



Note: Members of the public wishing to address the Commission during the meeting are requested to complete a speaker's card and turn into the Commission Secretary. Speaker Request Cards are located on the podium and at the back of the room. Please honor the **Three Minute Maximum** time limit when addressing the Commission and complete thoughts quickly if the timer sounds while speaking. All testimony given before the Commission is tape recorded. Since Commission discussion of an item not on the posted agenda is not allowed, these concerns will be addressed in a future meeting as soon as is practical under "Public Forum Response." For Agenda items; the public will be given an opportunity to speak prior to the Commission completing its action. Please begin by stating your name and city of residence. If speakers wish to pass material to the Commission, please hand it to the Commission Secretary for distribution.

**BIG BEAR VALLEY RECREATION AND PARK DISTRICT  
REGULAR MEETING OF THE ADVISORY COMMISSION**

Agenda

February 16, 2010 5:00 pm Senior Center

**COMMISSION MEETING AGENDA**

1. CALL TO ORDER
  - 1.1 PLEDGE OF ALLEGIANCE
  - 1.2 ROLL CALL  
Commissioners: McCullar, Pletcher, Poole, Rose, Ybarra  
Staff: Troublefield, Judd, Roth
  - 1.3 APPROVAL OF AGENDA *ACTION ITEM*
2. GENERAL STAFF REPORTS – November, December, January
  - 2.1 RECREATION REPORTS
    - A. Administration and Camp Activities
    - B. Youth and Adult Activities
  - 2.2 MAINTENANCE REPORT
  - 2.3 MOONRIDGE ANIMAL PARK REPORT
  - 2.4 FACILITY USE REPORT
3. APPROVAL OF MINUTES
  - 3.1 Approval of November 17, 2009 Regular Meeting *ACTION ITEM*
4. INFORMATION SECTION
  - 4.1 Information
    - A. Financial Report – November, December, January
  - 4.2 Correspondence
    - A. Gloria Boice - Guidelines for Treatment of Cultural Landscapes (attachment)
5. PUBLIC FORUM RESPONSE – FROM NOVEMBER MEETING

6. COMMENTS FROM THE PUBLIC

PUBLIC COMMENT: The Chairman and Commission invite anyone wishing to address the Commission to do so at this time on any subject within the jurisdiction of the Big Bear Valley Recreation and Park District that does not appear on the agenda.

Speakers are requested to complete a Speaker Card and submit to the Commission Secretary. This procedure is requested for regularly scheduled agenda items as well as Public Comment.

7. ADMINISTRATIVE REPORT

7.1 OPERATIONS REPORT

- A. Paradise Park Project Update
- B. Zoo Relocation Update
- C. Proposition Funding Update

8. REQUESTS AND REPORTS BY COMMISSIONERS

9. ADJOURN MEETING

NOTE: NEXT REGULAR MEETING: March 16, 2010 5:00 PM. Senior Center

ADDITIONS TO THE AGENDA: Items may only be added to the agenda in accordance with Government Code Section 54950 (Brown Act).

## **GENERAL STAFF REPORTS**

### **2.1 – A**

### **Recreation Report – November and December 2009**

Prepared by: Glenn Jacklin, Recreation Superintendent  
Administration and Camp Activities

#### **Childcare:**

- Numbers for the month of November have stabilized at 92 for the three sites and remain the same for December.
- Insufficient interest is being expressed for the morning session at North Shore, so it remains closed.
- Staff attended the Monthly RKC meeting with planning sessions for snow days, \$10 day and increasing enrollment.
- Camp enrolments remained low for the Christmas break so only one site was open for Winter Camp. The site chosen was Baldwin Lane as Big Bear El is being work on by the school.
- Winter Camp registrations averaged in the high 30's for the 2 weeks in December. Activities organized included a trip to the cinema, DVD sessions at the site and games organized by the staff.
- Staff and students wish to thank Pat Parker for her many years of service to Rainbow Kids and wish her all the best for her future endeavors.
- Continued thanks to Soroptimist International of Big Bear for their financial support with enrolment, purchases of new games and supplies at all three sites.

#### **Instructor Classes:**

- November instructor classes include Yoga, Karate, Adult and Youth Art, Gymnastics, Pickle Ball, Kick Boxing, Line Dancing, Tennis, Women's self-defense and Adult and Youth Dance.
- No new classes were added or removed from the last month.
- Dance, Gymnastics, Pickle Ball, Karate and Art still maintain almost maximum numbers.
- Final preparations were undertaken for the dance performance on December 8<sup>th</sup> at the PAC.
- The Dance performance on December 8<sup>th</sup> at the PAC was a huge success with the show be fully attended.
- All classes took a hiatus over the Christmas break with start up times ranging from early to mid January.

