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**CITY OF BIG BEAR LAKE CITY COUNCIL  
MINUTES FOR REGULAR MEETING  
NOVEMBER 24, 2003**

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A Regular Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Harris at 6:30 p.m., Monday, November 24, 2003, at the Civic Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

Invocation: Reverend Bill Weaver, Assembly of God

Flag Salute: Sheila Hamilton, General Manager of the Big Bear Municipal Water District

Councilmembers Present: Mayor Liz Harris  
Mayor Pro Tem Darrell Mulvihill  
Councilmember S. O. Conklin  
Councilmember Ken Dally  
Councilmember Neal Hertzmann

Councilmembers Excused: None

Others Present: Michael Perry, City Manager  
Stephen Deitsch, Best Best & Krieger, LLP City Attorney  
Katherine E. Jefferies, City Clerk/ACM  
Molly Bogh, Deputy City Manager Development Services  
Kathleen Smith, Finance Director

**AGENDA APPROVAL**

Motion by Councilmember Hertzmann, seconded by Councilmember Conklin to move Item 3.1 to be heard prior to the Consent Calendar and approve the Agenda as amended. Motion carried 5-0.

**ANNOUNCEMENTS**

**Upcoming events scheduled for the Performing Arts Center: (For ticket information please contact the box office at 866-4970)**

- ❖ C.A.T.S. presents a Variety Show dedicated to local Emergency Groups – November 28, & 29.
- ❖ Christmas with Bella Musica – December 4
- ❖ Mountain Master Chorale Christmas Show – December 6
- ❖ Center Stage presents “*The Nutcracker*” – December 11 – 14
- ❖ The Singing Christmas Tree – December 19 - 21

City offices will be closed November 27 & 28, 2003 for the Thanksgiving holidays.

### **PRESENTATIONS**

None.

### **COMMITTEE REPORTS**

None.

### **PUBLIC FORUM**

None.

### **PUBLIC FORUM RESPONSE**

None.

Item 3.1 was heard prior to the Consent Calendar.

## **3. DISCUSSION/ACTION ITEMS**

### **3.1 Healthy Urban Forest Initiative Work Program and Budget Proposal**

Council consideration of approving the Action Plan; the proposed budget as presented; an appropriation of \$105,000 from Undesignated General Fund reserves to fund the Program through June 30, 2004; and, the amended fiscal year 2003-2004 Work Plan.

City Manager Perry gave an overview of the Action Plan, and the proposed budget as presented. He explained that staff is also proposing to retain Tim Moore of Risk Sciences as a consultant for the HUFU Program. He stated that Mr. Moore has worked extensively with the Big Bear Municipal Water District on lake water quality issues, and has successfully obtained several grants for the MWD.

Sheila Hamilton, Big Bear Municipal Water District General Manager: highly recommended the City retaining the services of Mr. Moore. She stated that he has helped the MWD District obtain \$1.6 million in grant funding and has a very clear understanding of the Big Bear Valley.

Norm Reinik, Big Bear Lake: spoke in support of the City moving forward with the HUFU Program, but stated that it will take a lot more than \$105,000 to do all the work necessary to have a healthy forest.

Elaine Tennity, Big Bear Lake: stated that before the City spends any money on the HUFU Program an action plan should be prepared that involves all of the agencies in the Valley.

Marge McDonald, Big Bear City Community District Director: spoke in support of the HUFU Program and discussed the need for all agencies in the Valley to participate.

Motion by Mayor Pro Tem Mulvihill, seconded by Councilmember Conklin to appropriate \$105,000 from the Designated General Fund Reserves in order to implement the Healthy Urban Forest Initiative through June 30, 2004, which will cover the cost of the consultant services of Tim Moore of Risk Sciences; to retain a Lobbyist, if necessary; to fund clerical expenses (from January – June 2004); fund travel expenses; and, fund public outreach and education.

Said Motion was approved by the following vote:

AYES: Conklin, Dally, Hertzmann, Mulvihill, Harris  
NOES: None  
ABSENT: None  
ABSTAIN: None

Motion by Councilmember Dally, seconded by Councilmember Hertzmann to approve the Healthy Urban Forest Initiative Proposed Action Plan as presented; direct staff to provide the Council with a monthly status and financial report on the Program; and, approve the amended fiscal year 2003-2004 Work Plan as presented.

Said Motion approved by the following vote:

AYES: Conklin, Dally, Hertzmann, Mulvihill, Harris  
NOES: None  
ABSENT: None  
ABSTAIN: None

Motion by Mayor Pro Tem Mulvihill, seconded by Councilmember Conklin to direct the City Manager to approach the agencies in the Valley to support and financially participate in the Healthy Urban Forest Initiative Program. Progress

on the Program is not to stop while waiting for the other agencies to respond to the City.

