



Big Bear Municipal Water District

Lake Management

Board of Directors

Steve Ludecke – Division 1
Vacant – Division 2
Craig Brewster – Division 3
Mark Lee – Division 4
Tom Bradford – Division 5

NOTICE OF REGULAR BOARD MEETING *March 19, 2026* *A G E N D A*

Place: Big Bear Municipal Water District
40524 Lakeview Drive, Big Bear Lake, CA 92315

Next Resolution Number: 2026-04

OPEN SESSION: 1:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC FORUM
(The Board will receive comments from the public on items not on the agenda; no action is permitted on these items. Time set aside not to exceed 30 minutes total by all participants)
4. REPORTS
 - A. General Manager
 - B. Committee- the following committees met since the last regular Board meeting:
 1. 03/16/2026 – Ad-Hoc Wake Committee (Directors Bradford & Brewster)
5. CONSENT CALENDAR
 - A. Minutes of a Special Meeting on March 3, 2026.
 - B. Minutes of a Regular Meeting on March 5, 2026.
 - C. Warrant List dated 03/13/2026 in the amount of \$9,403.70
6. BUSINESS
 - A. PRESENTATION OF A 5-YEAR EMPLOYEE SERVICE AWARD TO BENJAMEN HOOVER, MARINE & VEHICLE TECHNICIAN IN THE MAINTENANCE DEPARTMENT.
 - B. POSSIBLE APPOINTMENT OF DIVISION 2 DIRECTOR SEAT.
 - C. THE AD HOC WAKE COMMITTEE WILL HAVE A RECOMMENDATION REGARDING WAKE ENHANCING VESSELS.
 - D. GENERAL MANAGER RECOMMENDS FULL BOARD APPROVAL TO APPOINT DONALD EVENSON TO REMAIN AS THE BIG BEAR WATERMASTER REPRESENTATIVE.
7. ITEMS REMOVED FROM CONSENT AND PLACED ON BUSINESS
8. ANNOUNCEMENTS
9. DIRECTOR COMMENTS

10. CLOSED SESSION

N/A

11. ADJOURNMENT

NEXT MEETING: Open Session at 1:00 P.M.
Thursday, April 2, 2026
40524 Lakeview Drive
Big Bear Lake, CA 92315



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

PLEASE NOTE:

Agenda related writings or documents provided to the Board of Directors are available for public inspection at www.bbmwd.com or in the District office during business hours, 8:00 am – 4:30 pm Monday – Friday.

Five (5) minutes may be allotted to each speaker for an item on the agenda and three (3) minutes may be allotted to each speaker for an item that is not on the agenda up to a maximum of thirty minutes for each subject matter. A speaker who utilizes a translator, except if the speaker uses simultaneous translation equipment, shall receive twice the time allotted for a speaker that does not utilize a translator. (Cal. Gov. Code § 54954.3.)

No disruptive conduct shall be permitted at any Board meeting. Persistence in boisterous or disruptive conduct (including but not limited to what the general public would consider profane, explicit, or obscene language) shall be grounds for a summary termination, by the President, of that person's privilege to address the Board and the President may take such other actions in accordance with the Brown Act including, but not limited to, clearing the room of those willfully interrupting the meeting. (Cal. Gov. Code § 54957.9)

Individuals should contact the General Manager or designee if he/she requires disability-related accommodation or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

**MINUTES OF A SPECIAL MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON TUESDAY, MARCH 3, 2026**

1. OPEN SESSION

President Bradford opened the Special Board meeting at 9:00 AM at the Big Bear Municipal Water District located at 40524 Lakeview Drive, Big Bear Lake, CA 92315 on Tuesday, March 3, 2026.

BOARD MEMBERS PRESENT:

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

2. PLEDGE OF ALLEGIANCE

Tom Bradford, President

3. PUBLIC FORUM

N/A

4. BUSINESS

A. WORKSHOP DISCUSSION: WAKE-ENHANCING VESSELS ON THE LAKE

Discussion:

President Bradford opened the workshop and explained its purpose. General Manager, Jared Cheek, stated the topic was initially discussed at the Marina Task Force meeting last year and was referred by the Operations Committee for discussion at a Special Board Meeting. Staff presented a PowerPoint outlining ballast boat specifications, aquatic invasive species (AIS) mitigation measures, and potential regulatory options for wake-enhancing vessels on Big Bear Lake. Examples from other lakes were presented, including maps showing designated wake sport areas and buoy placements.

Lake Operations Manager, Drew Pappas, explained ballast boat configurations and decontamination requirements, he stated that some vessels have multiple ballast tanks which must be fully decontaminated prior to launching. Complex decontaminations are conducted by appointment only and typically take one to two hours. Staff indicated that only a small number of ballast boats are decontaminated each season maybe 5-10.

