



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

October 20, 2009 5:00 pm Senior Center

### **COMMISSION MEETING AGENDA**

1. CALL TO ORDER
  - 1.1 PLEDGE OF ALLEGIANCE
  - 1.2 ROLL CALL  
Commissioners: Benson, Macioge, McCullar, Pletcher, Poole, Rose  
Staff: Troublefield, Judd, Roth
  - 1.3 ELECTION OF VICE CHAIR *ACTION ITEM*
  - 1.4 APPROVAL OF AGENDA *ACTION ITEM*
2. GENERAL STAFF REPORTS – September
  - 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 September 15, 2009 Regular Meeting *ACTION ITEM*
4. INFORMATION SECTION
  - 4.1 Information
    - A. Financial Report – September
5. 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.

6. ADMINISTRATIVE REPORT

6.1 OPERATIONS REPORT

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

7. REQUESTS AND REPORTS BY COMMISSIONERS

8. ADJOURN MEETING

NOTE: NEXT REGULAR MEETING: November 17, 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 – September 2009**

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

#### **Childcare:**

- Numbers for the month of September have stabilized at 95 students across the three sites, with staff continuing a safe and trouble free program.
- Staff at North shore attempted to increase enrolment but after repeated efforts the morning numbers didn't increase, resulting in the closure of the morning session at North shore. A waiting list will be created to determine interest as we get closer to the opening of the ski season with the intention of reopening.
- Staff attended the Monthly RKC meeting with planning for Fall camp being discussed.
- The final 2 months of Latchkey paperwork have been submitted to the state for reimbursement.
- Continued thanks to Soroptimist International of Big Bear for their financial support.
- 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:**

- September 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 Car wash on the 27<sup>th</sup> with proceeds going towards the performance on December 8<sup>th</sup> at the PAC.

#### **THE RANCH:**

- September was a quiet month for Bookings with only 1 activity. Staff prepared an end of season party for Lagonita Lodge with games, food, music and activities organized for their entertainment.
- The Ranch soccer fields continue to be used by Youth Soccer and football.
- Signs advising patrons of the soccer fields to desist in climbing over the fence to retrieve balls or face penalties up to and including a complete ban from the facility.
- The pool was closed on Labor Day for the season with plans to winterize it taking place before the cool weather hits.
- The camp has been cleaned up and cabins transferred over to the fall / winter accommodation arrangements.
- The courts continue to be maintained for use as the weather remains mild.

#### **Recreation Administration:**

- Meadow park tennis courts had new centre straps purchased and installed to the nets to maintain the quality.
- 2 more staff attended an upgrade drive test at the DMV to ensure more staff are licensed to drive the larger passenger vehicle.
- Staff supported the Big Bear Marathon by maintaining and aide station located at Swim beach for the runners completing the Half Marathon. Over 500 athletes received water, energy bars or Heed and electrolytic drink from the helpful Park district staff.

## **2.1 – B**

## **Recreation Report – September 2009**

Prepared by: Aaron Speer, Recreation Superintendent

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

### **Administration:**

Closed swim beach for the season. This included winterizing the restrooms, cleaned out the snack bar and cashier shack. Packaged water apparatuses and stored all buoys and lifesaving equipment for the year.

Prepared for the 2010 Youth Basketball season.

Built a Face Book for the Park District in hopes of promoting our activities.

Hosted a booth at Family Fun Night. The kids WII bowled while staff had the change to speak with parents about our activities and events.

### **Facilities:**

Repaired cracks at the Sugarloaf Skate Park.

Prepared fields for youth soccer and softball games.

Had Musco Lighting come and adjust the lighting on Meadow Park field to help keep players safe.

### **Adult Sports:**

Men's Fall Softball has started and there are 6 teams on the schedule. These games are played at Meadow Park.

Co-ed Softball has started and there are 4 teams on the schedule. These games are also played at Meadow Park.

Women's soccer has started and there are 4 teams on the schedule. These games are played at Sugarloaf Park.

### **Youth Center:**

The Youth Center is doing very well. The Center is averaging 22 kids per day during the week.

The Youth Center held a car wash fundraiser which included 15 teens washing cars to raise money for the Youth Center. The kids were thrilled to have raised well over \$400.

