

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

AGENDA REGULAR MEETING WATER BOARD Tuesday, November 23, 2021 – 9:30 a.m.

WEB-CONFERENCE

WATER BOARD

TONI CALLICOTT
President

Commissioners

WAYNE HENDRIX, P.E.
DAVID E. MLYNARSKI
RIKKE V. JOHNSON
THOMAS BRICKLEY



MIGUEL J. GUERRERO, P.E.

General Manager

ROBIN L. OHAMA

Deputy General Manager

STEVE R. MILLER

Director of Water Utility

KEVIN T. STEWART, P.E.

Director of Water Reclamation

CYNTHIA J. MOUSER

Director of Finance

JENNIFER L. SHEPARDSON

Director of Environmental &
Regulatory Compliance

“Trusted, Quality Service since 1905”

Welcome to a meeting of the Water Board of the City of San Bernardino

- The City of San Bernardino Municipal Water Department recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the General Manager's Office (909-384-5191) two working days prior to the meeting for any requests for reasonable accommodation, to include interpreters.
- All documents for public review are on file with the Water Department located at 1350 South “E” Street, San Bernardino or may be accessed online at <https://www.sbmwd.org/agendacenter>

IMPORTANT COVID-19 NOTICE

IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (NOVEL CORONAVIRUS) AND TO ENABLE APPROPRIATE SOCIAL DISTANCING, THE WATER BOARD MEETING WILL NOT BE OPEN TO PUBLIC ATTENDANCE.

THE SAN BERNARDINO MUNICIPAL WATER DEPARTMENT ENCOURAGES THE PUBLIC TO VIEW THIS WATER BOARD MEETING ONLINE. THE MEETING WILL BE LIVE STREAMED VIA YOUTUBE AT:
<https://bit.ly/YouTubeSBWater>

MEMBERS OF THE PUBLIC WHO WISH TO COMMENT ON MATTERS BEFORE THE WATER BOARD MAY PARTICIPATE IN THE FOLLOWING WAYS:

1. COMMENTS AND CONTACT INFORMATION MAY BE E-MAILED TO Comments@sbmwd.org BY 8:30 A.M. THE DAY OF THE SCHEDULED MEETING TO BE INCLUDED IN THE WRITTEN RECORD;
2. CALLING 909-453-6340, LEAVING A RECORDED MESSAGE BY 8:30 A.M. THE DAY OF THE SCHEDULED MEETING, NOT TO EXCEED THREE (3) MINUTES, WHICH WILL THEN BE PLAYED DURING THE PUBLIC COMMENT SECTION OF THE AGENDA.

3. A REQUEST TO SPEAK MAY BE E-MAILED TO Comments@sbmwd.org AND, AT THE TIME OF THE REQUESTED AGENDA ITEM, THE WATER BOARD SECRETARY WILL PLACE A PHONE CALL TO THE COMMENTER AND ALLOW THEM TO SPEAK TO THE BOARD VIA SPEAKERPHONE DURING THE LIVE MEETING FOR UP TO THREE (3) MINUTES. PLEASE INDICATE ON WHICH ITEM YOU WISH TO SPEAK.

CALL TO ORDER

1. ANNOUNCEMENTS BY MEMBERS OF THE WATER BOARD
2. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA: A three-minute limitation shall apply to each member of the public who wishes to address the Water Board of any item not listed on the agenda. There is no limit on the number of items that may be discussed within the three-minute time limit. **To be called by the Water Board President, please see special public comments instructions above.**
3. PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA: A three-minute limitation shall apply to each member of the public who wishes to address the Water Board of any item listed on the agenda, excluding public hearings. There is no limit on the number of items that may be discussed within the three-minute time limit. **To be called by the Water Board President, please see special public comment instructions above.**
4. CONSENT CALENDAR

MOTION: That the motions indicated by consent calendar items 4A through 4C be adopted, except for _____.

MOTION: _____ SECONDED: _____

A. PAYROLL

MOTION: Approve the payroll for the pay period beginning November 8, 2021 through November 21, 2021.

