



**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

JUNE 10, 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, June 10, 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	Present	9:30 AM

- 1. ANNOUNCEMENTS BY THE BOARD:** None.
- 2. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** Interim City Manager, Mr. Bill Gallardo, introduced himself to the Water Board and gave a brief summary of the City's newly adopted budget, which included substantial allocations toward roadway infrastructure and improvements.
- 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>Total</u>
Claims:3012771-3012994			
Accounts Payable	\$1,331,025.30	\$733,966.98	\$2,064,992.28
Gross Payroll	<u>\$471,463.34</u>	<u>\$441,421.01</u>	<u>\$912,884.35</u>
05/05/25-05/18/25			
TOTALS	<u>\$1,802,488.64</u>	<u>\$1,175,387.99</u>	<u>\$2,977,876.63</u>

Payroll for the pay period beginning June 2, 2025 through June 15, 2025.

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

C. MINUTES: May 27, 2025.

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

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 were 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 was 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 were generated each fiscal year to capture costs for installing typical service requests. Landwise Development would 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 would 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.

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

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 was presented to the Water Board which included Environmental and Regulatory Compliance, Sewer Treatment, Sewer Collection, and an Operating & Capital Improvement summary. In addition, adoption of the proposed final budget was recommended.

Director Mouser thanked staff and Jesica Calva, Administrative Coordinator, for their hard work with the budget process.

President Callicott congratulated General Manager Guerrero, Director Mouser, and Department staff for their efforts in providing a thorough budget.

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

RESULT:	APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT
MOVER:	W. Hendrix
SECONDER:	R. Johnson
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 thanked the Water Board for adopting the FY 2025-2026 budget.

2. Director Stewart stated that he toured Nursery Products, LLC, on Monday, June 9, 2025.
3. Director Stewart stated that he attended the Regional Biosolids Feasibility Study Kickoff Meeting on Monday, June 2, 2025.

D. Report of the General Manager –

1. General Manager Guerrero stated that this was the second year that the Department would be hosting graduating seniors from Arroyo Valley High School in a partnered internship program with the school district.

General Manager Guerrero stated that the three (3) week internship would include the students visiting all areas of the Department to expose them to the daily operations of each section in the Department.

8. ADJOURNMENT

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

By: _____


Miguel J. Guerrero
General Manager