

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

March 21, 2018  
9:00 A.M.

Chairman Corneille called the Operations Committee Meeting to order at 9:00 a.m.

**OPERATIONS COMMITTEE MEMBERS PRESENT:**

Richard Corneille, Chairman  
T. Milford Harrison, Director

**STAFF PRESENT:**

Daniel Cozad, General Manager  
Jeff Beehler, Land Resources Manager  
Manuel Colunga, Field Supervisor  
Katelyn Scholte, Assistant Engineer  
Athena Monge, Administrative Services Specialist  
Jennifer Zhou, Engineering/GIS Intern

**OTHERS PRESENT:**

None

**1. PUBLIC PARTICIPATION**

There was no public present.

**2. ADDITIONS/DELETIONS TO AGENDA**

There were none.

**3. APPROVAL OF MEETING MINUTES FROM FEBRUARY 7, 2018**

**It was moved by Chairman Corneille and seconded by Director Harrison to approve the minutes from the February 7, 2018, Operations Committee meeting. The motion carried by 2-0 with all directors present voting in the affirmative.**

**Chairman Corneille: Yes**

**Director Harrison: Yes**

**4. PERMITTING AND PROCUREMENT STATUS FOR MILL CREEK AND PLUNGE CREEK PROJECTS**

Mr. Beehler introduced this item for discussion. He referred to a handout of the Plunge Creek Conservation Project Plans. This item was discussed at the Board Meeting previously and will likely be an ongoing discussion between Staff and the Operations Committee. Plunge Creek will probably be implemented this year depending on permitting. Mr. Beehler noted that the consulting hydrologist would be out in the field to work with contractors to minimize the need for change orders. Discussion ensued

regarding constructability analysis. Chairman Corneille noted that full-time monitoring and inspection is expensive and staff will need to identify how much will be needed. He suggested using a firm inside our District. Chairman Corneille recommended that unit/quantity basis with a maximum be considered for procurement and for payment during construction. Procurement documents must meet grant requirements. Mr. Cozad said that the District has to go through the procurement process for this project; he is still discussing details with District Counsel. An updated cost estimate should be prepared prior to bidding.

The project plans for Mill Creek were provided as a handout. Mr. Beehler said that staff looks at these plans as final but that the U.S. Army Corp of Engineers (COE) has not reviewed the plans yet and may have their own requirements. The plans may be revised depending on COE requirements.

#### 5. MILL CREEK SURVEYING STATUS

Mr. Beehler said that Bonadiman Engineering is performing the survey work which should be complete early next week. The 408 Permit submission conference call will be held next Tuesday at the San Bernardino County Flood Control District offices. There will be an informal consultation with the COE soon.

#### 6. SB-88 COMPLIANCE

Ms. Scholte presented this item for discussion and handed out a memo detailing the options. SB-88 requires that if the District diverts more than 1,000 AF per year that it has to measure the flow every hour for accuracy. The weir measurements must be within 10%-15% accuracy of the flow from the river. The Mill Creek spreading facility north canal does not have a flow measurement device. Ms. Scholte reviewed the location and various options for measuring flow at the north canal. To expedite the project the meter should be located on District property south of the Mill Creek Flood Wall, rather than in the Mill Creek channel. She recommended that the District use Option 2. Option 2 is constructing a weir gate and by-pass channel with stop logs in the channel with a level measuring device. She said the design flow rate to be measured will be about 40 cfs. The initial estimate is \$40,429 to construct the weir gate structure. Chairman Corneille recommended that this project would be added to the Capital Improvement Project list (CIP). This project will go through the District's standard procurement process.

