MINUTES OF A REGULAR MEETING OF BIG BEAR MUNICIPAL WATER DISTRICT HELD ON THURSDAY, August 20, 2026

1. OPEN SESSION

Vice President Ludecke 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 August 20, 2026.

BOARD MEMBERS PRESENT:

Steve Ludecke, Vice President
Craig Brewster, Director
Mark Lee, Director
Craig Peterson, Director

2. PLEDGE OF ALLEGIANCE

Craig Brewster, Director

3. PUBLIC FORUM

Will Logan of the YMCA Camp on Big Bear Lake expressed concern regarding the 5 mph zone within Boulder Bay. He stated that water sports activities can create large wakes and that, twice this summer, camp lifeguards have had to respond to related incidents. He asked the Board to consider placing a future agenda item to discuss establishing a no-wake zone across the mouth of the bay.

4. REPORTS

A. General Manager Jared Cheek reported that the lake level is 63' 8", compared to 64' 3" at this same time last year. Staff continue to monitor water levels regularly. He noted that the average surface water temperature is warmer this year. Overall, the lake is warmer than it was at this time last year.

This year's launch counts are 6,229, compared to 7,416 at the same time last year. Midweek lake activity has declined, which is common for this time of year.

Mr. Cheek reported that Apex Diving inspected the dam using remotely operated vessel, ROV equipment. The inspection confirmed that the inlet works are completely clear. A physical inspection was also conducted via diver, and no debris was found in the vicinity of the outlet works.

Vice President Ludecke asked about the old dam inlet. Mr. Cheek responded that the ROV was unable to see it because it was covered with silt.

An Administrative Committee meeting was held and will be discussed later in the agenda. He also attended a Mountain Mutual Aid meeting, where local agencies and public utilities meet quarterly to discuss emergency planning.

He attended a meet-and-greet hosted by the Santa Ana Watershed Hydro Authority (SAWHA) to meet representatives from partner agencies.

Mr. Cheek also met with our regional biologist from California Department of Fish and Wildlife (CDFW). CDFW is implementing a new digital angler survey that uses a QR code. Locations were identified for placement of the QR signs on District signs, and all marinas agreed to display the codes as well.

Dates have been secured for the Kool Kids event, which will be held in mid-September.

Mr. Cheek continues to attend weekly virtual meetings with the Santa Ana Watershed Hydro Authority (SAWHA). The closing date is now estimated for next Friday.

The District received an electrofishing permit from CDFW, allowing staff to continue efforts to control invasive species. The permit is valid for two years.

A field visit was conducted with the Inland Empire Resource Conservation District (IERCD) regarding invasive weeds around the marsh. IERCD is developing a work plan to eradicate pepperweed infestations, which will be brought before a committee for review at a future meeting.

B. Vice President Ludecke reported that the Administrative Committee met and reviewed a draft Travel and Training Policy Draft which will be discussed in item 6A.

5. CONSENT CALENDAR

PUBLIC FORUM
None.

A. Minutes of a Regular Meeting on August 6, 2026.
B. Warrant List dated 08/13/2026 in the amount of $32,189.30.

Discussion:

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

6. BUSINESS

A. **GENERAL MANAGER RECOMMENDS FULL BOARD DISCUSSION AND POSSIBLE APPROVAL OF POLICY 2026-04 "EMPLOYEE TRAVEL AND TRAINING POLICY" AND POLICY 2026-05, "DIRECTOR TRAVEL AND TRAINING POLICY".**

PUBLIC FORUM
None.

DISCUSSION

a. Vice President Ludecke stated that both policies have been reviewed multiple times by the Administrative Committee.

b. General Manager Jared Cheek reported that the policies have been a work in progress for some time. He explained that the Director Travel and Training Policy closely mirrors the Employee Travel and Training Policy, with the only differences being driven by the District's Administrative Code. Director travel requests are subject to approval by the Board of Directors, whereas employee travel requests are approved by the General Manager. He stated that the purpose of the policies is to establish clear procedures and promote transparency.

With a motion made by Director Brewster and seconded by Director Lee, the motion to approve Policy 2026-04 "EMPLOYEE TRAVEL AND TRAINING POLICY" and Policy 2026-05, "DIRECTOR TRAVEL AND TRAINING POLICY" was passed:
AYES: Brewster, Lee, Ludecke, Peterson
NO: -
ABSTAIN: -

B. CONSIDER APPROVAL OF THE PURCHASE OF FAILOVER SERVER FOR DISTRICT OFFICE

PUBLIC FORUM
None.

