



Port Hueneme Water Agency

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

Water Agency Regular Meeting Agenda

October 18, 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 GOVERNMENT CODE SECTION 54953, SUBDIVISION (e) AND THE RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED SEPTEMBER 21, 2021 (SOCIAL DISTANCING RECOMMENDATION) AS DETERMINED BY THE CITY COUNCIL ON OCTOBER 4, 2021

In order to minimize the spread of the COVID-19 virus, the City Hall Council Chamber will be closed to the public until further notice. The following provides information to the public on how to observe and/or participate in City meetings remotely:

- **Meeting Zoom Link for Live Public Participation and Real Time Public Comments:**
<https://us02web.zoom.us/j/89735383817?pwd=cjd5WWFGeDZXaXFHa1VXK0w4T3VCUT09>
- **Dial by your location: Meeting ID: 897 3538 3817 / Passcode: 918398**
+669 900 6833 US (San Jose) +346 248 7799 US (Houston) +253 215 8782 US (Tacoma)
+312 626 6799 US (Chicago) +929 205 6099 US (New York) +301 715 8592 US (Washington DC)
- **Meetings can also be viewed at:** <http://porthuenemeca.suiteonemedia.com/web/Home.aspx>
- **In-person (virtual) public comments may be made during the opportunities for General Public Comment during the 10-minute allotment in accordance with Government Code section 54953, subdivision (e)(2)(G)(iii). Submission of public comment may be accomplished through the raised hand function or identification to the City Clerk if made by telephone.**
- **Public comments pertaining to specific agenda items may be made in the same manner as during General Public Comment after the agenda item is announced and Staff has presented on the item. The City Council will allocate a reasonable amount of time for said comments pursuant to Government Code section 54953, subdivision (e)(2)(G)(ii).**
- **Written comments are requested to be received by 3pm and can be submitted to the Agency Clerk at:** kbuxkemper@ci.port-hueneme.ca.us.
- **All Public Comments will be part of the official record and minutes will notate all submissions.**
- **Additional electronic meeting guidelines can be found [here](#) and at the end of the agenda**
- **Detailed information and updates about COVID-19, can be found on the City of Port Hueneme's Emergency Website at:** 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 are requested to 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. Public comments may also be made by accessing the available meeting zoom link and providing real time comments at appropriate public comment times throughout the meeting. Live public comments should be no more than 3 minutes in length.

AGENDA APPROVAL FOR WATER AGENCY

[Port Hueneme Water Agency Agenda Approval](#)

Recommendation: Approve the Port Hueneme Water Agency Agenda of October 18, 2021.

PRESENTATIONS- NONE

AB 361 REMOTE MEETING COMPLIANCE

1. [AB 361 and Amendments to the Brown Act Relating to Remote Meetings and to Determine Whether In-Person or Remote Meetings Should Continue Based Upon Majority Vote of the Board](#)

K. Spaulding, Agency Attorney

Recommendation: It is recommended that the PHWA Board review the information presented, engage in discussion regarding the effects of AB361, and determine whether in-person or remote meetings will continue by making one of the following findings:

1. There continues to be a proclaimed state of emergency relating to COVID-19 issued by the Governor on March 4, 2020 and state or local officials have recommended measures to promote social distancing for the protection of health, safety, or welfare; or
2. There continues to be a proclaimed state of emergency relating to COVID-19 issued by the Governor on March 4, 2020 and the Council has determined that in-person meetings pose an imminent threat to attendees' health and/or safety; or
3. The City Council determines that in-person meetings shall continue for the time being.

ROLL CALL VOTE

CONSENT AGENDA

2. [Minutes of the Water Agency Regular Meeting of September 20, 2021](#)

K. Buxkemper, Authority Clerk

Recommendation: Approve the Water Agency regular meeting minutes of September 20, 2021.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARING - NONE

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. [Professional Services Agreement \(PSA\) with Michael K. Nunley & Associates \(MKN\) for the Update of the Emergency Response Plan \(ERP\) for the City of Port Hueneme Water Department, the Port Hueneme Water Agency, and Channel Islands Beach Community Services District](#)

D. Birch, General Water Manager

Recommendation: Authorize the Executive Director to execute the Professional Services Agreement in the amount not-to-exceed \$28,308 with Michael K. Nunley & Associates (MKN).

ROLL CALL VOTE

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

ADJOURNMENT

The Water Agency will adjourn to the regular meeting of Monday, November 15, 2021, to be a virtual meeting broadcast live at 4:00 p.m. from the City Hall Council Chambers.

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. 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

*The published agenda will contain a zoom link for live public comments and participation

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

*Video recordings are made available online following the meeting



PUBLIC COMMENTS

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

1. Submit comments to kbuxkemper@ci.port-hueneme.ca.us
2. Identify the meeting date and agenda item in subject line
3. Requested to be received by 3pm on the meeting date
4. Written comments must be 500 words or less or 3 minutes in length during live meeting

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

FOR ADDITIONAL INFORMATION ON COVID-19 PLEASE VISIT

www.PortHuenemeEmergency.org