The Youth Center also took the Youth Center Bus down to Knott's Berry Farm. 22 kids got to participate in the fieldtrip and they had a great time.

### **Senior Center:**

The senior continues to run very well. A great deal of that success goes to Tina Nazarian who is at the Center daily, assuring the needs of the seniors are met.

This month, 300 seniors had a nutritious lunch supplied by our Senior Nutrition Program.

We had 40 seniors attend a mature driving seminar sponsored by AARP.

Senior Aerobics which is held 3 times a week is a great program. Aerobics Instructor, Kathy Verkamp usually has between 15 and 22 participants in each class.

## **2.2**

### **Maintenance Department Report –September 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:*

**Bear City Park** Prepared Bear City Park for the Grand Opening on September 21<sup>st</sup>.

Removed old picnic shelter and concrete pad. Both were dilapidated and beyond repair.

Trimmed trees at the south end of the park

Graded the property and removed any weeds in the RPZ and the south end of the park.

Rebuilt Bridge leading into the park.

Installed Flag Pole and sitting area

Removed North Side of the Caddy Shack which was previously used for maintenance storage. This portion of the building was not of any value to the Historical Society who will be moving the original structure to their portion of the park in the near future.

Installed updated electrical equipment to support the irrigation and lighting needs.

Installed irrigation in turf area. Tilled in soil amendments and installed sod.

Surrounded turf area with border.

Laid DG in all non-turfed areas of the rehabilitated area.

Planted trees in the turf area.

Installed drinking fountain.

Cleaned, and painted inside of the restrooms.

Installed security gates to restroom doors.

Outside painting of the restrooms occurred during the grand opening. SDD administration and visiting staff, commissioners, District staff and amazing volunteers supplied by the Supervisor's office grabbed brushes and rollers and helped with the grand-reopening of the park.

#### **Erwin Lake Park**

Removed old playground equipment and base material (sand). This equipment will be moved and reinstalled at the ranch. Began installing new playground which will be surrounded by wood chips.

## **2.3**

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

Prepared by: Debbie Richardson, Curator

### Education:

1. Programs are starting up again in earnest at all of our regular sites.
2. We are considering doing some "Myth Busters" type programs at the zoo to educate people on real animal behavior and habits.
3. Currently there are a couple of videos in development from one of our volunteers that would help to educate people about wolves and also help us raise some funds to expand the wolf exhibit.

### Maintenance:

1. The new reptile room is almost on line with all new caging and wiring. We have also repainted and redesigned the room itself.
2. There are 3 new doors up in the Ed Center to help stop rats from chewing their way into the building. The rats had chewed their way through the doors and the door jambs in order to enter the building.
3. We are currently in the process of redesigning some of the zoo to accommodate a new flight area as well as an amphitheater and snack stand.
4. The mew area is going to be re-done so that each bird will have an individual flight area. This is to decrease the possibility of aggressive interactions between the species.
5. There is a relatively easy and cost efficient plan being considered for expanding the current wolf exhibit.

### Animal Health:

1. Fisher is still undergoing different tests to determine the potential problem with him. More intense tests were done this time since we pre-anesthetized with valium before he went in.
2. Our male mule deer is having some problems with loose stool and we are having some tests done to determine what is going on.
3. There is some unusual hair loss also going on with our coatis and we had the doctor look at that as well.

### Administrative:

1. As I said in the education section we are working on several different programs to help educate people about animals.
2. We are more than likely going to be receiving a young male ringtail that is unrelated to any of the ringtails currently in captivity in the country. This is very important because most of the captive ringtails came from a single group and there is very little genetic diversity.
3. We are going to be hiring at least 2 new keepers to fill vacated positions.
4. We are trying to do a lot more animal training, spearheaded in particular by Jenna Troublefield. Jenna is an excellent trainer and has a real ability for working with the animals. By training the animals we can make it easier to do medical procedures as well as crating them up for emergencies.