#### 7. MENTONE SHOP FACILITIES STATUS

Mr. Cozad provided the Committee with a handout of the preliminary sketch for Mentone Shop Facilities. He said that there is a 30 ft x 60 ft area next to existing shop once old wooden structures and sheds are removed to construct a new larger Mentone Shop Facility. Mr. Cozad said that this new facility would provide additional storage for vehicles and equipment. He stated that IERCD asked if the District would be able to store herbicide and pesticide for them. Mr. Cozad included in his design a storage room for herbicide and pesticide as well. He said that if we are going to store chemicals that we should have a emergency shower and restroom facilities. There is also workshop space included in the layout. The idea is to centralize the storage of vehicles and equipment by moving items from the Canyon Shop to the Mentone Shop. Mr. Cozad said that the 60 ft x 30 ft metal building including a concrete slab and a septic tank. The total cost is an estimated \$200,000. The estimate to put in a stand-alone restroom was estimated at \$80,000. Director Harrison spoke in support of the 60 ft x 30 ft metal structure preliminary sketch. Chairman Corneille requested additional information such as permitting information and estimate of how big the existing Mentone Shop is. Director Harrison said that the District should look at the long-term benefits since we have not had any upgrades to facilities in quite some time. Chairman Corneille requested a write up of how the new Mentone Shop Facility would be used. Staff will bring additional information back for the Operations Committee consideration.

8. CAPITAL IMPROVEMENT PROJECTS STATUS AND BUDGET UPDATE FOR CALENDAR YEAR 2018

Mr. Cozad introduced this item for discussion. He provided an updated CIP list and noted that the grayed out items are those that have been completed. The items in green are in progress, and the entries in yellow are to discuss with Committee. Items 3A and 3B are options that were just mentioned regarding Mentone Shop Facilities. The Budget and CIP review continued:

- Item 8 Dump Truck and other Capital Equipment: The new dump truck has not been purchased yet. The current dump truck was preowned and frequently needs service and repairs. The District completed the purchase of the new field pickup truck.
- Item 9 Fencing and Gates/Mendoza: This item will likely be revised. Staff is considering putting a canal through the Mendoza Property. Discussions have been held with Valley Municipal to help determine whether they would like to partner with the District. Chairman Corneille said it's a place to put their water when they need to drain the pipe for repair work. He also noted that the District would need to have a topographical survey done on the Mendoza Property.
- Item 10 Capital Maintenance Mill Creek: This project is proposed to provide operational flexibility in Mill Creek by installing a pipe or canal so that field staff can send water from basin 6 and the District can utilize the basins and not cut off capacity. This item should be replaced by the SB-88 metering device to be installed in Mill Creek north canal.
- Item 11 Concrete Repair and Flume with new Gate/Current Meter Mill Creek: Staff was thinking about repairing the ramp flume in the levee and repair concrete at the same time and installing a meter until we realized it would also likely require a 408 permit a project off of the levee is planned. Remove this project from the list.
- Item 12 Environmental Habitat Improvement Documentation Mendoza: Chairman Corneille proposed changing the title to "Water Recharge and Environmental Habitat Improvement-Mendoza." Mr. Beehler said that staff is still identifying land use potential.
- Item 13 Habitat Equipment Herbicide Sprayer and ATV and equipment: This is a need for the Wash Plan. Field staff is still researching. The equipment will be billed out to Conservation Trust, as needed.
- Item 14 Canyon House demotion and cleanup and Item 15 Canyon shop lead abatement maintenance and drainage grading: Lead, and asbestos are still the issue.
- Item 16 Capital Maintenance SAR Main canal connection to 11: Mr. Colunga said that currently, they can only get water to basin 11 through basin 10; 10 currently overflows into basin 11. He spoke to the benefit of having a blow off into basin 11 rather than waiting for basin 10 to overflow into basin 11. Ms. Scholte said that if basin 10 needs to be cleaned that field staff cannot utilize basin 11 or basin 12.
- Items 17-30 are placeholders for future work.
- Item 23 Aggressive Recharge Planning/Permitting: Chairman Corneille proposed moving this item up on the list.

Mr. Colunga provided a brief field operations update to the Committee.

9. ADJOURN

**It was moved by Chairman Corneille and seconded by Director Harrison that the meeting be adjourned. The motion carried 2-0 with all directors present voting in the affirmative.**

**Chairman Corneille: Yes**

**Director Harrison: Yes**

There was no further business, and the meeting adjourned at 11:18 a.m.