



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

November 17, 2009 5:00 pm Senior Center

**COMMISSION MEETING AGENDA**

1. CALL TO ORDER
  - 1.1 PLEDGE OF ALLEGIANCE
  - 1.2 SEATING OF NEW COMMISSIONER BOB YBARRA
  - 1.3 ROLL CALL  
Commissioners: Benson, Macioge, McCullar, Pletcher, Poole, Rose, Ybarra  
Staff: Troublefield, Judd, Roth
  - 1.4 APPROVAL OF AGENDA *ACTION ITEM*
2. GENERAL STAFF REPORTS – October
  - 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 October 20, 2009 Regular Meeting *ACTION ITEM*
4. INFORMATION SECTION
  - 4.1 Information
    - A. Financial Report – October
5. PUBLIC FORUM RESPONSE – FROM OCTOBER 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: December 15, 2009 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 – October 2009**

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

#### **Childcare:**

- Numbers for the month of October have dropped by a few more children to 92 at the three sites.
- Fall camp occurred for 2 weeks of October with field trips to Calico Ghost town, movies and a wonderful experience of a Fair being put on by Sam Monahan in the Meadow Park Gym with cupcakes, prizes, games and everyone having a great time.
- Registrations for Fall camp was in the 40's so camp was only held at Big Bear Elementary.
- 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.
- Continued thanks to Soroptimist International of Big Bear for their financial support with enrolment, purchases of new games and supplies at all three sites.
- Staff and students wish to Thank Trina Poisson for her time as the Lead Teacher and Big Bear EL and wish her all the best in her new direction.

#### **Instructor Classes:**

- October instructor classes include Yoga, Karate, Adult and Youth Art, Gymnastics, Pickle Ball, Kick Boxing, Line Dancing, Tennis, Water Aerobics, 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.
- Dance continues to advance it cause by organizing a Dinner night with proceeds going towards the performance on December 8<sup>th</sup> at the PAC.
- 2 people have approached the Park District intending to start new classes in the new year, paperwork is being completed for Conversational English and Music instruction.

#### **THE RANCH:**

- October was a quiet month for bookings with only 1 activity. This being the second time a group booked the Ranch to conduct a wedding ceremony.
- The Ranch soccer fields continue to be used by Youth Soccer and football.
- More fencing is being removed from tennis courts to maintain safety.
- Wind screens and tennis nets have been removed for the winter season on courts that are shaded by large trees, leaving a few courts open for the hardy players in the valley.

#### **Recreation Administration:**

- Staff at all facilities participated in the yearly "Great Shake Out" to prepare for the possibility of an Earthquake in the Big Bear area.
- Staff drove participants for the Soroptimist Camp Girl Power activity day.
- Preparations are underway for this years Ski and Board program.

## **2.1 – B**

### **Recreation Report – October 2009**

Prepared by: Aaron Speer, Recreation Superintendent

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

#### **Youth Sports:**

Staff is preparing for the 12<sup>th</sup> season of Youth Basketball. We are currently soliciting businesses for sponsorships. We are arranging for facilities and searching for volunteers, both coaches and officials.

#### **Youth Center:**

The Youth Center has had a busy month. When school is in session, the center is super busy, averaging around 30 kids per day. Due to low attendance during the break, we did close the center. We did take a field trip to Knott's Berry Farm with 18 kids attending.

For Halloween staff hosted had a pumpkin carving contest and a little party for the kids.

Staff attended a really great workshop entitled: Getting inside the teenage head.

#### **Senior Center:**

There 335 seniors for lunch this past month.

We are trying something new and have scheduled Senior Trips in November:  
Sea Port Village in San Diego and Medieval Times in Buena Park.

## **2.2**

## **Maintenance Department Report –October 2009**

Prepared by: Dennis Fuerstenberg, Maintenance Superintendent

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

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

These parks were inspected and remain undeveloped

### **Bear City Park**

Historical Society moved Caddy Shack from south end of park to Museum, where they will refurbish the building. Staff was on hand to assure that the electrical system which was in the building remained intact and unharmed.