## **2.4**

### **Facilities Use Report – September 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's, San Bernardino County Dept of Health Food Handlers test, Bear Valley Youth Soccer, Trails Coalition, Healthy Start, and Friends of the Moonridge Zoo.  
(\$20)

**Meadow Park and Shelter:** There were 2 birthday parties and a Rabies Clinic. (\$120)

**Meadow Park Ballfield:** Men's Soccer and Men's & Coed Softball Leagues continue play. There was an A&V Softball tournament. (\$600)

**Miller Park:** B'Nai Big Bear held their regular meetings and celebrated Rosh Hashanah and Yom Kippur. (\$400)

**Senior Center:** The seniors used the center for their on-going activities: Bingo, Senior-aerobics, Crafts, Art, Line Dancing, cards, Quilting and lunches. Line Dancing classes were held. (\$80)

**Sugarloaf Ball Field:** Youth Football is practicing at the field.

**Sugarloaf Shelter:** There was a Rabies Clinic held.

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

**Erwin Lake Park:** There was a church picnic. (\$50)

**Swim Beach:** We co-sponsored Family Fun Night.

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

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

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

(total facilities rentals \$1250)

**3.1**

**BIG BEAR VALLEY RECREATION AND PARK DISTRICT**

MINUTES

REGULAR MEETING OF THE ADVISORY COMMISSION

September 15, 2009

**1. CALL TO ORDER**

Chairperson Poole called the meeting to order at 5:10 PM

1.1 PLEDGE OF ALLEGIENCE

1.2 ROLL CALL

*Present:* Benson, Pletcher, Poole, Rose

*Absent:* Macioge, McCullar

*Staff:* Troublefield, Judd, Roth

1.3 ELECTION OF CHAIR

**Motion 1**

Commissioner Benson nominated Commissioner Poole for Chair, seconded by Commissioner Pletcher.

*AYES:* Benson, Pletcher, Poole, Rose

*Note:* By mutual consent, selection of a vice chair will wait until the next meeting.

1.4 APPROVAL OF AGENDA

**Motion 2**

Commissioner Benson moved to approve, seconded by Commissioner Rose.

*AYES:* Benson, Pletcher, Poole, Rose

**2. GENERAL STAFF REPORTS :**

2.1 RECREATION REPORTS

A. Administration and Camp Activities – Glenn Jacklin presented the report of August 2009 which highlighted childcare, instructor classes, the Ranch, and administration.

B. Youth and Adult Activities – Aaron Speer presented the recreation report for August 2009 which highlighted Fall Adult Sports, the Youth Center, Senior Center, and Aquatics.

2.2 MAINTENANCE REPORT

Dennis Fuerstenberg presented the report for August 2009 highlighting inspection of the undeveloped Baldwin and Lake Williams Parks, refurbishing of the south end of Bear City Park, inspection at Capt. John's Marina, work at the Ranch soccer fields, and district wide mowing and fertilization.

2.3 MOONRIDGE ANIMAL PARK REPORT

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

2.4 FACILITY USE REPORT

The commission reviewed the report for August 2009 which totaled \$9,323 in rental fees.

### **3. Approval of Minutes**

#### 3.1 APPROVAL OF MINUTES

Minutes of the August 18, 2009 Regular Meeting

#### **Motion 3**

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

*AYES:* Benson, Pletcher, Poole, Rose

### **4. INFORMATION SECTION**

#### 4.1 Information Section

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

B. Financial Report – Commission reviewed the financial report for August 2009.

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

Charles Wucinich, Central Ave., Erwin Lake, expressed Ranch concerns including excess water usage, roads and grading.

General Manager Troublefield stated he is working toward a meeting with County Roads and County Engineering to address the neighbor's issues.

Mark Patino, 11<sup>th</sup> Lane, Erwin Lake, expressed Ranch concerns regarding traffic, dust and speeding on the dirt roads.

Gary Castle, Lakewood, Erwin Lake, expressed Ranch concerns and questioned the legality of the SEQA exemption due to an incorrect APN# listed on the form.

Mary Jo Castle, Lakewood, Erwin Lake, expressed Ranch concerns regarding people climbing fences and liability.

Mike Barz, 11<sup>th</sup> Lane, Erwin Lake, expressed his concerns about the Ranch creating an 'Attractive Nuisance' and read the definition to the commission.