Board members discussed concerns related to sediment disturbance in shallow water, potential impacts to water quality, and AIS prevention. Possible concepts discussed included operating depth minimums, designated wake areas in deeper water, education on wake etiquette, and modifications to AIS prevention policies such as quarantine banding.

Public comments were received from marina operators, concessionaires, and stakeholders. Comments included support for education on wake etiquette, concerns regarding safety if wake activities were

concentrated into small areas, the importance of tourism to the local economy, and concerns regarding AIS risks from visiting boaters.

Following workshop discussion, Vice President Ludecke suggested forming an Ad-Hoc Committee to meet with stakeholders and further evaluate potential regulatory options. Vice President Ludecke nominated President Bradford and Director Brewster to serve on the committee. The Ad-Hoc Committee will meet with stakeholders and return to the full Board with concepts and recommendations. Staff will notify stakeholders when those meetings are scheduled.

With a motion made by Vice President Ludecke and seconded by Director Brewster, a motion to was approved unanimously:

AYES: Lee, Bradford, Brewster, Ludecke

NO: -

ABSTAIN: -

5. ADJOURN

There being no further business, the meeting was adjourned at 9:53 AM .

DATE AND TIME OF NEXT MEETING:

Date: 03/05/2026
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

[SEAL]

**MINUTES OF A REGULAR MEETING OF
BIG BEAR MUNICIPAL WATER DISTRICT
HELD ON THURSDAY, March 5, 2026**

1. OPEN SESSION

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 February 19, 2026.

BOARD MEMBERS PRESENT:

Craig Brewster, Director
Steve Ludecke, Vice President
Tom Bradford, President

2. PLEDGE OF ALLEGIANCE

Tom Bradford, President

3. PUBLIC FORUM

None.

4. REPORTS

- A. General Manager Jared Cheek reported that since the last meeting, staff met with GEI Consultants regarding the Lake wide Environmental Impact Report (EIR). The anticipated timeframe for completion of the process remains within the 2026 calendar year. Mr. Cheek also reported that staff have been interviewing seasonal applicants over the past week.

Vice President Ludecke asked how the seasonal recruitment process is progressing and how many returning employees there are. Mr. Cheek reported that approximately three returning employees have been identified and that the patrol staffing level is in good shape.

Mr. Cheek also noted that staff attended another meeting of the California Lake Management Society (CALMS) during the past week.

Also, Mr. Cheek shared website analytics that show continued strong public use of the District website. The top five most visited pages include: current lake statistics, the weekly water level report, historical lake data, and employment opportunities. Vice President Ludecke expressed interest in understanding what pages users typically visit next and whether there may be a correlation between busy weekends on the lake and increased website traffic.

- B. Vice President Ludecke reported that the Budget and Finance monthly overview for February was completed and that the financials appear to be tracking well.

5. CONSENT CALENDAR

PUBLIC FORUM

N/A

- A. Minutes of a Regular Meeting on February 19, 2026.
- B. Warrant List dated 02/27/2026 in the amount of \$42,716.31
- C. Authorization for Director Brewster and Vice President Ludecke to attend CSDA Special District Leadership Academy May 11, 2026 to May 14, 2026.

Discussion: No comments were made.

With a motion made by Director Brewster and seconded by Vice President Ludecke, the consent calendar was approved unanimously:

AYES: Bradford, Brewster, Ludecke

NO: -

ABSTAIN: -

6. BUSINESS

A. PUBLIC HEARING: ASSEMBLY BILL 2561 VACANT POSITIONS STATUS

PUBLIC FORUM

None.

DISCUSSION

- a. President Bradford opened the public hearing.

General Manager Jared Cheek reported that public agencies are required to provide an annual report regarding vacant positions pursuant to Assembly Bill 2561. He stated that the District currently has two vacant full-time positions, with one recruitment currently open. No changes to the District's recruitment process are proposed currently. Mr. Cheek noted that the District is satisfied with its current recruitment methods, which include postings on Facebook, the Grizzly newspaper, and the District website.

District Counsel confirmed that the report and process are consistent with the requirements of Assembly Bill 2561.

President Bradford then closed the public hearing.

B. GENERAL MANAGER RECOMMENDS FULL BOARD DISCUSSION AND POSSIBLE APPROVAL OF POLICY 2026-01 "VOUCHER ISSUANCE POLICY".

PUBLIC FORUM

None.