Substitute Motion by Councilmember Hertzmann, seconded by Councilmember Conklin to direct the City Manager to invite all agencies in the Valley to participate in the Healthy Urban Forest Initiative Program, including financial assistance, if possible. Progress on the Program is not to stop while waiting for the other agencies to respond to the City.

Said Substitute Motion was approved by the following vote:

AYES: Conklin, Dally, Hertzmann, Mulvihill, Harris  
NOES: None  
ABSENT: None  
ABSTAIN: None

Mayor Harris read a letter, dated October 30, 2003, from eight-year old Katrina Bolinder, from Tooele, Utah. Miss Bolinder acknowledged the victims of the Old Fire and sent a generous donation of \$5 for the victims.

At the hour of 8:18 p.m., Mayor Harris declared a recess. At the hour of 8:26 p.m., Council reconvened.

**1. CONSENT CALENDAR**

Motion by Mayor Pro Tem Mulvihill, seconded by Councilmember Dally to approve the Consent Calendar as follows:

**1.1 Approval of Demands – Check Issue Date 11/6/03 through 11/19/03 – Check Nos. 20700 through 20835, in the amount of \$607,280.72**

Approved. Councilmember Conklin abstained from voting on Check No. 20767 in the amount of \$38.17 payable to Conklin Paint.

**1.2 Continuance of the Declaration of Local State of Emergencies**

Continued the Declaration of the Local State of Emergency due to the drought and Bark Beetle infestation, and the Declaration of the Local State of Emergency for the Old Fire.

**1.3 Summit Boulevard Sidewalk Project – Accept as Complete**

Council consideration of accepting the Summit Sidewalk Project as complete; determine the final contract cost to be \$48,910.55; direct staff to file the Notice of Completion and release the retention amount of \$2,446.78 thirty-five days after recordation of the Notice of Completion, provided that no stop notices are filed with the City, and authorize staff to file a claim with SANBAG in the amount of \$33,512.40 for Transportation Development Act Article 3 funds.

Approved.

**1.4 Proposed License Agreement with Ralph W. Haupt, Inc.**

Council consideration of approving the proposed License Agreement with Ralph W. Haupt, Inc. for the installation and operation of groundwater remediation equipment at 42040 Garstin Drive (APN 2328-111-31), Public Works Yard.

Approved.

**1.5 Monthly Financial Report**

Received and Filed.

**1.6 Approval of the Minutes from the Workshop Meeting of October 27, 2003, the Special Meeting of October 27, 2003, and the Regular Meeting of October 27, 2003**

Approved as presented.

**1.7 Designation of Authorized Agents for Future Disasters**

Council consideration of a resolution amending the designation of authorized Agents for the Execution of State Disaster Assistance Request Applications.

Adopted the following resolution, entitled:

RESOLUTION NO. 2003-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA,

AMENDING Its AUTHORIZED AGENTS FOR THE EXECUTION OF STATE  
DISASTER ASSISTANCE REQUEST APPLICATIONS

**1.8 Fee Waiver Request for Performing Arts Center Rental and Ticket Processing**

Council consideration of approving a request from Bella Musica for the City to waive the PAC rental and ticket processing fees of approximately \$500, for the purpose of holding a fund raising performance to benefit charities associated with victims of the Old Fire.

Approved.

The Consent Calendar was approved by the following vote:

AYES: Conklin, Dally, Harris, Hertzmann, Mulvihill  
NOES: None  
ABSENT: None  
ABSTAIN: Harris on Item 1.6 as she had not attended those meetings

**2. ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

**3. DISCUSSION/ACTION ITEMS**

**3.2 Ad Hoc Committee Report on Transient Occupancy Tax, Sales Tax and Recreation Tax**

Council consideration of directing the Committee to continue to monitor this matter with staff and return to the City Council when a recommendation is appropriate.

Approved.

At the hour of 8:36 p.m., Council adjourned to the Fire Protection District Meeting.

**FIRE PROTECTION DISTRICT**

Fire Protection District proceedings are contained in separate minutes.

At the hour of 8:37 p.m., the Fire Protection District adjourned to Regular Council Session.

**FUTURE AGENDA ITEMS**

None.

**CITY MANAGER REPORTS**

City Manager Perry presented a banner signed by students from the Big Bear Valley schools, thanking emergency personnel who protected our Valley during the Old Fire.

**CITY COUNCIL REPORTS**

None.

**ADJOURNMENT:**

There being no further business to come before the Council at this session, Mayor Harris adjourned the meeting at 8:41 p.m.

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Katherine E. Jefferies  
City Clerk

APPROVED AT THE MEETING OF: January 12, 2004