Elaine Tresemer, Erwin Ranch Rd .Erwin Lake, expressed her concerns about the Ranch Soccer fields being dangerous during practices due to watering times. She presented the commission with a letter listing all of her concerns.

Don Allen, Balsam, Moonridge, expressed empathy with the Ranch neighbors and stated the need for better communication with all parties concerned. He also suggested an age limit for the field to try to control the stray ball issues.

Commission Chair Poole expressed appreciation for everyone's input, but reminded them that the Park Commission is in an advisory capacity with no governance powers. She also stated that the commission has been speaking with County Roads from the beginning of the project.

General Manager Troublefield commented that:

There are no adult soccer games scheduled at the fields

Putting only the smaller kids at the field is a good idea

Changing the soccer leagues schedules mid-season isn't easy

We need to learn from this year's mistakes and work with these new ideas next season

Don Allen, Moonridge, questioned when there will be a new commissioner added to represent the Moonridge community.

## **6. ADMINISTRATIVE REPORT**

### **6.1 DISTRICT OPERATIONS**

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

Paradise Park Sub-committee met at 4pm, Sept. 15, 2009, and voted to continue with Paradise Park as a priority. They would like to ask Supervisor Derry to revisit the idea of using the \$1 million for Paradise Park. Director Day intimated that the Park District purchase the Paradise Park land to try to keep the funding.

General Manager Troublefield stated that with the strict 6 month timeframe to complete something and apply for reimbursement of Prop funding, his recommendation would be to consider a land acquisition. We are currently looking into the purchase of the land which houses the current zoo. Such a purchase could guarantee the funds, as well as, guarantee a place for the zoo until a final location can be found. That property could then be turned into a park for the Moonridge community which they are lacking at this time. Prop 84 funds have opened again for park improvement. Competitive Grant applications would need to be completed to vie for a piece of the \$93 million available statewide. Big Bear should meet the qualifications set forth by the state for this type of grant.

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

We are pursuing the current site and several others for a permanent site. When a site is found there will be a closed session.

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

This information was previously discussed.

#### **D. *Bear City Park Update***

There will be a Bear City Park Renovation Kick-off on Saturday, September 19, 2009, starting at 10 AM. We are developing the south acre and half of the improvements should be completed at that time. Supervisor Derry is very supportive of this project.

## **7. PREVIOUSLY DISCUSSED ITEMS**

#### **A. *DWP Partnership Update***

General Manager Troublefield stated that DWP has agreed to work with the district to add additional turf. They are going to allow DWP customers reduce turf in their yards to have that amount credited toward the parks.

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

Commissioner Pletcher wanted to thank the public for coming in to express their concerns.

Commissioner Benson commented that Reese has always been a very accommodating, helpful and creative person and is trying to work with the neighbors and their concerns. She suggests the Ranch neighbors contact Supervisor Derry's office and perhaps they can get somewhere when we have not been able to. Perhaps Big Bear should be the squeaky wheel.

General Manager Troublefield stated that Supervisor Derry has not been unsupportive of our concerns just that there are other areas within his district with more pressing matters.

Commissioner Rose wanted to thank everyone for sharing their concerns. She proposed that Supervisor Derry, while not being unsupportive, may not be fully aware of the situation at the Ranch and suggested that everyone write a letter. She also reminded everyone that things take time and to be patient.

Commissioner Chair Poole wants to thank the staff for all their hard work. She appreciates hearing everyone's concerns.

**9. ADJOURN MEETING**

9.1 NEXT MEETING

Regular Meeting – Tuesday, October 19, 2009 at 5:00 pm

9.2 ADJOURNMENT

Chairperson Poole adjourned the regular meeting at 6:50 pm.

