



Port Hueneme Water Agency

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

Water Agency Regular Meeting Minutes

Tuesday, January 16, 2024

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

2:30 PM Closed Session | 4:00 PM Open Session

The following information was provided 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 2:00 p.m. on the day of the Water Agency meeting by email or directly to the Agency Clerk's Office. Email clerk@cityofporthueneme.org 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.

2:30 P.M. PHWA CLOSED SESSION

CALL TO ORDER

Vice-Chair Lebow called the meeting to order at 2:34 p.m.

ROLL CALL

Present: Members Jared Bouchard, Martha R. McQueen-Legohn, and Misty Perez; Vice-Chair Michael Lebow

Absent: Ex-Officio Member Nathan Jacobsen; and Chair Laura D. Hernandez

PUBLIC COMMENT – None.

CLOSED SESSION ITEMS

Agency Attorney Kevin Spaulding read the following Closed Session item into the record:

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Authority: Government Code section 54956.9, subdivision (d)

Case Name: *OPV Coalition, et al. v. Fox Canyon Groundwater Management Agency, et al.*

Case No. Santa Barbara County Superior Court VENC100555357

B. 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.

CONFLICT OF INTEREST DECLARATION

Member Bouchard announced he would not be participating in Closed Session Item A. due to a potential conflict of interest as his current employer is Pleasant Valley County Water District.

RECESS TO CLOSED SESSION

Vice Chair Lebow recessed to the closed session meeting at 2:36 p.m. Member Bouchard was not present for Closed Session Item A. Member Bouchard entered the closed session meeting at 3:15 p.m. for the discussion of Closed Session Item B.

4:00 PM PHWA REGULAR MEETING AGENDA

CALL TO ORDER

Chair Hernandez called the meeting to order at 4:00 p.m.

ROLL CALL

Present: Members Jared Bouchard, Martha R. McQueen-Legohn, and Misty Perez; Vice-Chair Michael Lebow and Chair Laura D. Hernandez

Absent: Ex-Officio Member Nathan Jacobsen

PUBLIC COMMENT – None.

CLOSED SESSION REPORT

Agency Attorney Spaulding indicated there was no reportable action for Closed Session Item A. For Closed Session Item B., Agency Attorney Spaulding indicated that the PHWA Board agreed to enter into a tolling agreement with the City of Oxnard relative to the tripartite agreement for a period of six months and authorized the Executive Director to execute the agreement. Mr. Spaulding further indicated the vote was unanimous with Chair Hernandez absent.

AGENDA APPROVAL FOR WATER AGENCY

Port Hueneme Water Agency Agenda Approval

A motion was made Member Perez, seconded by Member Bouchard, and passed unanimously to approve the Port Hueneme Water Agency Agenda of January 16, 2024.

CONSENT CALENDAR

A motion was made by Member McQueen-Legohn, seconded by Member Perez, to approve the Consent Calendar as presented.

Motion approved 5-0 as follows:

AYES: Bouchard, Perez, McQueen-Legohn, Lebow, Hernandez

NOES: None; ABSENT: None; ABSTAIN: None

The Agency:

1. Minutes
Approved the Minutes of the Water Agency Regular Meeting of November 20, 2023.
2. Register of Disbursements
Received and filed the Port Hueneme Water Agency's Register of Disbursements for the period of November 4, 2023 through January 5, 2024.
3. Monthly Operational Report
Received and filed the monthly Operational Report.

4. Five-Year On-Call Professional Services Agreement Project Coding and Tracking
Received and filed the report.

BUSINESS ITEMS

5. Port Hueneme Water Agency Audit Report FY 2022-23
Recommendation: Receive and file Agency's Fiscal Year 2022-23 Annual Financial Audit Report.

Finance Director Lupe Acero presented the report. A question followed. There were no public comments.

A motion was made by Member Bouchard, seconded by Vice Chair Lebow, to receive and file the Agency's Fiscal Year 2022-23 Annual Financial Audit Report.

Motion approved 5-0 as follows:

AYES: Bouchard, Perez, McQueen-Legohn, Lebow, Hernandez
NOES: None; ABSENT: None; ABSTAIN: None

6. 2024 PHWA Meeting Schedule
Recommendation: Approve the proposed 2024 PHWA meeting schedule or provide direction.

Executive Director James Vega presented the report. A question followed. There were no public comments.

A motion was made by Member McQueen-Legohn, seconded by Member Perez to approve the proposed 2024 PHWA meeting schedule.

Motion approved 5-0 as follows:

AYES: Bouchard, Perez, McQueen-Legohn, Lebow, Hernandez
NOES: None; ABSENT: None; ABSTAIN: None

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

– None.

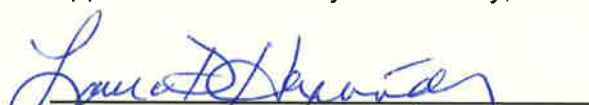
ADJOURNMENT

The Water Agency adjourned at 4:14 p.m. to its next regular meeting scheduled for Tuesday, February 20, 2024, at 4:00 p.m.

Respectfully Submitted:


Georgianna Nicole Alvarez
Agency Clerk

Approved this 20th day of February, 2024:


Laura Hernandez, Chair