DISCUSSION

- a. General Manager Jared Cheek explained the proposed Voucher Issuance Policy. He stated that historically the District maintained a no-refund policy for permits. The voucher policy was originally implemented to address situations where a permit holder purchased a day permit but was unable to launch their vessel, allowing the permit holder to receive a voucher for future use rather than a refund. Mr. Cheek clarified that the proposed update would extend the voucher option to multi-day permits as well. He noted that the policy change is not expected to have any financial impact to the District and that all issued vouchers would continue to expire on December 31 of the applicable year.

With a motion made by Vice President Ludecke and seconded by Director Brewster, the consent calendar was approved unanimously:

AYES: Bradford, Brewster, Ludecke

NO: -

ABSTAIN: -

7. ITEMS REMOVED FROM CONSENT CALENDAR

N/A

8. ANNOUNCEMENTS

General Manager Jared Cheek announced that the District received two letters of interest for the District 2 Board vacancy and that interviews are tentatively planned for March 19.

President Bradford said he appreciated the recent Special Board Meeting for the Wake Workshop.

9. DIRECTOR COMMENTS

None.

10. CLOSED SESSION

N/A

11. ADJOURN

There being no further business, the meeting was adjourned at 1:12 PM.

DATE AND TIME OF NEXT MEETING:

Date: 03/19/2026
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

[SEAL]

DRAFT

11:07 AM

03/13/26

Big Bear MWD
Warrant List Detail
February 28 through March 13, 2026

Num	Type	Date	Name	Account	Paid Amount
162798	Bill Pmt -Check	03/05/2026	AMAZON CAPITAL SERVICES	1001-01 · Accounts Payable	
1K4Q-9...	Bill	01/26/2026		5503-01 · ADMIN-Office Supplies-Office	-25.59
1W69-P...	Bill	02/13/2026		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-129.11
1V9X-W...	Bill	02/24/2026		5503-01 · ADMIN-Office Supplies-Office	-12.90
1LDQ-1...	Bill	02/25/2026		5570-31 · MAINT-Osha/Equipment	-481.52
TOTAL					-649.12
162799	Bill Pmt -Check	03/05/2026	BIG BEAR URGENT CARE	1001-01 · Accounts Payable	
7021	Bill	02/10/2026		5660-04 · Aquatic Plnt Ctrl Train/Conf	-400.00
TOTAL					-400.00
162800	Bill Pmt -Check	03/05/2026	BUTCHER'S BLOCK AND BUILDING ...	1001-01 · Accounts Payable	
2601-86...	Bill	01/26/2026		5640-02 · WATER-Dam Maintenance	-31.32
2602-87...	Bill	02/09/2026		5640-02 · WATER-Dam Maintenance	-24.28
2602-87...	Bill	02/11/2026		5630-35 · MAINT-Bldg/Facility/Maint-Buoys	-25.56
2602-87...	Bill	02/13/2026		5630-30 · MAINT-Bldg/Facility Maint/Rep	-85.98
2602-87...	Bill	02/19/2026		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-131.21
2602-87...	Bill	02/24/2026		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-46.69
2602-87...	Bill	02/26/2026		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-31.02
2602-87...	Bill	02/27/2026		5630-42 · OPS-Bldg/Fac Mtn/Rep-EAST RAMP	-64.05
2603-87...	Bill	03/02/2026		5640-02 · WATER-Dam Maintenance	-34.48
TOTAL					-474.59
162801	Bill Pmt -Check	03/05/2026	BVBGSA C/O DWP (V)	1001-01 · Accounts Payable	
21260	Bill	02/19/2026		6000-03 · Lake Impr - Replenish BB (GSA)	-2,316.82
TOTAL					-2,316.82
EFT	Bill Pmt -Check	03/06/2026	BVE (EFT)	1001-01 · Accounts Payable	
022320...	Bill	02/23/2026		5507-22 · WATER-Utilities-Dam	-706.62
022320...	Bill	02/23/2026		5507-21 · WATER-Utilities-Aerator	-654.31
022320...	Bill	02/23/2026		5507-43 · OPS-Utilities-Ramps	-84.35
TOTAL					-1,445.28
162802	Bill Pmt -Check	03/05/2026	CA DEPT OF FISH AND WILDLIFE	1001-01 · Accounts Payable	
03032026	Bill	03/03/2026		5509-20 · WATER-Memberships/Subs/Permits	-1,543.00
TOTAL					-1,543.00
162815	Bill Pmt -Check	03/05/2026	CA DEPT OF FISH AND WILDLIFE	1001-01 · Accounts Payable	
Count'n ...	Bill	03/02/2026		5670-05 · WATER-Carp Roundup Expense	-83.95
TOTAL					-83.95
162803	Bill Pmt -Check	03/05/2026	DIY HOME CENTER	1001-01 · Accounts Payable	
41338	Bill	01/30/2026		5630-30 · MAINT-Bldg/Facility Maint/Rep	-43.16
41522	Bill	02/10/2026		5630-10 · ADMIN-Bldg/Facility Maint/Rep	-20.32
41543	Bill	02/12/2026		5630-30 · MAINT-Bldg/Facility Maint/Rep	-4.84
TOTAL					-68.32
162804	Bill Pmt -Check	03/05/2026	DONOHO ELSA (REIMBURSE)	1001-01 · Accounts Payable	
03/19/2...	Bill	03/02/2026		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00

