

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

AGENDA REGULAR MEETING WATER BOARD

Tuesday, June 10, 2025 – 9:30 a.m.

MARGARET H. CHANDLER WATER RECLAMATION PLANT
399 CHANDLER PLACE
San Bernardino, California

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>
- Please turn off or mute your cell phone while the meeting is in session.
- Any member of the public desiring to speak to the Water Board concerning any matter not on the agenda, but which is within the subject matter jurisdiction of the Water Board, may address the body during the period reserved for public comments. Said total period for public comments shall not exceed forty-five (45) minutes unless such time limit is extended by the Water Board. A three-minute limitation shall apply to each member of the public unless such time limit is extended by the Water Board. No member of the public shall be permitted to “share” his/her three minutes with any other member of the public.
- The Water Board may refer any item raised by the public to staff for appropriate action or have the item placed on the next agenda of the Water Board. However, no other action shall be taken nor discussion held by the Water Board on any item which does not appear on the agenda unless the action is otherwise authorized in accordance with the provisions of subdivision (b) of Section 54954.2 of the Government Code.
- Public comments will not be received on any item on the agenda when a public hearing has been conducted and closed.

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. IF ATTENDING IN PERSON, MAY PROVIDE COMMENT AT THE APPROPRIATE TIME DICTATED BY THE AGENDA AND WATER BOARD PRESIDENT.
2. 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.

CALL TO ORDER

ROLL CALL

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 June 2, 2025 through June 15, 2025.

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 May 27, 2025, of the Water Board.

DISCUSSION ITEMS

5. APPROVAL OF PURCHASE ORDER FOR SERVICE INSTALLATIONS AT 575 E. BASELINE STREET: The Department approved a list of five (5) construction firms to serve as on-call contractors under Contract No. 1825, *On-Call Potable Water and Sanitary Sewer Repair Services*. Bids are solicited from this list of pre-approved on-call contractors for specific water service installation requests over the course of the following fiscal year.

Landwise Development requested to install, one (1) Combination 3-inch DS x 2-inch LS service installation, one (1) 6-inch Fire Hydrant Installation, and one (1) 8-inch Fire Service Installation. Staff solicited bids from the Department's five (5) on-call contractors and two (2) bids were received and opened on May 13, 2025.

The funding source for this contract is Construction Orders assigned for Fiscal Year 2025:

- *No. 11191 Combination Domestic/Landscape Service installation.*
- *No. 11189 Fire Hydrant Installations*
- *No. 11188 Fire Service Installation.*

Construction Orders are generated each fiscal year to capture costs for installing typical service requests. Landwise Development will be issued an invoice to cover these installation fees and the water capacity charges established by Rule and Regulation No. 5. The collected installation fees will be deposited into the Construction Orders No. 11191, No. 11189, and No. 11188 accounts.

MOTION: Approve the purchase order for the project installations located at 575 E. Baseline St. by El-Co Contractors, Inc. in the amount of \$118,460.00.

MOTION:_____ SECONDED:_____

6. OPERATING AND CAPITAL IMPROVEMENT BUDGET WORKSHOP AND BUDGET ADOPTION: FISCAL YEAR 2025/26: The second presentation on the proposed budget for Fiscal Year 2025/26 will be presented to the Water Board and will include Environmental and Regulatory Compliance, Sewer Treatment, Sewer Collection, and an Operating & Capital Improvement summary. In addition, adoption of the proposed final budget will be recommended.

MOTION: Adopt the City of San Bernardino Municipal Water Department Operating and Capital Improvement Budget for Fiscal Year 2025/26.

MOTION:_____ SECONDED:_____

7. REPORTS:

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

8. ADJOURNMENT

The next regular meeting is scheduled for *9:30 a.m., June 24, 2025*, at The Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.



**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

MAY 27, 2025

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, May 27, 2025, in-person 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

- 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 4D:**A. PAYROLL:**

	<u>Water Fund</u>	<u>Sewer Treatment</u>	<u>Total</u>
Claims:3012634- 3012770			
Accounts Payable	\$2,228,064.89	\$666,584.64	\$2,894,649.53
Gross Payroll	<u>\$471,988.07</u>	<u>\$434,880.54</u>	<u>\$906,868.61</u>
04/21/25-05/04/25			
TOTALS	<u>\$2,700,052.96</u>	<u>\$1,101,465.18</u>	<u>\$3,801,518.14</u>

Payroll for the pay period beginning May 19, 2025 through June 1, 2025.

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

C. MINUTES: May 13, 2025.

D. WELL MONITORING FOR PER AND POLYFLUOROALKYL SUBSTANCES (PFAS) – NOTIFICATION LEVEL EXCEEDANCES: The California Water Resources Control Board’s Division of Drinking Water Order DW 2024-002-DDW requires the Department to monitor for PFAS analytes in their public drinking water system.

Under Health and Safety Code section 116455, as a retail water agency, the Department must inform its governing body and the governing body of any local agency whose jurisdiction includes areas supplied with drinking water by the Department within 30 days after the Department is first informed by its analytical laboratory of an exceedance.

Samples were collected on April 17, 2025. Six (6) samples collected and analyzed by the laboratory showed the presence of Perfluorohexanesulfonic Acid (PFHxS), a PFAS analyte, above the notification level of 3.0 nanograms per liter (ng/L). One (1) other sample collected showed the presence of Perfluorooctanoic acid (PFOA) above the notification level of 4.0 nanograms per liter (ng/L).

The Department is meeting Order DW 2024-002-DDW’s requirement of informing the governing Body (Water Board) and the City of San Bernardino by posting this report for the March 25, 2025, City of San Bernardino Water Board Meeting. **(INFORMATION ITEM ONLY)**

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

DISCUSSION ITEMS

5. **CONTRACT 1728R – BLACK AND VEATCH CORPORATION – CHANGE ORDER NO. 6 – ENGINEERING DESIGN AND CONSTRUCTION SUPPORT SERVICES FOR DIGESTER “B” REPLACEMENT PROJECT (PROJECT NO. C2100254):** On November 24, 2020, the Water Board entered into Contract No. 1728R with Black and Veatch Corporation (BV) for Design and Construction Support Services for Digester “B” Replacement Project. As a result of the completion of the WRP Master Plan, certain other project components were combined with the Engineering Design and Construction Support Services for Digester “B” Replacement Project.

The existing Programmable Logic Controller (PLC) 11 in the Digestion and Thickening (D&T) Building was no longer supported. A written control description must be developed in order for the project design to be completed. These services were not included in the original design proposal and additional design services were needed to review and create as-builts for the existing control logic.

The funding source for this Change Order was Fiscal Year 2024/2025, Sewer Treatment Fund Capital Improvement Project, C2100254, *Digester B Replacement Project with Biosolids Strategic Plan*, which had sufficient funds available for this change.

MOTION: Approve Change Order No. 6 to Contract No. 1728R with Black and Veatch Corporation, in the amount of TWENTY-FIVE THOUSAND SEVEN HUNDRED TWENTY-FIVE AND 00/100 DOLLARS (\$25,725.00). The General Manager was authorized to execute the change order.

