



**CITY OF BIG BEAR LAKE
CITY COUNCIL
SPECIAL MEETING AGENDA
MARCH 27, 2019**

Closed Session – 9:30 a.m. – Executive Conference Room
Special Meeting – 10:15 a.m. – Training Room

COUNCILMEMBERS
MAYOR RANDALL PUTZ
MAYOR PRO TEM RICK HERRICK
COUNCILMEMBER DAVID CARETTO
COUNCILMEMBER BOB JACKOWSKI
COUNCILMEMBER BILL JAHN

CITY STAFF
CITY MANAGER JEFF MATHIEU
CITY ATTORNEY STEVE DEITSCH
DIRECTOR OF GOVERNMENT SERVICES KELLY ENT
DIRECTOR OF DEVELOPMENT SERVICES JOHN HARRIS
CITY CLERK ERICA STEPHENSON

SPECIAL MEETING NOTICE & AGENDA

To:
Mayor Randall Putz
Mayor Pro Tem Rick Herrick
Councilmember David Caretto
Councilmember Bob Jackowski
Councilmember Bill Jahn

City Manager
City Attorney
Division Managers
Local Media

NOTICE

NOTICE IS HEREBY GIVEN, that the City Council will conduct a Special Meeting on Wednesday, March 27, 2019, at 9:30 a.m., at 39707 Big Bear Boulevard, Big Bear Lake, California; said meeting being called pursuant to Section 54957 of the Government Code of the State of California for the purpose of considering the following matters:

OPEN SESSION**CLOSED SESSION COMMUNICATIONS**

Any member of the public is entitled to speak on Closed Session Agenda items. If you wish to address any other items listed on the Agenda, you must do so during Open Session.

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION pursuant to Government Code Section 54956.9(d)(1)
Name of Case: *California Department of Finance v. City of Big Bear Lake, et al*
Court & Case No.: Sacramento County Superior Court Case No. 34-2016-800002505

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code Section 54956.8
Property: Clean Bear Site No. 1 & 2 - 41970 Garstin Dr. & 39690 Big Bear Blvd.
City Negotiator: City Manager
Negotiating Party: Big Bear Disposal
Under Negotiation: Price & Terms of Payment

OPEN SESSION**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE****ROLL CALL****RESULTS OF CLOSED SESSION****PUBLIC COMMUNICATIONS**

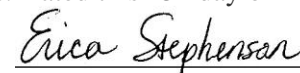
Public comment is permitted only on items not on the posted agenda that are within the subject matter jurisdiction of the City. Please note that State law prohibits the City Council from taking any action on items not listed on the agenda. There is a three minute maximum time limit when addressing the Council during this time period.

1. DISCUSSION & ACTION ITEMS**1.1 FISCAL YEAR 2018-19 MID-YEAR BUDGET ADJUSTMENTS**

Council consideration and discussion regarding the proposed Fiscal Year 2018-19 mid-year budget adjustments and related fiscal matters including possible action adopting a Resolution approving the recommended adjustments.

ADJOURNMENT

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 25th day of March, 2019.



Erica Stephenson, City Clerk



AGENDA REPORT

MEETING DATE: March 27, 2019

TO: Honorable Mayor and Members of the City Council

FROM: Jeff Mathieu, City Manager

PREPARED BY: Kelly Ent, Director of Government Services

SUBJECT: **Fiscal Year 2018-19 Mid-year Budget Review**

A general review and analysis of the Fiscal Year 2018-19 budget will be presented during the workshop session. At the conclusion of the presentation, City Council will consider approving proposed adjustments to the Fiscal Year 2018-19 adopted budget.

FISCAL IMPACT

The proposed adjustments are detailed in the attachment to the resolution and will result in changes to the General Fund, Capital Projects Fund, and Citizens Option for Public Safety (COPS) Fund budgets. The proposed budget amendments include \$215,000 in additional capital project appropriations funded by the General Fund Unassigned Fund Balance, \$100,000 acquisition of law enforcement equipment funded with State COPS subvention funds, and General Fund appropriations to prepare for an update the City's building code and to backfill counter coverage vacancies. In addition to the above appropriations, the proposed mid-year adjustments include the use of \$300,000 in snow reserves to defray the cost of this season's exceptional snow removal effort. Snow reserves will be replenished in Fiscal Year 2019-20 upon receipt of the City's snow reimbursement.

RECOMMENDATION

It is recommended that the City Council receive a presentation and adopt the attached resolution approving the proposed mid-year adjustments to the Fiscal Year 2018-19 budget.

Attachment: Resolution No. 2019-XX

RESOLUTION NO. 2019-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING ADJUSTMENTS TO THE CITY OF BIG BEAR LAKE ADOPTED BUDGET FOR FISCAL YEAR 2018-19

WHEREAS, the City of Big Bear Lake was incorporated on November 28, 1980; and

WHEREAS, the City Council adopted the Budget for Fiscal Year 2018-19 on June 11, 2018; and

WHEREAS, there is a need to adjust the Budget for Fiscal Year 2018-19.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Big Bear Lake does hereby modify and adopt the adjustments to the Budget for the Fiscal Year 2018-19 as attached;

PASSED, APPROVED AND ADOPTED this _____ day of March, 2019.

AYES:
NOES:
ABSENT:
ABSTAIN:

Date

Randall Putz, Mayor

ATTEST:

Erica Stephenson, City Clerk

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) SS
CITY OF BIG BEAR LAKE)

I, Erica Stephenson, City Clerk of the City of Big Bear Lake, California, do hereby certify that the whole number of the City Council of the said City is five; that the foregoing Resolution, being Resolution No. 2019-XX was duly passed and adopted by the said City Council and attested by the City Clerk of said City, all at a regular meeting of the said Council held on the _ day of March, 2019, and that the same was so passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Erica Stephenson
City Clerk

FY 2018-19 Mid-year Budget Adjustments

	Current Budget	Proposed Increase (Decrease)	Proposed Budget	Description of Proposed Adjustment
General Fund				
Revenue				
Transfer In-COPS	100,000	100,000	200,000	COPS Subvention to fund Law Enforcement Equipment
Transfer In-Reserves	682,368	300,000	982,368	Use of Snow Reserves to Cover Seasonal Expenditures
	<u>782,368</u>	<u>400,000</u>	<u>1,182,368</u>	
Expense				
COPS Grant Expenditures	-	100,000	100,000	Law Enforcement Equipment Purchase
Professional Services	215,000	65,000	280,000	Building Code Update - Building Official Services
Contractual Services	85,000	115,000	200,000	Counter services to backfill vacancy
Transfer Out-Capital Projects	577,663	215,000	792,663	Capital Projects Funding
	<u>877,663</u>	<u>495,000</u>	<u>1,372,663</u>	
Net change to General Fund Budget			(95,000)	

Capital				
Revenue				
Transfer In-General Fund	577,663	215,000	792,663	Capital Projects Funding
	<u>577,663</u>	<u>215,000</u>	<u>792,663</u>	
Expense				
Expand Village Parking Capacity	30,000	95,000	125,000	First Foundation Bank & BVUSD
Civic Center ADA Improvements	45,029	15,000	60,029	Updates to 1st floor restrooms
Animal Shelter Improvements	92,338	105,000	197,338	Exterior improvements
	<u>167,367</u>	<u>215,000</u>	<u>382,367</u>	
Net change in Capital Budget			-	

Citizens Option for Public Safety (COPS)				
Expense				
Transfer Out-General Fund	-	100,000	100,000	Law Enforcement Equipment Purchase
	<u>-</u>	<u>100,000</u>	<u>100,000</u>	
Net change in COPS Budget			(100,000)	