



**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

FEBRUARY 25, 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, February 25, 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	Absent	N/A
Miguel Guerrero	General Manager	Absent	N/A

- ANNOUNCEMENTS BY THE BOARD:** None.
- 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>Total</u>
Claims:3011641- 3011731			
Accounts Payable	\$3,760,846.92	\$1,674,789.62	\$5,435,636.54
Gross Payroll	<u>\$463,765.08</u>	<u>\$443,487.26</u>	<u>\$907,252.34</u>
01/27/25-02/09/25			
TOTALS	<u>\$4,224,612.00</u>	<u>\$2,118,276.88</u>	<u>\$6,342,888.88</u>

Payroll for the pay period beginning February 10, 2025 through February 23, 2025.

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

C. MINUTES: February 11, 2025.

D. A RESOLUTION OF THE WATER BOARD OF THE CITY OF SAN BERNARDINO RECOGNIZING RICHARD PARKER FOR MORE THAN TWENTY YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

E. A RESOLUTION OF THE WATER BOARD OF THE CITY OF SAN BERNARDINO RECOGNIZING SALLY DURAN FOR MORE THAN THIRTY-FIVE YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

RESULT:	APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT
MOVER:	W. Hendrix
SECONDER:	R. Johnson
ABSTAINED:	N/A
ABSENT:	T. Brickley

DISCUSSION ITEMS

- 5. SPEC 2024-P2: PROCUREMENT OF 6-INCH TRAILER-MOUNTED EMERGENCY BYPASS PUMP FROM ROCKWELL ENGINEERING AND EQUIPMENT COMPANY INC.:** The Sewer Collections Section was seeking to purchase a trailer-mounted, diesel engine-driven, emergency bypass pump with debris chopping capabilities. The requested emergency bypass pump would serve and be shared by the Sewer Collections and Mechanical Maintenance Sections. The pump would be used for bypass situations, scheduled or emergency, within the sewer collections system, at lift stations, or at the wastewater treatment plant. The pump was approved as compliant by the Department's Environmental and Regulatory Compliance Division.

Staff issued Request for Proposal (RFP) No. 2024-P2 for Procurement of 6-inch trailer-mounted diesel engine, sound-attenuated emergency bypass pump with debris-chopping capability and received seven (7) responses on January 3, 2025. Staff completed a thorough review of the proposals provided and only Rockwell Engineering provided options that met the Specification requirements.

The funding source for the pump was FY 2024/2025 Sewer - *Capital Outlay Equipment*, with an approved budget of \$130,000.00. In order to cover the \$151,675.67 cost of the pump (including tax), a transfer of \$22,000.00 from Construction Order 2550078 – *Annual R/R – Sectional Main Repairs* was necessary.

Commissioner Johnson asked if the bypass pump would be used on a continuous basis.

Director Stewart stated that it would be in use every one (1) to two (2) weeks.

Commissioner Mlynarski asked if the bypass pump needed an air quality permit because it was diesel.

Director Stewart stated that due to its size, the engine was exempt from AQMD.

MOTION: Approve the transfer of TWENTY-TWO THOUSAND AND 00/100 DOLLARS (\$22,000.00) from Account 204090-6001 Construction Order 2550078 – *Annual R/R – Sectional Main Repairs* to Account 204020-6008 *Capital Outlay Equipment*; and

Approve the issuance of a Purchase Order to Rockwell Engineering and Equipment Company, Inc as outlined above in the amount of ONE HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED SEVENTY-FIVE AND 67/100 DOLLARS (\$151,675.67).

RESULT:	APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT
MOVER:	D. Mlynarski
SECONDER:	W. Hendrix
ABSTAINED:	N/A
ABSENT:	T. Brickley

6. **CONTRACT NO. 1723 – MYERS AND SONS CONSTRUCTION, LLC -CHANGE ORDER NO. 6 – TERTIARY TREATMENT SYSTEM PROJECT (PROJECT NO. C1700194):** On April 25, 2023, the Department entered into Contract No. 1723 with Myers & Sons Construction, LLC (Myers), for the construction of the Tertiary Treatment System Project.

Change Order Nos. 1-5 were approved by the General Manager due to additional work and extensions required for this project.

Specification 1723 noted that “PLC programming and modification to existing SCADA HMI will be by the (Department’s) System Integrator.” This was not discovered until late in the Project. The Department did not have a Systems Integrator under contract and did not have the availability internally to complete the work.

