
**CITY OF BIG BEAR LAKE CITY COUNCIL
MINUTES FOR REGULAR MEETING
November 25, 2019**

A Regular Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Randall Putz at 6:35 p.m. Monday, November 25, 2019, at the Civic Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

OPEN SESSION

Flag Salute: Led by Councilmember Caretto

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

Others Present: Jeff Mathieu, City Manager
Stephen Deitsch, City Attorney
Erica Stephenson, City Clerk
Rebecca Cannon, Administrative Assistant

RESULTS OF CLOSED SESSION

(Closed Session was held during a Special Workshop Meeting on November 25, 2019)

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION pursuant to Government Code Section 54956.9(d)(1)
Court & Case No.: California Public Utilities Commission Case No. A. 18-12-019.
Case Matter: In the matter of the Application of Golden State Water Company (U133W), Golden State Water Company on behalf of its Bear Valley Electric Service Division (U913E) and Bear Valley Electric Service, Inc. for authority to implement a corporate reorganization plan that will transfer the electric utility operations of Bear Valley Electric Service Division to Bear Valley Electric Service, Inc.

No reportable action.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS pursuant to Government Code Section 54956.8
Property: APN 0308-231-20, APN 0308-231-21, APN 0308-231-29 and APN 0308-411-01 (properties generally located near Stanfield Cutoff and Big Bear Boulevard)
City Negotiators: City Manager & Director of Development Services
Negotiating Party: Big Bear Lake Municipal Water District
Under Negotiation: Price & Terms of Payment

No reportable action.

3. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION pursuant to Government Code Section 54956.9(d)(1)
Name of Case: City of Big Bear Lake vs. Barret Woods
Court & Case No.: County of San Bernardino Superior Court, Case No. CIVDS1927890

No reportable action.

4. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION pursuant to Government Code Section 54956.9(d)(1)
Name of Case: City of Big Bear Lake vs. Pine Knot Guest Ranch LLC
Court & Case No.: County of San Bernardino Superior Court, Case No. CIVDS1916292

No reportable action.

5. PUBLIC EMPLOYMENT pursuant to Government Code Section 54957
Title of Position to be filled: City Manager

No reportable action.

ANNOUNCEMENTS & UPCOMING EVENTS

- City offices will be closed Thursday, November 28, and Friday, November 29, in observance of the Thanksgiving Holiday.
- The Annual Tree Lighting Ceremony is Friday, November 29, beginning at 5 p.m. on the corner of Village Drive and Pine Knot Avenue in the Village.

EVENT CALENDAR FOR THE PERFORMING ARTS CENTER

For tickets please contact the box office at (909) 866-4970 or visit citybigbearlake.com

- The Lighthouse Youth Orchestra Winter Concert, December 6th at 7:00 pm in Hofert Hall.
- The 2019 Winter Voice Recital presented by the Voice Studio of Diane Sloan Kubeja, December 8th at 2:00 pm.

PRESENTATIONS

- Presentation of a Proclamation to Joe and Laura Landaker recognizing their organization, the Seven Stars Foundation.

PUBLIC COMMUNICATIONS

None.

1. CONSENT CALENDAR

Motion by Councilmember Jahn, seconded by Councilmember Caretto, to approve the Consent Calendar as follows:

1.1 APPROVAL OF DEMANDS – CHECK ISSUE DATE 10/17/19 THROUGH 11/13/19 IN THE AMOUNT OF \$771,529.54 AND THE OCTOBER 2019 TREASURER’S REPORT

Approved.

1.2 APPROVAL OF MEETING MINUTES FROM THE OCTOBER 28, 2019 REGULAR MEETING OF CITY COUNCIL

Approved.

1.3 APPROVAL OF MEETING MINUTES FROM THE NOVEMBER 14 & NOVEMBER 15 SPECIAL WORKSHOP MEETINGS OF CITY COUNCIL

Approved.

1.4 AUTHORIZATION TO EXECUTE A COMMON USE AGREEMENT WITH SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT – RATHBUN CREEK TRAIL & KNICKERBOCKER TRAIL

Approved.

1.5 AUTHORIZATION TO ADVERTISE – TRANSIENT PRIVATE HOME RENTAL INSPECTION SERVICES

Council consideration of authorizing staff to advertise and solicit Transient Private Home Rental Inspection Services; and determining that the solicitation is exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15378 of the CEQA Guidelines and authorize staff to file a Notice of Exemption.

Approved.

1.6 AUTHORIZATION TO ADVERTISE – INFLOW & INFILTRATION REDUCTION PROJECT

Council consideration of authorizing staff to advertise and solicit bids from qualified contractors for the Inflow & Infiltration Reduction Project; and finding that the project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301, Class 1(b) of the CEQA Guidelines and authorize staff to file a Notice of Exemption.

