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**CITY OF BIG BEAR LAKE CITY COUNCIL  
MINUTES FOR REGULAR MEETING  
February 11, 2019**

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A Regular Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Randall Putz at 5:30 p.m., Monday, February 11, 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 6:35 p.m., Mayor Putz called Open Session to order.

**OPEN SESSION**

Moment of Silence

Flag Salute:                             Led by Councilmember Jahn

Councilmembers Present:     Mayor Randall Putz  
   Councilmember David Caretto  
   Councilmember Bill Jahn

Councilmembers Absent:     Mayor Pro Tem Rick Herrick  
   Councilmember Bob Jackowski

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

**CLOSED SESSION**

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code Section 54956.8

Property:                             42156 Moonridge Road, APN: 2328-191-16  
City Negotiator:                 City Manager  
Negotiating Party:               Patricia Jean Scriven  
Under Negotiation:             Price & Terms of Payment

No reportable action.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code Section 54956.8

Property:                             630 Bartlett Road, APN: 0308-166-57  
City Negotiator:                 City Manager  
Negotiating Party:               Big Bear Lake Chamber of Commerce  
Under Negotiation:             Price & Terms of Payment

No reportable action.

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code Section 54956.8

Property: 40940 Pennsylvania Avenue, APN: 0309-111-01  
City Negotiator: City Manager  
Negotiating Party: Bear Valley Unified School District  
Under Negotiating: Price & Terms of Payment

No reportable action.

**ANNOUNCEMENTS & UPCOMING EVENTS**

- City offices will be closed Monday, February 18, 2019 in observance of the Presidents' Holiday. Offices will re-open Tuesday, February 19, 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](http://citybigbearlake.com)

- Big Bear Rotary Music Competition, February 16<sup>th</sup>, 6 p.m.
- Big Bear AAUW Annual Eleanor Stern Allen Memorial Speech Contest, February 21<sup>st</sup>, 6 p.m.

**PUBLIC COMMUNICATIONS**

None.

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 1/17/19 THROUGH 1/30/19 IN THE AMOUNT OF \$304,901.41**

Approved.

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

Approved.

**Successor Agency**

**1.3 THE CROSSINGS AT BIG BEAR LAKE 2017 COMPLIANCE REPORT**

Agency consideration of receiving and filing the 2017 Compliance Report for The Crossings at Big Bear Lake.

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

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

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

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

**1.3 THE CROSSINGS AT BIG BEAR LAKE 2017 COMPLIANCE REPORT**

Agency consideration of receiving and filing the 2017 Compliance Report for The Crossings at Big Bear Lake.

Councilmember Caretto expressed that he has received various complaints regarding the maintenance and management of the property, and asked how these issues plan to be addressed.

City Manager, Jeff Mathieu, responded.

Councilmember Caretto asked for a formal report on the status of the property and believes the City needs to monitor and stay on top of the issues that have been brought to Council's attention.

City Manager responded.

Councilmember Jahn commented on the variety of programs the property owners discussed in their project proposal, and indicated that he would like to see if promised activities are being implemented today.

City Manager responded.

Motion by Councilmember Caretto, seconded by Councilmember Jahn, to receive and file the report.

Said motion was approved by the following vote:

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

## **2. PUBLIC HEARING ITEMS**

### **2.1 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATIONS FOR PROGRAM YEAR 2019-2020**

Council consideration, discussion and possible action regarding conducting a public hearing, considering written and oral reports and public testimony regarding making a recommendation to the San Bernardino County Economic Development Agency (EDA) to fund one (1) program ADA Restroom Improvements to the upstairs restrooms at the Civic and Performing Arts Center using the CDBG allocation of \$31,456; and by a separate motion recommending they fund eight (8) local public service programs equally with a grant of \$3,932 during the 2019-2020 CDBG funding cycle.

Janice Etter, Interim Planning Director, gave a presentation regarding the Community Development Block Grant applications and distribution of funds for the 2019-2020 funding cycle.

Councilmember Caretto inquired about last year's allocation for the Performing Arts Center downstairs restrooms, and asked whether the project has been completed; asked for clarification if the new allocation for the restrooms is the same project or two separate projects.

City Manager and staff responded.

Councilmember Jahn asked if there is a completion date for the downstairs restrooms and if the City is under any threat of losing the awarded grant funds.

City Manager and staff responded.

Councilmember Caretto commented on the number of times the City has participated in the current CDBG program, and stated he believes it to be the most appropriate way of distributing funds.

At the hour of 6:56 p.m., Mayor Putz opened the public hearing

Mason Perry, Lighthouse Project: Thanked Council on behalf of all non-profits receiving grant funds and for Council's continued support.

At the hour of 6:57 p.m., Mayor Putz closed the public hearing.

