



# Port Hueneme Water Agency

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

## Water Agency Special Meeting Agenda

**June 26, 2023**

**Port Hueneme Public Works Conference Room  
700 E. Port Hueneme Road, Port Hueneme, CA 93041  
(In-Person and Virtually via Zoom)**

**4:00 PM CLOSED SESSION | 4:30 PM OPEN SESSION**

### **Notice and Call of a Special Meeting of the Port Hueneme Water Agency**

NOTICE IS HEREBY GIVEN that a special meeting of the Port Hueneme Water Agency is hereby called to be held on Monday, June 26, 2023, at 4:00 p.m. for closed session and 4:30 for open session, in the Port Hueneme Public Works Conference Room located at 700 E. Port Hueneme Road, Port Hueneme, CA 93041, and virtually via Zoom (link is provided in attached agenda). Said special meeting shall be for the purpose of conducting business in accordance with the attached Agenda.

/s/Laura Hernandez, Chair of the City of Port Hueneme Water Agency

*The following provides information to the public on how to observe and/or participate in the meeting remotely:*

- *Meeting Zoom Link for Live Public Participation and Real Time Public Comments:*  
<https://us02web.zoom.us/j/87673883300?pwd=U0trSDJ6M1ZVYjR6ZFJodS9pbmxNdz09>  
*Dial by your location: Meeting ID: 876 7388 3300 / Passcode: 674969*  
*+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>
- *Public comments may be submitted in person, virtually via Zoom, or written. In-person and virtual comments should be no longer than 3 minutes.*  
*In-Person: Complete a speaker request form located at the entrance of the Council Chamber and give it to the Agency Clerk. Your name will be called when it is your turn to speak.*  
*Virtually via Zoom: Access the meeting Zoom link to provide real-time (virtual) comments at appropriate public comment times throughout the meeting by using the raise hand feature.*  
*Written: All written public comments should be no more than 500 words and are subject to the Public Records Request Act. Written comments should be submitted to the Agency Clerk by 3:00 p.m. on the day of the Water Agency meeting by email or directly to the Agency Clerk's Office. Email [clerk@cityofporthueneme.org](mailto:clerk@cityofporthueneme.org) and enter "City Council Public Comment" in the Subject line (and agenda item number if applicable). Mail or drop off written comments to the Agency Clerk's Office located at 250 N. Ventura Road, Port Hueneme, CA 93041. Please clearly mark envelope with "PHWA Public Comment and meeting date".*
- *Additional electronic meeting guidelines can be found at the end of the agenda.*

### **4:00 PM PHWA CLOSED SESSION MEETING AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL**

Members Jared Bouchard, Martha R. McQueen-Legohn, and Misty Perez; Ex-Officio Member Nathan Jacobsen; Vice-Chair Sean Debley and Chair Laura D. Hernandez

## **PUBLIC COMMENT**

The Council will hear closed session public comments for a maximum of 10 minutes. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

## **CLOSED SESSION ITEMS**

With respect to every item of business to be discussed in Closed Session, pursuant to California Government Code:

### **A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Authority: Government Code section 54956.9, subdivision (d)(2)

Based upon existing facts and circumstances, significant exposure to litigation exists in the opinion of PHWA's legal counsel. These facts and circumstances arise out of a three-party agreement between the City of Port Hueneme, the City of Oxnard, and the Calleguas Municipal Water District relating to water credits or pumping allocations.

Number of Potential Cases: One (1)

## **RECESS TO CLOSED SESSION**

## **4:30 PM PHWA REGULAR MEETING AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

Members Jared Bouchard, Martha R. McQueen-Legohn, and Misty Perez; Ex-Officio Member Nathan Jacobsen; Vice-Chair Sean Debley and Chair Laura D. Hernandez

## **PUBLIC COMMENT**

Members of the public may submit comments for items on the Agenda or that is within the subject matter jurisdiction of the Agency Members. General public comments regarding items *Not* on the Agenda will be heard at this time. State law prohibits the Agency from taking action on any item *Not* on the Agenda. Comments regarding items on the Agenda will be heard when the item is addressed. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

## **AGENDA APPROVAL FOR WATER AGENCY**

### Port Hueneme Water Agency Agenda Approval

*Recommendation:* Approve the Port Hueneme Water Agency Agenda of June 26, 2023.

## **PRESENTATIONS – None.**

## **CONSENT CALENDAR**

### 1. [Minutes](#)

*Recommendation:* Approve the Minutes of the Water Agency Regular Meeting of May 15, 2023.

### 2. [Register of Disbursements](#)

*Recommendation:* Receive and file the Port Hueneme Water Agency's Register of Disbursements for the period of May 9, 2023 through June 22, 2023.

### 3. [PHWA Monthly Operational Report](#)

*Recommendation:* It is recommended that the Agency receive and file the monthly Operational Report.

**PUBLIC HEARINGS** – None.

**BUSINESS ITEMS**

4. [Strategic Planning Workshop \(2 of 2\)](#)  
*Recommendation:* Consider directing staff to proceed with an On-Call Engineering Services procurement process to support the execution of high-priority capital improvement.
  
5. [PHWA Operating Budget for Fiscal Year 2023-2024](#)  
*Recommendation:* Review and adopt the proposed FY 2023-24 PHWA Operating Budget, and the proposed Fixed and Variable Water Rate components.

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

**ADJOURNMENT**

The Water Agency will adjourn to its next regular meeting scheduled for Monday, July 17, 2023, at 4:00 p.m.

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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 Agency. 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.

I, Georgianna Nicole Alvarez, City/Authority Clerk of the City of Port Hueneme, do hereby affirm that the agenda was posted at least 72 hours in advance of the meeting on the City's website and near the front entrance of Port Hueneme City Hall, 250 N. Ventura Road, Port Hueneme, California, 93041, in accordance with California Government Code Section 54954.2(a).