyone who has questions or needs assistance regarding Medicare, HMO's and secondary and long-term care insurance.

Appointment Required By Health Insurance Counseling and Advocacy Program

Legal Aid (Wellness Room)

4th Thursday of each month
12:30-2 p.m.

Appointments are available with representatives from Legal Aid Society of Orange County for seniors 60+, who reside in Orange County.
By Community Legal Aid SoCal

Senior Center Gift Shop

Monday-Friday, 8:30-11:30 a.m.

Large assortment of quality items available at bargain prices including: jewelry, home decorations, glassware, and assorted handcrafted items. Donated items gratefully accepted during business hours.

Senior Grocery Program

2nd & 4th Tue of each month,
10:30-11:30 a.m.

Twice a month, pick up a selection of fresh produce, dairy products, and shelf-stable dry goods. Please bring your own grocery bags!

By Second Harvest Food Bank



Shopping Trips!

Every Monday, 12:45 p.m.
1st & 3rd Wed, 12:45 p.m.

Free transportation for Brea residents to Walmart, Ralphs, Rite Aid, Albertsons, and Trader Joe's. Shopping trips limited to one hour. Call 714-990-7754 to register.

Senior Van Service

Tue-Fri, 9 a.m.-1 p.m.

For \$2 per one-way, go to essential errands or appointments within 5 miles of your home (within OC). Eligibility includes 60+ years of age and Brea residency. Application required, as well as submitting your ride request 3 business days in advance. Service days and hours of operation are subject to change. Call 714-990-7750 for more information.

Fitness

Better Balance with Dan

Mondays, 10-11:50 a.m.

Specifically designed to improve movement and balance control.
By Older Adults Program

Health & Wellness w/ Eunice
Tuesdays, 10-11:50 a.m.
Thursdays, 9:30-11:30 a.m.
By Older Adults Program

Line Dancing Class
Wednesdays, 12-3 p.m.
Introduction: 12-1 p.m.
Beginning: 1-2 p.m.
Intermediate: 2-3 p.m.



Longevity Stick Balance Class
Every Monday (ZOOM only),
Wednesdays and Fridays,
9-10 a.m.


Table Tennis
Every Tue & Thu, 12:30-3:30 p.m.
Resident Quarterly Fee: \$20
Non-Resident Quarterly Fee: \$30

Tai Chi for Every Body
Mon, 10-11:30 a.m. (ZOOM only)
Tue & Fri, 1-3 p.m. (ZOOM only)

Tai Chi 42 (Courtyard)
Wednesdays, 8:30-10 a.m.

Yoga Class
Tuesdays, 8:30-9:30 a.m.
Thursdays, 8:30-9:15 a.m.

Join us for a yoga class for any level of experience. Bring your own mat.

Zumba® Gold  **ZUMBA®**
Mondays, 12-1 p.m.
Wednesdays, 10:30-11:30 a.m.

Classes

NEW! Recorder Music Practice
Wednesdays, 9-11:30 a.m.
Intermediate: 9-10:30 a.m.
Beginning: 10:30-11:30 a.m.

The ability to read music is a plus, but not necessary.

FREE Tech Tutoring



Receive one-on-one assistance on our new computers in our computer lab or bring in your own laptop, tablet, or cell phone to receive help. Topics we can assist with include Facebook, sending and receiving email, web searching, digital photos, and how to use flash drives. Appointments available only on Mondays!

Gatherings

Afternoons at the Movies
Wed, July 12, 12:30 p.m.
"American Sniper" (2015) R

Based on a true story, U.S. Navy SEAL Chris Kyle is sent to Iraq with only one mission to protect his brothers-in-arms. His pinpoint accuracy saves countless lives on the battlefield. Starring Bradley Cooper.

Wed, July 26, 12:30 p.m.
"The American President"
(1995) PG-13

A political rival turns the widowed president's romance with an environmental lobbyist into an election-year issue. Starring Michael Douglas, Annette Bening, and Michael J. Fox.

