
**CITY OF BIG BEAR LAKE CITY COUNCIL
MINUTES FOR REGULAR MEETING
October 28, 2019**

A Regular Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Randall Putz at 6:31 p.m. Monday, October 28, 2019, at the Civic Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

PUBLIC FORUM FOR CLOSED SESSION: None.

At the hour of 4:05 p.m., Council adjourned to Closed Session.

At hour of 6:31 p.m., Mayor Putz called Open Session to order.

OPEN SESSION

Flag Salute: Led by Councilmember Jahn

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
 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

- The City Council Meeting scheduled for November, 11, 2019, has been cancelled. The next Regular City Council Meeting will be Monday, November 25 at 6:30 p.m.
- City Offices will be closed Monday, November 11, 2019, in observance of Veteran's Day. Offices will re-open on Tuesday, November 12, 2019, at 8 a.m.

EVENT CALENDAR FOR THE PERFORMING ARTS CENTER

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

- Big Bear High School Performing Arts presents "You Can't Take it With You" October 25th thru 26th and November 1st thru 2nd at 7:00 pm with matinee showings on October 27th and November 3rd at 2:00 pm

- Big Bear Theatre Project presents “The Importance of Being Earnest” November 20th thru 23rd at 7:30 pm with matinee showings November 23rd and 24th at 2:00 pm

PRESENTATIONS

- Presentation of a Proclamation to the U.S. Census Bureau demonstrating the City’s support of the 2020 U.S. Census.
- Presentation of a 15-year Employee Service Award to Socorro Negrete, Street Maintenance Worker II, and a 20-year Employee Service Award to Frank Gerlette, Wastewater Collection Systems Operator II.
- Presentation from Executive Director Ellen Clarke from the Big Bear Chamber of Commerce regarding Chamber operations.

PUBLIC COMMUNICATIONS

Julie Dawson, Community Advocates of Big Bear (CABB) Representative: Addressed Council thanking them for their action in response to residents’ concerns over the last ten months. Ms. Dawson also presented CABB’s new sticker with the slogan “Keep Big Bear Green & Clean”.

1. CONSENT CALENDAR City Council

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

1.1 APPROVAL OF DEMANDS – CHECK ISSUE DATE 9/12/19 THROUGH 10/16/19 IN THE AMOUNT OF \$2,556,893.38 AND THE AUGUST 2019 TREASURER’S REPORT

Approved.

1.2 APPROVAL OF MEETING MINUTES FROM THE SEPTEMBER 23, 2019 REGULAR MEETING OF CITY COUNCIL

Approved.

1.3 ADOPTION OF TWO ORDINANCES- ORDINANCES RENEWING INFLATIONARY ADJUSTMENTS AND PASS THROUGH CHARGES APPLIED TO SEWER & REFUSE FEES

Council consideration of approving and adopting the ordinances; and authorizing the City Clerk’s Office to file a Notice of Exemption under CEQA with the San Bernardino County Clerk within five working days of the adopting of these ordinances.

Approved and adopted the following ordinances entitled:

ORDINANCE NO. 2019-473

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING SEWER USER FEES

ORDINANCE NO. 2019-474

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING REFUSE FEES

1.4 ADOPTION OF A RESOLUTION – RESOLUTION CALLING FOR PLACEMENT OF A GENERAL TAX MEASURE ON THE NOVEMBER 3, 2020 GENERAL MUNICIPAL ELECTION AMENDING THE TRANSIENT OCCUPANCY TAX FROM 8% TO 10%

Council consideration of approving and adopting a resolution calling for placement of a general tax measure on the November 3, 2020 General Municipal Election amending the Transient Occupancy Tax from 8% to 10% and placement of an advisory measure seeking voter opinion on prioritizing the increase for public safety purposes to be allocated equally for law enforcement and fire protection/emergency medical services, consolidating said election with the Statewide General Election, and setting the rules and deadlines for arguments and rebuttals to the measures.

This item was removed from the Consent Calendar by Councilmember Jackowski for further discussion.

