
**CITY OF BIG BEAR LAKE CITY COUNCIL
MINUTES FOR REGULAR MEETING
August 26, 2019**

A Regular Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Randall Putz at 6:34 p.m., Monday, August 26, 2019, at the Civic Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

PUBLIC FORUM FOR CLOSED SESSION: None.

At the hour of 5:30 p.m., Council adjourned to Closed Session.

At the hour of 6:34 p.m., Mayor Putz called Open Session to order.

OPEN SESSION

Flag Salute: Led by Councilmember Caretto

Invocation: Led by Pastor Mike Fulmer, Calvary Chapel of Big Bear

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

Councilmembers Excused: Councilmember Bill Jahn

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

RESULTS OF CLOSED SESSION

1. 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 Monday, September 2, 2019, in observance of the Labor Day Holiday. Offices will re-open Tuesday, September 3, 2019 at 8 a.m.
- The City Council Meeting scheduled for September 9th has been cancelled. The next Regular City Council Meeting will take place Monday, September 23rd at 6:30 p.m.

EVENT CALENDAR FOR THE PERFORMING ARTS CENTER

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

- World Peace Music and Poetry on August 31st at 5:00 pm
- Miss Big Bear Scholarship Pageant on September 7th at 5:00 pm
- Bear Valley Center for Spiritual Enrichment presents Tenderly, The Rosemary Clooney Musical on September 14th and 19th through September 21st at 7:30 pm and Matinee Showings September 15th and September 22nd at 2:00 pm

PRESENTATIONS

- Presentation of a Proclamation to outgoing Department of Water and Power Commissioner Alan Lee.
- Presentation from Mike Stephenson, Municipal Water District (MWD) General Manager, regarding MWD's Fish Hatchery program.

PUBLIC COMMUNICATIONS

- Greg Martin, President of Big Bear Valley Historical Society: Addressed Council regarding the Historical Society seeking grant funds in an effort to complete the construction of their new parking lot and requested Council's participation in securing grant funds.
- Gloria Meade, Big Bear City: Addressed Council and echoed Mr. Martin's comments concerning the museum's need for funds to construct the parking lot and thanked Council for their consideration.
- Kevin Schrader, Big Bear Lake: Addressed Council with his concerns about a neighboring property and commented that the property's tenants and their activities are a health and safety concern.
- Moline Schrader, Big Bear Lake: Addressed Council with the same concerns as Mr. Schrader.

Councilmember Caretto asked City Manager Jeff Mathieu for an update on this issue; City Manager agreed.

1. CONSENT CALENDAR

City Council

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

1.1. APPROVAL OF DEMANDS – CHECK ISSUE DATE 6/27/19 THROUGH 8/14/19 IN THE AMOUNT OF \$2,653,369.94

Approved.

1.2. APPROVAL OF MEETING MINUTES FROM THE JULY 8, 2019 SPECIAL WORKSHOP MEETING OF CITY COUNCIL

Approved.

1.3. APPROVAL OF MEETING MINUTES FROM THE JULY 8, 2019 REGULAR MEETING OF CITY COUNCIL

Approved.

1.4. APPROVAL OF MEETING MINUTES FROM THE JULY 24, 2019 SPECIAL WORKSHOP MEETING OF CITY COUNCIL

Approved.

1.5. APPROVAL OF REINSTATING THE NOVEMBER 25, 2019 CITY COUNCIL MEETING

Council consideration of approving the reinstatement of the previously cancelled November 25, 2019 Regular Meeting of the City Council.

Approved.

1.6. RESOLUTION APPROVING THE CARRYOVER OF APPROPRIATIONS FROM FISCAL YEAR 2018-19 TO FISCAL YEAR 2019-20

Council consideration of adopting a resolution approving the carryover appropriations from Fiscal Year 2018-19 to Fiscal Year 2019-20.

Approved and adopted the following resolution entitled:

RESOLUTION NO. 2019-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING CHANGES TO THE CITY OF BIG BEAR LAKE APPROVED BUDGET FOR FISCAL YEAR 2019-20 TO CARRYOVER APPROPRIATIONS FROM THE CITY OF BIG BEAR LAKE APPROVED BUDGET FOR FISCAL YEAR 2018-19

1.7. ADOPT AN ORDINANCE – MUNICIPAL CODE UPDATE

Council consideration of adopting an ordinance repealing chapter 5.40 of the Big Bear Lake Municipal Code relating to Fortunetelling.

