

AGENDA ITEM III-5

SAN JUAN WATER DISTRICT

Board of Director's Special Board Meeting Minutes

April 7, 2021 – 6:00 p.m.

Conducted via videoconference and in person

BOARD OF DIRECTORS

Pam Tobin	President (absent)
Ken Miller	Director
Ted Costa	Director via videoconference
Marty Hanneman	Director via videoconference
Dan Rich	Director via videoconference

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Tony Barela	Operations Manager
Teri Grant	Board Secretary/Administrative Assistant

OTHER ATTENDEES

Craig Locke	Sacramento Suburban Water District
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AGENDA ITEMS

- I. **Roll Call**
- II. **Legal Services RFP (W & R)**
- III. **Adjourn**

Vice President Miller 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 director was present in-person: Ken Miller. The following directors were present via teleconference: Ted Costa, Marty Hanneman and Dan Rich. President Pam Tobin was absent.

II. LEGAL SERVICES RFP (W & R)

GM Helliker informed the Board that the Legal Affairs Committee reviewed the draft Request for Proposals (RFP) for legal services and recommended that the Board direct the General Manager to release a RFP and not a Request for Qualifications (RFQ). He explained that the draft RFP was reviewed by Attorney Eddie Kreisberg, who made a few edits.

GM Helliker reviewed the draft RFP and schedule with the Board. He informed the Board that if they approved the RFP at this meeting then he would release the RFP tomorrow with a one-month deadline to submit proposals and a Legal Affairs Committee meeting held the week of May 10th to review the proposals. The Board would then conduct interviews the weeks of May 17th and May 24th. The rest of the schedule is incorporated into the draft RFP which was included in the Board packet.

Director Hanneman moved to approve the release of the Request for Proposals for Legal Services on April 8, 2021. Director Rich seconded the motion and it carried with the following roll call vote:

Ayes: Directors Costa, Hanneman, Miller and Rich

Noes: None

Absent: Tobin

III. ADJOURN

The meeting was adjourned at 6:10 p.m.

ATTEST:

KENNETH MILLER, Vice President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary