



**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

JULY 22, 2025

One member of the Water Board wished to attend the July 22, 2025 meeting pursuant to AB 2449, which creates an exception to the Brown Act that allows legislative body members to appear by teleconference at a meeting due to "just cause" or "emergency circumstance" without complying with the standard teleconferencing requirements that each teleconference location be identified in the notice and the agenda and that each teleconference location be accessible to the public.

Commissioner Brickley stated that he was using the "just cause" exception as he was in the state of Montana providing caregiving services to his sister and was unable to attend in person as a result.

The record reflects that Commissioner Brickley attended this meeting via the "just cause" exception as outlined by AB 2449.

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, July 22, 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:3013336-3013485			
Accounts Payable	\$2,160,526.30	\$1,663,616.72	\$3,824,143.02
Gross Payroll	<u>\$498,608.30</u>	<u>\$451,882.83</u>	<u>\$950,491.13</u>
06/16/25-06/29/25			
TOTALS	<u>\$2,659,134.60</u>	<u>\$2,115,499.55</u>	<u>\$4,774,634.15</u>

Payroll for the pay period beginning July 14, 2025 through July 27, 2025.

- B. CONTRACTS AND BILLS:** Contracts and bills presented at this meeting.
- C. MINUTES:** July 8, 2025.
- D. CLAIMS SETTLEMENTS – QUARTERLY REPORT:** In accordance with Policy 20.090 – Claims Handling, the Environmental and Regulatory Compliance Division prepared the Quarterly Claims Settlements Report detailing all claims processed for the period of April 2025 through June 2025, as submitted.

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

DISCUSSION ITEMS

5. **APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH STANTEC CONSULTING SERVICES, INC. FOR CONSENT DECREE IMPLEMENTATION SUPPORT FOR FISCAL YEAR 2025/26:** The San Bernardino Municipal Water Department (Department) utilized the services of Mark Eisen with Stantec Consulting Services, Inc. (Stantec) for Consent Decree related support services. The Department desired to execute a new Professional Services Agreement with Stantec to provide services from July 1, 2025 through June 30, 2026.

The total estimated cost for Task Orders 1, 2, and 3 was \$308,029.00. The Department had sufficient funds budgeted in the Fiscal Year 2025/26 Operation Budget to cover these professional services (Account No. 103010-5201). Task Orders 1 and 2 were 100 percent reimbursable through the AIG commutation account. Task Order 3 was 100 percent reimbursed through the PFM account.

MOTION: Approve the professional services agreement with Stantec Consulting Services, Inc. in the amount of \$308,029.00, to provide ongoing Consent Decree support services, effective July 1, 2025 through June 30, 2026. The General Manager was authorized to execute the agreement.

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

6. **CONTRACT NO. 1811 – RE CHAFFEE CONSTRUCTION, INC. – CHANGE ORDER NO. 2 – VERDEMONT 2300 PZ EAST WATER FACILITIES PROJECT (PROJECT NO. C1710828):** On November 14, 2024, the Water Board approved Contract No. 1811 with RE Chaffee Construction, Inc. (RE Chaffee) for the Verdemont 2300 PZ East Water Facilities Project. The project consisted of construction of a 1 MG steel reservoir, 3500 gallons per minute booster station, and approximately 2900 feet of various sized ductile iron pipe.

Upon excavation, the Contractor encountered several issues, including:

- Excess rock which required breaking prior to removal
- Re-routing of surge anticipator line
- Incorrect elevation and slope callout
- Extension of existing vault walls
- Additional fire hydrant installation
- Installation of protective riprap pad

Change Order No. 2 in the amount of \$98,525.96 was prepared for this extra work to be performed by RE Chaffee under Contract No. 1811.

The funding source for this project was the FY 2025/2026 Water Fund Capital Improvement Project titled *2300 Zone 1 MG Reservoir* (Project No. C1710828) which currently had a total of \$326,109.13 in unencumbered funds.

MOTION: Approve Change Order No. 2 to Contract No. 1811 with RE Chaffee Construction, Inc. in the amount of NINETY-EIGHT THOUSAND FIVE HUNDRED TWENTY-FIVE AND 96/100 DOLLARS (\$98,525.96). 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

7. **PROPERTY INSURANCE RENEWAL – FISCAL YEAR (FY) 2025/2026:** On July 31, 2025, the Department would need to renew its property insurance coverage for fiscal year 2025/26, covering approximately \$532,159,976 in water, wastewater treatment, and sewer collection system real and personal property.

The annual premium for \$400 million of property coverage was quoted at \$1,087,817, which was an increase in total costs of approximately 1.4% over fiscal year 2024/2025. The first excess layer coverage policy for earthquake and flood insurance was at a cost of \$155,880, and the second excess coverage policy for earthquake and flood risks premium was at a cost of \$52,690.

Overall, the premiums for property, earthquake, and flood insurance for this fiscal year were 0.67% lower than last fiscal year premiums. There were adequate budgeted funds to cover the new costs.

Funds were budgeted in fiscal year 2025/26 to insure \$400,000,000 in property, with \$25,000,000 in earthquake and flood hazard coverage.

Water Department staff continued to work with Marsh Risk & Insurance Services (Marsh) to find the most appropriate insurance coverage strategy for Department-owned property. Marsh requested coverage quotes from insurers based on the Department's overall asset values and claim history.

MOTION: Approve the annual property insurance including earthquake and flood coverage renewal premium in the amount of \$1,296,387 for fiscal year 2025/2026; and

The General Manager was authorized to bind the renewal policies effective July 31, 2025.

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

8. REPORTS:**A. Report of the President – None.****B. Report of the Commissioners –** Commissioner Johnson stated that he attended the Northwest Project Action Committee Meeting on Monday, July 14, 2025.**C. Report of the Directors –**

1. Director Stewart informed the Water Board that he would be attending the CASA conference in San Diego, CA., from Wednesday, July 30, 2025 through Friday, August 1, 2025.
2. Deputy General Manager Ohama stated that Water Conservation staff would be attending the following events in August:
 - National Night Out on Tuesday, August 4, 2025, at Lytle Creek Park from 4:00 p.m. – 8:00 p.m.
 - Mt. Vernon Bridge Reopening on Saturday, August 23, 2025, from 9:30 a.m. – 1:00 p.m., hosted by San Bernardino County Transit Authority and the City's Public Works Department.

D. Report of the General Manager –

1. General Manager Guerrero stated that he would be attending the Southern California Water Conference in Ontario, CA. on Friday, August 8, 2025.
2. General Manager Guerrero stated that he attended the Northwest Project Action Committee Meeting on Monday, July 14, 2025, and provided an update on water conservation and the strategic plan.

9. ADJOURNMENT

The next regular meeting of the Water Board was scheduled for 9:30 a.m., August 12, 2025, at The Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.

By: _____



Miguel J. Guerrero
General Manager