#### **The Ranch:**

- November and December had no booking at the Ranch.
- A group of 50 students from Pepperdine College volunteered at the Ranch for 3 hrs and participated in a grand clean up day. Over 150 bags of trash, pine needles were collected over the four hours.
- All damaged fencing was removed from the tennis courts to maintain safety.
- The unusable winter tennis courts at the Ranch have had there nets removed and wind screens taken down.
- Final preparations are taking place for the winter bookings with a thorough bleaching and final clean up.
- Staff continues with Snow removal when appropriate.

#### **Recreation Administration:**

- Staff attended the Reasonable Suspicion training and the Sexual Harassment training.
- Staff drove participants for the Soroptimist Camp Girl Power activity day.
- Preparations continue for this years Ski and Board program.
- Santa phone calls occurred again this year with over 50 excited kids calling in to talk to Santa and express there Christmas wish list.
- Santa photos were held enabling families to get photos out in time for the holiday season.
- Preparations continue for this years Ski and Board program.
- Recreation staff have taken over the Park Inspection process with Aaron and Glenn coordinating the process
- Staff attended the 3 elementary school, the middle school and the high school to promote Basketball, Skiing and the Youth Center.

## **GENERAL STAFF REPORTS**

### **2.1 – A1**

### **Recreation Report – January 2010**

Prepared by: Glenn Jacklin, Recreation Superintendent  
Administration and Camp Activities

#### **Childcare:**

- Numbers for the month of January are at 88 for the three sites.
- Insufficient interest is being expressed for the morning session at North Shore, so it remains closed.
- Insufficient enrollment at Big Bear El has resulted in notice being given regarding closing the morning session. That takes affect on February 16<sup>th</sup> 2010.
- Heavy snow caused the cancelation of two regular days of RKC with snow days making up the remainder of the time the schools where closed.
- Continued thanks to Soroptimist International of Big Bear for their financial support with enrollment, purchases of new games and supplies for all three sites.
- Staff and students wish to thank Linda Schmittle for her many years of service to Rainbow Kids and wish her all the best for her future endeavors.

#### **Instructor Classes:**

- January instructor classes include Yoga, Karate, Adult and Youth Art, Gymnastics, Pickle Ball, Kick Boxing, Line Dancing, Women's self-defense and Youth Dance.
- No new classes were added or removed from the last month.
- Dance, Gymnastics, Karate and Art still maintain almost maximum numbers.
- All classes are back in full swing after the break for the New Years.

#### **THE RANCH:**

- January saw 2 bookings at the Ranch.
- A third booking was cancelled due to the heavy snow, making it impossible for the group to get up the mountain.
- The heavy snow caused many trees to fall down or lose branches. Snow also caused extensive damage to the pavilion requiring major repair or removal.
- Staff continues with Snow removal when appropriate.

#### **Recreation Administration:**

- The Learn to Ski Program went off with out a hitch during this year's program. The changes enacted this year were reviewed with great applause. The major element being the ease at which the "Newbies" progressed from putting skis on for the first time to being in control while skiing in a wedge.
- This years Learn to Snowboard program is progressing well with 2 classes carrying over to February because we had to postpone classes due to the weather.

## **2.1 – B                      Recreation Report – November and December 2009**

Prepared by: Aaron Speer, Recreation Superintendent  
Youth Sports, Adult Sports, Aquatics Program, Teen and Senior Center

### **Youth Sports:**

Preparing for our 12th Youth Basketball season:

- Gathering Sponsors
- Facility logistics
- Searching for the best prices on uniforms and awards.
- Searching for Volunteers (Coaches & Officials)

### **Youth Center:**

The Youth Center was slow over the holidays. We are preparing for a strong start after the New Year. We will be offering a new and exciting activities starting in January.

### **Senior Center:**

There were 500 seniors for lunch this past month. They enjoyed two very good Turkey Dinners during the holidays for Thanksgiving and Christmas.

We took a senior trip down to Sea Port Village in San Diego. The Trip went really well. We are looking on a series of senior tips that will be starting in January.

Up coming trips: San Manuel Casino Trip, Day Trip to Catalina Island, Medieval Times, and much more.

