

SEP 05 2007

Notice of Exemption

COUNTY OF

To: [] Office of Planning and Research
P.O. Box 3044, 1400 Tenth St., Rm. 222
Sacramento, CA 95812-3044
[] County Clerk
County of San Bernardino
385 N. Arrowhead Avenue
San Bernardino, CA 92415-0130

From: (Public Agency) SAN BERNARDINO
County of San Bernardino
Special Districts Department
157 West Fifth Street, Second Floor
San Bernardino, CA 92415-0450

Project Title: Acquisition of Parcels (APN 3071-401-05) for Big Bear Valley Recreation and Park System

Project Location - Specific:

The 13.25 acre property is located at 2050 Erwin Ranch Road, Big Bear City, CA 92314

Project Location - City: Big Bear City

Project Location - County: San Bernardino

Description of Project:

Acquisition of current Big Bear Sports Ranch 13.25 property for inclusion as part of Big Bear Valley Recreation and Park District Park System

Name of Public Agency Approving Project: San Bernardino County Special Districts Department

Name of Person or Agency Carrying Out Project: Big Bear Valley Recreation & Park District

Exempt Status: (check one)

- [] Ministerial
[] Declared Emergency
[] Emergency Project
[] Categorical Exemption. State type and section number: 15319 (a) - Acquisition of Existing Facilities and Property for exempt facilities
[] Statutory Exemptions: State code number:

Reasons why project is exempt:

The proposed project is exempt from CEQA under Section 15139 (a) which states that: "Annexations to a city or special district of areas containing existing public or private structures [would be exempt]...provided, however, that the extension of utility services to the existing facilities would have a capacity to serve only the existing facilities." The proposed acquisition includes no added utilities as property currently serves in same capacity as proposed future use. Future development of the property and expansion of services to accommodate additional dwellings or development would require environmental review and would not be exempt from CEQA.

Lead Agency

Contact Person: Reese Troublefield

Area Code/Telephone Extension: 909 866-9700

If filed by applicant:

- 1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? [] Yes [] No

Signature: [Handwritten Signature] Date: 8/30/07 Title: District Manager

- [] Signed by Lead Agency
[] Signed by Applicant

DATE FILED & POSTED



STATE OF CALIFORNIA - THE RESOURCES AGENCY
 DEPARTMENT OF FISH AND GAME
 ENVIRONMENTAL FILING FEE CASH RECEIPT

330237

Lead Agency: County of San Bernardino Special Districts Date: 9/5/07

County/State Agency of Filing: San Bernardino Document No.: _____

Project Title: Restoration and Enhancement of the San Bernardino River

Project Applicant Name: Robert B. and Susan M. Townsend

Project Applicant Address: P.O. Box 3327

City: Big Bear City State: CA Zip Code: 92314 Phone Number: (951) 866-9200

Project Applicant (check appropriate box):

- Local Public Agency
- School District
- Other Special District
- State Agency
- Private Entity

Check Applicable Fees: ✓ # 3035

<input type="checkbox"/> Environmental Impact Report	\$2500.00	\$ _____
<input type="checkbox"/> Negative Declaration	\$1800.00	\$ _____
<input type="checkbox"/> Application Fee Water Diversion (State Water Resources Control Board Only)	\$850.00	\$ _____
<input type="checkbox"/> Projects Subject to Certified Regulatory Programs	\$850.00	\$ _____
<input checked="" type="checkbox"/> County Administrative Fee	\$50.00	\$ <u>50.00</u>
<input checked="" type="checkbox"/> Project that is exempt from fees		
<input checked="" type="checkbox"/> Notice of Exemption		
<input type="checkbox"/> DFG No Effect Determination (Form Attached)		

Signature and title of person receiving payment: Annika Luna - Deputy Clerk

Signature of Applicant: [Signature]
 TITLE-PROJECT APPLICANT
 YELLOW-DFG/AB
 PINK-LEAD AGENCY
 GOLDENROD-COUNTY CLERK
 DFG 753.5a (Rev. 1/07)

TOTAL RECEIVED \$ 50.00



CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
Compliance Certification Form

Grantee/Applicant: Big Bear Valley Recreation & Park District
Complex and Camp Renovation

Project Name: Soccer

Project Address: 2050 Erwin Ranch Road, Big Bear City, CA 92314

When was CEQA analysis completed for this project? Date 8/30/07

What document(s) was filed for this project's CEQA analysis: (check all that apply)

- Initial Study
- Notice of Exemption
- Negative Declaration
- Mitigated Declaration

Environmental Impact Report Other:

Please attach the Notice of Exemption or the Notice of Determination as appropriate. If these forms were not completed please attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

Lead Agency Contact Information:

Agency Name: Big Bear Valley Recreation & Park District Contact Person: Reese R. Troublefield

Mailing Address: PO Box 2832, Big Bear Lake, CA 92315

Phone: (909) 866-9700 Email: rtroublefield@sdd.sbcounty.gov

Certification:

I hereby certify that the Lead Agency listed above has determined that it has complied with the California Environmental Quality Act (CEQA) for the project identified above and that the project is described in adequate and sufficient detail to allow the project's construction or acquisition.