Approved and adopted the following ordinance entitled:

ORDINANCE NO. 2019-472

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA AMENDING TITLE 5 OF THE BIG BEAR LAKE MUNICIPAL CODE "BUSINESS LICENSES, TAXES AND REGULATIONS" BY REPEALING CHAPTER 5.40 "FORTUNETELLING", AND FINDING THE AMENDMENT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

1.8 AUTHORIZATION TO APPROPRIATE MEASURE Y FUNDS – ALPINE PEDAL PATH RATHBUN CREEK EXTENSION PROJECT

Council consideration of authorizing an appropriation of Measure Y funds in an amount not to exceed \$10,000 for the Alpine Pedal Path Rathbun Creek Extension Project.

Approved.

1.9 AUTHORIZATION TO ADVERTISE – VEHICLE TOWING AND IMPOUNDING SERVICES

Council consideration of authorizing staff to advertise and solicit proposals from qualified vendors to provide vehicle towing and impounding services.

Approved.

1.10 AUTHORIZATION TO ADVERTISE – PUBLIC FACILITY INTERIOR IMPROVEMENTS FOR 42080 NORTH SHORE DRIVE

Council consideration of finding the project categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301(a) of the CEQA Guidelines and authorize staff to file a Notice of Exemption; and authorizing staff to advertise and solicit bids from qualified contractors to perform the public facility interior improvements for 42080 North Shore Drive.

Approved.

1.11 AUTHORIZATION TO AWARD CONTRACT – ARROYO DRIVE & PRAIRIE LANE DRAINAGE CHANNEL REPAIRS PROJECT

Council consideration of awarding a construction contract to CMB Structures, Inc. in an amount not to exceed \$197,455 for the Arroyo Drive and Prairie Lane Drainage Channel Repairs Project; authorizing the City Manager, and/or his designee, to execute the construction contract documents; authorizing an appropriation of \$197,455 from the General Fund Unassigned Fund Balance for the project; authorizing the City Manager, and/or his designee, to execute a Temporary Construction Easement to access the Prairie Lane project site through the Christian

Convention Center property; and authorizing the City Manager, and/or his designee, to execute the Grant of Storm Drainage Easement Documents for the two affected properties.

Approved.

1.12 AUTHORIZATION TO AWARD CONTRACT – VETERAN’S PARK PARKING LOT IMPROVEMENT PROJECT

Council consideration of finding the project categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301 Class 1(c) of the CEQA Guidelines and authorize staff to file a Notice of Exemption; awarding a construction contract in the amount of \$184,677.95 to Porter’s Firewood for construction of the Veteran’s Park Parking Lot Rehabilitation Project improvements; authorizing the City Manager, and/or his designee, to execute the contract documents; authorizing the City Manager, and/or his designee, to execute a temporary Construction Easement to construct portions of the project on Community Church of Big Bear Property; and authorizing the City Manager, and/or his designee, to execute a Memorandum of Understanding for use of the Veteran’s Park parking lot.

Approved.

1.13 ACCEPT AS COMPLETE – CITYWIDE FENCING PROJECT

Council consideration of accepting the Citywide Fencing Project as complete; and directing the City Clerk’s Office to file a Notice of Completion with the County Recorder’s Office for the Citywide Fencing Project.

Approved.

1.14 ACCEPT AS COMPLETE – SANITARY SEWER LAKE LINE CLEANING & CCTV INSPECTION PROJECT

Council consideration of accepting the Sanitary Sewer Lake Line Cleaning & CCTV Inspection Project as complete; and directing the City Clerk’s Office to file a Notice of Completion with the County Recorder’s Office for the Sanitary Sewer Lake Line Cleaning & CCTV Inspection Project.

This item was pulled by Mayor Pro Tem Herrick for further discussion.

1.15 PURCHASE RECOMMENDATION – NATIONAL AUTO FLEET GROUP

Council consideration of purchasing three (3) 2019 Dodge Ram 2500 Tradesman 4x4 Crew Cab pickup trucks from National Auto Group through National Joint Powers Alliance Contract 120716-NAF for a total purchase price of \$140,395.56.

Approved.