### **Adult Sports:**

Preparing Adult Winter Basketball League & Women's Volleyball League

Taking Registration

Scheduling

Facilities logistics

## **2.1 – B1**

### **Recreation Report – January 2010**

Prepared by: Aaron Speer, Recreation Superintendent

Youth Sports, Adult Sports, Aquatics Program, Teen and Senior Center

#### **Youth Sports:**

Youth basketball is up and running in full swing. 175 children are participating this year. We have great support from local business and volunteers are making this season successful. January Snow will push the season in to March.

Registration is going really well for the 12<sup>th</sup> Annual Youth Basketball Tournament. Looking forward to a fun weekend. Tournament Date March 12, 13, 14. As of now over 40 teams are coming and staff is working on signing up more.

#### **Youth Center:**

The Youth Center is open everyday during the week from 2 to 6pm. The Center is averaging 20 – 25 kids per day. Andy Burleson, our teen center coordinator and the kids have taken a few local trips to the mountain resorts for ski and snowboarding. The feedback was great and the kids had a great time together.

#### **Senior Center:**

There were 450 lunches served this past month. We did have to close a few days due to the storm, but now things are back to normal.

Kathy Verkamp's Senior Aerobic class is doing quite well. Classes are well attended.

Up coming trips: San Manuel Casino Trip, Day Trip to Catalina, Mid Evil Times, and much more.

#### **Adult Sports:**

Sunday Winter Men's Basketball has started and there are 9 teams and approximately 80 men participating.

In February, Sunday Winter Women's Volleyball will begin. 6 women's volleyball teams have registered. Over 50 women participating.

## **2.2 Maintenance Department Report –November and December 2009**

Prepared by: Dennis Fuerstenberg, Maintenance Superintendent

*In addition to general maintenance, cleaning of District facilities and snow removal, the maintenance crew completed the following:*

### **Baldwin & Lake William Parks**

These parks were inspected and remain undeveloped

### **Bear City Park**

Installed new structure around main electrical service for public safety

### **Dana Point Park**

Closed from 12-1-09 thru 4-01-10 for eagle habitat

### **Maintenance Shop**

Keeping up with snow removal throughout the District.

### **Senior Center**

Completed renovation of interior, including dusting of all book shelves', cleaning of all windows and blinds, stripped and waxed floors and shampooed all carpet areas.

## **2.2**

## **Maintenance Department Report –January 2010**

Prepared by: Dennis Fuerstenberg, Maintenance Superintendent

*In addition to general maintenance, cleaning of District facilities and snow removal, the maintenance crew completed the following:*

### **SNOW REMOVAL and repairs necessary due to excessive accumulation.**

#### **Baldwin & Lake William Parks**

These parks were inspected and remain undeveloped

#### **Dana Point Park**

Closed from 12-1-09 thru 4-01-10 for eagle habitat

#### **Maintenance Shop**

Keeping up with snow removal throughout the District.  
Dealt with fallen trees and limbs.

#### **Ranch**

Cleaned cabins and prepared Ranch for Rentals.

## **2.3**

### **Moonridge Animal Park Report – November and December 2009**

Prepared by: Debbie Richardson, Curator

#### **I. Education:**

1. On and offsite programs are continuing through the winter and we will begin the eagle programs at the Discovery Center in January.
2. Three of the Zoo employees attended the CCWR symposium in Pismo Beach in November. The topics were exceptional and we learned a great deal about new procedures being employed in the rehabilitation and animal health field. In addition we made several new contacts. I will be holding a class at the zoo for those that could not attend as part of our required continuing rehabilitation education.

#### **II. Maintenance and Construction:**

1. There has been an additional holding area completed in the wolf pups exhibit. This area not only expands their exhibit, it also gives them a place to get out of the mud and snow. This is being used as a stop gap measure until we can upgrade their entire exhibit.
2. The Grizzly exhibit is having more concrete poured and some additional electric wires put up to discourage digging in the exhibit by the bears. This is a precautionary measure since the den they had dug for this winter recently collapsed.
3. A storage area for all the hay and the emergency evacuation crates has been completed and is currently in use. I would like to commend Tom Miller for his hard work and for completing this so quickly.

#### **III. Animal Status:**

1. A young female deer was found wandering in a cul de sac in Fontana. We were contacted by Animal Control to see if we could take her. I received permission from Fish and Game to keep her since it appeared that she had ear notching for identification purposes and is not afraid of the keepers at all; in fact she seeks out their company. We have introduced her to the two adults and it is going well.
2. Most of the animals that we had planned on having fixed have been done at this time. This is not only healthier for them, but it also means we don't have to use dangerous contraceptives to prevent pregnancy. These can be difficult to obtain as well.
3. We are currently updating all the vaccines for the animals in the zoo. We will be giving the West Nile vaccine to the birds again this year, however, west nile has mutated in horses and the current vaccine is no longer effective for them. I believe it is still effective in birds, at least as far as current research seems to indicate.
4. Two grey squirrels will be coming to the zoo in January. They are from a rehabilitation facility that hand raised them and discovered that they were non-releasable due to a misalignment of their jaws.

