

# **SAN JUAN WATER DISTRICT**

Board of Director's Special Board Meeting Minutes

May 24, 2023 – 6:00 p.m.

## **BOARD OF DIRECTORS**

Dan Rich	President (absent)
Manuel Zamorano	Vice President
Ted Costa	Director
Ken Miller	Director
Pam Tobin	Director (absent)

## **SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF**

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Director of Operations
Andrew Pierson	Director of Engineering
Devon Barrett	Customer Service Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant

## **OTHER ATTENDEES**

Alex Chang	
Anand Danday	
Attendee	
Nathan Ko	
User 1	
Ray Riehle	Citrus Heights Water District
Kyler Rayden	Citrus Heights Water District Legal Counsel
Rod Wood	Citrus Heights Water District Consultant
Mark Hildebrand	Hildebrand Consulting
Austin Doyle & Family	Poster Contest Winner
Gabby Rose & Family	Poster Contest Winner
Maeva Mahlmann & Family	Poster Contest Winner

## **AGENDA ITEMS**

- I. Roll Call**
- II. New Business**
- III. Adjourn**

Vice President Zamorano called the meeting to order at 6:00 p.m.

### **I. ROLL CALL**

The Board Secretary took a roll call of the Board. The following directors were present: Ted Costa, Ken Miller and Manuel Zamorano. The following directors were absent: Dan Rich and Pam Tobin.

## II. NEW BUSINESS

### 1. Contract for Environmental Documentation for New Long-Term Warren Act Contract (W)

Mr. Zlotnick reviewed the staff report which will be attached to the meeting minutes. He explained that the short-term Warren Act contract expires at the end of February 2026 and this is the initial step to pursue a long-term contract with Reclamation. He explained that the consultant will work on the environmental documentation that is required by Reclamation in order to make a determination of whether they can enter into a contract with the District.

***Director Costa moved to authorize the General Manager to sign a Professional Services Agreement with ECORP Consulting, Inc., for a not to exceed amount of \$180,000, plus authorizing an additional contingency fund of \$20,000 should it be necessary. Director Miller seconded the motion and it carried with 3 Aye votes (Directors Rich and Tobin absent).***

## III. ADJOURN

The meeting was adjourned at 6:03 p.m.

ATTEST:

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DAN RICH, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

## STAFF REPORT

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To: Board of Directors

From: Greg Zlotnick, Water Resources Manager

Date: May 24, 2023

Subject: Consultant Agreement for Preparation of Environmental Documentation Required by Reclamation to Support Decision to Enter into New Long-Term Warren Act Contract with the District

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### RECOMMENDED ACTION

Authorize General Manager to sign Professional Services Agreement with ECORP Consulting, Inc., for a not to exceed amount of \$180,000, plus authorizing an additional contingency fund of \$20,000 should it be necessary.

### BACKGROUND

The District's current short-term Warren Act Contract, which allows Reclamation to deliver entitlement water from Placer County Water Agency to the District, expires at the end of February 2026.

To provide adequate time for the development of necessary environmental documentation and for the lengthy administrative processes Reclamation requires to make its determination to approve a new Long-Term Warren Act Contract, the District issued a Request for Proposals (RFP) earlier this year and selected ECORP Consulting, Inc. (ECORP) to undertake the work.

The District received two responses to the RFP. ECORP's technical and fee proposals were determined by staff to be the superior between the two. ECORP was the firm Sacramento Suburban Water District utilized when it secured its current Warren Act Contract, so it has a successful track record. Moreover, the total fee proposal was less than half that of the other proposal received.

As there are inherent uncertainties related to the undertaking and completion of environmental documentation with regard to water diversion activities, staff followed up with ECORP to ask specific questions and raise pertinent concerns regarding such issues, including many raised by Reclamation staff in their collaboration with the District during the RFP process. ECORP provided additional assurances and expressed confidence that their cost estimates accounted for the uncertainties and stated categorically that they felt there was little chance of not being able to accomplish the necessary work consistent with their submittal.

The consultant is to complete its work by June 30, 2024. Reclamation advised that would provide enough time, prior to the expiration of the District's current Warren Act Contract, to complete its administrative processes to secure approval of a new contract.