

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

November 4, 2021  
2:00 P.M.

Vice President Corneille called the Operations Committee Meeting to order at 2:04 P.M. The meeting was held virtually on Zoom.

**OPERATIONS COMMITTEE MEMBERS PRESENT:**

Richard Corneille, Vice President  
Robert Stewart, Director

**STAFF PRESENT:**

Daniel Cozad, General Manager  
Erwin Fogerson, Senior Engineer/Project Manager  
Katelyn Scholte, Assistant Engineer  
Athena Lokelani, Administrative Specialist  
Betsy Miller, Land Resources Manager/Assistant General Manager  
Manuel Colunga, Field Supervisor  
Chrissy Kent, Intern  
Anna Frey, Intern

**OTHERS PRESENT:**

Melody McDonald, San Bernardino Valley Water Conservation District

**1. PUBLIC PARTICIPATION**

There was no public present.

**2. ADDITIONS/DELETIONS TO AGENDA**

There were none.

**3. APPROVAL OF MEETING MINUTES FROM MAY 5, 2021**

**It was moved by Vice President Corneille and seconded by Director Stewart to approve the Meeting Minutes from May 5, 2021. The motion carried 2-0, with all directors present voting in the affirmative.**

**Director Stewart: Yes**  
**Vice President Corneille: Yes**

#### 4. FIELD SUPERVISOR UPDATE PRESENTATION

Mr. Colunga presented a PowerPoint presentation about field activities. He reviewed the removal of homeless encampments near Plunge Creek. It took twenty to thirty loads with the gaiter and two to three loads in the dump truck. Any personal property found in the encampment was returned to the owner or tagged. Mr. Colunga reviewed a gate that was installed at Orange Street; a gate was installed to stop traffic through there. It has been broken twice, and the lock and bar were cut, but it is helping to keep trash down. Mr. Colunga said that the west side is being dumped on; someone was caught and cited for dumping recently. The larger boulders have helped prevent trespassing and dumping. Mr. Colunga reviewed plant removal and invasive treatment. Pictures were shown of field staff using herbicide to kill Tamarisk. Vice President Corneille asked if Roundup was being used. Mr. Colunga said that it is being used on mustard, erodium, some grasses, fountain grasses; the use depends on what the plants calls for. Both herbicides used by staff are safe for use around water. Mr. Colunga reviewed the concrete patchwork completed in Mill Creek and other field maintenance activities.

#### 5. MENTONE SHOP IMPROVEMENTS

Mr. Fogerson provided a verbal update on this item, noting its inclusion beginning package page 17. He said that District Counsel reviewed the bid package and that staff is awaiting the soils report before sending it out to bid. The District is not requiring bid bonds, but we will incorporate payment and labor bonds, and it will be prevailing wage. The bid package includes a dual bid schedule because some potential bidders do not perform all of the items listed. The site plan is shown on package page 31, and the bid schedule was reviewed on package page 63. Mr. Fogerson reviewed the location alternatives and fence relocation options on package page 69. There will be a perc test for septic performed and stability analysis for the actual foundation. Director Stewart asked if there were any changes in the needs analysis. Mr. Cozad indicated that there were none. Vice President Corneille recommended that staff make the preproposal meeting for prospective bidders mandatory. Mr. Fogerson said that by making it non-mandatory he believes, we would obtain more bids. He indicated that before finalizing the contract, he would meet in the field with the successful bidder. Vice President Corneille suggested a formal approval process once we receive preliminary plans. Mr. Fogerson said that preliminary and final design is a line item in the contract. They are required to submit preliminary plans first for staff to review. Vice President Corneille said overall this is a good bid package. Director Stewart will forward any minor revisions to staff. The Committee asked staff to elaborate on builder specifications. Mr. Fogerson indicated that the bid package requires bidders to submit a schedule of materials, and it is expected that they present what they propose to install. He will update the bid package based on the Committee's feedback.

Mr. Fogerson said that fieldwork for geotechnical work would be performed on Tuesday. The District will receive the soils report shortly after that. He reviewed the need to move the fence to allow for a better turning radius for District vehicles and more flexibility.

Mr. Fogerson reviewed the quotes for Mentone Shop Crane & Hoist. He recommended the installation of a bridge crane for the Mentone Shop. Field staff can utilize the bridge crane to install sprayers on off-road vehicles and with the building of gates. He recommended Stewart Handling and said that they would come out to the shop to confirm the bid. This item was provided as an information item and fell under the General Manager's authority.

#### 6. UPDATE ON MILL CREEK 408 PERMIT

Mr. Fogerson said that staff received comments on the environmental documents and are updating exhibits based on feedback received. There have been no comments received on the engineering. Staff will be entering consultation for Section 7. Staff is working on providing feedback to COE.

#### 7. ARTP PRELIMINARY ENGINEERING

This item is included on package page 73. Mr. Fogerson introduced this item for discussion. He reviewed in brief the ARTP project descriptions. Tetra Tech will be performing the feasibility study pending Board approval of the contract. Mr. Fogerson said that the environmental process has already been started.

#### 8. PLUNGE CREEK OPERATIONS AND MAINTENANCE UPDATE

This item is included on package page 92. Director Stewart asked if the maintenance with Plunge Creek was covered. Ms. Miller said that staff is working closely to ensure the maintenance is covered in the requested permit. Mr. Fogerson noted that the pilot channel is good for 400 CFS; 12000 CFS is the total flow in the Plunge Creek main channel.

#### 9. EXCHANGE PLAN AGREEMENT

Mr. Cozad introduced this item, noting its inclusion on package page 113. He said that the agreement was an exchange agreement put in place to avoid having to build facilities to serve the Yucaipa region. Since the agreement was put into place, they have built facilities. The draft agreement will change the previous agreement into a permissive use type of agreement, with the District being basically its facilitator rather than an overseer. He noted that District Counsel has reviewed and prepared this agreement.

#### 10. ADJOURN MEETING

There was no further business, and the meeting adjourned at 3:46 P.M.