I certify that the CEQA analysis for this project encompasses all aspects of the work to be completed with grant funds.

Jeff Rigney, Director
Deputy Chief

Authorized Representative
(Signature)



Date Authorized Representative
(Printed Name and Title)



DEPARTMENT OF PARKS AND RECREATION • P.O. Box 942896 • Sacramento, CA 94296-0001 Ruth Coleman, Director
916-653-7423

September 6, 2007

Reese Troublefield
District Manager
County of San Bernardino, Special Dist
P.O. Box 2832
Big Bear Lake, CA 92315

Dear Reese Troublefield,

Re: Project Name: Big Bear Sports Park
Program: 2002 Resources Bond Act
Project Number: RZ-36-058
Requested Grant Amount: \$2,000,000

This letter acknowledges receipt of your application for the above referenced project. The application is complete. You may proceed with the project. Based on the application you submitted, the following is a description of the expected results from this grant:

An acquisition project in the City of Big Bear to purchase approximately 13 acres for a multi-sports camp and park.

Please let me know if this does not agree with your understanding of the project. Please remember that you must comply with all applicable state and federal laws and regulations including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and the laws and codes pertaining to individuals with disabilities.

Refer to your procedural guide for grant process information.

If you have any questions, please contact me at (916) 654-8686 or email me at cmomeyer@parks.ca.gov.

Sincerely,

Cristelle Momeyer
Project Officer

Recording Requested
CHICAGO TITLE COMP.

RECORDING REQUESTED BY:

County of San Bernardino
Real Estate Services Dept.
825 East Third Street, Room 207
San Bernardino, CA 92415-0832

Mail tax statements to:
WHEN RECORDED MAIL TO:
Same as above

RECORDER:

This instrument is for the benefit of the County
of San Bernardino and is entitled to be
recorded without fee. (Govt. Code 6103)

UNINCORPORATED

A.P.N. 0315-201-06 and 0315-231-21

GRANT DEED

DOCUMENTARY TRANSFER TAX \$ 0.00

Dept. Code 12000

72085385432

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

BIG BEAR SPORTS RANCH, A CALIFORNIA LLC

does hereby GRANT to the BIG BEAR VALLEY RECREATION AND PARK DISTRICT
the real property in the County of San Bernardino, State of California, described as follows:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Big Bear Sports Ranch,
a California LLC

By William E. Frantz
William E. Frantz

Date 9/10/07

MAIL TAX STATEMENTS TO PARTY SHOWN ON FOLLOWING LINE

County of San Bernardino 825 E Third St Room 207 San Bernardino, CA 92415-0832
Name Street Address City & State

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

STATE OF CALIFORNIA
COUNTY OF San Bernardino } SS

On 2/10/07 before me, Kellie J. Saxton, Notary Public

personally appeared William E. Frantz
personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature: [Signature]



This area for official notarial seal.

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

DESCRIPTION OF ATTACHED DOCUMENT

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) other than named above _____

CAPACITY(IES) CLAIMED BY SIGNER(S)

- INDIVIDUAL
- CORPORATE OFFICER(S)
TITLE(S) _____
- PARTNER(S)- LIMITED
 GENERAL
- ATTORNEY-IN-FACT
- TRUSTEE(S)
- GUARDIAN OR CONSERVATOR
- OTHER _____

Right Thumbprint of Signer
Top of thumb here

- INDIVIDUAL
- CORPORATE OFFICER(S)
TITLE(S) _____
- PARTNER(S)- LIMITED
 GENERAL
- ATTORNEY-IN-FACT
- TRUSTEE(S)
- GUARDIAN OR CONSERVATOR
- OTHER _____

Right Thumbprint of Signer
Top of thumb here

SIGNER IS REPRESENTING:

EXHIBIT "A"**PARCEL A:**

PARCEL 1 OF PARCEL MAP 7772 ON FILE IN BOOK 80 OF PARCEL MAPS, PAGE 53, RECORDS OF SAN BERNARDINO COUNTY AND THE NORTH 40 FEET OF THE NORTH 9 ACRES OF THE EAST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 19, TOWNSHIP 2 NORTH, RANGE 2 EAST, SAN BERNARDINO BASE AND MERIDIAN, IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ACCORDING TO GOVERNMENT SURVEY, SHOWN AS ERWIN RANCH ROAD ON SAID MAP.

PARCEL B:

PARCEL 2 OF PARCEL MAP NO. 5549, IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER PLAT RECORDED IN BOOK 54 OF PARCEL MAPS, PAGE 40, RECORDS OF SAID COUNTY.

Certificate of Acceptance

This is to certify that the interest in real property conveyed by the within instrument to Big Bear Valley Recreation and Park District is hereby accepted by the undersigned officer/agent on behalf of said District pursuant to authority conferred by the Board of Directors, and the Grantee consents to recordation thereof by its duly authorized officer/agent.

Dated: 9/12/07

By: David H. Slaughter
David H. Slaughter, Director
Real Estate Services Department

INTEROFFICE MEMO



DATE: October 5, 2007

PHONE: 387-7816

FROM: Michele D. Cohn, Real Property Agent
Real Estate Services Department *MDC*

MAIL CODE: 0832

TO: Reese Troublefield, Director
Redevelopment Agency

SUBJECT: REFUND CHECK - BIG BEAR CITY - BIG BEAR SPORTS RANCH

Attached is refund check in the amount of \$719.30 for escrow overage.

