



# Port Hueneme Water Agency

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

## Water Agency Regular Meeting Agenda

**Tuesday, February 20, 2024**

**Port Hueneme City Hall  
250 North Ventura Road, Port Hueneme, CA 93041**

**4:00 PM**

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

- Meetings may also be viewed at: <https://porthuenemeca.suiteonemedia.com/>
- Public comments may be submitted in person or in writing.  
*In-Person:* Complete a speaker request card located at the entrance of the Chamber and give it to the Agency Clerk. Your name will be called when it is your turn to speak. Public Comment is limited to 3 minutes per speaker, unless for good cause, the Chair amends the time limit. A speaker's time may not be transferred to another speaker.  
*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 "PHWA 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 REGULAR MEETING AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL**

Members Jared Bouchard, Roberto "Bobby" Martinez, and Martha R. McQueen-Legohn; Ex-Officio Member Nathan Jacobsen; Vice-Chair Michael Lebow 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 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 February 20, 2024.

## PORT HUENEME WATER AGENCY REORGANIZATION

- A. Agency Clerk to Conduct Election of Port Hueneme Water Agency Chair
- B. Incoming Chair to Conduct Election of Port Hueneme Water Agency Vice Chair

## CONSENT CALENDAR

1. [Minutes](#)  
*Recommendation:* Approve the Minutes of the Water Agency Regular Meeting of January 16, 2024.
2. [Register of Disbursements](#)  
*Recommendation:* Receive and file the Port Hueneme Water Agency's Register of Disbursements for the period of January 6, 2024 through February 8, 2024.
3. [Monthly Operational Report](#)  
*Recommendation:* Receive and file the monthly Operational Report.
4. [Professional Services Agreement with Milner-Villa Consulting LLC for Temporary Staffing - Sole Source](#)  
*Recommendation:* Authorize the Executive Director to execute an agreement, approved as to form by the City Attorney, with Milner-Villa Consulting, LLC in the amount not to exceed \$50,000.00.

## BUSINESS ITEMS

5. [Appointment to the Association of Water Agencies of Ventura County Board of Directors](#)  
*Recommendation:* Select a Director from the Port Hueneme Water Agency to serve as Member-at-Large and an Alternate for the 2024/2025 term of office to the Association of Water Agencies (AWA) of Ventura County Board of Directors.

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

## ADJOURNMENT

The Water Agency will adjourn to its next regular meeting scheduled for Monday, March 18, 2024, 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/Agency 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).