Motion by Councilmember Jahn, seconded by Councilmember Caretto, to approve staff's recommendation to the San Bernardino County Economic Development Agency (EDA) to fund one (1) program ADA Restroom Improvements to the upstairs restrooms at the Civic and Performing Arts Center using the CDBG allocation of \$31,456.

Said motion was approved by the following vote:

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

Motion by Councilmember Caretto, seconded by Councilmember Jahn, to approve staff's recommendation and fund eight (8) local public service programs equally with a grant of \$3,932 during the 2019-2020 CDBG funding cycle.

Said motion was approved by the following vote:

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

## **2.2 DEVELOPMENT CODE AMENDMENT 2018-027**

Council consideration, discussion and possible action regarding holding a public hearing to consider written and oral testimony regarding Development Code Amendment 2018-027; waiving first reading and passing to second reading of an Ordinance to allow Accessory Dwelling Units in all residential zones (R-L, R-1, R-3, VSP-R zones) and establish development standards in accordance with Government Code Section 65852.2; and determining the Amendment is exempt

from the California Environmental Quality Act (CEQA) pursuant to Section 15282(h) of the CEQA Guidelines.

Janice Etter, Interim Planning Director, presented the proposed Development Code Amendment 2018-027.

Councilmember Caretto sought clarification on the restrictions of the Amendment and the policies governing the approval of future Accessory Dwelling Units (ADUs) as they relate to second homeowners; and inquired about possible enforcement efforts; questioned how converting living spaces would affect the need, if any, for additional utility meters, security measures, and parking requirements.

Staff responded.

Councilmember Jahn asked if the City can enforce the minimum lot size requirements and still be in compliance with state law; and addressed Council by stating that he sits on the Regional Housing Needs Assessment Committee through San Bernardino County Association of Governments' (SCAG) and they are pushing for ADUs to count against the City's affordable housing allocation. He said he will keep Council informed on what happens as that moves forward.

Councilmember Caretto inquired about how this Ordinance would affect studio units.

Councilmember Jahn commented on the possibilities one can do with the minimum/maximum square footage requirements.

Staff responded to Councilmember Jahn's and Councilmember Caretto's questions and comments.

Mayor Putz asked if staff has an estimate of how many property owners can take advantage of ADUs; inquired about "granny-flats"; sought clarification on the effect of the TPHR Program; questioned what measures and mechanisms would be taken to enforce the restrictions of the proposed Ordinance; asked if the Association of Realtors are in support or opposition of ADUs; wanted to know if future changes or amendments can be made; and expressed that he is encouraged by the possibility that ADUs may help with the long-term rental market and help temper private home rentals.

Staff responded.

Councilmember Caretto expressed his concerns of how the City will enforce the restriction of either the primary residence or ADUs being occupied by the property owner; stated his weariness of the project and inquired about whether or not staff will need to explain the City's unique TPHR program in their submittal of the Ordinance to the Department of Housing and Community Development (HCD).

Staff responded.

Councilmember Jahn suggested that the City create a list of all ADUs properties to be used by the Code Enforcement Officers to track illegally used ADUs; inquired about amendments to the proposed Ordinance and if they would first go to the Planning Commission.

Mayor Putz asked about the approval process and when the Ordinance would become effective; and asked about the number of people who have applied for an ADU under the new state standards.

Staff responded.

At the hour of 7:41 p.m., Mayor Putz opened the public hearing, seeing no public comment, he closed the public hearing.

Motion by Councilmember Caretto, seconded by Councilmember Jahn to introduce, waive first reading and pass to the second reading of the following Ordinance entitled:

ORDINANCE NO. 2019-XXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA APPROVING DEVELOPMENT CODE AMENDMENT 2018-027 ADOPTING AN ACCESSORY DWELLING UNIT ORDINANCE (DEVELOPMENT CODE SECTION 17.25.210) AND AMENDING TABLE 17.25.040.A PERTAINING TO ACCESSORY USES AND STRUCTURES PERMITTED IN RESIDENTIAL ZONES, AND FINDING THE AMENDMENT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

Said motion was approved by the following vote:

|          |                     |
|----------|---------------------|
| AYES:    | Jahn, Caretto, Putz |
| ANOEES:  | None                |
| ABSTAIN: | None                |
| ABSENT:  | Herrick, Jackowski  |


**CITY COUNCIL GENERAL ANNOUNCEMENTS & CITY BUSINESS**

**Board/Committee Reports**

- San Bernardino County Transportation Agency (SBCTA) Board Meeting on February 6, represented by Councilmember Jahn.
- League of California Cities Desert Mountain Division Board Meeting on February 8, represented by Mayor Putz.

**ADJOURNMENT**

There being no further business to come before the Council at this session, Mayor Putz adjourned the meeting at 7:48 p.m.

  
Erica Stephenson, City Clerk