1.5 ADOPTION OF A RESOLUTION – RESOLUTION IN SUPPORT OF THE 2020 U.S. CENSUS

Council consideration of adopting a resolution in support of the 2020 U.S. Census.

This item was removed from the Consent Calendar by Councilmember Jackowski for further discussion.

1.6 PURCHASE RECOMMENDATION – SUBMERSIBLE LIFT STATION PUMPS FROM XYLEM WATER SOLUTIONS USA INC./FLYGT

Council consideration of approving to waive the competitive procurement process and purchasing three (3) submersible pumps directly from Xylem Water Solutions USA, Inc./Flygt for a total purchase price of \$56,702.47.

Approved.

1.7 AUTHORIZATION TO AWARD A CONTRACT FOR INFORMATION TECHNOLOGY MANAGED SERVICES

Council consideration of awarding a five year contract to IntelesysOne, Inc. for Information Technology Managed Services and authorize the City Manager, or his designee, to execute this agreement.

This item was removed from the Consent Calendar by Councilmember Jackowski for further discussion.

1.8 AUTHORIZATION TO AWARD – VEHICLE TOWING AND IMPOUNDING SERVICES AGREEMENT

Council consideration of authorizing the award of a Professional Services Agreement to A-Performance Towing, Inc. for vehicle towing and impounding services; and authorizing the City Manager, and/or his designee, to execute the contract documents.

This item was removed from the Consent Calendar by Councilmember Jackowski for further discussion.

1.9 AUTHORIZATION TO AWARD – FLEET ASSET GPS TELEMETRY SYSTEM

Council consideration of authorizing staff to expand and operate the existing City fleet GPS telemetry contract with Black Hole Tech for a total price not to exceed \$34,825.41; and authorizing the City Manager, and/or his designee, to execute the contract documents.

Approved.

1.10 AUTHORIZATION TO ISSUE A TASK ORDER – TALMADGE ROAD TO EDGEMOOR ROAD CONSTRUCTION AS-BUILT PROJECT

Council consideration of authorizing staff to issue a Task Order for Public Land Surveying services to Transtech Engineers, Inc. under the terms of the existing Professional Services Agreement in an amount not to exceed \$20,400.

Approved.

1.11 ACCEPT AS COMPLETE – PHASE 2 CIVIC CENTER ADA IMPROVEMENT PROJECT

Council consideration of accepting Phase 2 of the Civic Center ADA Improvement Project as complete; determining the final contract amount for Porter's Firewood to be \$482,702; and directing the City Clerk's Office to file the Notice of Completion with the County Recorder's Office.

Approved.

1.12 ACCEPT AS COMPLETE – VETERAN’S PARK PARKING LOT REHABILITATION PROJECT

Council consideration of accepting the Veteran’s Park Parking Lot Rehabilitation Project as complete; determining the final contract amount for Porter’s Firewood to be \$184,677.95; and directing the City Clerk’s Office to file the Notice of Completion with the County Recorder’s Office.

Approved.

1.13 ACCEPT AS COMPLETE – FISCAL YEAR 2019-20 STREET REHABILITATION PROJECT

Council consideration of accepting the Fiscal Year 2019-20 Street Rehabilitation Project as complete; reallocating General Fund savings from the Veteran’s Park Parking Lot Rehabilitation Project in the amount of \$70,920 to the Fiscal Year 2019-20 Street Rehabilitation Project; determining the final contract amount for Precision Cold Planing to be \$1,046,279.64; and directing the City Clerk’s Office to file a Notice of Exemption with the County Recorder’s Office.

Approved as amended.

1.14 ACCEPT AS COMPLETE – ARROYO DRIVE & PRAIRIE LANE DRAINAGE CHANNEL REPAIRS PROJECT

Council consideration of accepting the Arroyo Drive & Prairie Lane Drainage Channel Repairs Project as complete; determining the final contract amount for CMB Structures, Inc. to be \$197,455; and directing the City Clerk’s Office to file the Notice of Completion with the County Recorder’s Office.

Approved.