Bible Study (Room B)
3rd Wednesday of each month
12:30-1:30 p.m.
By Cause Church Senior Ministry



Bingo! (Dining Room)
Mondays, Wednesdays, and
Fridays, 10:30-11:30 a.m.
Thursdays, 12:30-1:30 p.m.

Birthday Party
Friday, July 14, 11:30 a.m.
By Cause Church Senior Ministry

Book Club (Courtyard)
4th Wednesday of each month

Discuss the book and pick up next month's book selection on the 4th Wednesday of every month from 11-11:30 a.m., in the Senior Center courtyard.

By the Brea Public Library

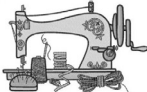
Bunco Group (Room B)
Every Tue & Fri, 12:45-2:30 p.m.

Crochet Group (Room C)
Mondays, 10 a.m.-12 p.m.



Hooks and Needles—Knitting Group
3rd and 4th Tuesday of each month, 1-3 p.m.

Loose Threads—Quilting Group (Room B)
1st and 3rd Wednesday of each month, 9 a.m.-12 p.m.

Sewing & Embroidery Group 
Thursdays, 9 a.m.-3 p.m.

Bring your own sewing machine and projects you're working on. Basic knowledge of sewing required.

Sing-a-Long Group (Room C)
Fridays, 12:45-2 p.m.

Timely Topics (Room C)
Tuesdays, 10-11 a.m.

Veterans Club (Room B)
Mondays, 11-11:45 a.m.

July Activities

FAMOUS QUOTE

"May we think of freedom not as the right to do as we please, but as the opportunity to do what is right."

PETER MARSHALL

JULY IS PLASTIC FREE MONTH

- 1 Canada Day
- 4 Independence Day
- 6 Fried Chicken Day
- 7 World Chocolate Day
- 14 Bastille Day
- 30 International Day of Friendship

BIRTHSTONE

Ruby

FLOWERS

Larkspur and Water Lily

Monday

Tuesday

3

9:00 Longevity Stick Balance (ZOOM)
10:00 Better Balance (PH)
10:00 Tai Chi for Every Body (ZOOM)
10:00 Crochet Group (C)
10:30 Bingo (DR)
11:00 Veterans Club (B)
12:00 Lunch (DR)
12:00 Zumba Gold (PH)
12:45 Walmart Shopping (L)

4

Closed for Independence Day



10

9:00 Longevity Stick Balance (ZOOM)
10:00 Better Balance (PH)
10:00 Tai Chi for Every Body (ZOOM)
10:00 Crochet Group (C)
10:30 Bingo (DR)
11:00 Veterans Club (B)
12:00 Lunch (DR)
12:00 Zumba Gold (PH)
12:45 Walmart Shopping (L)

11

8:30 Yoga Class (PH)
10:00 Health & Wellness (PH)
10:00 Timely Topics (C)
10:30 Senior Grocery Program (L)
11:00 Blood Pressure (WR)
12:00 Lunch (DR)
12:30 Table Tennis (PH)
12:45 Bunco (DR)
1:00 Tai Chi for Every Body (ZOOM)

17

9:00 Longevity Stick Balance (ZOOM)
10:00 Better Balance (PH)
10:00 Tai Chi for Every Body (ZOOM)
10:00 Crochet Group (C)
10:30 Bingo (DR)
11:00 Veterans Club (B)
12:00 Lunch (DR)
12:00 Zumba Gold (PH)
12:45 Walmart Shopping (L)

18

8:30 Yoga Class (PH)
10:00 Health & Wellness (PH)
10:00 Timely Topics (C)
10:15 Golf Practice (L)
11:00 Blood Pressure (WR)
12:00 Lunch (DR)
12:30 Table Tennis (PH)
12:45 Bunco (B)
1:00 Tai Chi for Every Body (ZOOM)
1:00 Knitting Group (C)

24

9:00 Longevity Stick Balance (ZOOM)
10:00 Better Balance (PH)
10:00 Tai Chi for Every Body (ZOOM)
10:00 Crochet Group (C)
10:30 Bingo (DR)
11:00 Veterans Club (B)
12:00 Lunch (DR)
12:00 Zumba Gold (PH)
12:45 Walmart Shopping (L)

25

8:30 Yoga Class (PH)
10:00 Health & Wellness (PH)
10:00 Timely Topics (C)
10:30 Senior Grocery Program (L)
11:00 Blood Pressure (WR)
12:00 Lunch (DR)
12:30 Table Tennis (PH)
12:45 Bunco (B)
1:00 Tai Chi for Every Body (ZOOM)
1:00 Knitting Group (C)




31

9:00 Longevity Stick Balance (ZOOM)
10:00 Better Balance (PH)
10:00 Tai Chi for Every Body (ZOOM)
10:00 Crochet Group (C)
10:30 Bingo (DR)
11:00 Veterans Club (B)
12:00 Lunch (DR)
12:00 Zumba Gold (PH)
12:45 Walmart Shopping (L)

Wednesday

Thursday



Friday

5 8:30 Tai Chi 42 (CY) 9:00 Longevity Stick Balance (PH) 9:00 Quilting Group (B) 9:00 Intermediate Recorder Practice (C) 10:30 Beginning Recorder Practice (C) 10:30 Bingo (DR) 10:30 Zumba Gold (PH) 12:00 Lunch (DR) 12:00 Intro to Line Dancing (PH) 12:45 Ralphs/Rite Aid Shopping (L) 1:00 Beginning Line Dancing (PH) 2:00 Intermediate Line Dancing (PH)	6 8:30 Yoga Class (PH) 9:00 Sewing & Embroidery (B) 9:30 Health & Wellness (PH) 12:00 Lunch (DR) 12:30 Table Tennis (PH) 12:30 Bingo (DR)	7 9:00 Longevity Stick Balance (PH) 10:30 Independence Day Party (DR) 12:45 Sing-a-Long Group (C) 12:45 Bunco (DR) 1:00 Tai Chi for Every Body (ZOOM) 
12 8:30 Tai Chi 42 (CY) 9:00 Longevity Stick Balance (PH) 9:00 Intermediate Recorder Practice (C) 9:30 HICAP Counseling (WR) 10:30 Beginning Recorder Practice (C) 10:30 Bingo (DR) 10:30 Zumba Gold (PH) 12:00 Lunch (DR) 12:00 Intro to Line Dancing (PH) 12:30 Afternoon Movie (DR) 1:00 Beginning Line Dancing (PH) 2:00 Intermediate Line Dancing (PH)	13 8:30 Yoga Class (PH) 9:00 Sewing & Embroidery (B) 9:30 Health & Wellness (PH) 11:00 OCTA Presentation (DR) 12:00 Lunch (DR) 12:30 Table Tennis (PH) 12:30 Bingo (DR)	14 9:00 Longevity Stick Balance (PH) 10:30 Bingo (DR) 11:30 Birthday Party (DR) 12:00 Special Dollar Lunch (DR) 12:45 Sing-a-Long Group (C) 12:45 Bunco (B) 1:00 Tai Chi for Every Body (ZOOM)
19 8:30 Tai Chi 42 (CY) 9:00 Longevity Stick Balance (PH) 9:00 Quilting Group (B) 9:00 Intermediate Recorder Practice (C) 10:30 Beginning Recorder Practice (C) 10:30 Bingo (DR) 10:30 Zumba Gold (PH) 12:00 Lunch (DR) 12:00 Intro to Line Dancing (PH) 12:30 Bible Study (B) 12:45 Albertsons/Trader Joe's Shopping (L) 1:00 Beginning Line Dancing (PH) 2:00 Intermediate Line Dancing (PH)	20 8:30 Yoga Class (PH) 9:00 Sewing & Embroidery (B) 9:30 Health & Wellness (PH) 11:00 Arthritis Presentation (DR) 12:00 Lunch (DR) 12:30 Table Tennis (PH) 12:30 Bingo (DR)	21 9:00 Longevity Stick Balance (PH) 10:30 Bingo (DR) 12:00 Special Dollar Lunch (DR) 12:45 Sing-a-Long Group (C) 12:45 Bunco (B) 1:00 Tai Chi for Every Body (ZOOM) 1:00 Memory Screening & Movie (DR)
26 8:30 Tai Chi 42 (CY) 9:00 Longevity Stick Balance (PH) 9:00 Intermediate Recorder Practice (C) 9:30 HICAP Counseling (WR) 10:30 Beginning Recorder Practice (C) 10:30 Bingo (DR) 10:30 Zumba Gold (PH) 11:00 Book Club (CY) 12:00 Lunch (DR) 12:00 Intro to Line Dancing (PH) 12:30 Afternoon Movie (DR) 1:00 Beginning Line Dancing (PH) 2:00 Intermediate Line Dancing (PH)	27 8:30 Yoga Class (PH) 9:00 Sewing & Embroidery (B) 9:30 Health & Wellness (PH) 10:45 DMV Presentation (DR) 12:00 Lunch (DR) 12:30 Table Tennis (PH) 12:30 Bingo (DR) 12:30 Legal Aid (WR)	28 9:00 Longevity Stick Balance (PH) 9:00 Guided Autobiography Class (C) 10:30 Summer Party (DR) 12:45 Sing-a-Long Group (C) 12:45 Bunco (B) 1:00 Tai Chi for Every Body (ZOOM) 
	<p>All programs and activities subject to change and cancellation without prior notice.</p>	A - Room A B - Room B C - Room C CFR - Conference Room CR - Computer Room CY - Courtyard DR - Dining Room L - Lobby Area LIB - Library P - Plunge Pool PH - Pioneer Hall PHCR - PH Conference Room WR - Wellness Room