11:07 AM

03/13/26

Big Bear MWD
Warrant List Detail
 February 28 through March 13, 2026

Num	Type	Date	Name	Account	Paid Amount
162805	Bill Pmt -Check	03/05/2026	GRAINGER	1001-01 · Accounts Payable	
980271...	Bill	02/10/2026		5640-02 · WATER-Dam Maintenance	-40.49
980271...	Bill	02/10/2026		5854-00 · EAST RAMP BLDG DECON SHED	-259.55
TOTAL					-300.04
162806	Bill Pmt -Check	03/05/2026	HUNT JEFF (REIMBURSE)	1001-01 · Accounts Payable	
3/10-3/1...	Bill	03/03/2026		5570-40 · OPS-Training/Supplies	-301.00
TOTAL					-301.00
162807	Bill Pmt -Check	03/05/2026	KENT MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
03/17/2...	Bill	03/03/2026		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
162808	Bill Pmt -Check	03/05/2026	MERCURY MARINE	1001-01 · Accounts Payable	
14438116	Bill	02/06/2026		5580-44 · OPS-Boat Maint-Engine/Outdrive	-98.07
TOTAL					-98.07
162809	Bill Pmt -Check	03/05/2026	NAPA AUTO PARTS	1001-01 · Accounts Payable	
673095	Bill	02/06/2026	NAPA AUTO PARTS	2200-00 · Accounts Payable Liability	1.14
				5640-02 · WATER-Dam Maintenance	-57.15
TOTAL					-56.01
162810	Bill Pmt -Check	03/05/2026	PAPPAS DREW (REIMBURSE)	1001-01 · Accounts Payable	
3/10-3/1...	Bill	03/03/2026		5570-40 · OPS-Training/Supplies	-301.00
TOTAL					-301.00
162811	Bill Pmt -Check	03/05/2026	RABAGO CATRINA (REIMBURSE)	1001-01 · Accounts Payable	
03/28/2...	Bill	03/03/2026		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
162812	Bill Pmt -Check	03/05/2026	SCHERMER MICHAEL (REIMBURSE)	1001-01 · Accounts Payable	
02/20/2...	Bill	03/03/2026		5505-09 · ADMIN-Phone-Employee Reimb	-50.00
TOTAL					-50.00
EFT	Bill Pmt -Check	03/06/2026	SOUTHWEST GAS (EFT)	1001-01 · Accounts Payable	
021820...	Bill	02/18/2026		5507-42 · OPS-Utilities-Vacant Lot	-11.00
021820...	Bill	02/18/2026		5507-41 · OPS-Utilities-Main Office	-433.15
TOTAL					-444.15
162813	Bill Pmt -Check	03/05/2026	STREAMLINE	1001-01 · Accounts Payable	
C39A82...	Bill	02/28/2026		5509-03 · ADMIN-Memberships-Subscriptions	-150.00
C39A82...	Bill	03/01/2026		5509-03 · ADMIN-Memberships-Subscriptions	-524.30
TOTAL					-674.30
162814	Bill Pmt -Check	03/05/2026	WESTAIR GASES & EQUIPMENT	1001-01 · Accounts Payable	
001217...	Bill	02/12/2026		5630-31 · MAINT-Bldg/Facil Maint/Rep-Shop	-48.05
TOTAL					-48.05