**ATTEST:**

\_\_\_\_\_  
**Michele Roth, Secretary**

\_\_\_\_\_  
**Dr. Kathryn Poole, Chairman**

**INFORMATION SECTION****4.0****Financial Review for September****4.1 - A Warrants Issued SSA – Park District**

AG Organics	BC Park – DG for walkways	\$5,055.60
Allison Thelin	Private Swim Instructor	\$40.00
Alpine Country Café	Senior Nutrition Meals - 3 months	\$4,702.50
Andrea Walker	Water Aerobics Instructor	\$285.25
ATT	Long Distance Phone Charges	\$78.42
Bacon Wagner Excavating	Sugarloaf Parking Lot Pot Hole Repair	\$1,145.28
Bear Valley Electric	District Utilities	\$3,270.28
Big Bear City Community Services District	District Utilities	\$6,962.28
Big Bear Disposal	Trash Removal and Port a Potties	\$2,200.16
BSN Sports	Tennis Net Straps Meadow Park	\$36.54
Butchers Block	District Repairs	\$746.49
Cathy Schacht	Gymnastics instructor	\$28.00
Charter Communication	Teen Center Internet	\$88.50
Cortney Seifert	Dance Instructor	\$1,838.00
Debra Cruze-Meyer	Private Swim Instructor	\$180.00
Department of Water and Power	District Utilities	\$9,181.65
Federal Express	Overnight Shipping Charges - Plans	\$38.07
Gabriel Mulero	Karate/Kickboxing instructor	\$224.00
Geiger Supply	Plumbing Repairs	\$879.06
Grizzly	Newspaper Ad	\$500.00
Ken Willis Construction	Concrete Removal	\$390.00
Kmart	Misc Supplies	\$133.00
Leslie Pool Supplies	Pool Chemicals	\$729.62
Lorie Judd	Petty Cash Fund	\$376.00
McConnel Motor Parts	Napa Auto Parts	\$47.07
Mile High Equipment	Concrete Disposal	\$912.50
Nolan Warriner- High Altitude Officials Assoc	Sports Officials	\$3,745.00
Owen Pharis	District Radios	\$140.00
Patton Sales	Metal	\$991.69
Paula Svitak- Bradley	Art Instructor	\$185.50
Prudential Overall Supply	Uniform Services	\$400.37
Radio Shack	Electrical Equipment Maintenance	\$61.39
Ricardo Charvet	Tennis instructor	\$140.00
Riffenburgh	District Repairs	\$2,644.80
Rosemary Delap	Locksmith	\$500.07
Russell McCoy	Drinking Water RKC Sites	\$58.30
Sam Enterprises	Pliers/Gloves	\$59.36
Sator Sports	Tennis Nets for Ranch	\$468.90
Southwest Gas	District Utilities	\$126.25
TC Thompson Enterprises (Emingers)	Plants and Soil Amendments	\$198.70
Thomas Gas Co	District Utilities	\$1,338.12
Thomas Hastain	Web Designer	\$517.50
Tim Degriselles	Private Swim Instructor	\$80.00
Tim Holland	Direct Signs - Signs for facilities	\$1,098.38
Tri County Fire Equipment	Annual Fire Extinguisher Service	\$400.20
Twin Bears Rentals	Equipment Rental	\$396.00

Verizon Wireless	Cell Phone Service	\$772.97
Waxie Sanitary	Paper and Cleaning Supplies	\$401.89
<b>Grand Total for SSA</b>		<b>\$55,969.05</b>
<b>ZOO Expenditures</b>		
Bear Valley Tree Care	Tree Removal	\$300.00
Betty Debour	Animal Food	\$3,977.17
Big Bear Produce	Animal Food	\$793.75
Butchers Block	Misc. Repairs	\$1,415.77
Central Nebraska	Animal Food	\$4,551.19
Featherland Farms	Animal Food	\$334.00
Katie Strand	Animal Removal	\$28.00
Moonridge Outpost	Shipping Charges to return chick boxes	\$168.42
Prudential Overall Supply	Uniform Services	\$243.25
Qwest Communications	Long Distance Phone Charges	\$1.55
Riffenburgh	Zoo Repairs	\$1,501.38
VCA Lakeside	Animal Care Facility	\$1,893.12
Verizon California	Internet Circuit	\$344.00
<b>Grand Total for SSF</b>		<b>\$15,551.60</b>

## **5.0 COMMENTS FROM THE PUBLIC**

### **6.0 ADMINISTRATIVE REPORT**

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

### **7.0 REQUESTS AND REPORTS BY COMMISSIONERS**

### **8.0 ADJOURN MEETING**

Note: Next Regular Meeting – November 17, 2009 5:00 PM. Senior Center