#### **IV. Administration:**

1. All of our permits are renewable in January, and I will be working on those this month. This includes USDA, Fish and Game and Fish and Wildlife.
2. A schedule is being created for improving or repairing all the cages that may need work.
3. Animal Explorations with Jared Miller has been in contact with the zoo and they are planning on possibly doing an entire segment on Moonridge in February or March.
4. The Zoo is looking into ways to be more cost effective and as a result we will probably be participating in the Sustainable Selections program set up by Walmart and Sam's Club. This program could provide about 400 pounds of meat/week to the facility for a very minimal cost of \$100 per quarter. The meat is past the sell by date but not the expiration date.
5. The problems with the beavers on the Victor Valley golf course are escalating and we are working with Fish and Game and the golf course to save them from having to be destroyed. We may be accepting some to our facility to prevent a depredation permit

## **2.3**

### **Moonridge Animal Park Report – January 2010**

Prepared by: Debbie Richardson, Curator

#### Education:

1. Programs are continuing whenever possible, however the snow conditions have made them difficult and dangerous to get to, so we have had to cancel several.
2. In the spring we are looking at expanding our programs so that we can add several of the camps that do not currently have programs.
3. There are also several night lectures being developed for the zoo which will be offered in the spring and summer. We will charge a small fee for each program.
4. Eagle programs are starting at the Discovery center.

#### Maintenance:

1. The new holding area for the wolf pups is up and running. This gives them more room to run and also get out of the snow. We are still looking at expanding the entire exhibit; several people have offered their services for free to help with this when the weather improves. In the meantime we do switch the puppies into the front exhibit when we can.
2. Several of the cages in the zoo collapsed during the last big storm, most of these cages were not built to withstand these conditions, or were getting old and needed work. The animals were not in the cages at the time since we knew there could be a potential problem. We are currently working on repairing these cages.
3. There is a huge volume of snow at the zoo which makes it difficult and dangerous to open to the public. Some of the snow has been removed from the zoo thanks to our maintenance workers, the district maintenance workers and the urban conservation corps of the Inland Empire. A group of about 9 workers and 3 supervisors came up to help with snow removal which allowed us to open for at least a couple of days.

#### Animal Health:

1. All 4 of our pelicans expired from an unknown disease. VCA could find no cause and the animals all exhibited the same symptoms. I sent one of the pelicans down to San Bernardino to the California Animal Health and Food Safety Laboratory System. The results were again inconclusive. There have been a substantial number of pelicans dying along the west coast due to unknown causes. We are still looking into this; it doesn't seem to have affected any other birds including our other waterfowl.
2. Animals at the facility that do not deal with extreme snow or cold have been brought inside temporarily for their safety.
3. Our new deer has adapted to our exhibit very well and the female mule deer has adopted her.

#### Administration:

1. Permits and budgets are due and are being worked on currently.
2. Programs are being developed for the spring and summer
3. As soon as the weather allows we are hoping to accept the Victorville Beavers.
4. We have started a program with WalMart and Sam's club called sustainable resources that is an environmentally friendly program that keeps resources from landfills. It will also allow us to cut our food budget for the animals substantially.
5. Due to unanticipated slowing in gate revenue the District saw a need to cut back on staff. I met with my staff and asked if there was anyone willing to step up and take a voluntary layoff. Three of our keepers volunteered because they wanted to go back to school.

## **2.4**

## **Facilities Use Report – November and December 2009**

Prepared by: Michele Roth, Office Assistant II

**Dana Point:** There were no rentals either month.

**District Office Meeting Room:** Art and yoga classes were held in November. We also had meetings of Soroptimist's, Bear Valley Youth Soccer, and Healthy Start. In December we held our yoga classes, senior fitness and Santa photos. There was also an AARP food distribution and Rotary Santa used the room.

**Erwin Lake Park:** There were no rentals.

**Meadow Park Ball Field:** Men's Soccer and Men's & Coed Softball Leagues finished up their leagues. Youth Soccer and Youth Football held a few games. December had no rentals.