1.16 RESOLUTION OF INTENTION AND NOTICE OF PUBLIC HEARING REGARDING SOUTHWEST GAS FRANCHISE AGREEMENT

Council consideration of adopting Resolution No. 2019-XX, a Resolution of Intention, which also sets a public hearing for 6:30 p.m. on September 23, 2019, in Hofert Hall, 39707 Big Bear Boulevard, Big Bear Lake, California; Directing the City Clerk to publish the resolution attached to this report in the appropriate newspaper at least once not less than ten (10) days prior to the public hearing; and directing the City Clerk to publish the Notice of Public Hearing in the appropriate newspaper(s) at least once not less than ten (10) days prior to the public hearing.

Approved and adopted the following resolution entitled:

RESOLUTION NO. 2019-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DECLARING ITS INTENTION TO GRANT A 25-YEAR FRANCHISE TO SOUTHWEST GAS CORPORATION AND SETTING A PUBLIC HEARING DATE TO RECEIVE COMMENTS REGARDING SUCH PROPOSED FRANCHISE

1.17 MEASURE I FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Council consideration of approving a resolution adopting the 2019-20 to 2023-2024 Measure I Five-Year Capital Improvement Plan; approving Measure I Five-Year Capital Improvement Plan Expenditure Strategy; approving Measure I update of Twenty-Year Plan; and authorizing staff to submit the attached documents to the San Bernardino County Transportation Authority (SBCTA) by September 1, 2019.

Approved and adopted the following resolution entitled:

RESOLUTION NO. 2019-26

RESOLUTION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING THE MEASURE I FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEAR 2019-20 THROUGH FISCAL YEAR 2023-24

Successor Agency

1.18 2018 COMPLIANCE REPORT – MOUNTAIN MEADOWS SENIOR HOUSING COMPLEX

Agency consideration of receiving and filing the Mountain Meadows Senior Housing 2018 Compliance Report.

Report was received and filed.

ITEMS REMOVED FROM THE CONSENT CALENDAR

1.14 ACCEPT AS COMPLETE – SANITARY SEWER LAKE LINE CLEANING & CCTV INSPECTION PROJECT

Council consideration of accepting the Sanitary Sewer Lake Line Cleaning & CCTV Inspection Project as complete; and directing the City Clerk’s Office to file a Notice of Completion with the County Recorder’s Office for the Sanitary Sewer Lake Line Cleaning & CCTV Inspection Project.

Mayor Pro Tem Herrick asked if staff is looking for any inflow and infiltration (I&I) issues

John Harris, Director of Development Services, stated that staff is monitoring the camera’s data and assured Council that they did see a little bit of I&I due to high lake levels, but said they came across more roots infiltrating through taps; assured Council they are still evaluating the lines to see if the sewer lake line is a good candidate for a slip-line project.

Motion by Mayor Pro Tem Herrick, seconded by Councilmember Caretto, to accept the Sanitary Sewer Lake Line Cleaning & CCTV Project as complete and to direct the City Clerk’s Office to file a Notice of Completion.

Said motion was approved by the following vote:

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

The balance of the Consent Calendar, with Mayor Pro Tem Herrick abstaining from voting on item 1.16, was approved by the following vote:

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

2. PUBLIC HEARING

2.1 PLANNING APPEAL 2019-078 APPEALING THE PLANNING COMMISSION APPROVAL OF MINOR SUBDIVISION 2019-030 (PARCEL MAP 19185) PERTAINING TO A 3-LOT SUBDIVISION OF 42438 MOONRIDGE ROAD IN THE SINGLE FAMILY RESIDENTIAL (R-1) ZONE

Council consideration of denying the appeal, thereby upholding the approval of the Planning Commission’s action in Resolution No. PC2019-08 approving Minor Subdivision 2019-030 (Parcel Map 19185) for the subdivision of a 1.78-acre vacant parcel into three (3) lots for single-family residential development in the Single

Family Residential (R-1-7200) zone located at 42483 Moonridge Road, APN 2328-312-29, and finding the map exempt from the California Environmental Quality Act.

Janice Etter, Senior Principal Planner, gave a presentation regarding the appeal of Minor Subdivision 2019-030, including the City Engineer's report and staff recommendations.

Mayor Pro Tem Herrick asked about the drainage inlet leading into Moonridge Road and the possibility of installing a larger inlet to better accommodate heavier precipitation and improve drainage.

City Engineer, Robert Hearne, responded.

Councilmember Caretto asked for clarification on the meaning of a non-vehicular access easement; asked if the two property owners have been in contact with regard to using one another's property for vehicular access.

