



Port Hueneme Water Agency

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

Water Agency Regular Meeting Minutes

Tuesday, February 20, 2024

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

4:00 PM

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 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 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

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

ROLL CALL

Present: 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

Absent: None

PUBLIC COMMENT – None.

AGENDA APPROVAL FOR WATER AGENCY

Port Hueneme Water Agency Agenda Approval

A motion was made Member Bouchard, seconded by Member Martinez, and unanimously passed, to 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

Agency Clerk Georgianna Alvarez opened the floor for nominations for Chair. Member Bouchard nominated Michael Lebow for Chair, seconded by Member McQueen-Legohn. Comments followed.

Motion approved 5-0, by roll call vote as follows:

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

NOES: None; ABSENT: None; ABSTAIN: None

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

Chair Lebow opened the floor for nominations for Vice Chair. Member Martinez nominated Martha McQueen-Legohn for Vice Chair, seconded by Member Hernandez.

Motion approved 5-0, by roll call vote as follows:

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

NOES: None; ABSENT: None; ABSTAIN: None

CONSENT CALENDAR

A motion was made by Vice Chair McQueen-Legohn, seconded by Member Hernandez, to approve the Consent Calendar Item Nos. 1 – 4, as presented.

Motion approved 5-0 as follows:

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

NOES: None; ABSENT: None; ABSTAIN: None

The Agency:

1. [Minutes](#)
Approved the Minutes of the Water Agency Regular Meeting of January 16, 2024.
2. [Register of Disbursements](#)
Received and filed the Port Hueneme Water Agency's Register of Disbursements for the period of January 6, 2024 through February 8, 2024.
3. [Monthly Operational Report](#)
Received and filed the monthly Operational Report.
4. [Professional Services Agreement with Milner-Villa Consulting LLC for Temporary Staffing - Sole Source](#)
Authorized 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.

Executive Director James Vega presented the report. Questions and comments followed. A public comment was made.

Member Martinez expressed interest in serving as the Member-at-Large.

A motion was made by Member Bouchard, seconded by Chair Lebow, to nominate Member Martinez to serve as Member-at-Large for the 2024/2025 term of office to the Association of Water Agencies (AWA) of Ventura County Board of Directors.

Motion approved 5-0 as follows:

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

NOES: None; ABSENT: None; ABSTAIN: None

Member Hernandez expressed interest in serving as the Alternate.

A motion was made by Member Bouchard, seconded by Vice Chair McQueen-Legohn, to nominate Member Hernandez to serve as an Alternate for the 2024/2025 term of office to the Association of Water Agencies (AWA) of Ventura County Board of Directors.

Motion approved 5-0 as follows:

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

NOES: None; ABSENT: None; ABSTAIN: None

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

Member Bouchard reminded the Board of a previous request to review Board Members' stipend payments in an effort to incentivize new board members and because it has not been reviewed in 30 years. Agency Attorney Kevin Spaulding indicated the request would have to come back as a future item on the agenda as an amendment to the Joint Powers Agreement (JPA) since the JPA sets the stipend, and therefore may want to amend the request to review the JPA in its entirety for any additional amendments that may be desired. Member Bouchard rescinded his request. Executive Director Vega indicated he'd look into seeing if there is a simpler option, but if there is not one, the request would be considered rescinded.


ADJOURNMENT

The Water Agency adjourned at 4:12 p.m. to its next regular meeting scheduled for Monday, March 18, 2024, at 4:00 p.m.

Respectfully Submitted:


Georgianna Nicole Alvarez
Agency Clerk

Approved this 15th day of April, 2024:



Michael Lebow, Chair