



# Big Bear Municipal Water District

## Lake Management

### Board of VPs

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

### Administrative Committee Meeting Minutes March 31, 2026

**Present:** VP Ludecke  
Director Brewster  
Jared Cheek, General Manager  
Elsa Donoho, Board Secretary

**Public:** Martin Rauch (Consultant), Craig Peterson.

#### 1. GM Performance Evaluation

- a. The committee received an introduction to Martin Rauch, consultant for the General Manager Performance Evaluation process. It was noted that this evaluation process had been previously discussed and approved by the Board, as no formal process existed before
- b. Martin outlined the proposed evaluation workflow:
  - i. Drafting Phase: The consultant, GM, HR, and Board Committee collaborate to draft and refine the evaluation process, competencies, forms, and role definitions
  - ii. Board Workshop: The Board conducts a workshop to confirm competencies, define expectations, and establish the evaluation framework.
  - iii. Finalization: The consultant finalizes the evaluation plan based on Board direction.
  - iv. Evaluation Phase: Evaluation forms are distributed and completed. The consultant compiles and integrates the results.
  - v. Board Review: The Board meets to evaluate the GM, provide feedback, determine any compensation-related actions, and prepare a public summary for presentation at the next Board meeting.
- c. Vice President Ludecke asked about goals for the evaluation since this is the first year of implementation. Jared explained that the operational objectives reviewed during last year's evaluation will be carried forward and incorporated into this process.
- d. Martin reviewed the draft evaluation form. The committee agreed with its structure and intended use.
- e. The committee suggested beginning development of a 3–5 year strategic plan.

#### 2. DSOD Dam Application

- a. Jared provided an update on the Bear Valley Dam Downstream Repairs project. Staff has reviewed and approved the 90% design plans prepared by GEI. To proceed, the District must submit an application to DSOD, a process that can take three months to one and a half years.
- b. Vice President Ludecke noted that construction costs continue to rise.
- c. Jared reported that the DSOD application fee is \$79,734.10, with 20% due upfront.
- d. The committee reviewed the GEI dam repair plans.
- e. *Recommendation:* The Administrative Committee recommends that the DSOD application fee be forwarded to the full Board for approval.