1.15 AUTHORIZATION TO EXECUTE A MEMORANDUM OF UNDERSTANDING REGARDING THE JULY 4TH FIREWORKS SHOW

Council consideration of authorizing the City Manager, and/or his designee, to execute the July 4th Fireworks Show Memorandum of Understanding with Big Bear Lake Rotary Club, Big Bear Chamber of Commerce, and Visit Big Bear.

Approved.

1.16 630 BARTLETT ROAD (CHAMBER OF COMMERCE BUILDING) LEASE AGREEMENT

Council consideration of approving a Lease Agreement with the Big Bear Chamber of Commerce for the City facility located at 630 Bartlett Road, contingent on the Chamber’s approval and execution of the multi-party July 4th Fireworks Show

Memorandum of Understanding; and authorizing the City Manager, and/or his designee, to execute the Lease Agreement documents.

Approved.

The balance of the Consent Calendar was approved by the following vote:

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

ITEMS REMOVED FROM THE CONSENT CALENDAR

1.4 ADOPTION OF A RESOLUTION – RESOLUTION CALLING FOR PLACEMENT OF A GENERAL TAX MEASURE ON THE NOVEMBER 3, 2020 GENERAL MUNICIPAL ELECTION AMENDING THE TRANSIENT OCCUPANCY TAX FROM 8% TO 10%

Council consideration of approving and adopting a resolution calling for placement of a general tax measure on the November 3, 2020 General Municipal Election amending the Transient Occupancy Tax (TOT) from 8% to 10% and placement of an advisory measure seeking voter opinion on prioritizing the increase for public safety purposes to be allocated equally for law enforcement and fire protection/emergency medical services, consolidating said election with the Statewide General Election, and setting the rules and deadlines for arguments and rebuttals to the measures.

Councilmember Jackowski asked what the proposed two percent increase for TOT would equate to; wanted to ensure that the public is aware of the increases' purpose and asked for the public to vote "yes" on the measure.

City Manager Jeff Mathieu responded.

Motion made by Councilmember Caretto, seconded by Councilmember Jahn, to approve staff's recommendation, adopting the following resolution entitled:

RESOLUTION NO. 2019-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, CALLING FOR THE PLACEMENT OF A GENERAL TAX MEASURE ON THE NOVEMBER 3, 2020 GENERAL MUNICIPAL ELECTION BALLOT FOR THE SUBMISSION TO THE QUALIFIED VOTERS OF A PROPOSED ORDINANCE AMENDING THE CITY'S TRANSIENT OCCUPANCY (HOTEL) TAX BY INCREASING THE RATE FROM 8% TO 10%; CALLING FOR THE PLACEMENT OF AN ADVISORY MEASURE ON THE SAME ELECTION BALLOT SEEKING VOTER OPINION REGARDING TOT REVENUE SPENDING PRIORITIES; REQUESTING THE COUNTY OF SAN BERNARDINO TO CONSOLIDATE SAID ELECTION WITH THE

STATEWIDE GENERAL ELECTION OF EVEN DATE; AND SETTING RULES AND DEADLINES FOR ARGUMENTS AND REBUTTALS FOR AND AGAINST THE MEASURES.

Said motion was approved by the following vote:

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

1.5 ADOPTION OF A RESOLUTION – RESOLUTION IN SUPPORT OF THE 2020 U.S. CENSUS

Council consideration of adopting a resolution in support of the 2020 U.S. Census.

Councilmember Jackowski commented on the percentage of California residents that appear to not have been counted during the 2010 Census, and believes that percentage to be significant.

Motion made by Councilmember Jahn, seconded by Councilmember Caretto, to approve and adopt the following resolution entitled:

RESOLUTION NO. 2019-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, SUPPORTING THE 2020 U.S. CENSUS

Said motion was approved by the following vote:

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

1.7 AUTHORIZATION TO AWARD A CONTRACT FOR INFORMATION TECHNOLOGY MANGED SERVICES

Council consideration of awarding a five year contract to IntelesysOne, Inc. for Information Technology Managed Services and authorize the City Manager, or his designee, to execute this agreement.