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

6. **OPERATING AND CAPITAL IMPROVEMENT BUDGET WORKSHOP: FISCAL YEAR 2025/26:** Presentations on the proposed budget for Fiscal Year 2025/26 were presented to the Water Board by the Administrative Services, Finance/Purchasing & Non-Departmental, and Water Utility Divisions. In addition, a presentation on the Department’s overall budget assumptions and major items was presented. (PRESENTATION ONLY)
7. **REPORTS:**
- A. **Report of the President – None.**
 - B. **Report of the Commissioners – None.**

- C. Report of the Directors** – Deputy General Manager Ohama stated that Darian Brown, Water Conservation/Public Affairs Specialist, attended a townhall for Inland Empire residents hosted by Congressman Pete Aguilar at Indian Springs High School on Sunday, May 18, 2025.

D. Report of the General Manager –

1. General Manager Guerrero stated that the \$1 million grant that was provided to San Bernardino County from Congressman Pete Aguilar was transferred to the Department for the septic to sewer project in the Arrowhead Farms area.

General Manager Guerrero stated that the County thought it would be in the best interest of the community to have the grant money transferred to the Department to streamline the septic to sewer project.

2. General Manager Guerrero stated that the Strategic Plan Update was near completion and would be presented to the Water Board at the second meeting in June.

8. ADJOURNMENT

The next regular meeting of the Water Board was scheduled for *9:30 a.m., June 10, 2025*, at The Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.

By: _____
Miguel J. Guerrero
General Manager

CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT
WATER BOARD
STAFF REPORT

Received 06-03-25
SBMWD AS
General Manager

TO: Miguel J. Guerrero, P.E., General Manager 
FROM: Steve R. Miller, Director of Water Utility
SUBJECT: **APPROVAL OF PURCHASE ORDER FOR SERVICE INSTALLATIONS
AT 575 E. BASELINE STREET**
DATE: June 3, 2025
CC: Cindy Mouser (w/attach), Miriam Sifuentes (w/attach), Tim Potter (w/attach),
Warren Huang (w/attach), Aaron Winchester (w/attach), Ted Brunson (w/attach)

BACKGROUND:

The San Bernardino Municipal Water Department (Department) utilizes the services of on-call contractors to augment staff's ability to respond promptly to requests for water service installations, supporting proposed development within the Department's service area. Pipeline contractors are invited annually to submit their construction firms for consideration through PlanetBids. The submitted contractor qualification summaries are reviewed, and the Department approved a list of five (5) construction firms to serve as on-call contractors under Contract No. 1825, On-Call Potable Water and Sanitary Sewer Repair Services. Bids are solicited from this list of pre-approved on-call contractors for specific water service installation requests over the course of the following fiscal year.

The Department's Engineering section received a request from Landwise Development to install the following services:

- One (1) Combination 3-inch DS x 2-inch LS service installation.
- One (1) 6-inch Fire Hydrant Installation.
- One (1) 8-inch Fire Service Installation.

Staff solicited bids from the Department's five (5) on-call contractors to perform this work. Two bids were received and opened on May 13, 2025, and are as follows:

<u>BIDDER'S NAME</u>	<u>PRICE</u>	<u>LOCATION OF BIDDER</u>
EL-CO CONTRACTORS, INC	\$118,460.00	SAN BERNARDINO, CA
TK CONSTRUCTION	\$182,500.00	SAN BERNARDINO, CA

Staff recommends that the Water Board approve the issuance of a Purchase Order in the amount of \$118,460.00 to El-Co Contractors, Inc.

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

Page 2

June 3, 2025

**SUBJECT: APPROVAL OF PURCHASE ORDER FOR SERVICE INSTALLATIONS
AT 575 E. BASELINE STREET**

GOALS AND OBJECTIVES:

This project aligns with the Department's Strategic Plan under Target 3: Customer Service/Public Relations, Goal 8: Meet and exceed internal and external customer expectations, including responsiveness and timeliness. This supports the specific goal of improving and maintaining infrastructure to best serve the needs of rate payers.

FISCAL IMPACT:

The funding source for this contract is Construction Orders assigned for Fiscal Year 2025:

- *No. 11191 Combination Domestic/Landscape Service installation.*
- *No. 11189 Fire Hydrant Installations*
- *No. 11188 Fire Service Installation.*

Construction Orders are generated each fiscal year to capture costs for installing typical service requests. Landwise Development will be issued an invoice to cover these installation fees and the water capacity charges established by Rule and Regulation No. 5. The collected installation fees will be deposited into the Construction Orders No. 11191, No. 11189, and No. 11188 accounts.

RECOMMENDATION:

It is recommended that the Water Board make the following motion:

- **Approve the purchase order for the project installations located at 575 E. Baseline St. by El-Co Contractors, Inc. in the amount of \$118,460.00.**

Respectfully submitted,


Steve Miller (Jun 3, 2025 08:49 PDT)

Steve R. Miller
Director of Water Utility

SRM:TP:ms

Attachment: El-Co Contractors Proposal

**CONTRACTORS, INC.**

1995 Nolan Street, San Bernardino, CA 92407 • Telephone (909) 887-2610 or 887-1013 • Fax (909) 880-9091
P.O. Box 9130 San Bernardino, CA 92427

TO: Name S.B.M.W.D.
Address 397 Chandler Street
City San Bernardino, CA 92408

PROJECT:
LOCATION:

DATE: 4/7/2025 ATTN: Aaron Winchester TELEPHONE: _____

We propose to furnish Labor & Material to perform the work hereafter specified.

BID

575 E. Baseline Street

(Services to be installed off E. Olive Street)

1	Lump Sum	Mobilization	4,500.00	4,500.00
2	Lump Sum	Traffic Control	3,500.00	<u>3,500.00</u>
				8,000.00
1	1 Each	3" Domestic X 2" Irrigation Service	47,000.00	47,000.00
2	Lump Sum	Cut, Remove & Replace AC Base Course	5,020.00	5,020.00
3	Lump Sum	Concrete Replacement	1,200.00	<u>1,200.00</u>
				53,220.00
1	1 Each	8" Fire Line to Property Line	18,800.00	18,800.00
2	Lump Sum	Cut, Remove & Replace AC Base Course	5,020.00	5,020.00
3	Lump Sum	Concrete Replacement	1,200.00	<u>1,200.00</u>
				25,020.00
1	1 Each	Fire Hydrant Assembly	26,000.00	26,000.00
2	Lump Sum	Cut, Remove & Replace AC	5,020.00	5,020.00
3	Lump Sum	Concrete Replacement	1,200.00	<u>1,200.00</u>
				32,220.00

NOTES:

GRAND TOTAL: **118,460.00**

1. Permits & Inspection fee by others.
2. Engineering & Staking by others.
3. Construction water to be furnished & paid for by others.
4. All work completed by the 25th of each month is due and payable on the 10th of the following month.
5. Final billings will be based on actual measurements of work at the above prices.

General conditions, on the reverse side, are an integral part of the agreement.

ACCEPTED:

EL-CO CONTRACTORS, INC.
STATE LICENSE NO. 317093

BY: _____

BY: John Wiles, Sec/GenMgr.

DATED: _____

**CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT
BOARD OF WATER COMMISSIONERS
STAFF REPORT**

TO: Miguel J. Guerrero, P.E., General Manager 
FROM: Cynthia Mouser, Director of Finance
SUBJECT: **OPERATING AND CAPITAL IMPROVEMENT BUDGET WORKSHOP
AND BUDGET ADOPTION: FISCAL YEAR 2025-26**
DATE: June 3, 2025

BACKGROUND:

At the May 27, 2025, meeting, the Water Board Commissioners were provided the first of two presentations of the proposed Fiscal Year 2025-26 City of San Bernardino Municipal Water Department Operating and Capital Improvement Budget. The purpose of today's meeting is to present the second budget presentation and to finalize the adoption of the proposed budget.