### **Erwin Lake Park**

Staff finished installation of new playground equipment. Staff installed the new equipment and had the playground surrounded with wood chips. The new facility is seeing much use and the District has received many thanks from neighborhood parents and children

### **All Facilities**

Winterized all the facilities; shut down restrooms and ordered porta-potties delivery to all parks. Drained and shut down all irrigation until next spring.

### **Maintenance Shop**

Cleaned yard and prepped snow equipment for up coming winter season

## **2.3**

## **Moonridge Animal Park Report – October 2009**

Prepared by: Debbie Richardson, Curator

### **Education**

1. Wolf awareness day went extremely well and the wolf pups were excellent. There was footage shot by several people that will be used for the video that is being done for the education project.

### **Maintenance:**

1. The old sheds have been torn down and the new hay shed is being constructed.
2. The beaver exhibit has been enclosed for the pelicans for winter.
3. The new shade cloth has arrived for the perimeter of the zoo, so visual access will be limited from the outside. We are starting to put it up now.
4. We are currently making all of the cages winter proof for the animals.

### **Medical:**

1. The serval and the red fox Miranda were fixed. The Serval had the beginnings of a pyometria and would have died if we had not fixed her.
2. The Mt. Lions were also fixed on the 22<sup>nd</sup> of October and are now doing fine. They had some cysts in both their uterus' which could have caused a life threatening condition eventually.
3. Our new coyote and Penny the grey fox were also fixed.
4. We euthanized one of our raccoons, Thor, who was about 10 years old. He had a very aggressive sub-cutaneous lymphoma. His sister also has a cancerous mammary tumor but it is not as aggressive.

### **Administration:**

1. The reptile room is now open and we are continuing to improve the cage decorations and the information board in the new room.
2. We are discussing plans for improving several areas of the zoo, which are currently in disrepair, to improve the quality of life for the animals and the keepers.
3. I am conferring with a group which is interested in raising money to improve the wolf exhibit.

## **2.4**

### **Facilities Use Report – October 2009**

Prepared by: Michele Roth, Office Assistant II

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

**District Office Meeting Room:** Art and yoga classes were held. We also had meetings of Soroptimist, San Bernardino County Dept. of Health Food Handlers test, Bear Valley Youth Soccer, Trails Coalition, and Healthy Start.

**Meadow Park and Shelter:** Military families from Ft. Irwin held a picnic. (\$88)

**Meadow Park Ball field:** Men's Soccer and Men's & Coed Softball Leagues played. Youth Soccer and Youth Football held games.

**Miller Park:** B'Nai Big Bear held their regular meetings and No. Shore Improvement held their monthly meeting. (\$300)

**Senior Center:** The seniors have their on-going activities: Bingo, Senior-aerobics, Crafts, Tole Painting, Art, Line Dancing, cards, Quilting and lunches. One line dance class was held then cancelled. (\$20)

**Sugarloaf Ball Field:** Youth Football is practicing at the field. BBVRPD Women's Soccer has games.

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

**Big Bear City Recreation Hall:** Big Bear Lion's Club uses this facility for functions and meetings.

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

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

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

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

**Ranch Soccer Fields:** The fields are being used by the BV Youth Soccer and Youth Football leagues.

**Ranch Rentals:** A local wedding was held. (\$450)

(total facilities rentals \$858)

### 3.1

## **BIG BEAR VALLEY RECREATION AND PARK DISTRICT**

### MINUTES

### REGULAR MEETING OF THE ADVISORY COMMISSION

October 20, 2009

## **1. CALL TO ORDER**

Chairperson Poole called the meeting to order at 5:02 PM

### 1.1 PLEDGE OF ALLEGIENCE

### 1.2 ROLL CALL

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

*Absent:* Rose

*Staff:* Troublefield, Judd, Roth

### 1.3 ELECTION OF VICE CHAIR

#### **Motion 1**

Commissioner Macioge nominated Commissioner McCullar for Vice Chair, seconded by Commissioner Benson.

