



Big Bear Municipal Water District

Lake Management

Board of Directors

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

Administrative Committee Meeting Minutes February 23, 2024

Present: Director Ludecke
Director Brewster
Mike Stephenson, Chief Operations Officer
Brittany Lamson, Interim General Manager/Board Secretary

Public: John Rossi, Raph Andersen Associates

1. Admin Issues & Updates:

- a. The administrative committee met with the recruiter for the General Manager position, they discussed a few changes to be made to the eBrochure before that goes live.
- b. The committee is recommending another closed session on March 21 to finalize the job description of the General Manager for the recruitment team.
- c. They are a little behind schedule, so this should go live sometime in April.
- d. Ms. Lamson shared the GEI Program Environmental Document proposal, the committee is recommending for approval to the full Board, but would like to discuss the optional tasks with the full Board prior to approval.
- e. A new dump truck proposal is here, this was already approved in the budget, but now the quotes are here for consideration.