Councilmember Jackowski asked for staff to explain the properties of Information Technology Managed Services.

Kelly Ent, Director of Development Services, responded.

Councilmember Jackowski inquired about the current provider; asked about the changes we may witness and the difference in cost for initiating a new contract.

Motion made by Councilmember Jahn, seconded by Councilmember Caretto, to approve staff's recommendation and award a five year contract to IntelsysOne, Inc FOR Information Technology Manages Services.

Said motion was approved by the following vote:

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

1.8 AUTHORIZATION TO AWARD – VEHICLE TOWING AND IMPOUNDING SERVICES AGREEMENT

Council consideration of authorizing the award of a Professional Services Agreement to A-Performance Towing, Inc. for vehicle towing and impounding services; and authorizing the City Manager, and/or his designee, to execute the contract documents.

Councilmember Jackowski inquired whether or not A-Performance Towing, Inc is a local company; asked about additional towing companies in Big Bear; questioned the price of the services offered and the services themselves; stated that he would like to see a report of the amount of cars towed during the winter season months.

Phil Mosley, Director of Community Services, responded.

Motion made by Councilmember Caretto, seconded by Mayor Pro Tem Herrick, to approve staff's recommendation and award a Professional Services Agreement to A-Performance Towing, Inc/ for vehicle towing and impounding services.

Said motion was approved by the following vote:

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

2. PUBLIC HEARING

2.1 ADOPTION OF AN ORDINANCE –ORDINANCE ADOPTING BY REFERENCE THE 2019 CALIFORNIA BUILDING STANDARDS CODE WITH AMENDMENTS AND THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE

Council consideration of holding a public hearing to consider the written and oral testimony regarding the ordinance; reading the title of the ordinance; approving and adopting the ordinance; and authorizing the City Clerk's Office to file the findings with the California Building Standards Commission.

Steve Raney, Chief Building Official, gave a presentation regarding updates to the standards and conditions for building code and property maintenance codes; read the title of the ordinance.

At the hour of 7:46 p.m., Mayor Putz opened the public hearing. Hearing no public comment, Mayor Putz closed the public hearing.

Motion by Councilmember Caretto, seconded by Councilmember Jahn, to approve and adopt the following ordinance entitled:

ORDINANCE NO. 2019-475

AN ORDINANCE OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, REPEALING ORDINANCE 2016-453 AND 2008-383 AND ADDING AND AMENDING TITLE 8 AND 15 OF THE BIG BEAR LAKE MUNICIPAL CODE PERTAINING TO THE CONSTRUCTION AND MAINTENANCE OF BUILDINGS, HOUSING, ABATEMENT OF DANGEROUS BUILDINGS, AND FIRE PREVENTION BY ADOPTING THE 2019 CALIFORNIA BUILDING STANDARDS CODE AS FOUND IN TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS COMPRISING THE CALIFORNIA BUILDING CODE, VOLUMES 1 & 2, AND APPENDICES B, H, & J OF VOLUME 2, 2019 EDITION; THE CALIFORNIA RESIDENTIAL CODE AND APPENDICES H & O, & V, 2019 EDITION; THE CALIFORNIA ELECTRICAL CODE, 2019 EDITION; THE CALIFORNIA MECHANICAL CODE, 2019 EDITION; THE CALIFORNIA PLUMBING CODE, 2019 EDITION; THE CALIFORNIA ENERGY CODE, 2019 EDITION; THE CALIFORNIA HISTORICAL BUILDING CODE, 2019 EDITION; THE CALIFORNIA GREEN BUILDING STANDARDS CODE, 2019 EDITION; THE CALIFORNIA FIRE CODE AND APPENDICES CHAPTER 4, A, B, BB, CC, D, H, I & J AND ERRATA, 2019 EDITION; THE CALIFORNIA EXISTING BUILDING CODE, 2019 EDITION; THE CALIFORNIA REFERENCE STANDARDS CODE, 2019 EDITION; THE INTERNATIONAL PROPERTY MAINTENANCE CODE, 2018 EDITION

Said motion was approved by the following vote:

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

3. DISCUSSION & ACTION ITEMS

3.1 2019-20 WINTER OPERATIONS DISCUSSION

Council consideration of approving the Big Bear Mountain Resorts 2019-20 Traffic Management Plan; authorizing the City Manager, and/or his designee, to execute the Snow Summit Traffic Management Reimbursement Agreement documents; and authorizing the City Manager, and/or his designee, to execute the Snow Summit Agreement documents.