- **APN:** 0315-201-06 and 0315-231-21
- **AMOUNT:** \$719.30
- **PAYEE:** Golden State Escrow, Inc.
Escrow No. 12551KS
- **SELLER:** Big Bear Sports Ranch

ATTACHMENT: Back-up information

Should you have any questions, please call me.

MDC

Attachment



GOLDEN STATE ESCROW, INC.
 TRUST ACCOUNT
 909-777-3500
 1421-1 E. COOLEY DRIVE
 COLTON, CA 92324

Chino Commercial Bank
 14345 Pipeline Avenue
 Chino, CA 91710
 90-4306/1222

02628

ESCROW NO

12551KS

October 2, 2007

PAY Seven Hundred Nineteen And 30/100 Dollars

DOLLARS \$ 719.30

TO
 THE
 ORDER
 OF

Big Bear Valley Recreation and Park District

VOID AFTER 90 DAYS

[Handwritten Signature]

⑈026281⑈ ⑆122243062⑆ 001100106⑈

GOLDEN STATE ESCROW, INC. Trust Account

DETACH AND RETAIN THIS STATEMENT
 THE ATTACHED CHECK IS IN PAYMENT OF ITEMS DESCRIBED BELOW.
 IF NOT CORRECT PLEASE NOTIFY US PROMPTLY. NO RECEIPT DESIRED.

026281

DATE	DESCRIPTION	CHECK No.	AMOUNT
Escrow No: 12551KS (LG)	Buyer Refund	26281	\$ 719.30
Issued: 10/02/07			
Close of Escrow: 10/02/07			
SELLER: Big Bear Sports Ranch, a California LLC Property: Big Bear Sports Ranch Big Bear, CA			
BUYER : Big Bear Valley Recreation and Park District			
ADDITIONAL INFORMATION:			

Golden State Escrow, Inc.

1421-1 East Cooley Drive
Colton, CA 92324
(909) 777-3500 Fax (909) 777-3505

Escrow No. 12551KS
Reference: Big Bear Sports Ranch
Big Bear, CA

Closing Date: October 2, 2007
Page 1 /LG

CLOSING STATEMENT

Big Bear Sports Ranch, a California LLC
P.O. Box 767
Big Bear City, CA 92314

Big Bear Valley Recreation and Park District

SELLER:

-- DEBITS -- -- CREDITS --

BUYER:

-- DEBITS -- -- CREDITS --

Consideration:

2,500,000.00 Total Consideration

2,500,000.00

Deposits:

Deposit
Deposit 6,503.00
Deposit 2,000,000.00
500,000.00

Payoff(s):

572,557.01 Loan Payoff
1,510.90 Re: Santa Barbara Securities
3,323.98 Interest @ \$151.09/day
45.00 From 09/23/07 To 10/03/07
7.00 Interest 9/01/07 to 9/22/07
Reconveyance Fee
Recording Fee

Disbursements Paid:

75,000.00 Commission
4,951.32 Commission of \$ 75,000.00
pd to: Spencer Real Estate
APN 0315-231-21-0-000 1st inst
pd to: San Bernardino County T

Title Charges:

Owner's Title Policy 4,083.70
Sub-Escrow Fee 175.00

Escrow Fees:

1,475.00 Escrow Fees 1,475.00
25.00 Wire Transfer Fee 25.00
25.00 Federal Express 25.00

Funds Held:

Tax Hold 1st Inst. 2007/08
Tax Hold 1st Inst. 2007/08

1,841,079.79
2,500,000.00 \$ 2,500,000.00
Check Herewith \$ 719.30
Check Herewith
Totals \$ 2,506,503.00 \$ 2,506,503.00

Golden State Escrow, Inc.

1421-1 East Cooley Drive
Colton, CA 92324
(909) 777-3500 Fax (909) 777-3505

Escrow No. 12551KS
Reference: Big Bear Sports Ranch
Big Bear, CA

Closing Date: October 2, 2007
Page 1 /LG

Buyer
CLOSING STATEMENT

BUYER:
Big Bear Valley Recreation and Park District

Consideration:

Total Consideration

- - DEBITS - - - - CREDITS - -

2,500,000.00

Deposits:

Deposit		
Deposit		6,503.00
Deposit		2,000,000.00
		500,000.00

Title Charges:

Owner's Title Policy
Escrow Fee

4,083.70
175.00

Escrow Fees:

Escrow Fees
Wire Transfer Fee
Federal Express

1,475.00
25.00
25.00

Check Herewith

Totals \$ 719.30

\$ 2,506,503.00 \$ 2,506,503.00

SAVE FOR INCOME TAX PURPOSES

RESOLUTION NO. 2009-72

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO COUNTY, CALIFORNIA, BIG BEAR VALLEY RECREATION AND PARK DISTRICT, TO FIND THE COST ESTIMATE FOR THE SOCCER FIELD IMPROVEMENTS PROJECT AT ERWIN RANCH SPORTS FACILITY WAS REASONABLE AND APPROVE A CONTRACT WITH TRINITY CONSTRUCTION

On Tuesday May 5, 2009, on motion of Director Biane, duly seconded by Director Mitzelfelt and carried by at least four of five Directors, the following resolution is adopted by the Board of Directors for the San Bernardino County, California, Big Bear Valley Recreation and Park District.