**Meadow Park and Shelter:** There were no rentals.

**Miller Park:** B'Nai Big Bear and No. Shore Improvement held their regular monthly meetings and the Fawnskin Chamber of Commerce held an event in November. (\$500)

**Orville Warren Community Center (Gym)** Regular classes of Karate, Kickboxing, Gymnastics, and Dance were held in Nov. In December there was gymnastics, dance rehearsal for the show, the Elks Hoop Shoot, and Club Softball pitching practice. (\$220)

**Ranch Rentals:** There were no rentals.

**Ranch Soccer Fields:** The fields have been closed for the season.

**Senior Center:** The seniors have their on-going activities: Senior aerobics and step classes, Crafts, Tole Painting, Art, Line Dancing, cards, Quilting and lunches.

**Ski Beach:** There were no rentals.

**Sugarloaf Ball Field:** Youth Football practiced at the field in November and there were no rentals in December.

**Sugarloaf Shelter:** There were no rentals.

**Swim Beach:** Swim Beach is closed after Labor Day weekend for the winter.

(total facilities rentals \$720)

## **2.4 A**

### **Facilities Use Report – January 2010**

Prepared by: Michele Roth, Office Assistant II

**Dana Point:** There were no rentals this month.

**District Office Meeting Room:** Art and yoga classes were held. We also had meetings of the Career Institute and Bear Valley Youth Baseball.

**Erwin Lake Park:** There were no rentals this month.

**Meadow Park Ball Field:** There were no rentals this month.

**Meadow Park and Shelter:** There were no rentals this month.

**Miller Park:** B’Nai Big Bear and No. Shore Improvement held their regular monthly meetings. (\$250)

**Orville Warren Community Center (Gym)** Regular classes of Karate, Kickboxing, Gymnastics, and Dance were held.

**Ranch Rentals:** Shalhevet School of Los Angeles, the Islamic Center of Los Angeles, and the Armenian Athletic Association each rented the Ranch for a weekend. The Mohawk/Teton Indian Tribes were snowed out of their rental. (lodging \$7,350.50 + food \$1640= total\$8,990.50)

**Ranch Soccer Fields:** The fields are no longer being used for the season.

**Senior Center:** The seniors have their on-going activities: Senior aerobics and step classes, Crafts, Tole Painting, Art, Line Dancing, cards, Quilting and lunches.

**Ski Beach:** There were no rentals this month.

**Sugarloaf Ball Field:** There were no rentals this month.

**Sugarloaf Shelter:** There were no rentals this month.

**Swim Beach:** Swim Beach is closed for the winter.

(total facilities rentals \$9,240.50)

**3.1**

**BIG BEAR VALLEY RECREATION AND PARK DISTRICT**

**MINUTES**

**REGULAR MEETING OF THE ADVISORY COMMISSION**

November 17, 2009

**1. CALL TO ORDER**

Chairperson Poole called the meeting to order at 5:04 PM

1.1 PLEDGE OF ALLEGIANCE

1.2 SEATING OF NEW COMMISSIONER BOB YBARRA

General Manager Troublefield formally welcomed new commissioner, Bob Ybarra who is replacing Don Allen.

1.3 ROLL CALL

*Present:* Benson, Macioge, McCullar, Poole, Ybarra

*Absent:* Pletcher, Rose

*Staff:* Troublefield, Judd, Roth

1.4 APPROVAL OF AGENDA

**Motion 2**

Commissioner McCullar moved to approve, seconded by Commissioner Macioge.

*AYES:* Benson, Macioge, McCullar, Poole, Ybarra

**2. GENERAL STAFF REPORTS :**

2.1 RECREATION REPORTS

A. Administration and Camp Activities – Commission reviewed the report of October 2009 which highlighted childcare, instructor classes, the Ranch, and administration.

B. Youth and Adult Activities – Commission reviewed the report for October 2009 which highlighted Youth Sports, the Youth and Senior Centers.

2.2 MAINTENANCE REPORT

The commission reviewed the report for October 2009 highlighting park inspections, winterizing at all facilities, and installation of playground equipment at Erwin Lake Park.

2.3 MOONRIDGE ANIMAL PARK REPORT

Debbie Richardson presented the report for October 2009 highlighting education, maintenance to facility buildings, medical, and administration.

2.4 FACILITY USE REPORT

The commission reviewed the report for October 2009.

**3. Approval of Minutes**

3.1 APPROVAL OF MINUTES

Minutes of the September 15, 2009 Regular Meeting

**Motion 3**

Commissioner Benson moved to approve minutes, seconded by Commissioner McCullar.