This item was pulled from the Consent Calendar by Mayor Pro Tem Herrick for further discussion.

1.7 AUTHORIZATION TO REJECT ALL BIDS FOR THE CIVIC CENTER ADA MAIN FLOOR RESTROOM RECONSTRUCTION PROJECT SUBMITTED ON NOVEMBER 14, 2019, APPROVE RESOLUTION NO. 2019-XXX MAKING FINDINGS PURSUANT TO CITY CHARTER SECTION 1004, AND AUTHORIZE THE CITY WITH ITS EMPLOYEES TO PROCEED TO HAVE

**SAID WORK DONE AS NECESSARY TO COMPLETE THE CIVIC CENTER
ADA MAIN FLOOR RESTROOM RECONSTRUCTION PROJECT**

Council consideration of rejecting all submitted bids (one bid) for the Civic Center ADA Main Floor Restroom Reconstruction Project on November 14, 2019; adopting Resolution No. 2019-XXX finding that the work may be performed economically by City staff and through the award of specialty construction contracts; authorizing the award of specialty construction contracts in an aggregate amount not to exceed \$65,000 to complete all work needed in the completion of the Civic Center ADA Main Floor Restroom Reconstruction Project; and authorizing the City Manager, or his designee, to execute the specialty contract documents.

Approved and adopted the following resolution entitled:

RESOLUTION NO. 2019-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, REJECTING ALL BIDS FOR THE CIVIC CENTER ADA MAIN FLOOR RESTROOM RECONSTRUCTION PROJECT RECEIVED ON NOVEMBER 14, 2019, MAKING FINDINGS PURSUANT TO CITY CHARTER SECTION 1004, AND AUTHORIZING CITY WITH ITS EMPLOYEES TO PROCEED TO HAVE SAID WORK DONE AS NECESSARY TO COMPLETE THE CIVIC CENTER ADA MAIN FLOOR RESTROOM RECONSTRUCTION PROJECT

1.8 AUTHORIZE THE MIGRATION OF THE CITY'S PRIVATE HOME RENTAL COMPLIANCE SOFTWARE (STR HELPER) TO THE NEW PARENT COMPANY (HOST COMPLIANCE)

Council consideration of authorizing an appropriation of \$140,000 from the General Fund Unassigned Fund balance; and authorizing the City Manager, or his designee, to execute a three-year agreement with Host Compliance for the short-term rental compliance services described herein.

Approved.

The balance of the consent calendar was approved by the following vote:

AYES: Jahn, Caretto, Jackowski, Herrick, Putz
ANOES: None
ABSTAIN: None
EXCUSED: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

1.6 AUTHORIZATION TO ADVERTISE – INFLOW & INFILTRATION REDUCTION PROJECT

Council consideration of authorizing staff to advertise and solicit bids from qualified contractors for the Inflow & Infiltration Reduction Project; and finding that the project

is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301, Class 1(b) of the CEQA Guidelines and authorize staff to file a Notice of Exemption.

Mayor Pro Tem Herrick asked if the company that secures this project will be identifying or fixing the inflow and infiltration problem.

John Harris, Director of Development Services, responded.

Motion by Mayor Pro Tem Herrick, seconded by Councilmember Caretto to approved staff's recommendations.

Said motion was approved by the following vote:

AYES: Jahn, Herrick, Jackowski, Caretto, Putz
ANOES: None
ABSTAIN: None
EXCUSED: None

2. DISCUSSION/ACTION ITEMS

2.1 ACCEPT AS COMPLETE – MOONRIDGE ROAD REALIGNMENT AND ROUNDABOUT PROJECT – ENGINEERING PHASE

Council consideration of accepting the Moonridge Road Realignment and Roundabout Project – Engineering Phase as complete; and directing the City Clerk's Office to file a Notice of Completion with the County Recorder's Office.

John Harris, Director of Development Services, discussed the status of the Moonridge Road Realignment & Roundabout Project and gave a brief overview of what is to be expected when the project is complete, discussed the community outreach processes and outlined the construction cost estimate, grant funding opportunities and the project's tentative timeline.

Councilmember Caretto commented on the estimated cost of the project and asked if the project can be done in phases.

John Harris responded by saying this project does not lend itself to be done in phases and informed Council that construction costs are steadily rising, so the longer it takes to complete this project the more expensive it will be and asked Council how they prioritize this project.

Councilmember Jackowski asked how the City procured the \$1.5 million in funds that is already set aside for the project.

John Harris responded.

Mayor Pro Tem Herrick inquired about the estimated cost of the completed project and suggested that City staff utilize a variety of grants to allow the project to be more affordable.