WHEREAS, the Big Bear Valley Recreation and Park District (BBVRPD) desires to make improvements to soccer fields consisting of grading, sod and fencing, at the Erwin Ranch Sports Facility (Project) and the cost estimate for the Project was \$121,644, which is under the \$125,000 limit for informal bidding pursuant to California Public Contract Code section 22032(c);

WHEREAS, on March 6, 2009, the BBVRPD informally bid the Project and on March 26, 2009, 12 contractors attended a mandatory job walk for the Project;

WHEREAS, on April 3, 2009, 10 bids were received for the Project and the lowest responsible bidder was Trinity Construction of Blue Jay, whose Base Bid (for grading and fencing) and additive bid (for the sod) was \$137,239.50; and

WHEREAS, the bids came in greater than expected due to higher turf costs and more than anticipated volumes of earthwork;

NOW, THEREFORE, BE IT RESOLVED that the cost estimate by BBVRPD was reasonable and that a contract is awarded to Trinity Construction of Blue Jay, California in the amount of \$137,239.50 for performing grading, sod and fencing for the soccer fields at Erwin Ranch Sports Facility in the Big Bear Valley area.

PASSED AND ADOPTED by the Board of Directors for the San Bernardino County, California, Big Bear Valley Recreation and Park District, by the following vote:

- AYES: DIRECTORS: Mitzelfelt; Biane; Derry; Ovitt; Gonzales
- NOES: DIRECTORS: None
- ABSENT: DIRECTORS: None

STATE OF CALIFORNIA)
)
 COUNTY OF SAN BERNARDINO) ss.

I, DENA M. SMITH, Clerk of the Board of Directors for the San Bernardino County, California, Big Bear Valley Recreation and Park District, hereby certify the foregoing to be a full, true and correct copy of the record of the action taken by the Board of Directors, by vote of the members present, as the same appears in the Official Minutes of said Board at its meeting of May 5, 2009. item#51 jll

DENA M. SMITH
Clerk of the Board

By  
 Deputy

BIG BEAR VALLEY RECREATION AND PARK DISTRICT
MINUTES
REGULAR MEETING OF THE ADVISORY COMMISSION
October 16, 2007

CALL TO ORDER

Chairperson Benson called the meeting to order at 5:30 PM

1.1 PLEDGE OF ALLEGIENCE

1.2 ROLL CALL

Present: Benson, McCullar, Pletcher, Poole, Macioge arrived at (6:30)

Absent: Allen (excused)

Staff: Troublefield, Judd, Roth

1.3 APPROVAL OF AGENDA

Motion 1

Commissioner Poole moved to approve the agenda, seconded by Commissioner Pletcher.

AYES: Benson, McCullar, Pletcher, Poole

NOS:

2. GENERAL STAFF REPORTS

2.1 RECREATION REPORT: Commission reviewed report for August & September which highlighted childcare, instructor classes, adult sports, teen center, youth sports, aquatics, and administration. Director Troublefield told the commission that we had a very successful summer.

2.2 MAINTENANCE REPORT: Commission reviewed report for August & September 2007, which included updates on District improvements. Director Troublefield told the commission that the Sugarloaf Rehabilitation project will be completed by the October 20th Grand Re-Opening.

2.3 ZOO REPORT: Commission reviewed report for August & September 2007 which highlighted Zoo Administration, Education, Animal Health and Grounds.

2.4 FACILITIES USE REPORT: Commission reviewed the Facilities Use Report for August & September 2007.

2.5 SPECIAL REPORT: Phil Hamilton – Trails Coalition

Phil Hamilton of the Big Bear Valley Trails Coalition spoke regarding the coalitions goals, the steering committee, projects both completed and in progress, and their ongoing efforts to have dedicated trails throughout the community.

2.6 STAFF RECOGNITION – Senior Nutrition Staff

The senior nutrition program currently serves between 40 & 60 seniors a week due to the great efforts of our staff. Tina Nazarian is our Senior Nutrition coordinator, and our volunteer staff includes Shakeh Pollett, Ray Tarvin, Maria and Grady George. Troublefield presented a certificate of appreciation to each member of the Senior Nutrition team.

3. Approval of Minutes

3.1 APPROVAL OF MINUTES

Minutes of the August 21, 2007 Regular Meeting (September meeting cancelled due to fire)

Motion 2 Commissioner McCullar moved to approve minutes, seconded by Commissioner Poole.

AYES: Benson, McCullar, Pletcher, Poole

NOS:

Minutes of the September 26, 2007 Workshop

Motion 3 Commissioner McCullar moved to approve minutes, seconded by Commissioner Poole.

