

**PORT HUENEME WATER AGENCY BOARD
ADJOURNED REGULAR MEETING**

MAY 16, 2016

MINUTES

Board Member Douglas Breeze called the meeting to order at 4:00 p.m. in the City Council Chamber at Port Hueneme City Hall, 250 North Ventura Road, Port Hueneme, California. The Agency Clerk called the roll:

PRESENT: Board Members Douglas A. Breeze, Keith Moore, Jonathan Sharkey; Ex-Officio Member Robert Nordahl; Vice Chair Sylvia Muñoz Schnopp (late arrived at 4:21 p.m.)
ABSENT: Chair Jim Estomo.
STAFF Interim Executive Director, John Baker, Karl Berger, Deputy
PRESENT: Agency Counsel; Chris Theisen, Public Works Director; Water Operations Manager, Steven Hickox; Alvin Burrell, Interim Finance Director; Agency Clerk, Michele Kostenuik

AGENDA:

The Board had previously received copies of the Agenda.

Member Sharkey, seconded by Member Moore, moved to approve the Agenda as amended. Motion carried 3-0 (Estomo absent, Schnopp late).

BUSINESS ITEMS:

A. APPROVAL OF MINUTES

Action: It is recommended the Board approve the Minutes of the April 13, 2016 Adjourned Regular Meeting.

Member Sharkey, seconded by Member Moore, moved to approve the Minutes as presented. Motion carried 3-0 (Estomo absent, Schnopp late).

B. CASH DISBURSEMENTS RATIFICATION

Action: It is recommended the Board ratify the cash disbursements listing for the period April 8, 2016 through May 6, 2016.

Member Sharkey, seconded by Member Moore, moved to approve staff's recommendation as presented. Motion carried 3-0 (Estomo absent, Schnopp late).

**C. BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY
- OPERATIONAL PERFORMANCE**

Action: It is recommended the Board receive and file this report.

The Water Operations Manager Steve Hickox gave a report. Discussion ensued among the Board and staff.

Member Sharkey, seconded by Member Moore, moved to receive and file report as presented. Motion carried 3-0 (Estomo absent, Schnopp late).

D. WATER SUPPLY STRATEGY REPORT FROM WATER CONSULTANCY INC.

Action: It is recommended the Board receive and file this report.

Lynn Takaichi, Principal of Water Consultancy Inc., gave a report, stating not much has changed since the last meeting. The main focus is negotiations of the Water Supply Agreement with United Water Conservation District. They are attempting to set up a joint meeting in the next month. