

**COUNTY SERVICE AREA-81 (CSA-81)**

**Fallbrook Local Parks Advisory Committee**

**ADVISORY COMMITTEE MEETING MINUTES**

**Thursday, April 16, 2026 | 9:00 AM**  
**Live Oak Park Visitors Center**  
2476 Reche Road, Fallbrook, CA 92028

**Committee Members in Attendance**

Chairperson Stephani Baxter, Sean O’Callaghan, Kari Hoyer, Sue Reed, Brian Hanewinkel

**Absent**

David Throop, Jim Loge

**County Staff**

Riley Dewitt-Rickards (Attended Online), Nancy Santillan, Sup Park Ranger Lauren Raduc  
Jake Enriquez (Absent)

**Public Attendees**

Tim O’Leary, Josh Guerrettaz

**1. Call to Order & Pledge of Allegiance**

The meeting was called to order at 9:00 a.m. by Chairperson Stephani Baxter. A quorum was present. The Pledge of Allegiance was led by Josh Guerrettaz

**2. Open Agenda**

Opportunity for members of the public to speak on subjects within the Committee’s purview, but not on today’s agenda.

Josh Guerrettaz reported that he had submitted all requested documents related to last month’s vote on upgrades to Ingold Sports Park to Jake Enriquez, including meeting minutes, the board president’s letter, contracts, and additional requested materials. Josh stated that he had not yet received confirmation or a response despite multiple emails and a voicemail. Staff indicated they would follow up with Jake to confirm receipt and determine whether the item had been reviewed in time for placement on the County Board of Supervisors agenda.

No additional public comments were received.

**3. Approval of March 19, 2026, Meeting Minutes — Voting Item**

Stephani Baxter noted minor grammatical corrections to the March 19, 2026, meeting minutes.

Sue Reed made a motion to revise and approve the meeting minutes. Brian Hanewinkel seconded the motion.  
The motion passed unanimously.

#### **4. Financial Report**

David Throop was absent and no financial report was presented.  
Discussion of April financials was deferred to the May meeting.

#### **5. Park Updates — DPR Staff**

##### **Fallbrook Community Center**

Staff are preparing for a Cinco de Mayo senior event following a successful Valentine's Day event.  
New carpet was installed in the office area with funding provided by Friends of the Community Center.  
Community center activity remains high.

##### **Rainbow Park**

Volunteer Day is scheduled for Saturday, May 2, from 9:00–11:00 a.m.  
Planned projects include general beautification efforts.

##### **Clemmens Lane Park**

A new changing table was installed in the restroom facilities.  
Routine maintenance and fixture replacements are ongoing.

##### **Don Dussault Park**

Vegetation management continues for safety and maintenance purposes.

##### **Live Oak Park**

Staff are preparing for the Kids in the Park Program in partnership with the Live Oak Park Coalition and Arts in the Park on April 26.  
Easter Sunday was reported as one of the park's busiest days of the year.  
The San Diego Park Society funded 300 owl pellet kits for the Kids in the Park Program.  
Save Our Forest planted an oak tree on March 22 in recognition of Arbor Day.  
An additional Arbor Day planting event is scheduled for April 18 from 10:00 a.m.–12:00 p.m.  
The women's restroom near the Visitor Center has been fully upgraded.

Staff participated in Career Day at Maie Ellis Elementary School on April 9.

### **Village View Park**

Relocation of the skate park bench has been completed and secured.

Seasonal vegetation management is underway.

## **6. Village View Park Improvements Updates — Shade Amenities**

### **Presented by Riley Dewitt-Rickards**

Riley Dewitt-Rickards provided updates remotely regarding Village View Park shade amenities.

The County is currently determining the appropriate procurement process for the shade structures.

Staff are exploring whether installation can proceed without a full bid process in order to expedite the project.

If formal bidding is required, the process could take several additional months.

Estimated lead times for shade structures are approximately one to two months once ordered.

Three potential locations were identified at the northeast, northwest, and southeast corners.

The southwest corner was determined to be infeasible due to existing skate features.

Proposed structures would be cantilever-style with posts placed inside the fence line while avoiding skate paths.

### **Dog Park**

Two shade structures are planned, one for each main area.

### **Playground Area**

Still under review and may require additional approval depending on procurement requirements.

Sean O'Callaghan inquired about structure locations, post placement, and the approval process.

## **7. Other Business**

Stephani raised concern of the pedestrian gate along Reche Rd being left open after hours. Staff reported that it was damaged by a vehicle. Repairs have been completed, with minor adjustments still needed. A chain is currently being used to ensure the gate remains closed after hours.

## **8. Adjournment**

The meeting was adjourned at 9:16 a.m.

**Next Meeting:** May 21, 2026

*Minutes respectfully submitted by Kari Ann Hoyer*