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**BIG BEAR LAKE IMPROVEMENT AGENCY  
MINUTES FOR THE MEETING OF  
MAY 27, 2003**

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A meeting of the Big Bear Lake Improvement Agency was called to order by Chairman Conklin at 7:10 p.m., Monday, May 27, 2003, at 39707 Big Bear Boulevard, Big Bear Lake, California.

Agency Members Present: Chairman S. O. Conklin  
Vice Chairman Ken Dally  
Agency Member Liz Harris  
Agency Member Neal Hertzmann  
Agency Member Darrell Mulvihill

Agency Members Excused: None

Others Present: Michael Perry, Executive Director  
Katherine Jefferies, Agency Secretary  
Molly Bogh, Deputy City Manager Community  
Development  
Kathleen Smith, Finance Manager

**IA CONSENT CALENDAR**

Motion by Agency Member Mulvihill, seconded by Vice Chairman Dally to approve the Consent Calendar as follows:

**IA1. Big Bear Chamber of Commerce Lease Agreement – Fourth Amendment**

Agency consideration of approving the Fourth Amendment of the Chamber of Commerce Lease Agreement, which would allow the Chamber to keep the sub-lease rent for the existing term of the lease.

Approved.

**IA2. Big Bear Chamber of Commerce Agreement for Services**

Agency consideration of approving an Agreement for Services with the Chamber of Commerce, detailing economic development activities that benefit the City of Big Bear Lake, as the basis for the \$25,000 annual contribution to the Chamber.

The Letter of Agreement was amended as follows:

...In consideration of such payment, the Chamber shall perform those services set forth in Attachment A and provide semi-annual reports of progress to the Agency. This Agreement shall be subject to annual renewal upon written agreement between both parties.

Approved the Letter of Agreement that memorializes the terms and conditions of payments by the Improvement Agency to the Big Bear Chamber of Commerce as the basis for the \$25,000 annual contribution to the Chamber of Commerce.

**IA3. Approval of the Minutes for the Special Meeting of April 28, 2003, and the Regular Meeting of April 28, 2003**

Approved as presented.

The Consent Calendar was approved by the following vote:

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

**IA DISCUSSION/ACTION ITEMS**

**IA4. Wayfinding Signage Program**

Agency consideration of a finding that the Wayfinding Program is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15311; approve the Professional Services Agreement with Hunt Design Associates, to prepare a Wayfinding Signage Program for the Big Bear Valley; and authorize the Executive Director to form an ad-hoc Sign Program Advisory Group to assist in the implementation of the Program.

Motion by Agency Member Mulvihill, seconded by Agency Member Harris to make a finding that the Wayfinding Program is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15311; approve the Professional Services Agreement with Hunt Design Associates, to prepare a Wayfinding Signage Program for the Big Bear Valley; and authorize the Executive Director to form a broad-based ad-hoc Sign Program Advisory Group to participate in the implementation of the Program.

Said motion was approved by the following vote:

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

**ADJOURNMENT**

There being no further business to come before the Agency at this session, Chairman Conklin declared the meeting adjourned at 7:32 p.m.

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Katherine E. Jefferies  
Agency Secretary

APPROVED AT THE MEETING OF: July 14, 2003