



# Port Hueneme Water Agency

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6563

## Water Agency Regular Meeting Agenda

**March 15, 2021**

**Port Hueneme City Hall: 250 North Ventura Road  
Port Hueneme, CA 93041 (Broadcast Live)**

**4:00 p.m. Regular Meeting / Virtual Meeting**

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND THE ORDERS OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED MARCH 20, 2020 (STAY WELL AT HOME ORDER)**

*In order to minimize the spread of the COVID-19 virus, all meetings are closed to the public until further notice. The following provides information to the public on how to observe and/or participate remotely:*

- Meetings can be viewed live at: <http://porthuenemeca.suiteonemedia.com/web/Home.aspx>.
- Public Comments can be submitted to [kbuxkemper@ci.port-hueneme.ca.us](mailto:kbuxkemper@ci.port-hueneme.ca.us) and must be received by 3:00 p.m. on March 15, 2021 in order to be considered. All comments will be part of the official record and minutes will notate all submissions.
- Additional electronic meeting guidelines can be found [here](#).
- Detailed information and updates about COVID-19, can be found on the City of Port Hueneme's Emergency Website at: [www.PortHuenemeEmergency.org](http://www.PortHuenemeEmergency.org)

### CALL TO ORDER

**ROLL CALL** Members Bouchard, Hernandez, and Perez; Ex-Officio Member Jacobsen; Vice-Chair Debley and Chair Rollins

### PUBLIC COMMENT

Members of the public may submit comments on the Agenda or that is within the subject matter jurisdiction of the Agency Members. Comments should be submitted to the Agency Clerk by 3:00p.m. on the day of the Water Agency meeting to ensure they are received and considered by the Agency Members. All comments should be no more than 500 words and will be part of the official record and subject to the Public Records Request Act.

### AGENDA APPROVAL FOR WATER AGENCY

[Port Hueneme Water Agency Agenda Approval](#)

*Recommendation:* Approve the Port Hueneme Water Agency Agenda of March 15, 2021.

### PRESENTATIONS - NONE

### CONSENT AGENDA

1. [Minutes of the Water Agency Regular Meeting of February 16, 2021](#)  
K. Buxkemper, Authority Clerk

*Recommendation:* Approve the Water Agency regular meeting minutes of February 16, 2021.

2. [Receive and File the Cash Disbursement Report for February 9, 2021 through March 8, 2021](#)  
K. McDonald, Finance Director

*Recommendation:* Receive and file the cash disbursement report.

### CONSENT CALENDAR ROLL CALL VOTE

## **BUSINESS ITEMS**

3. [Brackish Water Reclamation Demonstration Facility – Operational Report](#)  
D. Villafana, Director of Public Works

*Recommendation:* Receive and file the report.

### **ROLL CALL VOTE**

4. [Update on Implementation of Recommendations from the Gannett Fleming PHWA Facilities Master Plan](#)

D. Villafana, Director of Public Works

*Recommendation:* Receive and file the update.

### **ROLL CALL VOTE**

5. [Port Hueneme Water Agency Audit Report FY 2019-20](#)

K. McDonald, Finance Director

*Recommendation:* Receive and file the Agency's Fiscal Year 2019-20 Audit Report.

### **ROLL CALL VOTE**

## **BOARD MEMBERS' REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

The Water Agency will adjourn to the regular meeting (virtual meeting) of Monday, April 19, 2021, to be broadcast live at 4:00 p.m. from the City Hall Council Chambers.

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Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the Agency Clerk and on the City's website at [www.cityofporthueneme.org](http://www.cityofporthueneme.org). Materials received after agenda packet distributions are made available to the public on the City's website and in the Agency Clerk's office at the same time they are provided to the Board. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, CONTACT THE OFFICE OF THE AGENCY CLERK AT 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING.

CITY OF PORT HUENEME



COVID-19 COMMUNITY UPDATE

# How to Participate in City Meetings

**While all city buildings are temporarily closed to the public due to the State and County's Stay at Home Orders, residents are encouraged to participate remotely.**



## MEETING AGENDA

\*Visit the City's website at <https://www.ci.port-hueneme.ca.us/> and click on "agenda and minutes"

\*Agenda item links provide comprehensive reports for each item

\*Regular meeting agendas are posted on the website at least 72 hours before the meeting for public review



## WATCH MEETINGS

\*All City meetings can be viewed live at <http://porthueneme-ca.suiteonemedia.com/web/Home.aspx>

\*Video recordings are typically made available online following the meeting

\*Meetings can be found on YouTube by searching "City of Port Hueneme"



## PUBLIC COMMENTS

\* The Public is encouraged to submit comments for items on the agenda via email to the City Clerk as follows:

1. Submit comments to [kbuxkemper@ci.port-hueneme.ca.us](mailto:kbuxkemper@ci.port-hueneme.ca.us)
2. Identify the meeting date and agenda item in subject line
3. Must be received by 3pm on the meeting date (PHWA)
4. Comments must be 500 words or less

*\*All comments are subject to the Public Records Act*

FOR ADDITIONAL INFORMATION ON COVID-19  
PLEASE VISIT

[www.PortHuenemeEmergency.org](http://www.PortHuenemeEmergency.org)