John Harris, Director of Development Services, gave a presentation regarding the upcoming winter operations including a brief overview of last winter's successes, and highlighted the collaborative Traffic Management Plan.

Wade Reeser, Big Bear Mountain Resorts Chief Operation Officer, concluded the presentation with a discussion of the 2018-19 winter season; touched on the new additions to the resorts including the Bear Mountain Adventure Academy and deck expansion.

Councilmember Caretto asked staff to provide summarized information to the Chamber to assist with their second homeowners' quarterly newsletter, spoke about the concerns of residents in regards to the use of public transportation on Evergreen Drive; discussed the Moonridge Corridor roundabout project and how the Traffic Management Plan will need to be adjusted when the roundabouts are completed; and commented on the fact that the resorts did not exceed maximum capacity in terms of parking spaces but inquired about the number of people have been parking on the streets; thanked Wade Reeser on all that the resorts do for the local kids.

John Harris and Wade Reeser responded.

Councilmember Jackowski asked if there will ever be a gondola between the two resorts; inquired about the number of passengers that can be moved from mountain to mountain and asked for more information on the resorts' app.

Wade Reeser informed Council that there are plans for a connection one day and is working with his Board of Directors and the United States Forest Service.

Mayor Putz thanked all the involved organizations for their efforts and commented that the Traffic Management Plan is getting better every season and for providing a better experience for visitors in the community.

Motion made by Councilmember Jahn, seconded by Mayor Pro Tem Herrick to approve staff's recommendations.

Said motion was approved by the following vote:

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

3.2 ADOPTION OF AN ORDINANCE – ORDINANCE GRANTING SOUTHWEST GAS CORPORATION A 25-YEAR FRANCHISE AGREEMENT

Council consideration of reading the title of the ordinance; determining that the ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15738 of the CEQA Guidelines; approving and adopting the ordinance; and authorizing the Director of Development Services to file a Notice of Exemption under CEQA with the San Bernardino County Clerk within five working days of the adoption of this ordinance.

At the hour of 8:31 p.m. Mayor Pro Tem Herrick recused himself from voting on this item due to a potential conflict of interest.

John Harris, Director of Development Services, gave a brief presentation regarding the proposed ordinance granting a 25-year franchise to Southwest Gas Corporation and read the title of the ordinance.

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

ORDINANCE NO. 2019-476

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, GRANTING A 25-YEAR FRANCHISE TO SOUTHWEST GAS CORPORATION TO LAY AND USE PIPE AND APPURTENANCES FOR TRANSMITTING AND DISTRIBUTING GAS

Said motion was approved by the following vote:

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

CITY COUNCIL GENERAL ANNOUNCEMENTS & CITY BUSINESS

Board/Committee Reports

- Big Bear Area Regional Waste Water Agency (BBARWA) Board Meeting on September 25 and October 23, represented by Councilmember Caretto and Mayor Pro Tem Herrick.
- San Bernardino County Transportation Authority Board of Directors Meeting on October 2, represented by Councilmember Jahn.
- County of San Bernardino Solid Waste Advisory Taskforce (SWAT) Meeting on October 9, represented by Councilmember Caretto.
- League of California Cities Annual Conference on October 16-18, represented by Councilmembers Jahn and Caretto, Mayor Pro Tem Herrick and Mayor Putz.

ADJOURNMENT

There being no further business to come before the Council at this session, Mayor Putz adjourned the meeting at 8:48 p.m.


Erica Stephenson, City Clerk