Today's presentation includes the following:

- Environmental and Regulatory Compliance
- Sewer Treatment
- Sewer Collection
- Operating & Capital Improvement

The proposed budget is summarized in the following table:

	Water Fund:	Sewer Fund:	Total SBMWD:
Total Source of Funds:	\$80,922,000	\$74,465,000	\$155,387,000
Expenses:	50,923,230	46,711,095	97,634,324
Other Use of Funds:	52,028,780	62,044,050	114,072,830
Total Use of Funds:	<u>102,952,010</u>	<u>108,755,144</u>	<u>211,707,154</u>
Net Transfer to/from Reserves:	<u>\$<22,030,010></u>	<u>\$<34,290,144></u>	<u>\$<56,320,154></u>

The budget summary includes a capital budget of \$114.1 million for all enterprise funds. It also authorizes the General Manager to pay routine expenditures associated with budgeted expenses including but not limited:

- CalPERS Pension Contributions
- Employee benefit payment(s)
- Annual CalPERS Unfunded Liability Payment(s)
- OPEB Retiree Health Premium Payments
- OPEB Unfunded Liability Payment(s)
- Annual Debt Service Payments
- Annual liability and Workers Compensation Payments
- FY 25-26 Salary Schedules
- Capital Project Expenditures Approved by the Board
- Right of Way Maintenance Agreement payments to the City
- Capital Expenses within GM purchasing authority (\$100,000 and below)
- State Project Water purchases
- Valley Replenishment Fee and Conservation District Fees Payments
- Utility Bills
- Annual Board approved contract payments

When applicable, (Water Fund and Sewer Fund), the proposed budget meets or exceeds debt service coverage ratios as projected during the Department's recent bond issuances. The debt service coverage ratios are calculated according to the terms set out in the Installment Purchase Agreement, which outlines the specific terms of the bonds.

Although the proposed budget reflects the use of reserve balances, the Department is maintaining healthy reserve balances and is demonstrating an appropriate level of working capital in comparison to the Government Finance Officers' Association's recommended target of 45 days of working expenses as shown in the table below:

	Water Fund:	Sewer Fund:	Total SBMWD:
Projected Working Capital @ 6/30/25	\$26,061,717	\$21,271,996	\$47,333,714
45 days of Annual Operating Expenses* (per budget)	\$6,043,713	\$5,620,327	\$11,664,040
% Funded	4.31x	3.78x	4.06x

GOALS AND OBJECTIVES:

This budget aligns with the Department's Key Value Statements to "Actively engage in efforts to ensure transparency". This plan also aligns with the Department's Strategic Plan under Target #5: Fiscal Responsibility Goal# 14: Address the department's reserve policy and funding.

FISCAL IMPACT:

The budget, when adopted, establishes a financial plan of expenditures to carry out Department goals and actions.

RECOMMENDATION:

It is recommended that the Water make the following motion:

- Adopt the City of San Bernardino Municipal Water Department Operating and Capital Improvement Budget for Fiscal Year 2025-26.

Respectfully submitted,



Cynthia Mouser
Director of Finance

Attachments: Workshop Presentation #2
Fiscal Year 2025-26 Operating and Capital Improvement Budget

Budget Workshop #2

San Bernardino Municipal
Water Department
Fiscal Year 2025-2026
June 10, 2025

Fiscal Year
2025-26
Budget
Schedule



Draft Budget Distributed

May 24-28, 2025



Budget Workshop #1

May 27, 2025
Revenue Overview
Administrative Services
Finance & Purchasing & Non-Departmental
Water Utility



Budget Workshop #2

June 10, 2025
Environmental and Regulatory Compliance
Water Reclamation
Operation & Capital Improvement/Overall
Summary



Budget Approval

Board Budget Approval
June 10, 2025

Rix Budget Approval
July 2, 2025



Overall budget
assumptions and major
items



Revenue Overview



Individual division
presentations
(Organizational Chart,
Accomplishments and
Goals, Operating Budget,
Capital Budget)



Strategic plan
incorporated – example
(Target # 1, Goal # 3)



Department goals and
accomplishments (2nd
workshop)



Budget Summaries (2nd
workshop)

Workshop Outline

CHANGES TO FY 25/26 BUDGET SINCE THE 05/27/25 MEETING

O&M and Capital Increases/(Decreases)

Water (3090) – Increased
\$ 96,000 - Right-of-Way
maintenance agreement
with the City

Sewer (4090) Increased
\$87,000 - Right-of-Way
maintenance agreement
with the City

Personnel Increases/(Decreases)

- Increased salaries and benefits by \$460,000 – added Part-time and Student Interns; reclassified 5 positions; added 4 new positions

New positions

- Engineering Associate– 3060
- Information Security Analyst– 1040
- Water Reclamation Facilities Maint. Sprvr– 4060
- Office Assistant - 1030
- Reclassified (2) positions in 1400-Finance; (1) position in Specialty Construction – 3043; (2) positions in Engineering - 3060 .

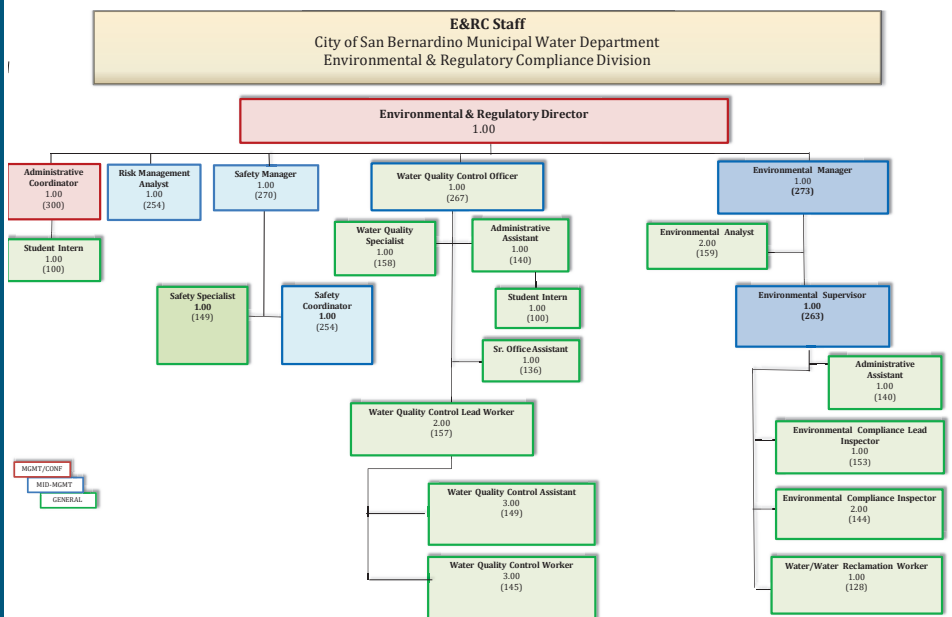


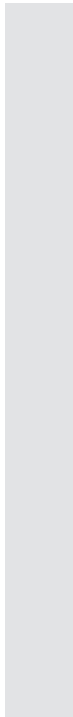
Environmental & Regulatory Compliance

Environmental & Regulatory Compliance

- The Environmental & Regulatory Compliance (E&RC) section supports the Department's commitment to protect the health and safety of all its employees and the public; minimize environmental impacts from the Department's business practices; and ensure the Department has appropriate and adequate insurance coverage to protect its assets and ratepayers in the future
- E&RC staff is responsible for coordinating with and assisting other Department sections on understanding, implementing, auditing, and reporting on all local, state and federal environmental and safety regulations; including the Department's insurance coverage and retentions, that are applicable to the Department's activities.
- The Environmental & Regulatory Compliance is comprised of the following sections:
 - Environmental Compliance
 - Safety/Risk Management
 - Water Quality (Drinking Water),
 - Environmental Control (Pre-Treatment)(Wastewater)

Personnel/Staffing





Accomplishments & Goals

Environmental Compliance (Section 2060)

Accomplishments FY 2024-2025

Environmental:

- Achieved final compliance with SCAQMD Stipulated Order of Abatement, Case No. 6124-2, and received commendation from SCAQMD Hearing Board and Staff for the transparency, effort and commitment exhibited by SBMWD staff. (Target #2, Goal #5; Target #3, Goal #9)
- Continued compliance with the California DPH and CAL-OSHA requirements.
- We trained over 1,815 training seats for this past fiscal year.

Risk Management:

- Recovered \$24,234.49 in claims
- Closed/Settled 3 general liability lawsuits
- Closed/Settled 4 general liability claims
- Investigated 108 incidents consisting of: hit fire hydrants (44), miscellaneous property damage (20), traffic collisions (14), contractor damaged lines (9), burglaries/theft (6), claims (8), and other (4)

Goals FY 2025-2026

Environmental:

- Negotiate conditions and limits of air quality permits and NPDES permits for the WRP, new tertiary treatment system and RIX Facilities, and De Minimis Discharges (Target #2, Goal #5)
- Continue to actively participate in regional and state-wide efforts to advocate for regulations that balance economics and environmental protection (Target #4, Goal #12)

Safety:

- Continue to implement phase III of the confined space rescue program (Target #2, Goal #5)
- Provide reasonable suspicion training for all supervisor staff
- Conduct a tabletop exercises following our Emergency Response Plan (ERP) with SBMWD staff to cover Perris Hill Dam failure, earthquakes and wildfires.

Risk Management:

- Increase the recovery of funds from subrogation claims by 20% by identifying and pursuing more opportunities for recovery on property damage caused by non-Department parties.
- Develop and implement new risk mitigation strategies in collaboration with the Safety Manager and department staff to reduce claims related to property damage and liability
- Train staff involved in incident-related process on updated procedures and effective incident documentation techniques (Target #1, Goal #3)

Environmental Control (Section-2050)

Accomplishments FY 2024-25

- Maintained 480 permits issued to Industrial Users, septic liquid waste haulers, and brine waste generators
- Successfully operated the brine collection station, which managed the receiving of approximately 13 million gallons of brine wastewater and contributed to increased revenue for SBMWD (Target #3, Goal # 8).

Goals FY 2025-26

- Successfully finalize the transfer of historical pretreatment program data and complete the onboarding process to implement a new pretreatment database system for Industrial Users, FOG facilities, and Liquid Waste Haulers, with the objective of improving data entry accuracy and enhancing record keeping efficiency within the section (Target #2, Goal #6).
- Maintain open collaboration and communication with the City Community Development & Housing and Economic Development departments to increase the efficiency of project coordination and planning, resulting in streamlined processes and improved customer service (Target #4, Goal #10).

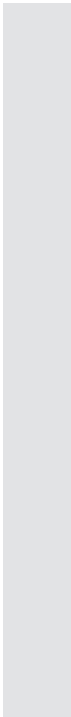
Water Quality (Section 2063)

Accomplishments FY 2024-2025

- Managed staffing shortage issues due to two retirements in the section, with a combined total of over 60 years of service (**Target #1, Goal #2**).
- Water quality staff track the testing of 4,647 back flow devices, 247 installation and 428 replacements; flushed 434 dead ends on a quarterly basis, conducted 26 fire flow test, oversaw 7 new pipeline chlorination and investigated 49 water quality complaints (**Target #2, Goal #5**).

Goals FY 2025-2026

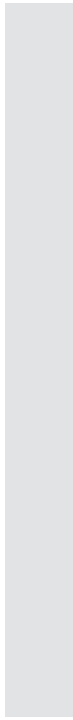
- On December 19, 2023, the State Water Resources Control Board adopted the Cross-Connection Control Policy Handbook (CCCCPH) with an effective date of July 1, 2024. As part of the new CCCPH site surveys will be required for the 4,600 commercial and 50,000 residential customers. Water Quality Staff will develop training methods for completing the site survey along with a tracking method to provide a time frame needed to complete the surveys for the entire system (**Target #1, Goal #3 & Target #2, Goal #5**).
- Staff will continue to be proactive in reviewing and analyzing laboratory data and take immediate action when a source well, treatment plant, or distribution system sample point is trending in a negative direction or exceeds a maximum chemical or biological threshold (**Target #2, Goal #5**).
- Staff will continue to work with our Public Affairs Team on community outreach to expose the youth of San Bernardino to the many opportunities available at the San Bernardino Municipal Water Department. Provide information on certification requirements of the wide array of job positions within the department and the many benefits of working in the water industry. (**Target #3, Goal #9**).



Operating Budget Changes

Operating Budget Changes

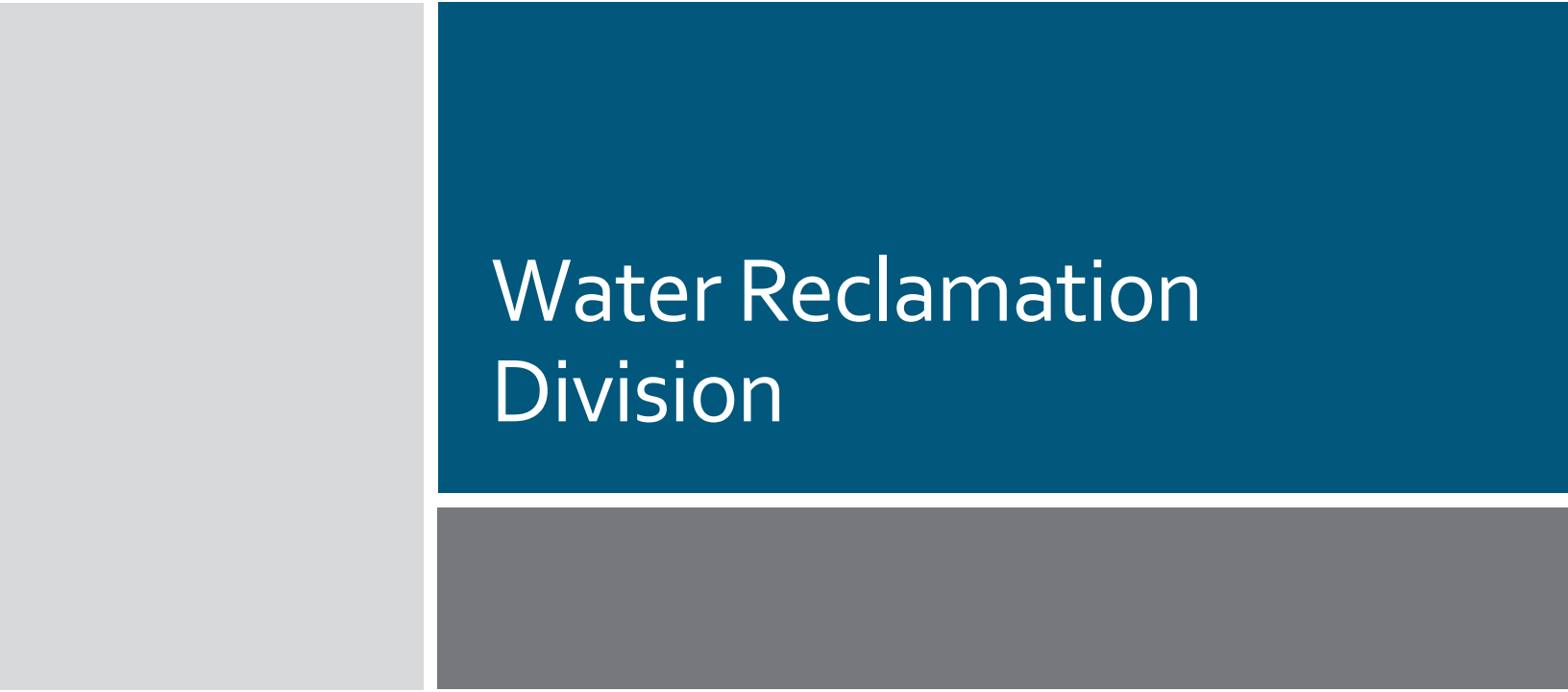
	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PROPOSED BUDGET	\$ CHANGE	% CHANGE
Environmental Control (2050)	\$ 981,282	\$ 1,016,122	\$ 34,840	3.6%
Environmental & Regulatory Compliance (2060)	3,373,599	3,272,505	(101,094)	(3.0%)
Water Quality (2063)	2,589,767	2,254,804	(334,963)	(12.9%)



