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**CITY OF BIG BEAR LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
February 24, 2020**

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A Regular Meeting of the City Council of the City of Big Bear Lake was called to order by Mayor Rick Herrick at 5:06 p.m., Monday, February 24, 2020, at the Civic Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

**PUBLIC FORUM FOR CLOSED SESSION:**     None.

At the hour of 5:06 p.m., Council adjourned to Closed Session.

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

**OPEN SESSION**

Flag Salute:                             Flag Salute led by Councilmember Jahn

Invocation:                             Invocation led by Pastor Mike White of Bear Valley Church

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

Councilmembers Excused:     None

Others Present:                     Frank A. Rush, Jr., City Manager  
   Stephen P. Deitsch, City Attorney  
   Erica Stephenson, City Clerk  
   Rebecca Cannon, Administrative Assistant

**RESULTS OF CLOSED SESSION**

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

No reportable action.

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

No reportable action.

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

Property: APN 0311-231-43 (West side of Stanfield Cutoff)  
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.

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

Property: APN 0308-231-29, APN 0308-231-43 & APN 0308-411-01 (northeast corner of Stanfield Cutoff & Big Bear Boulevard), APN 0308-231-20 & APN 0308-231-21 (west of Division Creek)  
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.

**EVENT CALENDAR FOR THE PERFORMING ARTS CENTER**

For tickets please contact the box office at (909) 866-4970 or visit [www.citybigbearlake.com](http://www.citybigbearlake.com)

- The Eleanor Stem Allen Memorial Speech Contest scheduled for Wednesday, February 26<sup>th</sup> at 6:00pm, has been cancelled.
- Mountain Top Strings of California present “Music for a Sunday Afternoon” on Sunday, March 1st at 3:00pm.

**PRESENTATIONS**

- Introduction of Frank A. Rush, Jr., the City of Big Bear Lake’s City Manager.

Norm Reinik & John Eminger, Former Big Bear Lake Councilmembers – addressed Frank A. Rush, Jr., City Manager, and welcomed him to the community; wishing him luck in his new role.

- Introduction of Mendy Jackson, Administrative Clerk for the Government Services Department.
- Presentation from Stacy Gorin, Executive Director, Bennett Rossell, Non-Motorized Trails Coordinator, and Driz Cook, Trails Development Leader, regarding the Southern California Mountains Foundation’s Non-Motorized Trails Program.

**PUBLIC COMMUNICATIONS**

- Johnny Wells, Masonic Lodge Representative – Addressed Council regarding concerns with public safety in relation to the Coronavirus and inquired about the City’s plans and notification process in the event of a local health emergency.

- Ellen Clarke, Chamber of Commerce Executive Director – Addressed Council with updates regarding the Chamber of Commerce operations including tourism in the East Valley, the new website launch date, member benefit program, the new Chamber membership drive, their second homeowners’ newsletter and mentioned the Chamber has already been working on fundraising plans for next year’s fireworks show.

**1. CONSENT CALENDAR**

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

**1.1 APPROVAL OF DEMANDS – CHECK ISSUE DATE 1/16/2020 THROUGH 2/12/2020 IN THE AMOUNT OF \$705,813.38 AND THE JANUARY 2020 TREASURER’S REPORT**

Approved.

**1.2 APPROVAL OF MEETING MINUTES FROM THE JANUARY 27, 2020 REGULAR MEETING OF CITY COUNCIL**

Approved.

**1.3 2020 CITY COUNCIL MEETING SCHEDULE**

Council consideration of approving the 2020 public meeting calendar.

This item was pulled from the consent calendar by Mayor Herrick for further discussion.

**SUCCESSOR AGENCY**

**1.4 2018 COMPLIANCE REPORT – THE CROSSINGS AT BIG BEAR LAKE**

Agency consideration of receiving and filing the 2018 Compliance Report for The Crossings at Big Bear Lake.

Report received and filed.