Councilmember Jackowski commented on the proposed cost and the anticipated increase in cost of construction per year.

Councilmember Caretto questioned if borrowing money would make sense to get this project completed; and stated that it would be a nice statement for the project to be completed around the same timeframe as the new zoo.

Jeff Mathieu, City Manager, and staff responded.

Councilmember Jahn asked if this item could be brought back for discussion at the mid-year budget workshop meeting.

City Manager responded.

Mayor Pro Tem Herrick stated that he believes borrowing money for this project is a good idea and makes sense for various reasons.

Councilmember Jahn asked when this project will be available to bid; thinks the earlier the better to save cost.

Staff responded.

Mayor Putz asked if Measure Y funds would be an appropriate funding source for this project.

City Manager responded.

Councilmember Caretto indicated that he would like to see underground utilities incorporated with this project.

Staff responded.

Motion by Councilmember Caretto, seconded by Councilmember Jahn, to approve staff's recommendations.

Janet Stevens-Moore: Addressed Council stating her support for the Moonridge project and commended Council and staff for the rate of which this project is moving forward.

Dave Stone: Addressed Council with his support for the project and urged Council to push this project forward.

Ellen Clarke: Addressed Council on behalf of the Chamber of Commerce and thanked them for supporting this project and making it a priority and applauded the businesses in the Moonridge area for their involvement.

Mayor Putz thanked the audience for participating in the discussion and assured everyone of Council's support for this project.

Said motion was approved by the following vote:

AYES: Jahn, Jackowski, Herrick, Caretto, Putz
ANOES: None
ABSTAIN: None
EXCUSED: None

2.2 ADOPTION OF A RESOLUTION – RESOLUTION AUTHORIZING AN APPLICATION FOR THE SB 2 PLANNING GRANT PROGRAM

Council consideration of approving and adopting Resolution No. 2019-XX to authorize the filing of an application to the SB 2 Planning Grant Program; and authorize the Director of Development Services, or his designee, to execute the grant application documents.

John Harris, Director of Development Services, gave a presentation regarding the City's desire to apply for the SB 2 grant; discussed how the funds will be utilized if awarded including updating the City's Housing Element and General Plan.

Mayor Pro Tem Herrick asked if costs would be reduced if the City were to utilize City-owned land for affordable housing development.

Staff responded.

Councilmember Jackowski asked if these updates are mandated by the state; asked staff about additional funding opportunities that would help off-set the costs.

Stephen Deitsch, City Attorney, and staff responded.

Councilmember Caretto sought clarification on the City's intent to conduct a program Environmental Impact Report.

Staff responded.

Councilmember Jahn commented that staff will have more time to complete the work as the timeline is longer than what Mr. Harris presented.

Motion by Councilmember Jahn, seconded by Councilmember Caretto, to approve staff's recommendations and adopt the following resolution:

RESOLUTION NO. 2019-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION FOR THE 2019 SB 2 PLANNING GRANTS PROGRAM.

Said motion was approved by the following vote:

AYES: Jahn, Jackowski, Herrick, Caretto, Putz
ANOES: None
ABSTAIN: None
EXCUSED: None

2.3 AWARD CITY MANAGER EMPLOYMENT AGREEMENT

Council consideration of authorizing and directing the Mayor to execute a City Manager employment agreement.

Mayor Putz gave an overview of how the incoming City Manager, Frank Rush, was chosen by sharing the recruitment, interview and selection processes.

Stephen Deitsch, City Attorney, read aloud the terms of the proposed City Manager employment agreement highlighting offered compensation and benefits.

Motion by Councilmember Caretto, seconded by Councilmember Jahn, to approve staff's recommendation.

Mayor Putz shared Frank Rush's employment experience and educational background.

Said motion was approved by the following vote:

AYES: Herrick, Jahn, Jackowski, Caretto, Putz
ANOES: None
ABSTAIN: None
EXCUSED: None

The City Council all took an opportunity to express their excitement for Frank Rush to begin his new position and communicated their belief that Mr. Rush will be a good fit for this community.


CITY COUNCIL GENERAL ANNOUNCEMENTS & CITY BUSINESS

Board/Committee Reports

- San Bernardino County Transportation Authority Board Meeting on November 6, represented by Councilmember Jahn.
- San Bernardino County Transportation Mountain/Desert Policy Committee Meeting on November 15, represented by Mayor Pro Tem Herrick.
- Mountain Transit Board Meeting on November 20, represented by Councilmember Caretto and Mayor Putz.
- League of California Cities Desert Mountain Division Meeting on November 21, represented by Mayor Putz.

ADJOURNMENT

There being no further business to come before the Council at this session, Mayor Putz adjourned the meeting at 8:10 p.m.



Erica Stephenson, City Clerk