Capital Needs

Vehicles/Equipment

<u>Needs</u>	<u>Cost</u>
(2) Ford F150 4x4 Trucks	\$132,000
(1) Ford E-Transit Van	\$75,000
(1) Ford Lightning PRO	\$75,000

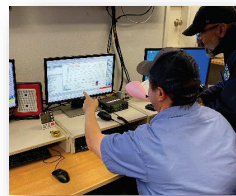
The logo consists of three rectangular blocks. On the left is a light gray vertical rectangle. To its right is a dark blue horizontal rectangle containing the text 'Water Reclamation Division' in white. Below the dark blue rectangle is a gray horizontal rectangle.

Water Reclamation Division

Water Reclamation Division



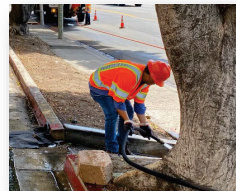
WR Administration



WR Operations



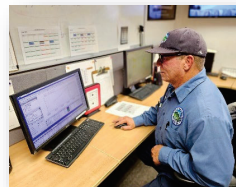
WR Maintenance



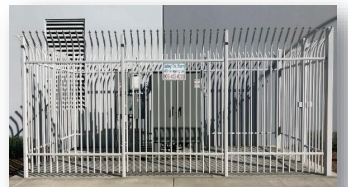
Sewer Collections



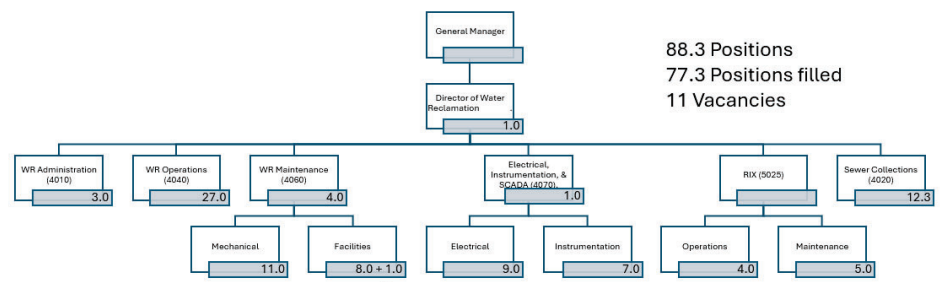
Electrical, Instrumentation, &
SCADA



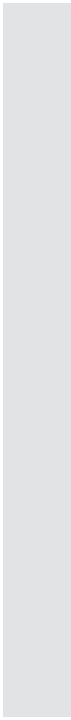
RIX Facility



Personnel Staffing Organization Chart



- Restoring the WR Facilities Maintenance Supervisor position



Accomplishments & Goals

Water Reclamation Division

Accomplishments FY 2024-2025

- Transmit/Treat 5,996 MG @ WRP & 9,500 MG & RIX without violation (**Target #3, Goal #8**)
- Completed 2 major construction projects (Sludge Beds & East Infl. Siphon) (**Target #2, Goal #4**)
- Nearly completed construction on TTS project (**Target #2, Goal #4**)
- Nearly completed design on Digester B Project Phase I (**Target #2, Goal #4**)
- Followed Collections and WRP Master Plans & Biosolids Strategic Plan (**Multiple**)
- Began Regional Biosolids 15 agencies (**Target #4, Goal #12**)
- Developed Operations Section Standardized Training (**Target #1, Goal #3**)

Goals FY 2025-2026

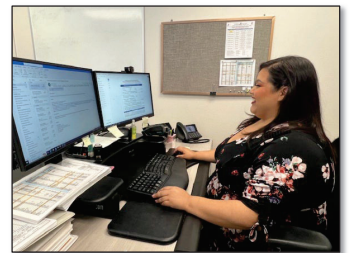
- Regional Biosolids effort (**Target #4, Goal #12**)
- Continue implementation of effective performance management strategies (**Target #1, Goal #1**)
- Master Plans (**Multiple**)
 - Collections (Follow)
 - WRP (Follow)
 - Biosolids (Follow)
 - SCADA (Complete)
 - RIX (Begin)
- WRP Liquid Stream Study (**Target #2, Goal #4**)



WR Administration (Section- 4010)

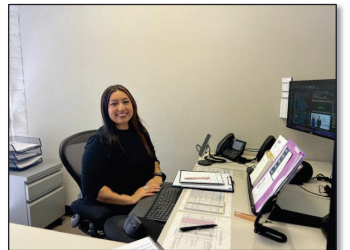
Accomplishments FY 2024-25

- Assisted an average of 685 contractors and guests each month (Target #3, Goal # 8)
- Electronic visitor management system implementation (Target #3, Goal # 8)
- Comprehensive administrative support. (Target #3, Goal #8)



Goals FY 2025-2026

- Continue assisting contractors and guests at front desk (Target #3, Goal # 8)
- Continue administrative support (Target #3, Goal # 8)
- Increase paperless workflow (Target #3, Goal # 8)



WR Collections (Section- 4020)

Accomplishments FY 2024-25

- 2 Sewer Spills (Target #2, Goal #5)
- The Collections Section has inspected 80% of sewer system maintenance holes (6,667 out of 8,292) (Target #2, Goal #5)
- CIWQS Audit (Target #2, Goal #5)
- Nearly completed the Collections Standardized Training Program (Target #2, Goal #3)

Goals FY 2025-2026

- Cleaning of 50 miles of large diameter pipe. (Target #2, Goal #5)
- Near-zero sewer spills (Target #2, Goal #5)
- Complete inspection of 100% of sewer maintenance holes (Target #2, Goal #5)
- Implement the Collections Standardized Training Program (Target #2, Goal #3)



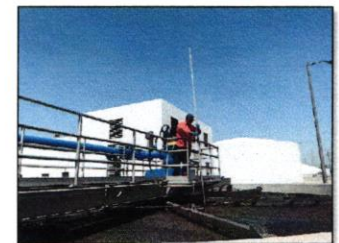
WR Operations (Section- 4040)

Accomplishments FY 2024-25

- 5,996 MG treated at WRP at 16.5 MGD ADF – with zero violations (Target #2, Goal #5)
- Treatment efficiency of 96%.
- Reduced Ferric Chloride usage by 43.5%
- Estimated savings of approximately \$420,400.
- Produced 17,830.90 wet tons of biosolids at an average cake percentage of 22.5%.