Senior Lunch Menu – July 2023



Monday 3	Tuesday 4	Wednesday 5	Thursday 6	Friday 7
Cream of Spinach Soup w/ SF Crackers NEW Tarragon Chicken Salad w/ Yogurt Dressing Lemony Orzo Salad Mandarin Orange		NEW Ground Turkey Bolognese Bow Tie Pasta Italian Veg. Blend Parmesan Cheese WW Dinner Roll w/ Smart Balance Tropical Fruit Mix	Baked Tilapia Savory Tomato Sauce Sweet Potatoes Broccoli WW Dinner Roll w/ Smart Balance SF Pudding Orange Juice	<div>Special Friday Lunches are Listed on the Next Page</div>
10	11	12	13	
Pork w/ Verde Chile Sauce Pinto Beans 5 Way Mixed Veg. Tortilla Tropical Fruit Mix	Zuni Corn Soup w/ SF Crackers NEW Poppy Seed Chicken Pasta Salad Harvest Salad (Cranberries & Almonds w/ Balsamic Dressing) WW Crackers (2) SF Fruited Gelatin	Spinach & Mushroom Quiche Roasted Potatoes Broccoli & Cauliflower Blend WW Dinner Roll w/ Smart Balance Seasonal Fresh Fruit	Beef Stew Stew Vegetables WW Bread w/ Smart Balance Mandarin Orange	
17	18	19	20	
Mexican Corn Soup w/ SF Crackers Signature Chicken Salad Barley Mushroom Salad WW Dinner Roll w/ Smart Balance Canned Peaches	Vegetarian Lasagna Scandinavian Veg. Blend Broccoli & Cauliflower WW Crackers (2) SF Apple Crisp	Vietnamese Chicken Strips w/ Coconut Curry Sauce Brown Rice Spinach Orange Juice SF Pudding	Pork Carnitas Bowl NEW Tomato Cilantro Rice Fiesta Veg. Mix WG Tortilla SF Ambrosia	
14	25	26	27	
Chili Con Carne (Beef Crumbles) Baked Potato Shredded Cheese Broccoli WW Crackers Seasonal Fresh Fruit	Turkey Pot Roast Brown Gravy Sweet Potatoes Collard Greens SF Fruited Gelatin	Macaroni & Cheese Diced Tomatoes Carrots Breadsticks Orange-Pineapple Juice SF Apple Crisp	Chicken Meatballs Sweet Citrus Glazed Mashed Potatoes Oriental Veg. Blend WW Dinner Roll w/ Smart Balance Mandarin Orange	
31				
NEW Chicken Breast w/ Parmesan & Sundried Tomato Sauce Tri-Color Pasta Mixed Veg. Blend WW Dinner Roll w/ Smart Balance Parmesan Cheese Tropical Fruit Mix	Voluntary Contribution - \$3.00 Meal Cost for Under Age 60 - \$5.00			
				