AYES: Benson, McCullar, Poole

NOS:

ABSTAIN: Pletcher

4. INFORMATION SECTION

4.1 Information Section

A. Financial Report – The commissioners reviewed the financial reports for July, August, and September 2007.

B. Soroptimist Int. – Soroptimist International of Big Bear Valley made a \$500 donation to the Senior Nutrition Program.

C. Contract Monitoring Report (Senior Nutrition Program) The Senior Nutrition Program passed their audit with no write ups.

COMMENTS FROM THE PUBLIC

Bob Ybarra, Sugarloaf questioned whether the \$409,000 budgeted for the purchase of the property adjacent to Sugarloaf Park could be earmarked for other park properties. He also questioned fencing costs at Meadow Park Ball Field/Swim Beach.

6. ADMINISTRATIVE REPORT

6.1 REPORT TO/FROM SPECIAL DISTRICTS DEPARTMENT

Director Troublefield told the commission how much support the district receives through our connection with Special Districts. Jeff Rigney will be at the November meeting to the give the Commission an update.

6.2 DISTRICT OPERATIONS

A. *Paradise Park DRAFT MOU with Big Bear City CSD*

Director Troublefield gave an overview of his meetings with CSD. He presented the commissioners with a DRAFT MOU with revisions from the CSD Board. The ensuing discussion included whether agreement on the park design would be an issue, the importance of getting a neighborhood park built, general consensus that owning the property would be better than a lease agreement with CSD, and concerns that the lease ends in 40 years and there might be some issues that should have been considered before signing the agreement. There were also questions whether the 5 acres for the proposed park and the 7 acres behind the CSD yard had a connection as Director Troublefield has a vision of a 3 field baseball hub on that property. Mike Mayer, CSD General Manager, stated that any change in the MOU from a lease to purchase/swap would be a deal breaker with the CSD Board.

(Minutes page 2 of 4)

John Day, CSD Board President, stated there is property connecting the 5 acre parcel and the 7 acre parcel behind the CSD Yard at the Paradise property.

Bob Ybarra of Sugarloaf, wanted to know how the change occurred after it was agreed that CSD would keep the 5 acre property and the 7 acres behind the yard was offered to the Park District for a park.

Al Ziegler, CSD Park Committee Member, states he just wants something done for the kids in the valley! He's tired of the lack of trust between the two agencies.

MOTION 4: Commissioner Poole made a motion to move ahead with the DRAFT MOU and work on the conditions of the lease. Motion seconded by Commissioner Macioge.

Discussion: We do not want to be the agency to keep Paradise Park from the kids in Big Bear despite a lingering suspicion of the CSD. Hope that CSD will show the same respect when it comes to working out the park design.

AYES; Benson, McCullar, Poole, Pletcher, Macioge

NO:

B. Swim Beach Financials

Director Troublefield reported that due to the warm summer and the addition of the trampoline to Swim Beach there was a revenue increase of 30% over last year.

C. Zoo Relocation Update

Director Troublefield reported on a timeline of events that will move the zoo toward an October 2008 groundbreaking. He stated that the date we must vacate the current zoo location has been moved to February 2010.

D. Staff Recruitment – PSE Maintenance Worker, Teen Center Counselors

Maintenance has hired four PSE employees to bring the staff total to eleven. Recreation hired two PSE Teen Center counselors and one full time recreation coordinator. Rainbow Kids hired six part time PSE child care staff.

E. Miller Park Update

Staff has installed the new oven/stove and refrigerator and will be working on the parking lot fencing and ADA upstairs restroom with a completion date set for November 12, 2007.

F. DANA POINT PARK

The marina is in compliance and contract payments have been made on time. John Saunders has received a draft contract which includes two consecutive five-year options with an escalating fee structure. We are awaiting his response before forwarding it to Special Districts.

G. CAPITOL PROJECT REPORT

Director Troublefield gave an overview of the 07/08 Project Priority List including projected costs, and expected completion dates.

7. PREVIOUSLY DISCUSSED ITEMS

A. Museum Property Update

Troublefield reported that the Museum property solution is awaiting final decisions with CSD MOU and Airport Board negotiations for the Bear City Park. The Bear City Park issue cannot be handled in sections and it will be mid November before anything can be finalized with the Airport Board.

Gloria Meade- Big Bear City

The Historical Society is excited with the donations of the Caddy Shack & Meadow Park Cabin and is hoping for a favorable outcome with regard to the land issues. With the addition of the two new buildings to the current property the Historical Society has a vision to develop a Calico Ghost Town type atmosphere that will bring even more people to Big Bear.

B. Tennis Ranch Property

Escrow closed on October 2, 2007. There is a one week Snowboard Camp planned for January and youth & adult Hockey Leagues planned for April. We are planning to fence off the entire camp area, soccer field, and parking lot. We also plan to irrigate and seed the fields in the spring, as well as getting the entire area ADA compliant. Troublefield has a meeting planned with County Roads in early December to find out about the road issue.

C. Sugarloaf Park Rehab Update

Grand Re-Opening for the Sugarloaf Park is Saturday, October 20, 2007 at 10AM. There is a plan for two more stages in the Rehab. Phase 2 would be for ball field lights and fencing. Phase 3 would be to develop the east end of the park.

