



City of Big Bear Lake



**NOTICE OF A SPECIAL WORKSHOP MEETING  
OF THE CITY OF BIG BEAR LAKE  
CITY COUNCIL  
MARCH 11, 2013**

To: Mayor Jay Obernolte  
Mayor Pro Tem David Caretto  
Councilmember Rick Herrick  
Councilmember Bob Jackowski  
Councilmember Bill Jahn

City Manager  
City Attorney  
Division Managers  
Local Media

NOTICE IS HEREBY GIVEN, that the City Council of the City of Big Bear Lake will hold a Special Workshop Monday, March 11, 2013, at 9:00 a.m., at 39707 Big Bear Boulevard, Big Bear Lake, California; said meeting being called pursuant to Section 54956 of the Government Code of the State of California for the purpose of considering the following matters:

Public Communications for only items listed on the Agenda.

City Council  
Fiscal Year 2012-2013 Mid-Year Budget Adjustments.

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing notice was posted in accordance with the applicable legal requirements. Dated this 7th day of March 2013.

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Cheri A. Haggerty, Deputy City Clerk



City of Big Bear Lake



**CITY OF BIG BEAR LAKE  
CITY COUNCIL  
SPECIAL WORKSHOP  
MEETING AGENDA  
MARCH 11, 2013**

Meeting Time: 9:00 a.m.

Meeting Place: 39707 Big Bear Blvd., Big Bear Lake (Training Room)

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**OPEN SESSION**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMUNICATIONS:** Any member of the public is entitled to speak only on items listed on the agenda.

**DISCUSSION/ACTION ITEMS**

**1. Fiscal Year 2012-2013 Mid-Year Budget Adjustments**

Council consideration of adopting a resolution related to adjustments to the Fiscal Year 2012-2013 City of Big Bear Lake approved Budget.

**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 7<sup>th</sup> day of March, 2013.

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Cheri A. Haggerty, Deputy City Clerk

*The City of Big Bear Lake wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (909) 866-5831. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*



# AGENDA REPORT

**MEETING DATE:** March 11, 2013

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Jeff Mathieu, City Manager

**REVIEWED BY:** Kathleen Smith, Chief Operations Officer

**PREPARED BY:** Kelly Ent, Director of Administrative Services

**SUBJECT:** **Fiscal Year 2012-13 Mid-year Budget Review**

## **BACKGROUND**

A general review and analysis of the Fiscal Year 2012-13 budget will be presented during the workshop session. At the conclusion of the presentation, City Council will consider approving proposed adjustments to the adopted budget for Fiscal Year 2012-13. The proposed adjustments must be approved by resolution and are attached to this report.

As will be presented, the proposed adjustments reflect an improved economy, elimination of the Fire Protection District subsidy and a reduction in the Refuse subsidy provided by the General Fund. With the late snowfall this season, we were able to extend our street maintenance period and have been able to do more snow removal in-house; as a result, we are proposing a mid-year adjustment to transfer money in from snow reserves which will be replenished upon receipt of our annual snow reimbursement. All other budgeted activities are on target with budgeted projections and do not necessitate mid-year adjustment.

## **FISCAL IMPACT**

The proposed adjustments will result in a net increase in the General Fund adopted budget for Fiscal Year 2012-13 of \$231,800 and a net decrease in the Refuse Fund adopted budget of \$40,000.

## **RECOMMENDATION**

It is recommended that the City Council adopt the attached resolution approving the proposed mid-year adjustments to the adopted budget for Fiscal Year 2012-13.

**RESOLUTION NO. 2013-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 2012-13**

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

WHEREAS, the City Council adopted the Budget for Fiscal Year 2012-13 on June 25, 2012; and

WHEREAS, there is a need to adjust the Budget for Fiscal Year 2012-13.

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 2012-13 as attached;

PASSED, APPROVED AND ADOPTED this 11<sup>th</sup> day of March, 2013.

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jay Obernolte, Mayor

ATTEST:

\_\_\_\_\_  
Cheri A. Haggerty, Deputy City Clerk

## FY 2012-13 Mid-year Budget Adjustments

	Current Budget	Proposed Increase (Decrease)	Proposed Budget	
<b>General Fund</b>				
Revenue				
Property Taxes	3,447,930	(76,700)	3,371,230	Assessed valuations up 0.31%, plus one-time PTAF recovery, offset by reduction in estimated IA Excess
Sales Tax	1,735,600	118,100	1,853,700	HdL projection based on actual data through 3Q2012
Transient Occupancy Tax	2,558,200	146,800	2,705,000	Based on actual data through 4Q2012
Document Transfer Tax	100,000	37,500	137,500	Sales of SFRs
Operations Support - Fire	149,000	90,500	239,500	Fire Protection District adopted mid-year adjustment 2/13/2013 to eliminate General Fund subsidy
Operations Support - Other	177,500	-	177,500	No change
DWP Pavement Impact Fees	84,400	(84,400)	-	DWP paved street
Transfer in - Snow Reserves	-	150,000	150,000	Snow reserves to cover remainder of season; Reserves to be replenished when snow reimbursement is received in FY 2013-14.
Transfer in - Refuse	65,000	40,000	105,000	Eliminate General Fund street maintenance subsidy
	8,317,630	421,800	8,739,430	
Expense				
Direct Labor Costs	4,841,420	190,000	5,031,420	Sanitation & Refuse employees snow removal & street maintenance
	4,841,420	190,000	5,031,420	
<b>Net change in General Fund Budget</b>			<b>231,800</b>	
<b>Refuse</b>				
Expense				
Transfer out - Pavement Impact	65,000	40,000	105,000	Budgeted GF subsidy - Street maintenance
	65,000	40,000	105,000	
<b>Net change in Refuse Budget</b>			<b>(40,000)</b>	