*AYES:* Benson, Macioge, McCullar, Poole, Ybarra

#### **4. INFORMATION SECTION**

##### 4.1 Information Section

A. Financial Report – Commission reviewed the financial report for October 2009.

#### **5. PUBLIC FORUM RESPONSE – FROM OCTOBER MEETING**

General Manager Troublefield reported that he has had several meetings with Leonard Chaidez to discuss Senior Nutrition opportunities and that we will be trying to add additional days to the current nutrition program. He will work with Mr. Chaidez on a public campaign seeking community donations to offset the cost of feeding our low income seniors.

In response to our Ranch neighbors various concerns

- Trash - The soccer field has been staffed from 4pm-7pm from Sept. 20 until Oct. 31 to try to mitigate any problems. Staff kept a log book, picked up trash after practices, and trash cans were added to the field area.
- Road & Traffic – General Manager Troublefield is seeking a meeting with Caltrans to discuss access off Hwy 38 onto Erwin Ranch Rd. He has requested, even though it is not a Park District issue, that Public Works look into the grading issues that have caused yearly flooding at Central & Lakewood. He also discussed speed limit signs on Erwin Ranch Rd, but was told that there were no mitigating factors to lower the 55 mph requirement on the road. There is a county requirement that there be 13 or more neighbors on the street to impose a lower limit. Since it seems there should be a way around this, Jim Oravets of Special Districts is working on the possibility.
- Dust Control - Public Works has agreed to do dust control to Erwin Ranch Rd. using soil amendments.
- The soccer facility is closed for the season and this gives us time to work out a solution for next year.

#### **6. COMMENTS FROM THE PUBLIC**

Leonard Chaidez, Sugarloaf, states he is happy with positive response he has received from the Park District regarding service increase for Senior Nutrition. He hopes that we can increase the service days and eliminate the donation box. He also hopes costs can be offset with private donations.

Mary Jo Castle, Erwin Lake, expressed her concerns about Erwin Ranch Rd. being the width of a single lane road, and stated that children still climb into her yard after their soccer balls.

Gary Castle, Erwin Lake, seeks an answer to his question of the legality of the Soccer Complex. He contends that a parcel has no address until it is developed. The parcel has no address and is still listed as a vacant lot; therefore, the Soccer Complex is not legal.

Fred Tresemer, Erwin Lake, commented on a road survey done on Erwin Ranch Rd. He stated that it lasted only a few days and only covered half the road. He also wondered who does the dust control, how often is it done and do we pay them? He questioned why there are 50 cars at the Complex which we state is closed for the season.

Eliane Tresemer, Erwin Lake, expressed continued concern about trespass and road watering.

John Day, Big Bear City, suggested the Park District look into placing a caution or similar type sign at the church property near Erwin Ranch Rd. with the intent of slowing traffic on the road.

## **7. ADMINISTRATIVE REPORT**

### **7.1 OPERATIONS REPORT**

#### **A. *Paradise Park Project Update***

Paradise park sub-committee met November 17, 2009, at 4pm and heard from Aaron Spohn, owner of Spohn Ranch, about the advantages of pre-cast concrete skate parks. General Manager Troublefield stated he will be meeting in January with Civil Engineering and in the meanwhile will be working on the grant application.

#### **B. *Zoo Relocation Update***

General Manager Troublefield reported meeting with Supervisor Derry and Jean Wade-Evans of the Forest Service about some properties being considered for the zoo. Some problems we have come up against have to do with asking price vs. appraisal price. We are hoping for some progress within the next 60 days.

#### **C. *Proposition Funding Update***

General Manager Troublefield informed the commission of a meeting he will be attending on Friday where he will learn what our chances of securing funding for Paradise Park will be. Jean Wade-Evans, of the Forest Service, has promised to write a letter stating that the forest land near Paradise Park is not usable park land. That should help us qualify for the funds.

## **8. REQUESTS AND REPORTS BY COMMISSIONERS**

Commissioner Benson directed staff to re-request the County look into the road situation near the Ranch. She also states she has heard concerns about expanding the pool at the Ranch and that Moonridge is not being represented commenting that there is only one commissioner who lives west of Division. General Manager Troublefield responded that the opportunity is there to expand the Ranch pool, but that the funds are at the discretion of the local Soroptimist club who raised the money.

Commissioner Ybarra is happy to be on the commission and is looking forward to serving the community.

Commissioner McCullar appreciates the response to the concerns of the Erwin Lake residents.

Commissioner Chair Poole suggested that the meeting scheduled for December 15, 2009, be postponed until January. By consensus there will be no meeting in December.

## **9. ADJOURN MEETING**

### **8.1 NEXT MEETING**

Regular Meeting – Tuesday, January 19, 2010 at 5:00 pm

### **8.2 ADJOURNMENT**

Chairperson Poole adjourned the regular meeting at 6:01 pm.

