



**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

MARCH 22, 2022

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 9:30 AM, Tuesday, March 22, 2022, 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	9:30 AM
Miguel Guerrero	General Manager	Present	9:30 AM

- ANNOUNCEMENTS BY THE BOARD:** Commissioner Johnson announced that there would be two (2) 2050 Vision Plan meeting during the week of March 11, 2022. The first would be held at the Ecclesia Christian Fellowship on Tuesday, March 22, 2022 at 6:00 p.m., and the second meeting would be held at San Manuel Gateway College on Thursday, March 24, 2022.
- PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** None.
- PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA:** None.

4. CONSENT CALENDAR – ITEMS 4A THROUGH 4E:**A. PAYROLL:**

	<u>Water Fund</u>	<u>Sewer Treatment</u>	<u>Sewer Collections</u>	<u>Total</u>
Claims:300532- 300699 Accounts Payable	\$556,147.09	\$770,701.79	\$130,333.42	\$1,457,182.30
Gross Payroll 02/14/22- 02/27/22	<u>313,201.22</u>	<u>219,825.48</u>	<u>75,128.82</u>	<u>608,155.52</u>
TOTALS	<u>\$869,348.31</u>	<u>\$990,527.27</u>	<u>\$205,462.24</u>	<u>\$2,065,337.82</u>

Payroll for the pay period beginning March 14, 2022 through March 27, 2022.

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

C. MINUTES: March 8, 2022.

D. NEW POLICY #32.087 – SUPPLEMENTAL PAID SICK LEAVE: On February 9, 2022, Governor Newsom signed Senate Bill (SB) 114 into law. This law reauthorized COVID-19 Supplemental Paid Sick Leave (SPSL), providing paid leave entitlements to employees who were unable to work or telework due to a number of qualifying reasons related to COVID-19. The law became effective on February 19, 2022, was retroactive to January 1, 2022, and expires on September 30, 2022.

MOTION: Ratify Policy #32.087 Supplemental Paid Sick Leave, as submitted.

E. ADOPTION OF A RESOLUTION UPDATING RULE AND REGULATION NOS. 14 and 21: On January 11, 2022, the Water Board approved the date of March 8, 2022, to conduct a public hearing for public comments relative to the proposed rate adjustments for water and wastewater rates and to consider adoption of a resolution to approve proposed adjustments.

A public hearing was opened March 8, 2022 and subsequently the Water Board approved rate adjustments for water and wastewater services. The Department was required to update the appropriate Rules and Regulations with newly adopted rate adjustments.

MOTION: Adopt Resolution No. 2022-005, updating Rule and Regulation Nos. 14 and 21, 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. **APPROVAL OF AGREEMENT WITH BADGER METER, INC. TO FURNISH AND DELIVER POSITIVE DISPLACEMENT AND/OR MULTI-JET WATER METERS— SPECIFICATION NO. 1762:** The Department utilized positive displacement (PD) water meters of varying types and sizes to replenish in-house inventory as well as for specific construction projects. In addition, meters must meet performance specifications for flow and accuracy ranges in order to maintain the accuracy of monthly customer billing.

Staff issued Request for Proposal (RFP) No. 1762 for a Bi-annual Contract to Furnish and Deliver Positive Displacement and/or Multi Jet Water Meters and received four (4) responses on December 28, 2021. Based upon staff's review of the proposals along with the independent third-party meter testing data, Badger Meter, Inc.'s (Badger) proposal received the highest overall ranking at the best value for the Department.

The funding source for this contract was the FY 2021/2022 Water Utility Maintenance and Operations Budget for Distribution Sections 3021 and 3023. There were sufficient funds to purchase meters in the not to exceed amount of \$289,133.63 per year under this contract.

Commissioner Hendrix asked what the major reason for the cost difference between Inland Water Works Supply Co. (Inland) and Badger Meter, Inc.

Director Miller stated that the product provided by Inland was a less expensive product and the Department was replacing that product with a different product throughout the City.

Commissioner Mlynarski asked if the meters were domestic meters.

Director Miller stated that they were domestic meters and this contract would go up to two (2) inch meters and anything larger would be bid separately.

Commissioner Mlynarski asked if replaced meters were at no direct cost to customers.

Director Miller stated that there were no direct costs to customers.

Commissioner Johnson asked what the average life of a meter was on average.

Director Miller stated that the ideal life of a meter would be fifteen (15) to twenty (20) years, but the average would be around ten (10) years.

Director Miller stated that the Department has had good experiences with Badger Meter, Inc.

MOTION: Approve the Goods Purchase Agreement with Badger Meter, Inc, in an amount not to exceed TWO HUNDRED EIGHTY-NINE THOUSAND ONE HUNDRED THIRTY-THREE AND 63/100 DOLLARS (\$289,133.63) PER YEAR TO Furnish and Deliver Positive Displacement and/or Multi Jet Water Meters in accordance with Request for Proposal No. 1762. The General Manager was authorized to negotiate and execute the Agreement.

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

6. **QUARTERLY CHANGE ORDER REPORT – QUARTER ENDING ON DECEMBER 31, 2021:** In accordance with Policy 51.020, staff has prepared the change order report for the quarter ending December 31, 2021. (INFORMATION ITEM ONLY)
7. **QUARTERLY CONSERVATION MONITORING REPORT – OCTOBER/NOVEMBER/DECEMBER 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 shortages. (INFORMATION ITEM ONLY)
8. **REPORTS:**
 - A. **Report of the President –** President Callicott thanked staff for their rapid response to a sewer issue on Peppertree Lane.
 - B. **Report of the Commissioners –** Commissioner Mlynarski stated that the Mayoral Forum was going to be held on Tuesday, March 22, 2022, at the Western Regional Little League Headquarters at 6:30 p.m.
 - C. **Report of the Directors:**
 1. Deputy General Manager Ohama thanked the Water Board for its support on Item #5 of the agenda regarding the approval of the Badger meters.
 2. Deputy General Manager Ohama stated that the Information Technology section (IT) initiated Cyber Security Training for all employees and thanked IT for their hard work.

3. Deputy General Manager Ohama stated that Devin Arciniega, Water Conservation/Public Affairs Coordinator, would begin attending in-person events, including a job fair in April 2022.


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 was 3.6% per 100,000 and the positivity rate was 1.1% and was continuing to trend downward.
2. General Manager Guerrero stated that the Department would begin to transition into pre-covid conditions beginning April 1, 2022, which would include normal lobby hours, in-person meetings, and all staff would come back in the office without staggered or work-from-home scheduling.

General Manager Guerrero stated that the April 12, 2022 Water Board Meeting would be a hybrid meeting with the option to attend in-person or virtually.

9. ADJOURNMENT:

The next regular meeting of the Water Board was scheduled for 9:30 a.m., April 12, 2022, 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