

**SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**  
**MINUTES OF THE OPERATIONS COMMITTEE MEETING**

May 19, 2016  
10:30 A.M.

Chairman Corneille called the Operations Committee Meeting to order at 10:30 a.m.

**OPERATIONS COMMITTEE MEMBERS PRESENT:**

Richard Corneille, Chairman  
Manuel Aranda, Director

**STAFF PRESENT:**

Daniel Cozad, General Manager  
Athena Monge, Administrative Services Specialist  
Manuel Colunga, Field Operations Supervisor  
Katelyn Scholte, Assistant Engineer

**OTHERS PRESENT:**

None

**1. PUBLIC PARTICIPATION**

There was no public participation.

**2. ADDITIONS/DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

**3. APPROVAL OF MEETING MINUTES FROM APRIL 1, 2016**

**It was moved by Director Aranda and seconded by Chairman Corneille to approve the minutes from the April 1, 2016 Operations Committee meeting. The motion carried with all members present voting in the affirmative.**

**Chairman Corneille: Yes**

**Director Aranda: Yes**

**4. OPERATIONS BRIEFING BY FIELD SUPERVISOR**

Mr. Colunga stated that the new Field Operations Specialist, Tommy Purvis is adjusting well to his new position. He requires little to no direction and is always proactive. Mr. Colunga said that there is a lot of maintenance being performed related to invasive species and that the main focus is fountain grass. There is also a lot of tobacco tree and he has asked Department of Water Resources (DWR) and San Bernardino Valley Municipal Water District (SBVMWD) to assist in removal of invasive species in the EBX area. Mr. Cozad indicated that the best solution is for the District to contract with DWR for invasive species removal. The progress of removal for fountain grass is moving along well. They are also removing tobacco tree and castor bean south of Santa Ana nine and old ten basins. Mr. Purvis has completed the removal of castor bean in Dike D; it was hacked and treated with herbicide. Maintenance

continues on roads with regular cleaning, weed eating and grading. Mr. Colunga said that East Valley Water District (EVWD) is spreading 1 CFS of State Water Project water (SWP) just outside of their headquarters which seems to be percolating with no issues. EVWD and North Fork are releasing water; there is 2-3 CFS currently. There is no water on Mill Creek side.

#### 5. DRAFT ENTERPRISE BUDGET FOR 2016-2017

Mr. Cozad reviewed this item along with Project Budget for Plunge Creek for 2016-2017, Project Budget for Mill Creek Redesign for 2016-2017, Capital Projects List, and Reserve Policy. The Reserve Policy and balances were provided as a handout and reviewed by Mr. Cozad. He reviewed the balances from the end of last fiscal year and projected balances for this fiscal year. At the end of the year these will be booked against each enterprise's profits and losses.

Mr. Cozad reviewed the Project Budget for Plunge Creek for 2016-2017 on package page 11. Mr. Cozad reviewed the Plunge Creek Project Charter for 2016-2017. The total cost for project is \$710,000 with \$500,000 of that grant money (Prop 84) and \$210,000 match from District coming from Groundwater and Land Resource Enterprises. The project benefits include 3,903 AF of additional groundwater recharged in a 20 year period at \$182/AF. It will also add an additional 81 acres of habitat for Santa Ana Woolly Star and San Bernardino Kangaroo Rat. The return on investment (ROI) for this project is estimated at 37.4% without grant and 364.6% with grant funds included. The design should be completed by the end of this fiscal year so that the District can begin permitting for this project. Habitat impacts are included under the Wash Plan covered activities. The payback is 5.1 years. Determination will be made by legal counsel whether or not this is a public works project. In the grant itself there is a prevailing wage clause unless performed by District staff. Once determination is made by counsel it will be brought back to Board for final approval.

Mr. Cozad reviewed the Mill Creek Redesign Project Charter for 2016-2017 included on package page 13. The total cost is \$750,000. The project benefits include 3,967 AF of additional water capture over 10 years assuming 20 days of 50 CFS and 40 days of 25 CFS. Mr. Cozad indicated that the costs avoided by redesigning Mill Creek are estimated to be \$25,000. The design is currently at 65% for this project. The ROI is estimated at 39.3% and payback is 7.2 years. The Committee discussed the environmental permitting and alternatives. By choosing to perform Section 7 or 10 (individual permit) along with Habitat Conservation Plan (HCP) and Bank with Operations and Maintenance would delay the project a year but would have greater value. This project is currently covered by the Santa Ana River HCP which would delay the project until early 2019. This would require us to perform a low impact HCP allowing us to move the project along in a timelier manner than waiting for Santa Ana River HCP. The design for construction bidding of this project will be brought forward to the Board in approximately August for final approval. Discussion of potential options for construction management and oversight ensued.

Mr. Cozad provided a handout to the Committee on the North Canal Intake Pipe which was put together by Engineering Intern, Joy Welling. This project is also located in Mill Creek. The existing pipe is corrugated steel and is in disrepair. Options were discussed for potential sliplining or including within the Mill Creek Redesign project. However, if this was included in the Mill Creek Redesign it may require mitigation. The preliminary cost estimate is \$10,750 for sliplining of North Canal Intake Pipe. Staff requested that the Committee review and provide feedback to staff. This will be discussed in detail at the next Operations Committee meeting.

Mr. Cozad referred to package page 15 and reviewed the Capital Projects List. Item 5-Wash Plan Implementation is the loan the District made to the Wash Plan participants and will be repaid as participants pay in. Item 6-Wash Plan HCP Endowment is our payment to Conservation Trust. Item 7-Mill Creek and River HCP permitting is \$120,000 (District share is 8% of total). The total of all 10 capital projects are \$2,775,000.

The Draft Enterprise Budget for 2016-2017 is included on package page 8. He indicated that the Groundwater Revenue GL was reduced to \$719,239.60 per Board direction at Workshop. Additionally, 6230-Regular Salaries was increased to allow for coverage for the request to increase Engineering hours to three quarter time. The benefits increased related to that. Mr. Cozad noted that GL 9999 Contribution to Capital Maintenance is \$159,000 instead of \$250,000 because we are using funds from Groundwater Charge Stabilization Fund and the reduced revenue projection. On page 10 there are correlating Capital Improvement Project (CIP) numbers in purple with amounts to show funds being used towards capital projects. The Committee concurs with the capital projects listed and correlation shown within budget.

**It was moved by Director Aranda and seconded by Chairman Corneille to forward the 2016-2017 Fiscal Year Budget to the Board with discussed changes with their recommendation along with the Reserve Policy, Project Budget for Plunge Creek 2016-2017, Project Budget for Mill Creek Redesign 2016-2017, and Capital Projects Lists. The motion carried with all members present voting in the affirmative.**

**Chairman Corneille: Yes  
Director Aranda: Yes**

6. FUTURE AGENDA ITEMS/ISSUES

Chairman Corneille requested that the final project design for Plunge Creek and Mill Creek be brought back to Committee in July. He requested a field tour in August as well.

7. ADJOURN

**It was moved by Chairman Corneille and seconded by Director Aranda that the meeting be adjourned. The motion carried with all directors present voting in the affirmative.**

**Chairman Corneille: Yes  
Director Aranda: Yes**

There was no further business, and the meeting adjourned at 12:11 p.m.