



**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

**AUGUST 10, 2021**

**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, August 10, 2021, via web-conference and livestream via YouTube.

**ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Cecilia "Toni" Callicott	President	Present	9:30 AM
Wayne Hendrix	Vice President	Present	9:30 AM
David Mlynarski	Board Member	Absent	N/A
Rikke Johnson	Board Member	Present	9:30 AM
Thomas Brickley	Board Member	Present	9:30 AM
Miguel Guerrero	General Manager	Present	9:30 AM

- 1. ANNOUNCEMENTS BY THE BOARD:** None.
- 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 4C:****A. PAYROLL:**

	<u>Water Fund</u>	<u>Sewer Treatment</u>	<u>Sewer Collections</u>	<u>Total</u>
Claims:297846-298043				
Accounts Payable	\$852,461.01	\$2,044,614.08	\$196,258.67	\$3,093,333.76
Gross Payroll				
07/05/21 –	<u>318,670.96</u>	<u>234,432.64</u>	<u>78,220.63</u>	<u>631,324.23</u>
07/18/21				
TOTALS	<u>\$1,171,131.97</u>	<u>\$2,279,046.72</u>	<u>\$274,479.30</u>	<u>\$3,724,657.99</u>

Payroll for the pay periods beginning August 2, 2021 through August 15, 2021.

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

**C. MINUTES:** July 27, 2021.

<b>RESULT:</b>	<b>APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT</b>
<b>MOVER:</b>	W. Hendrix
<b>SECONDER:</b>	R. Johnson
<b>ABSTAINED:</b>	N/A
<b>ABSENT:</b>	D. Mlynarski

**END OF CONSENT CALENDAR**

- 5. QUARTERLY CONSERVATION MONITORING REPORT – APRIL/MAY/JUNE 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)

Director Miller stated that recent conservation updates at the State level were highlighted in the conservation report.

President Callicott commended staff for a well-written and informative conservation report.

General Manager Guerrero stated that Executive Order N-10-21, issued by Governor Newsom, called for all Californians to voluntarily reduce water use by fifteen percent (15%) from their 2020 levels.

General Manager Guerrero stated that after the previous Drought Emergency was lifted, the City continued to do well and maintained a self-imposed fifteen percent (15%) reduction in water usage through water efficiency and conservation messaging.

Commissioner Brickley asked what the capacity was in the Bunker Hill Basin (Basin).

General Manager Guerrero stated that Valley District was the lead as the wholesaler of the region and tracked the Basin, and Valley District recently reported that the Basin was at eighty-three percent (83%) capacity.

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

**7. REPORTS:**

**A. Report of the President –** President Callicott complimented Department employees who work out on the field in the heat and their excellent work and effort have not gone unnoticed.

**B. Report of the Commissioners –** None.

**C. Report of the Directors –**

1. Director Mouser stated that the financial models for the Department's three (3) enterprises were nearly completion and would be presented, along with the cost of service and rate structures, to the Water Board in upcoming meetings.
2. Director Miller reported that the field inspection of the state Sanitary Survey was completed and commended Mike Garland, WU Operations Superintendent, and Con Arrieta, WQ Control Officer, for all of their hard work and contributions involving the Sanitary Survey.
3. Director Miller stated that the Department due to a potential chlorine shortage, the Department has taken proactive steps to ensure that there was a back-up plan for the water supply by purchasing sodium hypochlorite kits for some Department well sites.
4. Deputy General Manager Ohama stated that on September 30, 2021, the state-wide moratorium for shut offs would expire and notices were mailed on all delinquent accounts informing customers of the moratorium deadline.

Deputy General Manager stated that shut offs would resume on October 4, 2021.

**D. Report of the General Manager –**

1. General Manager Guerrero provided a COVID-19 update to the Water Board. San Bernardino County reported the current case rate had more than doubled and was now 23.5 percent (23.5%) and the positivity rate was just over nine percent (9%).

General Manager Guerrero stated that the Water Board meetings went back to a web-conference format and would continue to be conducted virtually due to the upward trend in positivity and case rates.

2. General Manager Guerrero stated that the Department had been informed of six (6) positive cases in the last month after no positive cases since March 2021.

3. General Manager Guerrero stated that reported vaccinations within the Department was just over fifty percent (50%).

General Manager Guerrero stated that San Bernardino County vaccination percentage was at approximately forty-five percent (45%) and the State of California was at sixty-two percent (62%).

4. General Manager Guerrero stated that he met with the City and its consultant to develop ways for the Department to contribute to the City's Strategic Plan Action Plan.
5. General Manager Guerrero stated that staff would be updating the Department's Strategic Plan and would prepare an item to come before the Water Board in September.
6. General Manager Guerrero stated that the City received approximately \$80 million from the American Rescue Plan (ARP). As part of its guidelines, part of those funds allows for use of water and wastewater projects.


General Manager Guerrero attended the August 4, 2021 Mayor & City Council (MCC) meeting and presented the Department's lead service lateral replacement project for MCC consideration. The project is an estimated \$5 million and would be within the guidelines of the ARP.

General Manager Guerrero stated that the MCC would be continuing discussions on the allocation of the ARP funding for final approval at future MCC meetings and would be attending those meetings to provide any further information to the MCC.

President Callicott stated that she was grateful for the great working relationship General Manager Guerrero had with the MCC and the City's government officials and thanked him for his work on this item.

8. ADJOURNMENT

The next regular meeting of the Water Board was scheduled for 9:30 a.m., August 24, 2021, via web-conference.

By:   
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Miguel J. Guerrero, P.E.  
General Manager