Goals FY 2025-2026

- Automate the polymer dosage process on the sludge dewatering system. (Target #2, Goal #5)
- Implement the Operations Standardized Training Program (Target #2, Goal #5)
- Finalize and implement the Interactive Operations and Maintenance (IOM) program (Target #2, Goal #5)



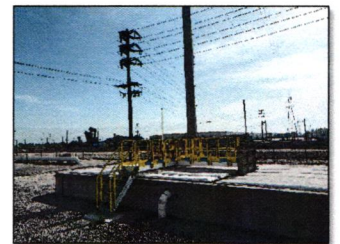
WR Maintenance (Section- 4060)

Accomplishments FY 2024-25

- Clarifier Drive Replacement Project – Phase I (Target #2:Goal #4)
 - U1WS; DAFT4; U2NP
- Multiple pumping system replacement projects I (Target #2:Goal #4)
 - RS-1; Solids Hnding Od. Scrubbers; Filtrate; NRC RAS/WAS; DAFT TWAS; May Co LS
- Multiple safety projects I (Target #2:Goal #4)
 - Vault lids; U2 Splitter stairs; U3 Fall Arrest
- Implemented new Danger-Confined Space procedures I (Target #2:Goal #5)

Goals FY 2025-2026

- Asset Management Program and Plan (Target #2, Goal #5)
- Maintenance Section Standardized Training Program (Target #1, Goal #3)
- Admin & Personnel Building Remodel Projects (Target #2, Goal #4)
- Allen Lift Station Wet Well Rehabilitation (Target #2, Goal #4)
- Meridian Lift Station Temporary Rehabilitation (Target #2, Goal #4)



Electrical, Instrumentation, & SCADA (Section-4070)

Accomplishments FY 2024-2025

- Roots Blower 4 VFD Replacement Project (Target #2, Goal #4)
- Electrical & Instrumentation support for Mnt. Projects (Target #2, Goal #4)
- Began Department-wide SCADA Master Plan (Target #2, Goal #6)
- Began SCE Charge Ready Transport Program (Target #2, Goal #5)

Goals FY 2025-2026

- Complete Department-wide SCADA Master Plan (Target #2, Goal #6)
- Electrical & Instrumentation support for Mnt. Projects (Target #2, Goal #4)
- EI&S Section Standardized Training Program (Target #1, Goal #3)



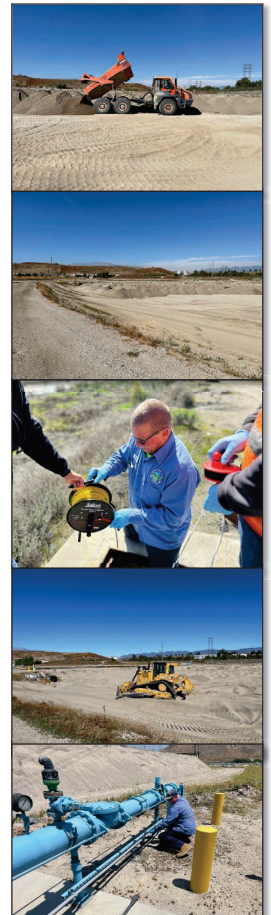
RIX (Section- 5025)

Accomplishments FY 2024-2025

- 7,250 MG treated @ RIX at 19.8 MGD ADF – 0 violations (T2:G5)
- 2,350 well soundings and inspections
- Replaced 1,760 UV lamps
- Restored 2 percolation basins to their original elevations using procured sand. (T2:G4)

Goals FY 2025-2026

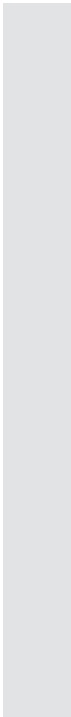
- Restore 2 to 3 percolation basins to their original elevations using procured sand (T2:G4)
- UV System transformer & UV lamp replacement (T2:G4)
- Wash 32,500 CY of sand
- Support RIX Master Plan (T2:G4)



Where is the WR Division headed?

- Plan our work
 - Standardized Training Programs (2025 & 2026) [In progress]
 - SCADA and Electrical Master Plans (2025 & 2026) [In progress]
 - Asset Management Program & Plan (2025)
 - RIX Master Plan (2025)
 - Collections Master Plan Update (2026)
 - WRP Master Plan Update (2027)
- Work our plans
 - Tertiary Treatment System Project [Complete]
 - Digester B Replacement [Continuing]
 - Regional Biosolids Facility [In progress]
 - WRP Liquid Stream Study
 - WRP Electrical Resiliency Project
 - WRP Rehabilitation Project #1
- Improve effectiveness
 - IOM System [Near completion]
 - Operations Optimization Projects

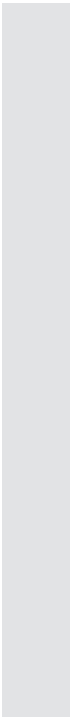




Operating Budget Changes

Water Reclamation Division Operating Budget Changes

	FY 2024-25 Adopted Budget	FY 2025-26 Proposed Budget	\$ Change	% Change
		FUND 200		
Administration - 4010	\$ 745,800	\$ 755,726	\$ 9,926	1.33%
Sewer Collection - 4020	2,568,682	2,926,267	357,585	13.92%
Lift Stations - 4030	147,920	174,300	26,380	17.83%
WR Operations – 4040	11,170,155	11,304,052	133,897	1.20%
WR Maintenance - 4060	4,509,959	4,905,993	396,034	8.78%
El&S - 4072	4,335,597	4,051,982	(283,615)	(6.54%)
Total	\$ 23,478,113	\$ 24,118,319	\$ 640,206	2.73%
		FUND 300		
RIX – 5025	\$ 5,727,445	\$ 5,689,389	\$ (38,056)	(0.66%)



Capital Needs

Carryover Vehicles



NEEDS		Cost
Ford Lightning	Operations (580) - Supt	\$70,000
Ford Lightning	El&S (125) – SCADA	\$70,000
Ford Lightning	El&S (164) – SCADA	\$70,000
Ford Lightning	El&S (525) – SCADA	\$70,000
Ford Lightning	El&S (528) – SCADA	\$70,000
Ford Lightning	RIX (501) – Mnt Supv	\$70,000
Total		\$420,000



New Vehicles

Vehicle	Replacing	Cost
Ford F550 – Service Truck w/ Crane	Maintenance (522) – Lift Stations	\$175,000
Ford F550 – Stake Bed	Maintenance (512) – Shop Truck	\$175,000
Ford eTransit Stake Bed	RIX (306) – Maintenance	\$85,000
Ford Lightning	El&S (558) – SCADA	\$75,000
Ford Lightning	El&S (New) – SCADA	\$75,000
Ford Lightning	El&S (New) – SCADA	\$75,000
Kubota	RIX – Operations	\$35,000
Kubota	Maintenance – Facilities	\$35,000
Total		\$730,000