All meals comply with the Dietary Guidelines for Americans (DGA) 2020-2025 & Dietary Reference Intakes (DRI) for older adults as determined by the California Dept. of Human Services Agency & the U.S. Department of Agriculture. Meals on Wheels Orange County Lunch Program may change the menu for reason of quality control, price or vendor problems. This project is funded in parts through funds from the Federal Older Americans Act as allocated by the Orange County Board of Supervisors. Sugar free desserts and water packed fruits are used throughout the menu to accommodate diabetics. 1% Milk served daily. 🍴 indicates sodium content over 1,000 mg. * indicates a special event or Holiday and the menu MAY exceed 1,000 mg. Low Cholesterol, 0% trans-fat buttery spread served with bread & rolls. Weekly average lunch meal provides >550 calories. Please note condiments are not analyzed and may increase sodium.

Special Friday Lunches



Friday, July 7

Independence Day Party

Fried Chicken with BBQ Sauce, Baked Beans, Macaroni Salad, Coleslaw, Cornbread, Watermelon, Popsicle

***\$5
LUNCH**

Friday, July 14

Dollar Lunch Sponsored by Dwight Manley

Chef Salad with Ham, Turkey, Hard-Boiled Eggs, Tomato, Cheese & Cucumber, Ranch Dressing, Hawaiian Roll, Summer Berry Trifle

***\$1
LUNCH**

Friday, July 21

Dollar Lunch Sponsored by Dwight Manley

Seared Pollack with Curry Sauce, White Rice, Vegetable Medley, Pears & Berries, Green Salad, Lemon Dessert

***\$1
LUNCH**

Friday, July 28

Summer Party

Cheeseburger with Toppings, Waffle Fries, Veggie Strips with Ranch Dip, Fruit Medley, Sorbet

***\$5
LUNCH**

Join us every Friday at the Brea Senior Center for a Special Friday Lunch!

Lunch service starts at **12 p.m.** Pre-registration and pre-payment are preferred at least one day in advance. Friday meals can be eaten in-person at the Senior Center or taken ***to-go for an added charge. Anyone under 60 will have an added charge of \$1.00.** Vegetarian options are available with advanced notice.

OUR CONSTITUTION

C Q R R L J H P H H C A E P M I Y G N N I N Y M T
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AMEND	LIBERTY
APPOINT	NATION
ARTICLE	OATH
BALLOT	OFFICE
BILL	PEOPLE
CENSUS	PLEDGE
CITIZEN	POLL
CIVIL	QUORUM
COURT	RATIFY
DEBT	RIGHTS
DEFENSE	SENATE
ELECTION	STATES
FEDERAL	TREATY
HOUSE	TRIAL
IMPEACH	UNION
JUDGE	VETO
JURY	WELFARE
LEGAL	WRIT

Come by and learn...

The Brea Senior Center is open to all senior and pre-senior community members. Come by and learn more about the many programs, services and events available for you.

Hours: Mon-Fri / 8 a.m.-3 p.m.

Location: 500 S. Sievers Avenue, Brea, California 92821

Telephone: 714-990-7750

Website: www.BreaSeniorCenter.com

Facebook: [Facebook.com/BreaSeniorCenter](https://www.facebook.com/BreaSeniorCenter)

Instagram: [instagram.com/breaseniorcenter/](https://www.instagram.com/breaseniorcenter/)

More details and information available online

