



Big Bear Municipal Water District

Lake Management

Board of Directors

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

Administrative Committee Meeting Minutes August 10, 2026

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

Public: None.

1. Policies

- a. Staff presented the latest draft of the Travel and Training Policy, including a separate policy for Directors, for Committee review and discussion.
- b. Employee policy changes were limited to formatting updates and paragraph reorganization.
- c. Director policy revisions designated the Board of Directors as the approving authority and changed compensation and reimbursement provisions to a per-diem rate and receipt-based reimbursement.
- d. Policy to be brought back for consideration at the next meeting.

2. Issues & Updates

- a. NJIT Observatory Lease: Caltech provided a letter of approval. NJIT plans to construct a smaller dome adjacent to the existing observatory building.