Staff responded.

Mayor Putz asked if both the drainage easement and non-vehicular access easement was in place when the tract was developed; asked if anything has changed to the tract since the current owner came into ownership of the property; asked about the impact of the February 14th storm to both the properties.

Staff responded.

Councilmember Caretto asked who is responsible for maintaining drainage easements granted to the City and if the current drainage easement on the subject property is being properly maintained.

Mayor Pro Tem Herrick asked if staff has filmed the drainage pipe that leads to Rathbun Creek; says there are issues with inflow and infiltration and it would be nice to confirm that this drain is not connected to the sewer system.

Staff responded.

At the hour of 7:38 p.m., Mayor Putz opened the Public Hearing for comment.

Abel Sanchez, subdivision appellant: Addressed Council with his concerns of the Minor Subdivision as the new development would increase water flow on his property thus possibly causing damage.

Armen Avedian, subdivision applicant: Addressed Council stating that he had complied with all local and state regulations in relation to this project and stated that he is hopeful City Council will vote for his project to proceed as planned.

Gail Boyer: Addressed Council stating that she believes the project is well thought out and there should be no issues with drainage.

At the hour of 7:43 p.m., Mayor Putz closed the Public Hearing and brought the discussion back to Council.

Mayor Pro Tem Herrick sought clarification on the erosion control plan and the specifications of the proposed plans.

Staff responded.

Council and staff discussion regarding the current drainage master plan and inlet system; Councilmember Caretto asked if there is a plan to improve the drainage on Moonridge Road in the future; John Harris, Director of Development Services, assured Council that the drainage in the Moonridge Corridor will be looked at when the Moonridge Roundabout Project breaks ground.

Mayor Putz sought clarification on the proposed drainage system and additional catch basins and asked for staff to confirm that the additional drainage pits would not contribute to the natural drainage thus negatively affecting neighboring properties, but actually improve the drainage.

Mayor Pro Tem Herrick asked about the specifics of the construction plans and asked if a surplus of water seen in the area is due to a lack of maintaining the inlets.

Staff responded.

Mayor Putz commented that the proposed development on the Avedian property does not appear to impact the Sanchez property in a negative way due to the elevation differences; and said there appears to be an opportunity for the City to better mitigate the drainage in the area.

Mayor Pro Tem Herrick echoed Mayor Putz's comment regarding the City's future opportunity to improve drainage issues in Moonridge.

Motion by Councilmember Caretto, seconded by Mayor Pro Tem Herrick, to approve staff's recommendation by approving the following resolution entitled:

RESOLUTION NO. 2019-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DENYING APPEAL 2019-078 AND UPHOLDING THE PLANNING COMMISSION'S ACTION IN RESOLUTION NO. PC2019-08 APPROVING MINOR SUBDIVISION 2019-030 (PARCEL MAP 19185), FOR THE SUBDIVISION OF A 1.78-ACRE VACANT PARCEL INTO THREE (3) LOTS FOR SINGLE FAMILY RESIDENTIAL DEVELOPMENT IN THE SINGLE FAMILY RESIDENTIAL ZONE (R-1-7200) LOCATED AT 42483 MOONRIDGE ROAD, APN 2328-312-29 AND FINDING THE MAP EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Said motion was approved by the following vote:

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

3. **DISCUSSION & ACTION ITEMS**

3.1 **VILLAGE WAYFINDING SIGN PROJECT UPDATE**

Council consideration of receiving and filing a report regarding the Village Wayfinding Project.

John Harris, Director of Development Services, gave an update regarding the Village Wayfinding Project and presented to Council examples of what the wayfinding signs would look like with respect to the size and design.

Councilmember Caretto inquired about the actual size of all the signs around the City; and asked about the possibility of including signs that identify neighborhoods.

Jeff Mathieu, City Manager, responded.

Councilmember Caretto explained what he likes about the signs including the enlarged international symbols, the hybrid design of the numbering and naming lot system and even the inclusion of a snow-cap on top of the mountain.

John Harris noted that the signs will be produced with reflective lettering so all motorists will be able to read the signs at night and demonstrated that the City's logo will be on the back of the wayfinding signs as well.

Councilmember Jackowski asked how many different sizes of signs will be produced, excluding the half-round signs.

Staff responded.

Council and staff discussion regarding the placement of signs in relation to direction of traffic.