D. Meadow Park & Sugarloaf Ball Field Lighting Project

The project has gone out for bid

E. Bear City Park Parcel Sale

Previously discussed.

8. REQUESTS AND REPORTS BY COMMISSIONERS

Commissioner Benson would like to propose that the \$335,000 previously raised for the pool project and excess monies from park projects go toward the expansion of the pool at The Ranch even though it would be a seasonal pool.

9. ADJOURN MEETING

9.1 NEXT MEETING

Regular Meeting – Tuesday, November 20, 2007 at 5:30 pm

9.1 ADJOURNMENT

Chairperson Benson adjourned the meeting at 8:37 pm.

ATTEST:

Michele Roth, Secretary

Cassy Benson, Chairperson



Big Bear Valley Recreation and Park District

A County of San Bernardino Special District



December 4, 2007

Bill Frantz
Owner, Big Bear Sports Camps

Dear Mr. Frantz:

Please accept this letter as verification that the Big Bear Valley Recreation and Park District is fully committed to making "The Ranch" available for another great season of Big Bear Sports Camps beginning in mid June and continuing through late August, 2008 according to the traditional summer schedule. As you are aware, we are in the process of establishing a business contract which will outline the terms of the financial and use agreements which will govern the business relationship between Big Bear Sports Camps and the Big Bear Valley Recreation and Park District. This letter authorizes you to begin scheduling and coordinating resources for the summer, 2008 season.

In addition, we are planning several projects that will enhance The Ranch that may include fencing, building upgrades, irrigation and new grass, court resurfacing, playgrounds, restrooms, and paved parking. As we have a finite funding source, these possible projects are being prioritized but the finalized list will be completed by Memorial Day Weekend in 2008 for our planned "Grand Opening".

I look forward to working with you for many years to come in an effort to serve both the camp visitors and the Big Bear Valley community. Thank you for your continued cooperation and interest.

Respectfully,

Reese R. Troublefield

Reese R. Troublefield
District Manager

CC: Jeff Rigney
Jason Rice
Glenn Jacklin

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

March 18, 2008

CALL TO ORDER

Chairperson Benson called the meeting to order at 5:07 PM

1.1 PLEDGE OF ALLEGIENCE

1.2 ROLL CALL

Present: Allen, Benson, Poole, McCullar

Staff: Troublefield, Judd, Roth

1.3 APPROVAL OF AGENDA

Motion 1

Commissioner Allen moved to approve the agenda, seconded by Commissioner McCullar.

AYES: Allen, Benson, Poole, McCullar

2. GENERAL STAFF REPORTS

2.1 RECREATION REPORT: Commission reviewed report for February 2008 which highlighted childcare, instructor classes, adult sports, youth center, and youth sports. Commissioner Benson asked Aaron Speer, Recreation Coordinator to report on what he brought back from the CPRS Conference that he attended in February. Aaron Speer answered that he enjoyed meeting with others in his position and learning about different ideas and philosophies, and enjoyed the class on marketing strategies.

2.2 MAINTENANCE REPORT: Commission reviewed report for February 2008, which highlighted inspections of Baldwin, Lake Williams, & Dana Point Parks; ADA restroom and igniter at Miller Park; molding shelf at Senior Center; door replacement, smoke detectors, and ground fault receptacles at the Ranch; and emergency repair of bison enclosure at the zoo. Dennis Fuerstenberg reported, after a request from Commissioner Benson, that he also learned a lot from the CPRS Conference classes, especially Grant Writing and Practical Solutions to Risk Management. He was also pleased with the vendor contacts he made which allowed him to get an extremely lower bid on sod for the Ranch soccer fields. He personally enjoyed being able to get to know the commissioners.

2.3 ZOO REPORT: Commission reviewed report for February 2008 which highlighted Zoo Administration, Education, Animal Health and Grounds. Director Troublefield reported on possible acquisition of a temporary building to replace the Medical Building. This portable would be large enough to house employee lockers, kitchen, and medical areas, and could then be used at the new zoo location for a short time during the relocation process. Zoo employees will soon have matching staff uniform shirts, jeans, jackets; and an allowance for one pair of boots per year.

2.4 RANCH REPORT: Commission reviewed report for February 2008 which highlighted income & expenses for the month. The Ranch Director, Glenn Jacklin, reported on new contacts and concepts he took away from the CPRS Conference in Long Beach. He especially enjoyed the Grant Writing Class, Sponsorship Class, and learning about Junior Lifeguard Programs. He also enjoyed getting to know staff, Jeff Rigney, and the commissioners on a more personal level.

2.5 FACILITIES USE REPORT: Commission reviewed the Facilities Use Reports for February 2008.

Lorie Judd, reporting on her CPRS experience, stated that this was her first conference and that she stayed mostly in the leadership track and attended 8 leadership based seminars. The General Session was very motivation and she stated that she would be submitting the District for several award considerations next year.

Director Troublefield stated this was his 16th CPRS conference. Playground Safety, Skate Park Risk and Impact Fees were a few of the seminars he found to be most informative. Spending more time with Jeff Rigney, of Special Districts, so that he can learn more about us and our needs is always beneficial. We can see the benefit of vendor contacts in the new climbing rock/slide we purchased at reduced price; the Miracle Playground equipment we're getting at half price; and the greatly lower bid on sod for the Ranch soccer field.