The balance of the Consent Calendar, with Councilmember Jahn recusing himself from Item 1.2, was approved by the following vote:

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

## **ITEMS REMOVED FROM THE CONSENT CALENDAR**

### **1.3 2020 CITY COUNCIL MEETING SCHEDULE**

Council consideration of approving the 2020 public meeting calendar.

Mayor Herrick pulled this item for further discussion as he is reportedly unable to attend the proposed March 9, 2020 budget workshop meeting; requested the budget workshop be moved to another date so he can attend.

City Manager Frank A. Rush, Jr. expressed that it's very important for all Councilmembers to attend the budget workshops; gave several alternative dates for Council to ultimately choose from; and suggested the new date would be selected and confirmed with Council later this week.

Motion by Mayor Putz, seconded by Councilmember Jahn, to approve the 2020 City Council public meeting calendar with the exception of the March 9, 2020 budget meeting.

Said motion was approved by the following vote:

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

## **2. PUBLIC HEARING**

### **2.1 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR PROGRAM YEAR 2020-2021**

Council consideration, discussion and possible action regarding conducting a public hearing to consider written and oral reports and public testimony regarding making a recommendation to the San Bernardino Economic Development Agency (EDA) to fund the City's program: ADA Restroom Improvements at the Civic Center and Performing Arts Center using the CDBG Allocation of \$32,195; and in a separate motion, make a recommendation to bring back to City Council for consideration a proposed appropriation of the General Fund in an amount equal to the City's CDBG allocation for potential distribution to the eight public service organizations as part of the Fiscal Year 2020-21 budget.

Janice Etter, Interim Planning Director, gave a presentation regarding the Community Development Block Grant Program including the City's allocation amount and the eight (8) applicants who are requesting to receive potential program

funding from the City's General Fund, in an amount equal to the City's awarded CDBG allocation, at a future budget meeting.

At the hour of 7:33 p.m., Mayor Herrick opened the public hearing. Seeing no public comment, Mayor Herrick closed the public hearing at the hour of 7:34 p.m.

Motion by Councilmember Jahn, seconded by Councilmember Caretto, to approve staff's recommendation to the San Bernardino County Economic Development Agency (EDA) to fund the City's program: ADA Restroom Improvements at the Civic and Performing Arts Center using the CDBG allocation of \$32,195.

Said motion was approved by the following vote:

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

Motion by Councilmember Caretto, seconded by Councilmember Jahn , to approve staff's recommendation to bring back to Council for consideration a proposed appropriation of the General Fund in an amount equal to the City's CDBG allocation for potential distribution to the eight (8) public service organizations as part of the Fiscal Year 2020-21 budget.

Said motion was approved by the following vote:

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

### **3. DISCUSSION/ACTION ITEMS**

#### **3.1 AUTHORIZATION TO REIMBURSE THE BIG BEAR LAKE ROTARY CLUB FOR THEIR 2019 FOURTH OF JULY FIREWORK SHOW EXPENSES**

Council consideration of authorizing an appropriation of \$7,300 from the General Fund to increase the Signature Event Sponsorship adopted budget; and authorizing staff to reimburse the Big Bear Lake Rotary Club for the 2019 Fireworks Show expenses in the amount of \$15,652.30 from the Signature Event Sponsorship budget.

John Harris, Director of Development Services, gave a presentation regarding the July 4<sup>th</sup> Fireworks Show including the new Memorandum of Understanding (MOU) between the City, Rotary Club, Visit Big Bear, and the Chamber of Commerce; and discussed the 2019 show expenses and brought up Rotary Club President Quinton Page to discuss the 2020 show.

Quinton Page approached Council in regards to the requested reimbursement amount and provided further details regarding the four-party MOU agreement and thanked the Council for their continued support of the fireworks show.