DISCUSSION

a. General Manager Jared Cheek explained that the proposed purchase is for a failover server to serve as a backup to the District's primary server. This is the second phase of a process that began last year. The failover server would allow District operations and data to be recovered in the event the primary server experiences a failure, is compromised by a cyberattack, or becomes unavailable.

   Mr. Cheek noted that the purchase is a capital expenditure that was included in the FY26-27 budget in the amount of $25,000. The proposed cost is approximately $17,000, which is below the budgeted amount.

With a motion made by Director Peterson and seconded by Director Lee, the motion to approve the Purchase of Failover Server for District Office was passed:
AYES: Brewster, Lee, Ludecke, Peterson
NO: -
ABSTAIN: -

C. CONSIDER APPROVAL OF THE PURCHASE OF ROOFING MATERIALS FOR EAST RAMP

PUBLIC FORUM
None.

DISCUSSION

a. Vice President Ludecke asked whether the purchase falls within the General Manager's signing authority. General Manager Jared Cheek responded that it does not, because it is a capital purchase and involves an asset with a useful life extending beyond this fiscal year. Vice President Ludecke asked whether the matter can be reviewed by the Administrative Committee. Legal Counsel will review the applicable threshold for capital purchases and the District's spending authority.

b. General Manager Jared Cheek reported that the proposed cost includes a 10 % contingency. He has full confidence that District maintenance staff can safely and properly complete the installation, noting that staff successfully completed a similar roofing project at the West Ramp during this past spring. Mr. Cheek stated that replacement of the East Ramp roofing has been an anticipated project for some time.

With a motion made by Director Brewster and seconded by Director Peterson, the motion to approve the Purchase of Roofing Materials for East Ramp was passed:
AYES: Bradford, Brewster, Lee, Ludecke
NO: -
ABSTAIN: -

D. CONSIDER RATIFICATION OF GENERAL MANAGER STEP INCREASE

PUBLIC FORUM
None.

DISCUSSION

A. It was noted that the General Manager's step increase had previously been approved as part of the Consent Calendar at the June 5, 2026 regular board meeting. The item was brought back as a Business Item for ratification purposes.

B. Legal Counsel explained that the California Public Employees' Retirement System (CalPERS) requested formal Board action on the item. The ratification is being presented to ensure compliance with CalPERS requirements.

C. General Manager Jared Cheek stated that the step increase had originally been approved at a prior Board meeting and that all actions taken at that time were proper and consistent with applicable Brown Act procedures. Legal Counsel reviewed the matter and concurred that the original approval was handled correctly. The item is being presented again solely to satisfy the documentation requirements requested by CalPERS.

With a motion made by Director Brewster and seconded by Director Lee, the motion to ratify the General Managers Step Increase to Step 3 was passed:
AYES: Bradford, Brewster, Lee, Ludecke
NO: -
ABSTAIN: -

7. ITEMS REMOVED FROM CONSENT CALENDAR

None.

8. ANNOUNCEMENTS

General Manager Jared Cheek announced that the annual Wooden Boat Show will be held on Saturday from 10:00 am to 4:00 pm. Approximately 12 to 14 wooden boats are expected to participate in the event.

The San Bernardino County Sheriff's Dive Team will conduct dive training tomorrow in the area between the boom line and the dam. District staff will be present to facilitate and support the training exercise.

Additionally, he announced that District staff will be attending training sessions next week as part of ongoing professional development efforts.

9. DIRECTOR COMMENTS

Director Brewster addressed the public comments made by the YMCA regarding boating activity and wakes in Boulder Bay. He said that the concerns raised will be revisited and discussed by the Board at a future meeting.

Vice President Ludecke agreed that the Board heard the complaints and concerns expressed by members of the public regarding the issue.

10. CLOSED SESSION

None.

11. ADJOURN

There being no further business, the meeting was adjourned at 1:24 PM.

DATE AND TIME OF NEXT MEETING:

Date: 09/03/2026
Location: 40524 Lakeview Drive
Big Bear Lake, CA 92315
Time: 1:00 PM

Elsa Donoho

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

[SEAL]