



**City of San Bernardino
Municipal Water Department**

399 Chandler Place
San Bernardino, CA 92408
<http://www.sbcitywater.org>

*President Cecilia "Toni"
Callicott*

Commissioners

*Wayne Hendrix
David Mlynarski
Rikke Johnson
Thomas Brickley*

MINUTES

FOR THE
WATER BOARD OF THE CITY OF SAN BERNARDINO

JANUARY 10, 2023

CALL TO ORDER

The Regular Meeting of the Water Board of the City of San Bernardino was called to order by President Toni Callicott at 9:33 AM, Tuesday, January 10, 2023, in-person, via web-conference, and livestream via YouTube.

ROLL CALL

Attendee Name	Title	Status	Arrived
Cecilia "Toni" Callicott	President	Present	9:30 AM
Wayne Hendrix	Vice President	Present	9:30 AM
David Mlynarski	Board Member	Present	9:30 AM
Rikke Johnson	Board Member	Present	9:30 AM
Thomas Brickley	Board Member	Present	9:32 AM
Miguel Guerrero	General Manager	Present	9:30 AM

- 1. ANNOUNCEMENTS BY THE BOARD:** President Callicott thanked Mayor Helen Tran for attending the Water Board meeting and congratulated Mayor Tran's appointment on behalf of the Water Board.

Commissioner Johnson announced that he recently visited the City's website and viewed the San Bernardino investment playbook.

Commissioner Johnson encouraged everyone in the community to read it because it was very comprehensive and it was the direction the current City leadership was headed toward with regard to examining multiple funding sources.

Commissioner Johnson commended Mayor Tran and current City Council for researching similar best practice projects throughout the nation.

2. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** None.
3. **PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA:** None.
4. **CONSENT CALENDAR – ITEMS 4A THROUGH 4D:**
 - A. **PAYROLL:**

	<u>Water Fund</u>	<u>Sewer Treatment</u>	<u>Sewer Collections</u>	<u>Total</u>
Claims:303987-304129				
Accounts Payable	\$2,419,480.23	\$970,167.92	\$101,339.23	\$3,490,987.38
Gross Payroll				
11/21/22-12/04/22 and 12/05/22-12/18/22	<u>\$665,415.72</u>	<u>\$474,857.90</u>	<u>\$162,027.55</u>	<u>\$1,302,301.16</u>
TOTALS	<u>\$3,084,895.95</u>	<u>\$1,445,025.82</u>	<u>\$263,366.78</u>	<u>\$4,793,288.54</u>

Payroll for the pay periods beginning December 19, 2022 through December January 1, 2023, and January 2, 2023 through January 15, 2023.

B. CONTRACTS AND BILLS: Contracts and bills presented at this meeting.

C. MINUTES: December 13, 2022.

D. EXTENSION OF RESOLUTION NO. 2021-014 - AUTHORIZATION OF REMOTE TELECONFERENCE MEETINGS: On December 14, 2021, the Water Board approved Resolution No. 2021-014, authorizing remote teleconference meetings of the legislative bodies of the San Bernardino Municipal Water Department.

Section 4 states that “the Water Board may extend the application of this Resolution by motion and majority vote by up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3).”

Due to the fluctuation of COVID-19 cases throughout California, it was necessary for the Water Board to continue to meet via teleconference.

MOTION: Extend the application of Resolution No. 2021-014, authorizing remote teleconference meetings for an additional thirty (30) days, as submitted.

RESULT: APPROVED 5-0 BY ROLL CALL VOTE
MOVER: D. Mlynarski
SECONDER: W. Hendrix
ABSTAINED: N/A
ABSENT: N/A

END OF CONSENT CALENDAR

5. **ELECTION OF OFFICERS:** In accordance with the City of San Bernardino Board, Commission, and Citizen Advisory Committee Bylaws (Bylaws), Article I, Section 1, the officers of the Water Board shall include a President and Vice President. In addition, Article I, Section 2, of the Bylaws states that officers shall be elected by a majority of the commissioners present at the first regular meeting in January. The current officers of the Water Board are Toni Callicott, President, and Wayne Hendrix, Vice President.

Commissioner Mlynarski made the motion to reappoint President Callicott and Vice-President Hendrix for another term.

Commissioner Johnson seconded that motion to keep the current structure of the Water Board and its elected officers.

President Toni Callicott accepted the position of Water Board President.

Commissioner Hendrix accepted the position of Water Board Vice-President.

MOTION: Toni Callicott and Wayne Hendrix were reappointed as President and Vice-President, respectively, in accordance with the *City of San Bernardino Board, Commission, and Citizen Advisory Committee Bylaws*.