Non-Project
Capital
Needs

NEEDS	COST
WRP Truck Scale	\$300,000
Above-Ground Fuel Storage Tank	\$100,000
WR Operations Automated Sampler	\$32,000
Arc-Flash Safety Remote Racking Device	\$32,000
Electrical Safety Training Equipment	\$30,000
Total	\$494,000



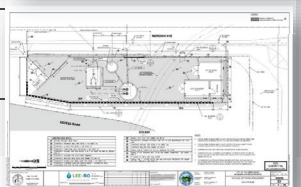
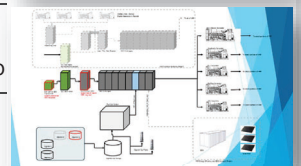
Significant Projects In Construction

- Tertiary Treatment System
(\$13.9M Construction)
- New Administration Building
(\$24M Construction – \$12.0 Fund
200)



Major Efforts

Regional Biosolids Program – Feasibility Study	\$	75,000
Digester B Replacement Final Design (no ESDC included)	\$	692,688
Digester B Replacement Construction (Debt Funding)	\$	20,130,000
Meridian Lift Station Replacement Design	\$	1,478,000
WRP Liquid Stream Facility Planning Study	\$	150,000
RIX Master Plan	\$	1,000,000
WRP Orange Show Entrance Project	\$	1,500,000.00
SCADA Master Plan (Department-Wide)	\$	1,582,249
WR Division Program Management	\$	450,000





Department Goals & Accomplishments, Rates and Budget Summaries

DEPARTMENT ACCOMPLISHMENTS

Strategic Plan Update

Current Plan adopted August 2019
Award to Water Systems Consulting (WSC)
Kick-off summer 2024, completion June 2025

Recycled Water

TTS Phase 1 (2.5 MGD) construction
completion June 2025
Salt Mitigation Feasibility Study complete
Development of regional RW system

Regional Biosolids

Effort to rebuild resiliency
15 Wastewater agencies
Consultant selected to complete feasibility
study



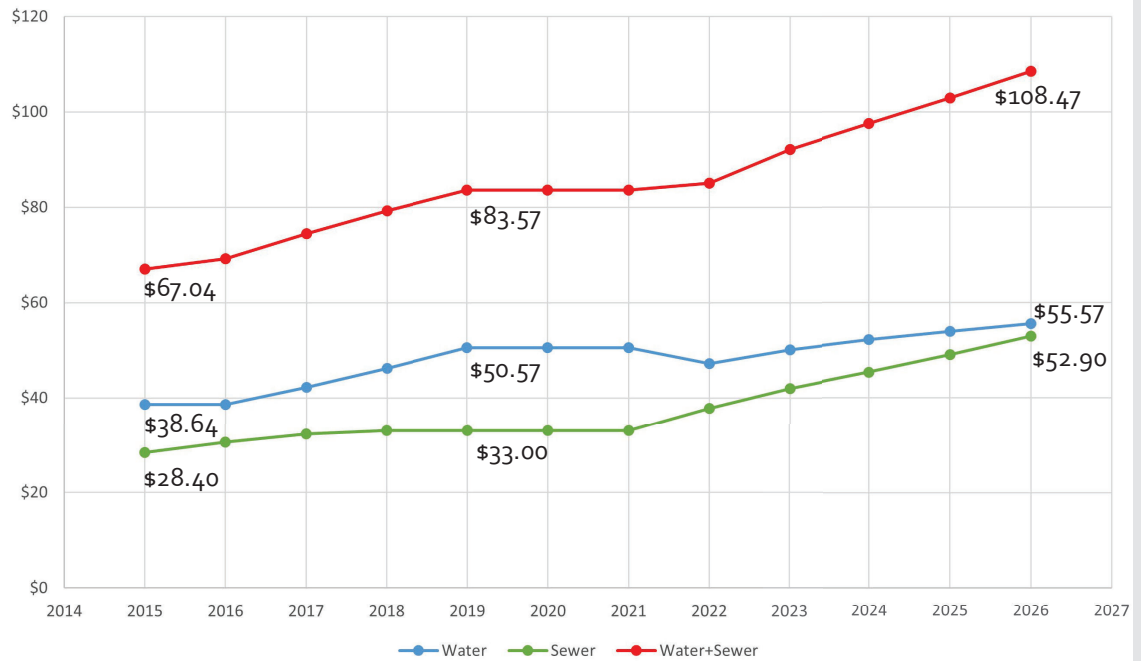


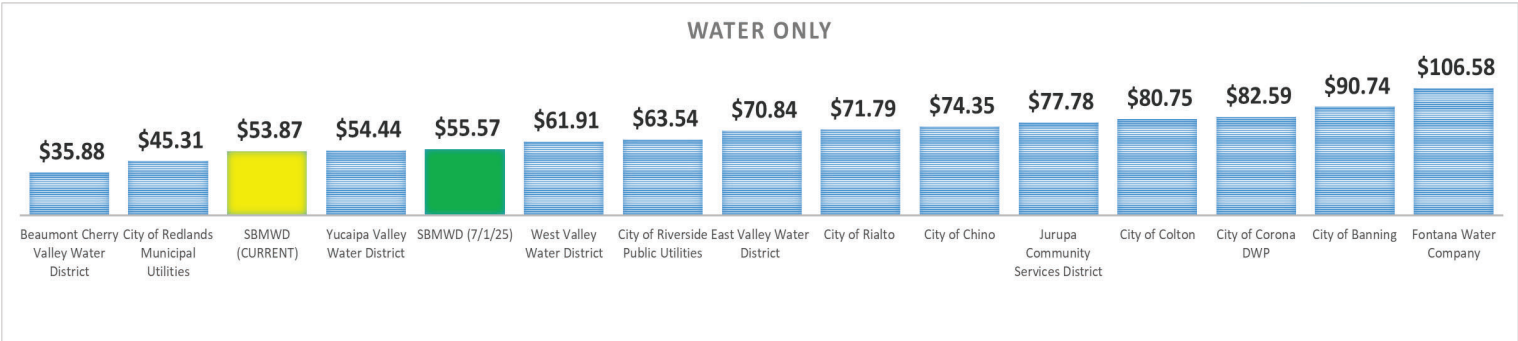
DEPARTMENT FY 25-26 GOALS

- WU Yards Relocation (Phase 1)
 - Phase 1 (Admin Building) Construction completion September 2025
 - Ribbon cutting/120-year Anniversary events
- WU Yards Relocation (Phase 2)
 - Bid, award, and begin construction of Phase 2 (Warehouse)
- Verdemont 2300 Pressure Zone
 - Complete construction of pump station, reservoir, and transmission main spring 2026
 - Reconcile GFR Agreement
 - Development of specific capacity charge
- Devil Canyon Basins
 - Partnership w/ Valley District
 - Development of recharge basins
 - New SWP turnout
- Financial Planning
 - Conduct rate study
 - Wholesale rate implementation
 - Capacity charge update
 - Fee study update

