



Port Hueneme Water Agency

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

Water Agency Regular Meeting Minutes

January 19, 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 WAS 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 and must be received by 3:00 p.m. on January 19, 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*

CALL TO ORDER Chair Bouchard called the meeting to order at 4:04 p.m.

ROLL CALL

Present: Members Hernandez and Debley; Ex-Officio Member Jacobsen; Vice-Chair Rollins and Chair Bouchard

Absent: None (1 vacant seat)

PUBLIC COMMENT

Due to a Local Emergency Declaration and the requirement to close the Port Hueneme Water Agency meeting to the public, there were no members of the public appearing to speak.

No comments were submitted via the Clerk's email address that was provided for the public to submit comments.

AGENDA APPROVAL FOR WATER AGENCY

[Port Hueneme Water Agency Agenda Approval](#)

It was moved by Member Hernandez, seconded by Vice-Chair Rollins and motion passed unanimously to approve the Port Hueneme Water Agency Agenda of January 19, 2021.

AYES: Hernandez, Rollins, Debley, Bouchard

Chair Bouchard welcomed Port Hueneme Water Agency Board Member Sean Debley, the new primary delegate from the Channel Islands Beach Community Services District. Member Debley introduced himself and provided a brief background. The Board and staff welcomed Mr. Debley.

PRESENTATIONS - NONE

CONSENT AGENDA

1. [Approved Minutes of the Water Agency Regular Meeting of November 16, 2020](#)
2. [Received and Filed the Cash Disbursement Report for November 7, 2020 through January 11, 2021](#)

CONSENT CALENDAR ROLL CALL VOTE

It was moved by Vice-Chair Rollins, seconded by Member Hernandez, and carried by majority vote (Debley abstained from item #1) to approve the Consent Agenda items #1-2.

AYES: Rollins, Hernandez, Bouchard

ABSTAIN: Debley (*for item #1 as he was not a current Board member at the time*)

BUSINESS ITEMS

3. [Brackish Water Reclamation Demonstration Facility – Operational Report](#)

Public Works Director Don Villafana presented the Operational Report and answered questions from the Board.

ROLL CALL VOTE

It was moved by Vice-Chair Rollins, seconded by Member Debley, and motion carried unanimously to receive and file the report.

AYES: Rollins, Debley, Hernandez, Bouchard

4. [Professional Services Agreement \(PSA\) with Michael K Nunley & Associates \(MKN\) for Preparation of the 2020 Port Hueneme Water Agency's Urban Water Management Plan](#)

Public Works Director Don Villafana provided the report and answered questions from the Board.

Ex-Officio Member Jacobsen extended an offer to assist with information and indicated the availability to help. Extended his appreciation to the City for making compliance a priority.

ROLL CALL VOTE

It was moved by Vice-Chair Rollins, seconded by Member Hernandez, and motion carried unanimously to authorize the City Manager to execute the PSA in the amount not-to-exceed \$67,703 with Michael K. Nunley & Associates (MKN).

AYES: Rollins, Hernandez, Debley, Bouchard

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

Chair Bouchard – Indicated that the next Water Agency Board meeting would be the Boards reorganization and transfer of Chair duties. Expressed his appreciation for being the Chair this past year and is thankful for the support from the Board. Spoke regarding the Boards ability to continue to be influential, and indicated a vested interest in continued participation with the Groundwater Management Agency (GMA) as they move forward to address long-term concerns. Expressed his appreciation of the City and Board's leadership and staff.

Vice-Chair Rollins – Spoke regarding his attendance at water agency meetings and the main areas they work towards, including sustainable groundwater management, water reclamation, and stormwater. Also spoke regarding efforts to get the communities more involved and indicated that zoom meetings seemed to get more people involved and make the meetings more accessible.

Member Debley – Expressed he was looking forward to the upcoming year and being part of the Port Hueneme Water Agency Board.

Member Hernandez – No comments or questions.

Ex Officio Member Jacobsen – Indicated he was looking forward to good 2021 and his hope that the upcoming year is better for the community.


ADJOURNMENT

The Water Agency adjourned at 4:31 p.m. to the regular meeting of Monday, February 15, 2021, to be broadcast live at 4:00 p.m. from the City Hall Council Chambers.

Approved on 2/16/2021:



Richard Rollins
Chair



Kristy Buxkemper
Agency Clerk