**ATTEST:**

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Michelle Roth, Secretary

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Dr. Kathryn Poole, Chairman

**INFORMATION SECTION**

**4.0**

**Financial Review for November and December**

**4.1 - A Warrants Issued SSA – Park District**

AG Organics	Playground Wood Chips	\$2,364.30
Alpine Country Café	Senior Nutrition Program	\$1,567.50
ATT	Long Distance Phone Charges	\$50.14
Bear Valley Electric	District Utilities	\$3,008.06
Big Bear City Community Services District	District Utilities	\$322.00
Big Bear City Saw Works	Equipment Maintenance	\$335.37
Big Bear Disposal	Trash Removal and Port a potties	\$1,867.39
Butchers Block	District Repairs	\$3,365.62
Cathy Schacht	Gymnastics Instructor	\$1,204.70
Charter Communication	Teen Center Internet	\$88.50
City of Big Bear Lake	Sewer Charge	\$5,759.02
Cortney Seifert	Dance Instructor	\$1,939.00
Department of Water and Power	District Utilities	\$7,150.83
EPW, Inc.	Irrigation Supplies	\$775.09
Gabriel Mulero	Karate/Kickboxing instructor	\$1,796.55
Geiger Supply	Plumbing Repairs	\$689.09
Grizzly	Advertising	\$240.00
Kmart	Misc supplies	\$79.13
Konica Minolta	Copier Charges	\$875.64
Lorie Judd	Petty Cash Purchases	\$103.99
Mile High Equipment	Concrete Hauling and Gravel	\$645.00
Owen Pharis	District Radios	\$140.00
Parallel Broadcasting	KBHR Radio	\$315.00
Patton Sales	Metal	\$63.22
Paula Bradley	Art Instructor	\$2,247.00
Peter Begle	Catamaran Instructor	\$140.00
Prudential Overall Supply	Uniform Services	\$457.90
Riffenburgh Lumber Company	District Repairs	\$1,525.47
Robertson Ready Mix	Sand and DG	\$35.89
Rosemary Delap	Locksmith Services	\$845.53
Southwest Gas	District Utilities	\$227.32
Stater Bros. Markets	Food for RKC/Senior Nutrition/Teen Center	\$4,258.20
Sysco	Food for RKC/Senior Nutrition/Teen Center	\$313.28
TC Thompson Enterprises (Emingers)	Plants and Soil Amendments	\$618.50
Thomas Gas Co	Ranch Propane	\$1,480.90
Thomas Hastain	Web Site Hosting and Design	\$258.75
Tim Holland	Direct Signs - Signs for facilities	\$2,048.39
Twin Bears Rentals	Equipment Rental	\$1,048.66
Verizon California	Telephone Service & County Intranet	\$1,146.85
Verizon Wireless	Cell Phone Service	\$646.33
Waxie Sanitary	Restroom and Cleaning Supplies	\$737.61
<b>Grand Total for SSA</b>		<b>\$53,667.03</b>

<b>Warrants Issued SSF - Zoo</b>		
Betty Debour	Animal Food	\$1,245.40
Big Bear City Saw Works	Equipment Maintenance	\$0.00
Big Bear Produce	Animal Food	\$1,338.50
Boot Barn	Staff Winter Boots	\$100.00
Butchers Block	Misc. Repairs	\$31.05
Farrell Gas	Fuel to keep reptile room warm	\$94.79
Featherland Farms	Animal Food	\$840.00
Geiger Supply	Plumbing Repairs	\$94.39
Grizzly	Ads	\$74.80
Katie Strand	Animal Removal	\$56.00
LeRoy's Shoe & Clothing Co.	Staff Winter Boots	\$100.00
Moonridge Outpost	Shipping Charges to return chick boxes	\$168.84
Prudential Overall Supply	Uniform Services	\$380.71
Riffenburgh Lumber Company	Miscellaneous Repairs	\$621.15
Rosemary Delap	Locksmith	\$816.28
Stater Bros. Markets	Animal Food	\$1,682.39
Tim Holland	Signs	\$416.51
VCA Lakeside	Animal Care Facility	\$2,112.93
Verizon California	Internet Circuit	\$354.24
<b>Grand Total for SSF</b>		<b>\$10,528.86</b>