Mayor Pro Tem Putz asked for clarification as to how the City will avoid reimbursing the Rotary Club for shortfalls after fundraising in the future; asked what mechanisms are in place to limit the City's financial exposure and asked about the worst-case scenario regarding the City's contribution; wanted to know if the four parties will get together each year to decide on the scope of the show; stated he's not very comfortable with the situation as the City will always be responsible for 75% of the show's final price in the worst-case scenario; he also stated he understands how much work is involved for all parties and agrees this is a wonderful event but he is just trying to be prudent with the City's funds.

Staff and Quinton Page responded.

Councilmember Caretto stated for the record that he is a member of the Rotary Club therefore he consulted with the City Attorney regarding his participation in this item and was assured by the City Attorney he has no Conflict of Interest; stated that he is confident the show will be reasonably priced due to the participation of the four parties; happy to see Visit Big Bear is participating in the cost sharing; asked if the new MOU includes the stipulation in which the Chamber assists in the fundraising efforts partly in exchange for a low cost of rent to occupy the City-owned building; wanted to know if the Rotary Club and City have discussed the in-kind services being provided for this show in addition to volunteer hours for this event.

Staff responded.

Councilmember Jahn questioned if the City or the Rotary Club has been in contact with other pyrotechnic companies to inquire about their pricing and availability.

Quinton Page responded.

Mayor Herrick said it may make sense to research other pyrotechnics companies for future shows but he stated he also knows that Rotary has a great relationship with our current company and appreciates that they allow local volunteer participation in the show; asked for staff to confirm the Signature Event Sponsorship budget is reviewed and discussed at the annual budget workshops.

Mayor Pro Tem Putz asked if all of the involved parties' timelines related to planning the annual fireworks show align well with the City's budget workshops, which would give Council an opportunity to review the cost during their annual budget process.

Staff responded.

Councilmember Jahn asked if Council will be given updates on the fundraising efforts.

Council and staff discussion continued regarding past 4<sup>th</sup> of July events in which the City was asked to contribute to the production of the show.

Ellen Clarke, Chamber of Commerce Executive Director, addressed Council stating she is concerned about future fundraising as it will be tougher to raise more funds as the cost of the show increases each year.

Motion by Mayor Putz, seconded by Councilmember Caretto, to approve staff's recommendation of appropriating \$7,300 from the General Fund to increase the Signature Event Sponsorship adopted budget and authorizing staff to reimburse the Big Bear Lake Rotary Club for the 2019 Fireworks Show expenses in the amount of \$15,652.30 from the Signature Event Sponsorship budget.

Said motion was approved by the following vote:

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

**3.2 INTRODUCTION OF AN ORDINANCE – AN ORDINANCE AMENDING SECTIONS 5.10.200 AND 5.10.205 OF THE BIG BEAR LAKE MUNICIPAL CODE PERTAINING TO THE PROCESSING OF REQUESTS FOR EXTENDED OPERATIONS OF BINGO GAMES**

Council consideration of determining the ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Government Code Section 15061(b)(3) and directing staff to file a Notice of Exemption; and reading the title, waiving further reading and introducing the ordinance.

Janice Etter, Interim Planning Director, gave a presentation regarding the municipal code amendment in relation to Bingo game operations which is a response to annual requests to extend operation hours; and read aloud the title of the ordinance.

Councilmember Caretto sought clarification regarding the annual requests the City receives regarding extended Bingo game operations.

Staff responded.

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

Said motion was approved by the following vote:

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


### **CITY COUNCIL GENERAL ANNOUNCEMENTS & CITY BUSINESS**

#### **Board/Committee Reports**

- Mojave Desert & Mountain Recycling Joint Powers Authority Board Meeting on February 13, represented by Mayor Pro Tem Putz.
- Mountain Transit Board Meeting on February 19, represented by Councilmember Caretto and Mayor Pro Tem Putz.

### **ADJOURNMENT**

There being no further business to come before the Council at this session, Mayor Herrick adjourned the meeting at 8:11 p.m. in the honor of Kobe Bryant and all of the passengers that perished in the helicopter crash.

  
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Erica Stephenson, City Clerk