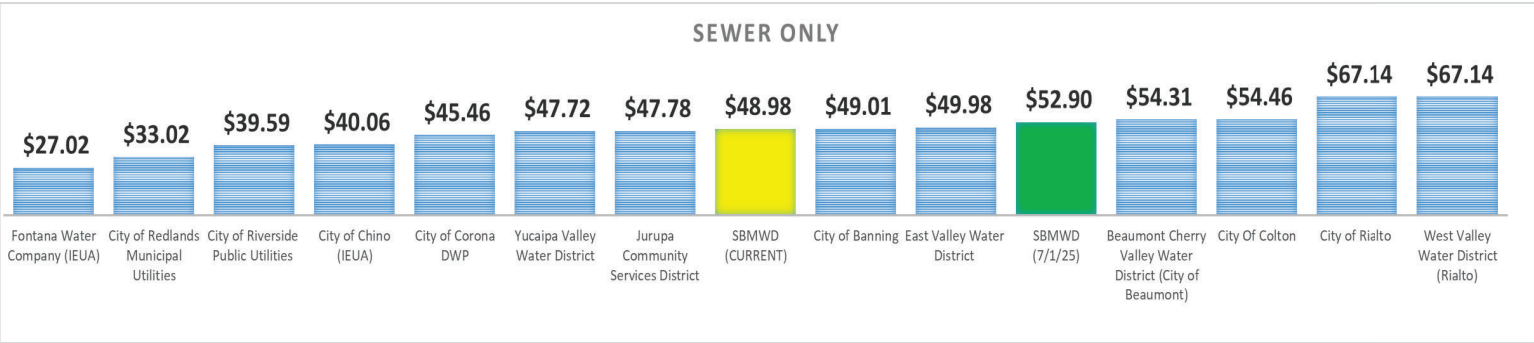
Rates History

(Monthly SFR, 18 HCF Consumption)



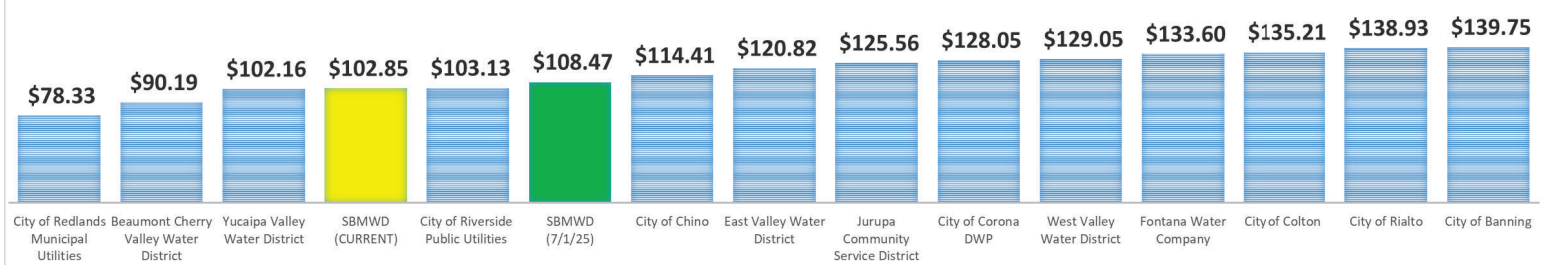


Water Bill Comparison (Monthly SFR, 18 HCF Consumption)



Sewer Bill Comparison (Monthly SFR)

WATER & SEWER COMBINED



Water+Sewer Bill Comparison (Monthly SFR, 18 HCF Consumption)

Future Rate Study

- Best Practice to review every 3-5 years
- Last Rate Study – March 2022
 - 5 adjustments: April 1, 2022, and July 1, 2022-2025
- RFP in FY 25/26
- Implementation in FY 26/27

	FY 2024-25	FY 2025-26		
	Adopted Budget	Proposed Budget	\$ Change	% Change
<u>Inflows:</u>				
Operating Revenues	\$ 48,708,000	\$ 56,958,000	\$ 8,250,000	16.9%
Non-Operating Revenues	5,510,000	3,356,000	(2,154,000)	-39.1%
Capital Contributions	4,600,000	4,100,000	(500,000)	-10.9%
Debt/Grant Proceeds (for Capital Use)	32,332,000	16,508,000	(15,824,000)	-48.9%
Total Cash Inflows	91,150,000	80,922,000	(10,228,000)	-11.2%
<u>Outflows:</u>				
Operating Expenses	48,299,539	49,021,230	721,691	1.5%
Non-Operating Expenses	1,956,000	1,902,000	(54,000)	-2.8%
Principal Debt Payments	1,050,000	1,100,000	50,000	4.8%
Capital Outlay	58,741,000	50,928,780	(7,812,220)	-13.3%
Total Cash Outflows	110,046,539	102,952,010	(7,094,529)	-6.4%
Net Transfer To/(From) Reserves	\$ (18,896,539)	\$ (22,030,010)	(3,133,471)	16.6%

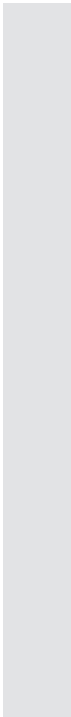
WATER FUND SUMMARY

	FY 2024-25	FY 2025-26		
	Adopted Budget	Proposed Budget	\$ Change	% Change
<u>Inflows:</u>				
Operating Revenues	\$ 43,883,000	\$ 49,065,000	\$ 5,182,000	11.8%
Non-Operating Revenues	2,010,000	2,010,000	-	0.0%
Capital Contributions	2,300,000	2,300,000	-	0.0%
Debt Proceeds (for Capital Use)	6,730,000	21,090,000	14,360,000	213.4%
Total Cash Inflows	54,923,000	74,465,000	19,542,000	35.6%
<u>Outflows:</u>				
Operating Expenses	44,222,320	45,587,095	1,364,775	3.1%
Non-Operating Expenses	1,165,000	1,124,000	(41,000)	-3.5%
Principal Debt Payments	735,000	855,000	120,000	16.3%
Capital Outlay	65,371,500	61,189,050	(4,182,450)	-6.4%
Total Cash Outflows	111,493,820	108,755,144	(2,738,676)	-2.5%
Net Transfer To/(From) Reserves	\$ (56,570,820)	\$ (34,290,144)	22,280,676	-39.4%

SEWER FUND SUMMARY

	Water Fund	Sewer Fund	Total Reserves
Projected Activity - FY 2024-25:			
Beginning Balance - as of July 1, 2024	\$ 61,320,942	\$ 82,102,992	143,423,934
FY 2024-25 projected Activity	(13,229,215)	(26,540,851)	(39,770,067)
Ending Projected Balance - June 30, 2025	48,091,727	55,562,141	103,653,867
Projected Activity:			
Beginning Balance	48,091,727	55,562,141	103,653,867
FY 2025-26 Activity	(22,030,010)	(34,290,144)	(56,320,154)
Ending Projected Balance	26,061,717	21,271,996	47,333,714
Targets:			
Operating Reserve	\$ 6,043,713	\$ 5,620,327	\$ 11,664,040
Rate Stabilizaion Reserve	11,130,200	9,813,000	20,943,200
Emergency Replacement Reserve	6,194,369	4,510,321	10,704,690
Capital Replacement Reserve	7,200,890	12,209,931	19,410,821
Ending Target Reserve Balance	30,569,172	32,153,579	62,722,751
Remaining Reserve Balance Available	\$ (4,507,455)	\$ (10,881,583)	\$ (15,389,038)

RESERVES



QUESTIONS?

ADDITIONAL BACK-UP FOR ITEM #6

DUE TO THE LARGE FILE SIZE,

**OPERATING AND CAPITAL IMPROVEMENT BUDGET –
FISCAL YEAR 2025-2026**

MAY BE ACCESSED AND VIEWED THROUGH THE FOLLOWING LINK:

<https://www.sbmwd.org/agendacenter>