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

### 1.4 APPROVAL OF AGENDA

#### **Motion 2**

Commissioner McCullar moved to approve, seconded by Commissioner Macioge.

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

## **2. GENERAL STAFF REPORTS :**

### 2.1 RECREATION REPORTS

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

B. Youth and Adult Activities – Aaron Speer presented the recreation report for September 2009 which highlighted Administration, Facilities, Adult Sports, the Youth and Senior Centers.

### 2.2 MAINTENANCE REPORT

The commission reviewed the report for September 2009 highlighting the refurbishing of Bear City Park and installation of the Erwin Lake Park playground equipment.

### 2.3 MOONRIDGE ANIMAL PARK REPORT

Debbie Richardson presented the report for September 2009 highlighting education, maintenance to facility buildings, and animal health.

### 2.4 FACILITY USE REPORT

The commission reviewed the report for September 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 Pletcher.

*AYES:* Benson, Macioge, Pletcher, Poole

*ABSTAIN:* McCullar

### **4. INFORMATION SECTION**

#### 4.1 Information Section

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

### **5. COMMENTS FROM THE PUBLIC**

Leonard Chaidez, Sugarloaf, expressed his concern that senior lunches should be provided free of charge at least 5 days per week. He states he is familiar with the funding process and will volunteer his help with the process.

MaryJo Castle, Erwin Lake, expressed Ranch concerns in regards to dust, trash, and use of lights.

Gary Castle, Erwin Lake, expressed Ranch concerns about emergency situations and egress of cars. He also questioned the legality of the SEQA exemption stating irrigation is an improvement.

Elaine Tresemer, Erwin Lake, expressed Ranch concerns regarding the roads and flooding. She stated that Lakewood and Central are not dedicated roads.

### **6. ADMINISTRATIVE REPORT**

#### 6.1 DISTRICT OPERATIONS

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

Paradise Park Sub-committee met at 4pm, Oct. 20, 2009, and enjoyed a presentation by Great Western Playgrounds and Universal Access about handicap accessible playground equipment. General Manager Troublefield will be attending a Prop 84 Technical Assistance meeting on November 19<sup>th</sup>.

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

We are currently looking at 9 sites as possible locations with a few going through the appraisal process. Although we are purchasing the current zoo land it will not be the permanent location.

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

As stated in 6.1 A, General Manager will be attending a technical assistance meeting in November. Staff intends to apply for funding for Paradise Park and the zoo.

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

Commissioner Macioge is concerned that the Erwin Lake residents with concerns don't feel they are getting answers.

Commissioner Benson requested more information about the senior lunch program and an update on getting a new commissioner for Moonridge.

Commissioner McCullar wants the complaints to be addressed in a timely manner, either at the current meeting or the next meeting. She would also like more information on the senior lunch program.

Commissioner Chair Poole wants to commend the staff for all their hard work. She thanked RKC for the wonderful carnival during Fall Camp, was happy the Ranch signs went up so quickly, and is concerned about the trash.

**8. ADJOURN MEETING**

8.1 NEXT MEETING

Regular Meeting – Tuesday, November 17, 2009 at 5:00 pm

8.2 ADJOURNMENT

Chairperson Poole adjourned the regular meeting at 6:12 pm.

**ATTEST:**

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**Michele Roth, Secretary**

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**Dr. Kathryn Poole, Chairman**

**INFORMATION SECTION**  
**Financial Review for October**

**4.0**

**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	Maintaining Equipment	\$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.	Sprinkler 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 Fund	\$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	District Repairs	\$1,525.47
Robertson Ready Mix	Sand and DG	\$35.89
Rosemary Delap	Locksmith	\$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 System	\$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	Help Wanted	\$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	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>

**5.0 PUBLIC FORUM RESPONSE– FROM OCTOBER 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 – December 15, 2009 5:00 PM. Senior Center