RESULT: APPROVED 5-0 BY ROLL CALL VOTE
MOVER: D. Mlynarski
SECONDER: R. Johnson
ABSTAINED: N/A
ABSENT: N/A

6. **RATIFICATION OF ANNUAL EMPLOYMENT PRACTICES LIABILITY INSURANCE RENEWAL:** The Department's Employment Practices Liability (EPL) coverage, from Ironshore, was secured in January 2022 and was now on a separate renewal schedule from all other lines of liability coverage. The current EPL insurance expired on January 10, 2023. Staff requested that the Water Board ratify the renewal and binding of this coverage effective January 10, 2023.

The Department's insurance broker, Marsh Risk & Insurance Services (Marsh), marketed the Department's 2022/2023 EPL coverage requirements, negotiated terms, and received a proposal from the incumbent insurer, Ironshore, on behalf of the Department coverage needs.

Adequate funds were budgeted in fiscal year 2022/2023 to cover the renewal of the annual Employment Practices Liability insurance (\$44,064), as well as all other annual liability insurance coverage approved at the October 25, 2022 and November 8, 2022 Water Board Meetings and the Pollution Legal Liability annual expense.

MOTION: Ratify the annual renewal of the recommended Employment Practices Liability insurance policy in the amount of \$44,064. The General Manager was authorized to bind coverage effective January 10, 2023.

RESULT:	APPROVED 5-0 BY ROLL CALL VOTE
MOVER:	T. Brickley
SECONDER:	W. Hendrix
ABSTAINED:	N/A
ABSENT:	N/A

7. REPORTS:

A. Report of the President – None.

B. Report of the Commissioners – None.

C. Report of the Directors –

1. Director Mouser stated that the Annual Audit Report would be presented at the next Water Board meeting.
2. Director Miller stated that the current water levels from the first week in January raised sixty-five (65) feet in the reservoirs in Northern California and that Southern California benefited from the rain.
3. Director Miller commended Water Utility and WRP staff for their commitment and participation in the new asset management workshops for the new EAM system.

President Callicott stated that it was such a pleasure to see Department employees throughout the City working so hard.

Commissioner Brickley stated that he was also impressed with Department employees and the state of the equipment that was used.

Director Miller stated that he would inform staff on the compliments given by the Water Board.

4. Deputy General Manager Ohama stated that the 2023 Water Department calendars were mailed and featured drawings submitted by a variety of local schools.

Deputy General Manager stated that there were calendars available to the public in the customer service lobby.

D. Report of the General Manager –

1. General Manager Guerrero provided a COVID-19 update to the Water Board. San Bernardino County current case rate as well as the current positivity rate were slightly on the rise.

General Manager Guerrero stated that there were eight (8) positive cases departmentally, but no changes to daily operations were being made at this time.

2. General Manager Guerrero reported on the former School of Hope site on 6th Street. The Department was continuing to work with the City on possibly an exchange, which would be brought forward to the Board at a future meeting.

General Manager Guerrero stated that staff would continue to go on site with Councilmembers and Mayor to visit the property.

3. General Manager Guerrero reported that he met with County Supervisor Joe Baca, Jr., Commissioner Mlynarski, and Valley District representatives, to discuss a pilot project regarding septic to sewer within County areas.

General Manager Guerrero stated that staff would continue to work with Supervisor Baca, Jr. and County Public Works Department on this project and would keep the Board informed as the project developed.

4. General Manager Guerrero reported on the 2300 zone in the Verdemont area. Staff worked with several developers, including GFR Homes (GFR). Over the past year, the Department and GFR were working on a developer agreement where GFR would be committed to the development and construction of infrastructure to develop this new pressure zone.

General Manager Guerrero stated that the Department was currently not able to service anything above the 2100 zone.

General Manager Guerrero stated that GFR was very interested in moving forward ahead of the development agreement so the Department was working with BBK on a preliminary agreement in order to get a commitment from GFR.

General Manager Guerrero stated that there was some movement in the Verdemont area and there may be an agreement coming forward soon.

Commissioner Mlynarski stated that inducing development in this area and completing some infrastructure would be beneficial all the way around.


General Manager Guerrero stated that this agreement would be a good start and the Department was finding a good solution for development in that area.

Mayor Tran thanked the Water Board and Department staff for all of the work it was doing with the City and was looking forward to working together as partners to better serve the community.

President Callicott stated that the Water Board and Department were strong partners with the City and congratulated Mayor Tran on her newly elected position.

8. ADJOURNMENT:

The next regular meeting of the Water Board was scheduled for 9:30 a.m., January 24, 2023 at the Margaret H. Chandler Water Reclamation Plant, located at 399 Chandler Place, San Bernardino, CA, 92408 or via web-conference.

By: 

Miguel J. Guerrero, P.E.
General Manager