11:07 AM

03/13/26

Accrual Basis

Big Bear MWD
Warrant List Total
As of March 13, 2026

Type	Num	Date	Name	Memo	Amount
1001-01 · Accounts Payable					
Bill Pmt...	162798	03/05/2026	AMAZON CAPITAL SERVICES		-649.12
Bill Pmt...	162799	03/05/2026	BIG BEAR URGENT CARE		-400.00
Bill Pmt...	162800	03/05/2026	BUTCHER'S BLOCK AND BUILDIN...	101410	-474.59
Bill Pmt...	162801	03/05/2026	BVBGSA C/O DWP (V)		-2,316.82
Bill Pmt...	EFT	03/06/2026	BVE (EFT)		-1,445.28
Bill Pmt...	162802	03/05/2026	CA DEPT OF FISH AND WILDLIFE		-1,543.00
Bill Pmt...	162815	03/05/2026	CA DEPT OF FISH AND WILDLIFE		-83.95
Bill Pmt...	162803	03/05/2026	DIY HOME CENTER	60-00061375-000	-68.32
Bill Pmt...	162804	03/05/2026	DONOHO ELSA (REIMBURSE)		-50.00
Bill Pmt...	162805	03/05/2026	GRAINGER	840113252	-300.04
Bill Pmt...	162806	03/05/2026	HUNT JEFF (REIMBURSE)		-301.00
Bill Pmt...	162807	03/05/2026	KENT MICHAEL (REIMBURSE)		-50.00
Bill Pmt...	162808	03/05/2026	MERCURY MARINE		-98.07
Bill Pmt...	162809	03/05/2026	NAPA AUTO PARTS	2800	-56.01
Bill Pmt...	162810	03/05/2026	PAPPAS DREW (REIMBURSE)		-301.00
Bill Pmt...	162811	03/05/2026	RABAGO CATRINA (REIMBURSE)		-50.00
Bill Pmt...	162812	03/05/2026	SCHERMER MICHAEL (REIMBUR...		-50.00
Bill Pmt...	EFT	03/06/2026	SOUTHWEST GAS (EFT)		-444.15
Bill Pmt...	162813	03/05/2026	STREAMLINE	C39A820A	-674.30
Check	162817	03/06/2026	VOID	VOID: VOID	0.00
Bill Pmt...	162814	03/05/2026	WESTAIR GASES & EQUIPMENT		-48.05
Total 1001-01 · Accounts Payable					-9,403.70
TOTAL					-9,403.70

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: March 19, 2026

AGENDA ITEM: 6A

SUBJECT:

PRESENTATION OF A 5-YEAR EMPLOYEE SERVICE AWARD TO BENJAMEN HOOVER, MARINE & VEHICLE TECHNICIAN IN THE MAINTENANCE DEPARTMENT

RECOMMENDATION:

Recognize Benjamen Hoover, Marine & Vehicle Technician in the Maintenance Department, for five years of dedicated service and contributions to the organization.

DISCUSSION/FINDINGS:

Presentation only, no action needed.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: March 19, 2026

AGENDA ITEM: 6B

SUBJECT:

POSSIBLE APPOINTMENT OF DIVISION 2 DIRECTOR SEAT.

RECOMMENDATION:

The full Board to make possible appointment for Division 2 Director seat. Should an appointment be made, the Board Secretary will administer the Oath of Office.

DISCUSSION/FINDINGS:

After interviewing all eligible candidates during the March 19th Special Board Meeting, the board could decide to make an appointment to fill vacant director seat for Division 2.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: March 19, 2026

AGENDA ITEM: 6C

SUBJECT:

THE AD HOC WAKE COMMITTEE WILL HAVE A RECOMMENDATION REGARDING WAKE ENHANCING VESSELS

RECOMMENDATION:

Ad-Hoc Wake Committee members Directors Bradford and Brewster make a recommendation regarding wake enhancing vessels on Big Bear Lake for the full Board's review. Full Board to discuss and provide direction to staff.

DISCUSSION/FINDINGS:

The Ad Hoc Wake Committee will meet on Monday, March 16, 2026 at 9 A.M. to discuss Wake Enhancing Vessels on Big Bear Lake. Based on the outcome of this meeting, Directors Bradford and Brewster will have a recommendation.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None

**BIG BEAR MUNICIPAL WATER DISTRICT
REPORT TO BOARD OF DIRECTORS**

MEETING DATE: March 19, 2026

AGENDA ITEM: 6D

SUBJECT:

GENERAL MANAGER RECOMMENDS FULL BOARD APPROVAL TO APPOINT DONALD EVENSON TO REMAIN AS THE BIG BEAR WATERMASTER REPRESENTATIVE.

RECOMMENDATION:

The full board consider and possibly approve Donald Evenson to remain as the Big Bear Watermaster representative.

DISCUSSION/FINDINGS:

The General Manager recommends that Donald Evenson remain as the Big Bear Watermaster representative. The previously nominated representative, Peter Kavounas, has decided to retire and has not acted in an official capacity on the committee to date.

If approved by the Board today, the previous nomination and motion to appoint Peter Kavounas as Watermaster will be rescinded, and a revised motion will be filed with the court to reflect the updated representative.

OTHER AGENCY INVOLVEMENT: None

FINANCING: None