Councilmember Jackowski commended staff on a job well done; believes the signs are large enough to be seen while driving.

Discussion regarding the posts the signs will rest on, the materials the signs are made out of including the life span of the signs in respect to fading.

Council and staff discussion regarding revisiting a City-wide wayfinding signage project and the opportunity of rebranding the City including neighborhood identifiers and the revitalization of the Moonridge Corridor.

Mayor Putz thanked staff for accommodating all of Council's suggestions and input with the design of the signs; believes the signs to be a good step in the right direction.

Report was received and filed. No formal action was taken.

3.2 AUTHORIZATION TO ADVERTISE – ADA COMPLIANCE REMODEL FOR PERFORMING ARTS/CIVIC CENTER MAIN FLOOR RESTROOMS

Council consideration of finding the project categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301(a) of the CEQA Guidelines and authorizing staff to file a Notice of Exemption; and authorizing staff to advertise and solicit bids from qualified contractors to perform the ADA compliance remodel for the Performing Arts/Civic Center main floor restrooms.

Phil Mosley, Director of Community Services, gave a presentation of the proposed configuration changes to the Performing Arts/Civic Center restrooms in order to obtain ADA compliance.

Mayor Pro Tem Herrick asked what the purpose of the doors leading into the vestibule are for; indicated that the doors may impede the flow of people attempting to get into the restrooms during heavily attended PAC events.

Staff responded.

Jeff Mathieu, City Manager, suggested that we can alleviate the confusion of the restrooms by enhancing signage and then with that, the door into the vestibule can be eliminated.

Mayor Putz added that by eliminating the door it may have a positive effect on environmental and hygiene issues, however, wanted to ensure there will still be enough privacy.

Jeff Mathieu assured Council additional, enlarged signage can be included without clutter as it seems Council's preference is to eliminate the doors to the vestibules.

Councilmember Caretto echoed Mayor Putz's concerns regarding the level of privacy; wants to ensure there will be adequate privacy

Staff responded.

Council and staff discussion regarding the pros and cons of eliminating one sink and toilet in both the men's and women's restrooms; staff assured Council that we will still be in compliance in regards to the number of fixtures in comparison to the maximum persons allowed in the building.

Mayor Putz asked what staff's plan is to accommodate the public with restroom facilities while demolition and construction are occurring.

City Manager and staff asserted that construction will take place in January; signage will be placed around the building in an effort to direct people to other restrooms in the Civic Center; and the PAC will be dark in the month of January; commented on the importance and significance of the ADA compliant water closets.

Councilmember Jackowski inquired about the restrooms in the PAC/theater in regards to ADA compliance.

City Manager responded.

Councilmember Caretto inquired about whether or not we are able to designate the restrooms by gender; asked for a cost estimate and if the project will be covered entirely by CDBG awarded funds.

City Manager responded.

Motion made by Councilmember Caretto, seconded by Mayor Pro Tem Herrick, to approve staff's recommendation and find the project categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301(a) of the CEQA Guidelines and authorize staff to file a Notice of Exemption; and to authorize staff to advertise and solicit bids from qualified contractors to perform the ADA compliance remodel for the Performing Arts/Civic Center main floor restrooms.

Said motion was approved by the following vote:

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

CITY COUNCIL GENERAL ANNOUNCEMENTS & CITY BUSINESS

Board/Committee Reports

- Richard "Dick" Kun Memorial Update from Mayor Pro Tem Herrick.
- California Joint Powers Insurance Authority (CJPIA) Annual Meeting on July 17, represented by Councilmember Caretto.
- Big Bear Area Regional Wastewater Authority (BBARWA) Meeting on July 24, represented by Councilmember Caretto and Mayor Pro Tem Herrick.
- Blanche & Gene Nay Foundation Board Meeting on August 8, represented by Mayor Pro Tem Herrick.
- Mojave Desert & Mountain Recycling Joint Powers Authority (MDMRJPA) Board Meeting on August 12, represented by Mayor Putz.
- Mountain Transit Special Board Meeting on August 14, represented by Councilmember Caretto and Mayor Putz.

- League of California Cities Desert Mountain Division Meeting hosted by the City of Big Bear Lake on August 16, represented by Councilmember Caretto and Mayor Putz.

ADJOURNMENT

There being no further business to come before the Council at this session, Mayor Putz adjourned the meeting at 8:51 p.m.


Erica Stephenson, City Clerk