Change Order No. 6 in the amount of \$153,772.50 was prepared for this extra work to be performed by PSIA, subcontracted by Myers under Contract No. 1723.

The funding source for this project was the FY 2024/2025 Sewer Treatment Fund Capital Improvement Project titled *CWF-Phase 4 Tertiary Treatment Project* (Project No. C1700194) which currently had sufficient funds to cover this Change Order.

MOTION: Approve the Change Order No. 6 to Contract No. 1723 with Myers & Sons, LLC in the amount of ONE HUNDRED FIFTY-THREE THOUSAND SEVEN HUNDRED SEVENTY-TWO AND 50/100 DOLLARS (\$153,772.50). The General Manager was to execute the change order.

RESULT:	APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT
MOVER:	R. Johnson
SECONDER:	D. Mlynarski
ABSTAINED:	N/A
ABSENT:	T. Brickley

7. **APPROVE FIRST EXTENSION TO AMENDED LEASE AGREEMENT WITH SYMBIOSIS, LLC FOR WATER DEPARTMENT PROPERTY LOCATED AT 484 E. REDLANDS BLVD (APN 0281-071-03,12):** The San Bernardino Municipal Water Department owns the property located at 484 E. Redlands Blvd. in San Bernardino. This property had been leased to Symbiosis, LLC (Symbiosis) since 2015 via Lease Agreement. The property was adjacent to a building owned by Symbiosis and was utilized as a parking lot for ambulance vehicles.

In 2019, Symbiosis approached the Department requesting to purchase approximately 1,460 square feet of the Department’s property to accommodate a lot line adjustment. On July 23, 2019, the Board approved an Amendment to Lease to account for the reduction in leased area because of the lot line adjustment.

The current lease term expired on January 31, 2025, and included a provision for two (2) ten (10) year extensions. Extension No. 1 extended the lease term from February 1, 2025, through January 31, 2036, and increased the rental amount by 3% from \$154.82 per month to \$159.46 per month. All other terms and conditions remained the same.

There was no fiscal impact associated with this action.

Commissioner Mlynarski asked if there were any property taxes associated with this property.

Director Mouser stated that there were no property taxes on this property because it was governmentally owned.

MOTION: Approve Extension No. 1 to the Amended Lease Agreement with Symbiosis, LLC, extending the lease term from February 1, 2025, through January 31, 2036, increasing the rental amount from \$154.82 per month to \$201.26 per month. The General Manager was authorized to execute the Extension.

RESULT: **APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT**

MOVER: W. Hendrix

SECONDER: R. Johnson

ABSTAINED: N/A

ABSENT: T. Brickley

8. REPORTS:

A. Report of the President – None.

B. Report of the Commissioners – Commissioner Mlynarski stated that he attended the CASA Winter Conference to the Water Board that he attended on January 29 – 30, 2025.

Commissioner Mlynarski stated that it was an impressive conference and he met people from different agencies that were all very impressed with Director Stewart.

C. Report of the Directors –

1. Director Miller stated that he and Amy Smith, Executive Assistant to the General Manager, attended the Santa Ana River Enhanced Recharge Phase 1-B Ribbon Cutting and Dedication Ceremony, hosted by Valley District and project partners, on February 20, 2025.
2. Director Miller stated that the Mt. View paving project was completed on February 21, 2025.
3. Director Miller stated that the Department was in coordination with County Fire on the goat feeding in March 2025 to clear out areas of Edgerton and Little Mountain.
4. Director Shepardson stated that the Department was in the process of receiving property insurance quotes and the quotes would be brought to the Water Board in April 2025.

5. Deputy General Manager Ohama stated that the Water Conservation section attended or would be attending the following events:

- Arroyo Valley High School Tour at WRP – Thursday, February 20, 2025.

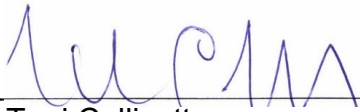
Deputy General Manager thanked Director Stewart and WRP staff and stated that the tour was focused on career opportunities and processes in the section.

- Wildwood Park Neighborhood Association Meeting – Thursday, February 20, 2025.
- Rube-a-thon Competition at Rialto High School– Saturday, February 22, 2025.
- Kimbark Elementary Career Fair – Wednesday, February 26, 2025.
- Neighborhood Association Council Meeting – Saturday, March 1, 2025.

D. Report of the General Manager – None.

9. ADJOURNMENT

The next regular meeting of the Water Board was scheduled for *9:30 a.m., March 11, 2025*, at The Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.

By: 
Toni Callicott
Water Board President