Commissioner Shipe arrives at 5:20 PM

3. Approval of Minutes

3.1 APPROVAL OF MINUTES

Minutes of the February 19, 2007 Regular Meeting

Motion 2 Commissioner Allen moved to approve minutes, seconded by Commissioner McCullar.

AYES: Allen, Benson, McCullar, Poole, Shipe

4. INFORMATION SECTION

4.1 Information Section

A. Financial Report – The commissioners reviewed the financial reports for February 2008.

5. COMMENTS FROM THE PUBLIC

Dawn Taylor, Lake Williams, spoke about her desire to start a Women's Roller Derby League at the Ranch. She had previously spoken with Glenn Jacklin, Ranch Director, but there is no current fee schedule for the rink. Commissioner Benson asked that she leave her phone number and someone would get back to her.

6. ADMINISTRATIVE REPORT

6.1 DISTRICT OPERATIONS

A. *East Valley Park Project Update*

Director Troublefield reports the Park District and CSD East Valley Park sub-committees will meet again Monday, March 24, 2008, at the Park District Office to review a revised park design from Copley Design. He and Mike Mayer, of CSD, met with ECorp project engineers to discuss the projected cost and timeframe for a full CEQUA study. The cost of the study will require Board Agenda approval to use contingency funds unless timing allows building the cost into next year's budget. Commissioner Allen suggested that we seek an exemption from a full CEQUA study or go to the CSD for help with the costs.

B. *Zoo Relocation Update*

Director Troublefield stated he has a meeting March 19, 2008, with the Forest Service. Within a week we should know about the dates of the public comment period.

C. Staff Recruitment – Recreation Superintendent

Director Troublefield reports that there is a recruitment underway for a new Recreation Superintendent.

D. Dana Point Park – Operators Final Contract

Director Troublefield reported that the final contract with John Saunders is currently at County Counsel for review. Director Troublefield stated he is working on getting a surplus Hazmat tank that would provide a safer way to dispense gasoline at Captain John's Marina.

E. Capitol Project Report

Director Troublefield reviewed the Project Grid and commented that many of the proposed projects need warmer weather to proceed. At Sugarloaf, the cement work in the dugout area will have to wait until after Softball season, as well as the lighting project there and at Meadow Park ball field. At Erwin Lake Park good weather is needed for the new playground surface. Miller Park basketball & tennis court resurfacing should be finished in May. Senior Center projects will be done in house and finished by June. Zoo aviary netting is being reconsidered, and a 16ft. enclosure may be the best alternative. The LED sign for Big Bear Blvd. will need to be reconsidered as well, as all 3 bids came in well over budget. One consideration would be the allotment of more money toward the sign, or go a different direction and have new signs made for all the parks in addition to lighted flagpoles. He reported that the Kiwanis Club might donate benches for each park.

F. Ranch Progress Report

Director Troublefield reported the plan for a Memorial Day Community Picnic. Commissioner Allen expressed concern about the idea of new park signs and suggested the commissioners come back in the May (April?) meeting with ideas for possible new park names. He stated he is thinking specifically about The Ranch, as it is not a regular park, which for marketing purposes may need a different name. Research should be done to find out names of similar facilities. Bob Ybarra, Sugarloaf resident, inquired as to whether there had been further discussion about the Ranch access road. Director Troublefield replied that he has an April meeting with the County Dept. of Transportation and the Regional Manager of Roads. There was discussion among the commissioners concerning the current road, and asked that a letter be drafted from the Commission asking for prompt action due to the safety issues, and ask that the County helps defray the cost.

G. Youth Center Skate Park

Director Troublefield reported that the need for a new Skate Park can be seen in the usage at Sugarloaf, which is so well used, it already needs to be entirely resurfaced. A new Skate Park at the Youth Center will also help increase attendance there. Plans there are for a modular park similar Sugarloaf, where a skate park at the new East Valley Park would be cement.

7. PREVIOUSLY DISCUSSED ITEMS

A. Meadow Park & Sugarloaf Ball Field Lighting Project

Director Troublefield had nothing new to discuss.

B. Bear City Park Parcel Sale

Director Troublefield reported that nothing new has happened with the parcel sale. The gift of the Historical Society parcel will be a Board Agenda item within weeks for Board approval.

Commissioner Benson inquired about the Lions Club building. Director Troublefield stated that if the parcel is purchased by the Airport Board the buildings will most likely be demolished. If it is privately purchased there could be no new buildings, but they could either keep or demolish existing buildings. Because of the delays, Director Troublefield would like to ask Supervisor Hansberger to give the Airport Board a deadline for their decision.

C. Ski Beach Master Plan

Director Troublefield presented another rendering of Ski Beach Park which would include a non-motorized boat launch, parking, shaded picnic structures, picnic tables, a boardwalk, a seat wall, tot lot, passive turf area, tiered seating and a portable stage. The stage could be a joint purchase using CSA7 funds, and used for open air concerts or movies in the park.

8. REQUESTS AND REPORTS BY COMMISSIONERS

Commissioner Benson commented about her CPRS conference experience. She enjoyed the opportunity to network and getting to know Jeff Rigney, the staff and other commissioners better. She enjoyed seeing the exhibits and gaining ideas about how we can make our parks better.

Commissioner Allen commented how he was glad everyone was able to attend the CPRS Conference and that it is well worth the cost because of the increased enthusiasm it raises. He was sorry he was so busy there and didn't get to spend much time with the staff. Commissioner Allen will miss the April meeting.

Commissioner Shipe found the CPRS Conference to be very educational and was excited to have been able to attend.

9. ADJOURN MEETING

9.1 NEXT MEETING

Regular Meeting – Tuesday, April 15, 2008 at 5:00 pm

9.1 ADJOURNMENT

Chairperson Benson adjourned the meeting at 6:54 pm.

ATTEST:

Michele Roth, Secretary

Cassy Benson, Chairperson

WALLACE LABORATORIES

365 Coral Circle
El Segundo, CA 90245
phone (310) 615-0116 fax (310) 640-6863

April 1, 2008

Fax 951/688-2219
AG Organics
Gerry Gagner, info@agsoil.com
PO Box 5061
Norco, CA 92861-5061

RE: Sports Ranch Soccer Field, City of Big Bear

Dear Gerry,

The soil is alkaline with a pH of 7.88. Salinity is low at 0.42 millimho/cm. The fertility is high except for modest nitrogen, low boron and low sulfur.

Recommendations

General soil preparation for turf, ground cover and shrub areas. Broadcast the following materials uniformly. The rates are per 1,000 square feet. Incorporate them homogeneously 6 inches deep:

agricultural gypsum - 10 pounds
good quality soil amendment - several cubic yards

For the preparation of backfill mix for container plants and boxed trees, homogeneously blend the following materials into excavated soil. Rates are expressed per cubic yard:

agricultural gypsum - 1/2 pound
good quality soil amendment - about 15% by volume

For site maintenance, apply ammonium sulfate (21-0-0) at 5 pounds per 1,000 square feet about once per quarter. Monitor the site with periodic soil testing.

Good quality soil amendment:

1. Humus material shall have an acid-soluble ash content of no less than 6% and no more than 20%.
2. The pH of the material shall be between 6 and 7.5.
3. The salt content shall be less than 10 millimho/cm @ 25° C. on a saturated paste extract.
4. Boron content of the saturated extract shall be less than 1.0 parts per million.
5. Silicon content (acid-insoluble ash) shall be less than 50%.
6. Calcium carbonate shall not be present if to be applied on alkaline soils.
7. Types of acceptable products are composts, manures, mushroom composts, straw, alfalfa, peat mosses etc. low in salts, low in heavy metals, free from weed seeds, free of pathogens and other deleterious materials.
8. Composted wood products are conditionally acceptable [stable humus must be present]. Wood based products are not acceptable which are based on red wood or cedar.

9. Sludge-based materials are not acceptable.
10. Carbon:nitrogen ratio is less than 25:1.
11. The compost shall be aerobic without malodorous presence of decomposition products.
12. The maximum particle size shall be 0.5 inch, 80% or more shall pass a No. 4 screen for soil amending.

Maximum total permissible pollutant concentrations in amendment in parts per million on a dry weight basis:

arsenic	20	copper	150	selenium	50
cadmium	15	lead	200	silver	10
chromium	300	mercury	10	vanadium	500
cobalt	50	molybdenum	20	zinc	300
		nickel	100		

Higher amounts of salinity or boron may be present if the soils are to be preleached to reduce the excess or if the plant species will tolerate the salinity and/or boron.

Sincerely,

Garn A. Wallace, Ph. D.
Executive Director
GAW:n

Notice of Exemption

Reese - your copy

To: Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

From: San Bernardino County Special Districts Dept.
157W. 5th St., Second Floor
San Bernardino, CA 92415-0450

Clerk of the Board of Supervisors
County of San Bernardino
385 North Arrowhead Avenue, Second Floor
San Bernardino, CA 92415-0130

PROJECT DESCRIPTION

Revamping existing soccer fields, installation of new irrigation and landscaping, replacing old fencing, making cabin improvements and improving existing walkways at the Erwin Ranch Sports and Soccer Complex, Erwin Lake, Big Bear Area.

APPLICANT

Big Bear Recreation and Park District

REPRESENTATIVE
Special Districts Department

State Clearing House Number: N/A

Reese Troublefield
Lead Agency Contact Person

(909) 387-5940
Area Code/Telephone Number

Exempt Status: *(check one)*

- Ministerial [Sec. 21080(b)(1); 15268];
- Declared Emergency [Sec. 21080(b)(3); 15269(a)];
- Emergency Project [Sec. 21080(b)(4); 15269(b)(c)];
- Categorical Exemption. State type and section number: Existing Facilities - 15301 Class 1(c)
- Statutory Exemptions. State code number:

Reasons why project is exempt: This action has no significant effect on the environment. It rehabilitates and repairs already existing facilities.


Signature (Public Agency)

5/15/08

Division Manager
Date Title

Signed by Lead Agency Signed by Applicant

Date received for filing at OPR: _____

