

**MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, DECEMBER 4, 2025**

1. OPEN SESSION

Vice President Bradford opened the regularly scheduled Board meeting at 1:00 PM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Thursday December 4, 2025.

BOARD MEMBERS PRESENT:

Steve Ludecke, Director
Mark Lee, Director
Tom Bradford, Vice President

2. PLEDGE OF ALLEGIANCE

Tom Bradford, Vice President

3. PUBLIC FORUM

Dan Gulbranson, a resident of Big Bear Lake, distributed written materials and commented on the City's plans to update their General Plan. He expressed concern that the update may introduce additional regulations and questioned how the process will address environmental equity related to the lake. He also voiced concern about the projected \$1.7 million cost associated with the update for the City.

4. REPORTS

- A. General Manager Jared Cheek reported that all staff completed Bloodborne Pathogens training at MWD on November 21. That same day, the Budget & Finance Committee met to review quarterly financials. On November 25, the maintenance crew participated in forklift training and received certifications. Staff held a Thanksgiving lunch on November 27, which provided an opportunity for the team to gather. On December 1, GEI Consulting conducted an on-site review of the downstream dam concrete repairs after an initial in-house meeting; the project is progressing toward 90 percent plans within the next 45 days. East Ramp is now closed for the season. On December 3, Elsa Donoho, Michael Schermer, and Jared met with Caselle for an onboarding and implementation check-in, with biweekly meetings scheduled going forward.

Director Ludecke asked whether the system will improve operations once fully implemented. Michael Schermer confirmed that it will provide a more efficient accounting platform and streamline dock insurance tracking. The implementation period is expected to take approximately 18 months as the District works with Caselle to build a system tailored to its operational needs.

The District received notice last week that the Sierra Canyon legal case has been formally recorded with the court.

Season-end statistics were also reported: launch activity showed a 13 percent decrease, with 1,393 launches at the East Ramp and 961 at the West Ramp. A total of 483 private docks were licensed on the lake this year.

- B. Director Ludeke reported on the Budget and Finance Committee Meeting that the first property tax payment came in higher than anticipated, which will help determine the final in-lieu payment amount. The next revenue distributions are expected in December and April. Investments are performing well, litigation expenses have been paid, and the District remains fiscally on track.

5. CONSENT CALENDAR

- A. Minutes of a Regular Meeting on November 20, 2025.
- B. Warrant List dated 11/26/2025 in the amount of \$107,697.15.

Discussion:

No comments were made.

With a motion made by Director Ludecke and seconded by Director Lee, the consent calendar was approved unanimously:
AYES: Ludecke, Lee, Bradford
NO: -
ABSTAIN: -

6. BUSINESS

N/A

7. ITEMS REMOVED FROM CONSENT CALENDAR

N/A

8. ANNOUNCEMENTS

General Manager Jared Cheek confirmed that the District office will be closed from December 25, 2025 through January 2, 2026 for the holiday period.

District Counsel Alex Lemieux announced upcoming changes related to Form 700 filings. Beginning next year, districts that are required to submit investment policies by April 1 will file those documents with the FPPC rather than the County. This applies to directors and managers involved in investment activities and does not change the Form 700 itself, only the filing destination. The State has also introduced a new mandatory training requirement: by 2028, all board members must complete a two-hour financial/budget training, similar in nature to AB 1234.

9. DIRECTOR COMMENTS

N/A

10. ADJOURN

There being no further business, the meeting was adjourned at 1:15PM.

DATE AND TIME OF NEXT MEETING:

Date: 12/18/2025
Location: 40524 Lakeview Drive
Big Bear Lake, CA 92315
Time: 1:00 PM



Elsa Donoho, Office Manager
Secretary to the Board of
Big Bear Municipal Water District



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