## **4.0 Financial Review for January 2010**

### **4.1 - A Warrants Issued SSA – Park District**

AJ Acosta	Water Truck for Ranch Roads	\$700.00
All Valley Environmental	Used Motor Oil and Waste Removal	\$145.00
Alpine Country Café	Senior Nutrition Program	\$4,105.50
American Ramp	Skate Park Maintenance	\$752.50
ATT	Long Distance Phone Charges	\$54.96
Bear Valley Electric	District Utilities	\$4,202.22
Big Bear City Community Services District	District Utilities	\$442.09
Big Bear City Saw Works	Maintaining Equipment	\$390.97
Big Bear Disposal	Trash Removal and Port a potties	\$1,512.63
Big Bear Mutual Aid	Membership	\$25.00
Boot Barn	Boots for maintenance employees.	\$98.76
Butchers Block	District Repairs	\$428.15
Cathy Schacht	Gymnastics instructor	\$581.70
Charter Communication	Teen Center Internet	\$88.52
Commercial Recreation	Summit Slide	\$8,243.00
Conklin Paint & Supplies	Paint and Misc.	\$52.91
Department of Water and Power	District Utilities	\$1,016.73
EPW, Inc. (Cal Turf Irrigation Supplies)	Sprinkler Supplies	\$1,531.72
Gabriel Mulero	Karate/Kickboxing instructor	\$213.50
Grizzly	Advertising	\$470.00
Jose Jesus Pacheco Rojas	Carpet Cleaning	\$280.00
Kmart	Misc supplies	\$39.13
Konica Minolta	Copier Charges	\$513.12

LeRoy's Shoe & Clothing Co.	Boots for Maintenance Department	\$192.43
Lorie Judd	Petty Cash Fund	\$248.27
McConnel Motor Parts	Napa Auto Parts	\$943.51
Miracle Recreation	Swing Set for Meadow Park	\$2,038.15
Parallel Broadcasting	KBHR Radio	\$315.00
Ray Bowling	Water for Tennis Ranch Roads	\$2,625.00
Riffenburgh Lumber Company	District Repairs	\$177.35
Rosemary Delap	Locksmith	\$191.72
Russell McCoy	Drinking Water RKC Sites	\$59.00
Stater Bros. Markets	Food for RKC/Senior Nutrition/Teen Ctr	\$1,522.67
Stephen Knapik	Dept of Transportation Physicals	\$55.00
Thomas Gas Co	Ranch Propane	\$8,384.67
Thomas Hastain	Web Site Hosting and Design	\$517.50
Tim Holland	Direct Signs - Signs for facilities	\$78.30
Verizon California	Telephone Service & Co. Intranet System	\$1,542.47
Verizon Wireless	Cell Phone Service	\$723.46
Waxie Sanitary	Restroom and Cleaning Supplies	\$310.63
<b>Grand Total for SSA</b>		<b>\$45,920.62</b>
<b>Warrants Issued SSF - Zoo</b>		
Bad Bear Sportswear	Shirts for Programs	\$1,027.69
Betty Debour (All Mountain Feed)	Animal Food	\$1,057.24
Big Bear City Saw Works	Equipment Maintenance	\$5,072.34
Big Bear Produce	Animal Food	\$1,186.50
Butchers Block	Misc. Repairs	\$168.95
Central Nebraska	Animal Food	\$1,272.38
Ferrell Gas	Fuel to keep reptile room warm	\$171.51
Katie Strand	Animal Removal	\$330.00
Owen Pharis III	Radios	\$140.00
Prudential Overall Supply	Uniform Services	\$306.44
Qwest Communications	Long Distance Phone Charges	\$2.76
Riffenburgh Lumber Company	Miscellaneous Repairs	\$2,068.68
Rosemary Delap	Locksmith	\$26.64
Sam Enterprises	CO2 for zoo	\$43.96
Stater Bros. Markets	Animal Food	\$959.76
VCA Lakeside	Animal Care Facility	\$8,906.66
Verizon California	Internet Circuit	\$344.00
<b>Grand Total for SSF</b>		<b>\$23,085.51</b>

**4.2**      **CORRESPONDANCE**

A. Gloria Boice - Guidelines for Treatment of Cultural Landscapes    **(attachment)**

**5.0**      **PUBLIC FORUM RESPONSE– FROM NOVEMBER MEETING**

**6.0**      **COMMENTS FROM THE PUBLIC**

**7.0**      **ADMINISTRATIVE REPORT**

6.1      OPERATIONS REPORT

A.      Paradise Park Project

B.      Zoo Relocation

C      Proposition Funding Update

**8.0**      **REQUESTS AND REPORTS BY COMMISSIONERS**

**9.0**      **ADJOURN MEETING**

Note: Next Regular Meeting – March 16 , 2010 5:00 PM. Senior Center