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**CITY OF BIG BEAR LAKE CITY COUNCIL  
MINUTES FOR SPECIAL MEETING  
FEBRUARY 23, 2009**

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A Special Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Pro Tem Jahn at 10:03 a.m., Monday, February 23, 2009, at the Civic Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

Flag Salute:                      Led by Mayor Pro Tem Jahn

Councilmembers Present:      Mayor Rick Herrick  
   Mayor Pro Tem Bill Jahn  
   Councilmember Liz Harris  
   Councilmember Michael Karp  
   Councilmember Darrell Mulvihill

Councilmembers Excused:      None.

**PUBLIC FORUM**

Terri Lynch, Big Bear Lake: stated that she is the Building and Planning Aide whose position and classification is before the Council to be eliminated due to budget constraints. She discussed that, although her performance reviews were excellent, she was demoted two years ago and her pay was frozen. She stated that she is currently on Family Medical Leave and to have her position eliminated while on disability is the result of the City's Human Resource's office to terminate a good employee. She requested that this matter be tabled until a thorough investigation can be made and stated that if she is terminated, she will look into taking whatever legal implications are necessary.

Kevin Lynch, Big Bear Lake: stated that he is Terri's husband and a local contractor in Big Bear. He discussed that Terri has been harassed by the City's Human Resources department for several years and has unsuccessfully tried to discuss her concerns with the union, her supervisor, the Human Resources department and the City Manager. He asked that no action be taken at this time until an appropriate investigation has been conducted. If not, the City will most likely find itself buried in litigation.

Mayor Herrick arrived at 10:10 a.m.

**DISCUSSION/ACTION ITEMS**

**1. Fiscal Year 2008-2009 Mid-Year Budget Adjustments**

Council consideration of resolutions related to necessary adjustments to the Fiscal Year 2008-2009 City of Big Bear Lake approved Budget.

Director of Administrative Services Kelly Ent provided a presentation on the Fiscal Year 2008-2009 Budgets and reported that, due to impacts of the recent economic downturn, staff has conducted an extensive review of the current budget and has adjusted the budget to include a transfer-in of Snow Contingency Reserves as a result of the substantial snow fall received this winter season. She reported that travel and conference expenditures have been eliminated unless for technical or required training purposes. Discussion also took place related to staffing and it was reported that all position vacancies have been filled with consideration for demand for services and efficiency gains, and that due to the redistribution of tasks and changes in the demand for services, two positions were no longer essential and were recommended to be eliminated.

Motion by Mayor Pro Tem Jahn, seconded by Councilmember Karp to adopt the following resolution, entitled:

RESOLUTION NO. 2009-04

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 APPROVED BUDGET FOR FISCAL YEAR 2008-09

Said Motion was approved by the following vote:

AYES: Harris, Herrick, Jahn, Karp, Mulvihill  
NOES: None  
ABSENT: None  
ABSTAIN: None

Following discussion the consensus of the Council was to discuss in Closed Session the matter brought before the Council under Public Forum before making a decision to approve the resolutions related to personnel matters.

At the hour of 11:59 p.m., Mayor Pro Tem Jahn was excused from the meeting.

At the hour of 11:59 p.m., the Council adjourned to the Improvement Agency.

### IMPROVEMENT AGENCY

Improvement Agency proceedings are contained in separate minutes.

At the hour of 12:06 p.m., the Improvement Agency adjourned to the Fire Protection District.

### FIRE PROTECTION DISTRICT

Fire Protection District proceedings are contained in separate minutes.

At the hour of 12:14 p.m., the Fire Protection District adjourned to Council session.

### RECESS

At the hour of 12:15 p.m. Mayor Herrick called for a recess. At the hour of 12:31 p.m., Council reconvened.

## **2. Presentation of Short-Term Quality of Life Initiatives**

The Senior Staff members presented a list of short-term projects and programs that can be accomplished within the next 6 to 12 months focusing on improving the quality of life for Big Bear Lake residents, as well as visitors and to encourage return trips by visitors; promote the community's economic vitality; and, on infrastructure improvements to serve the needs of the community. These programs consist of projects such as:

- Improving the appearance of our commercial properties in regards to outdoor displays, signage and building maintenance;
- Village Lighting and Parking Plan;
- Creation of a Newsrack Ordinance;
- Development of a Green Building Code;
- Improvements to Boulder Bay Park;
- Unmaintained Road Improvements;
- Provide easily identifiable and usable pocket parks that will provide lake access for residents and visitors;
- Traffic Congestion Plan;
- Creation of Substandard Building Nuisance Abatement Programs and Commercial Property Maintenance Enforcement Programs;
- Update the Emergency Operations Plan;

- Establishment of Small Business Assistance Program and First Time Homebuyer Program;
- Design of a new Brand and look for the City based on the 'four-season resort' concept which will augment our City seal;
- To post/stream live the City Council and Planning Commission meetings on the PEG Channel.

More details related to these projects as well as long-term projects are expected to be presented to the City Council at a Vision Planning Workshop Meeting in April.

### **ADDED AS URGENCY**

Motion by Councilmember Harris, seconded by Councilmember Karp to add closed session item: Conference with Legal Counsel - Anticipated Litigation pursuant to Government Code Section 54956.9(c), based on the findings that the matter is urgent and arose after the posting of the agenda.

Said Motion was approved by the following vote:

AYES: Harris, Herrick, Karp, Mulvihill  
NOES: None  
ABSENT: Jahn  
ABSTAIN: None

At the hour of 2:07 p.m., Council adjourned to closed session. At the hour of 2:32 p.m., Council reconvened open session.

### **RESULTS OF CLOSED SESSION**

No reportable action.

#### **1. Continuation of the Fiscal Year 2008-2009 Mid-Year Budget Adjustments**

Following discussion the Council agreed to adopt resolutions eliminating the Administrative Secretary position assigned to the Finance Department and the position and classification of Building and Planning Aide.

Motion by Councilmember Harris, seconded by Councilmember Mulvihill to adopt the following resolution, entitled:

RESOLUTION NO 2009-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ELIMINATING THE ADMINISTRATIVE SECRETARY POSITION ASSIGNED TO THE FINANCE DEPARTMENT

Said Motion was approved by the following vote:

AYES: Harris, Herrick, Karp, Mulvihill  
NOES: None  
ABSENT: Jahn  
ABSTAIN: None

Motion by Councilmember Harris, Councilmember Mulvihill to adopt the following resolution, entitled:

RESOLUTION NO. 2009-06

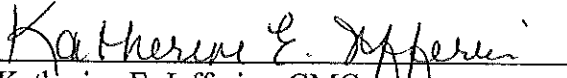
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DELETING THE POSITION AND CLASSIFICATION OF BUILDING & PLANNING AIDE

Said Motion was approved by the following vote:

AYES: Harris, Herrick, Karp, Mulvihill  
NOES: None  
ABSENT: Jahn  
ABSTAIN: None

**ADJOURNMENT**

There being no further business to come before the Council at this session, Mayor Herrick adjourned the meeting at 2:36 p.m.

  
Katherine E. Jefferies, CMC  
City Clerk

APPROVED AT THE MEETING OF: April 13, 2009