B. CONTRACTS AND BILLS

MOTION: Approve the payment of contracts and bills to be presented at this meeting.

C. MINUTES

MOTION: Approve the minutes of November 9, 2021 of the Water Board.

END OF CONSENT CALENDAR

- 5. CANCELLATION OF THE DECEMBER 28, 2021 WATER BOARD MEETING: On October 17, 2017, the Water Board approved Resolution No. 920, changing the Water Board meeting days to the second and fourth Tuesdays of each month.

The Water Department observes the Christmas Eve and Christmas Day holidays on December 24th and December 25th of every year. This year, Christmas Day lands on a Saturday, so the Department will observe the holidays on Thursday, December 23, 2021 and Friday, December 24, 2021. This will not give staff sufficient time to prepare an agenda for the regular Board meeting scheduled for Tuesday, December 28, 2021. Limited staffing levels during this time are typical, adding to the difficulty of preparing an agenda.

MOTION: Approve the cancellation of the December 28, 2021 Water Board meeting and adjourn the December 14, 2021 regular meeting to January 11, 2022 at 9:30 a.m.

MOTION:_____ SECONDED:_____

- 6. APPROVE NEW LEASE AGREEMENT WITH THE ASSOCIATION FOR RETARDED CITIZENS, SAN BERNARDINO AREA (SCHOOL OF HOPE) FOR WATER DEPARTMENT PROPERTY LOCATED AT 796 E. 6TH STREET: The San Bernardino Municipal Water Department owns the property located at 796 East 6th Street in San Bernardino. A 2.48-acre portion of the property has been leased to the Association for Retarded Citizens, San Bernardino Area (School of Hope) since 1956. On September 14, 2021, the Board approved Amendment No. 5 to the Lease with School of Hope extending the term from August 30, 2021 through to December 31, 2021, with the expectation that a new lease agreement would be executed by November 30, 2021.

Since no other party has expressed interest in leasing this property, a new Lease Agreement has been negotiated with School of Hope incorporating a twelve (12) year Initial Term with five (5) additional two (2) year automatic renewal terms. A negotiated rental cost of \$39,384.60 per year was agreed to by both parties. This incorporates an additional escalation amount calculated by compounding annual rent increase of three (3) percent for each year over a period of four (4) years. The escalation amount shall be updated every four (4) years using previous terms rent as the starting point for the projected calculation.

An increase of \$39,384.60 to the Department’s rental income for Fiscal Year 2021/2022 through Fiscal Year 2025/2026 will be achieved through this lease. Subsequent years will be increased by three (3) percent for each year over a period of four (4) years.

MOTION: Approve the Lease Agreement with Association for Retarded Citizens, San Bernardino Area, for a ten-year (10) term commencing January 1, 2022 through January 1, 2034, which shall automatically be extended for five (5) additional two (2) year terms; and authorize the General Manager to execute the Agreement.

MOTION:_____ SECONDED:_____

7. QUARTERLY CHANGE ORDER REPORT – QUARTER ENDING ON SEPTEMBER 30, 2021: In accordance with Policy 51.020, staff has prepared the change order report for the quarter ending September 30, 2021. **(INFORMATION ITEM ONLY)**

8. QUARTERLY CONSERVATION MONITORING REPORT – JULY/AUGUST/SEPTEMBER 2021: This report continues to monitor and track the effects of the prolonged drought by monitoring groundwater levels in select wells located in the Department’s service area. The quarterly report will provide valuable data needed to contemplate important policy decisions related to Water Supply Shortage Stages outlined in Rule and Regulation No. 21. **(INFORMATION ITEM ONLY)**

9. REPORTS:
 - A. Report of the President
 - B. Report of the Commissioners
 - C. Report of the Directors
 - D. Report of the General Manager

10. ADJOURNMENT

NOTE: The next regular meeting of the Water Board is scheduled for *9:30 a.m., December 14, 2021*, via web-conference.