



# Port Hueneme Water Agency

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

## Water Agency Regular Meeting Agenda

**June 21, 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 June 21, 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 June 21, 2021.

### PRESENTATIONS- NONE

### CONSENT AGENDA

1. [Minutes of the Water Agency Regular Meeting of April 19, 2021](#)  
K. Buxkemper, Authority Clerk

*Recommendation:* Approve the Water Agency regular meeting minutes of April 19, 2021.

2. [Receive and File the Cash Disbursement Report for April 14, 2021 through June 14, 2021](#)  
L. Acero, Deputy Finance Director

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

### CONSENT CALENDAR ROLL CALL VOTE

## **PUBLIC HEARING**

3. [Adoption of the 2020 Urban Water Management Plan Resolution](#)  
D. Villafana, Director of Public Works

*Recommendation:* Adopt a Resolution of the Port Hueneme Water Agency adopting the 2020 Urban Water Management Plan (UWMP) for management of the PHWA water resources.

*\*Please note that the UWMP has been posted on the City's website for review since May 7, 2021. Appropriate agencies were notified by certified mail and a public notice was placed twice for legal publication in the local newspaper.*

## **ROLL CALL VOTE**

## **BUSINESS ITEMS**

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

*Recommendation:* Receive and file the report.

## **ROLL CALL VOTE**

5. [Authorization to Enter into a Maintenance Agreement with Macro Automatics Corporation for SCADA Replacement](#)  
D. Villafana, Director of Public Works / D. Birch, General Water Manager

*Recommendation:* Authorize staff to enter into a maintenance agreement with Macro Automatics Corporation to replace the current Supervisory Control and Data Acquisition (SCADA) system.

## **ROLL CALL VOTE**

6. [Port Hueneme Water Agency Operating Budget for FY 2020-21](#)  
D. Villafana, Director of Public Works

*Recommendation:* For the PHWA Board to review and adopt the proposed FY 2020-21 PHWA Operating Budget, and the proposed Fixed and Variable Water Rate components.

## **ROLL CALL VOTE**

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

## **ADJOURNMENT**

The Water Agency will adjourn to the regular meeting of Monday, July 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.