

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF THE BIG BEAR VALLEY RECREATION AND PARK DISTRICT  
AND RECORD OF ACTION**

June 8, 2021

**FROM**

**LEONARD X. HERNANDEZ, Chief Executive Officer, County Administrative Office**

**SUBJECT**

2021-22 Budget for Big Bear Valley Recreation and Park District

**RECOMMENDATION(S)**

Acting as the governing body of the Big Bear Valley Recreation and Park District:

1. Conduct a public hearing on the Big Bear Valley Recreation and Park District's 2021-22 Recommended Budget.
2. Adopt **Resolution No. 2021-97** to approve and adopt:
  - a. Big Bear Valley Recreation and Park District's 2021-22 Budget, including appropriation, operating transfers out, contribution to reserves (as applicable), available reserves and budgeted staffing, and authorization for final fund balance adjustments as described in Attachment A.
  - b. Any changes to the Recommended Budget that the Board of Directors (Board) may direct.
    - i. In the event that the Board makes any additions or deletions to the Budget after the public hearing and the items were not proposed in writing and filed with the Secretary of the Board before the close of the public hearing, a 4/5 vote of the Board is required.

(Presenter: Brendon Biggs, Director, Department of Public Works, 387-7906)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Promote the Countywide Vision.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost).

The 2021-22 Recommended Budget for the Big Bear Valley Recreation and Park District, as presented in the Recommended Budget Book, includes total requirements of \$6.3 million, available reserves for future use of \$2.0 million, and budgeted staffing of 63 positions.

**BACKGROUND INFORMATION**

Big Bear Valley Recreation and Park District (District) was established by the County of San Bernardino Board of Supervisors on April 23, 1934. The District currently manages and maintains eight parks, several community buildings including the Big Bear Valley Senior Center and Ranch Club House, three ballfields, a swim beach, and the Big Bear Alpine Zoo.

**2021-22 Budget for Big Bear Valley Recreation and Park District**  
**June 8, 2021**

The table on the following page displays a summary of the District's 2021-22 Recommended Budget.

**2021-22 Recommended Budget Summary**

<b>Budget Unit</b>	<b>2020-21 Modified Budget</b>	<b>2021-22 Recommended Budget</b>	<b>Increase (Decrease) In Budget</b>
<b>Requirements</b>			
Operations:			
Big Bear Valley Recreation & Park District	\$3,015,300	\$2,897,943	(\$117,357)
Big Bear Alpine Zoo	\$4,092,586	\$2,776,422	(\$1,316,164)
Capital Improvement Program:			
Big Bear Valley Recreation & Park District	\$451,991	\$272,000	(\$179,991)
Big Bear Alpine Zoo	\$2,464,075	\$385,285	(\$2,078,790)
<b>Total Requirements</b>	<b>\$10,023,952</b>	<b>\$6,331,650</b>	<b>(\$3,692,302)</b>
<b>Budgeted Staffing</b>			
Big Bear Valley Recreation & Park District	41	40	(1)
Big Bear Alpine Zoo	22	23	1
<b>Total Budgeted Staffing</b>	<b>63</b>	<b>63</b>	<b>0</b>

Requirements are decreasing by \$3.7 million primarily because construction of the Big Bear Alpine Zoo Relocation Project was completed in 2020-21 and an outstanding loan (including interest) from the County Service Area (CSA) Loan Fund for this project was repaid in 2020-21 as well.

**Recommendations**

**Recommendation 1** calls for the public hearing for the District's 2021-22 Recommended Budget, as required by Government Code Sections 29080 and 29081. Prior to adopting the District's 2021-22 budget, a notice was published on May 25, 2021, May 26, 2021 and May 28, 2021 setting forth the date of the public hearing for the purpose of making a determination regarding the Recommended Budget. The Recommended Budget documents were made available in the Secretary of the Board's office on May 24, 2021 for the public, and the public hearing is occurring at least 10 days after the documents were made available. The notice further sets forth that any member of the public may appear at the hearing and be heard regarding any item in the Recommended Budget or for inclusion of additional items. All proposals for revisions should be submitted in writing to the Secretary of the Board before the close of the public hearing.

The budget hearing is designed to discuss and implement any direction or changes to the Recommended Budget. Any requests for increases, decreases, or omission of any item in the budget, or inclusion of any additional items shall not be made after the public hearing, unless the items were proposed in writing and filed with the Secretary of the Board before the close of the public hearing or unless approved by the Board of Directors by a four-fifths vote.

**Recommendation 2** approves and adopts the District's 2021-22 budget.

**Attachments**

**Attachment A**, which is incorporated as part of this item, lists the 2021-22 Recommended Budget for appropriation, operating transfers out, contributions to reserves, available reserves, and budgeted staffing.

The Recommended Budget, including Attachment A, satisfies the requirements set forth in Government Code Section 29089.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Dawn Martin, Deputy County Counsel, 387-5455) on May 19, 2021; Finance (Tom Forster, Administrative Analyst, 387-4635) on May 19, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 28, 2021. This item has been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3191) on May 21, 2021.

**2021-22 Budget for Big Bear Valley Recreation and Park District  
June 8, 2021**

Record of Action of the Board of Directors  
Big Bear Valley Recreation and Park District

Hearing Opened  
Public Comment: None  
Hearing Closed

**APPROVED**

Moved: Col. Paul Cook (Ret.) Seconded: Janice Rutherford  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 8, 2021



cc: File - Big Bear Valley Recreation and Park District w/ resolution  
JLL 06/11/2021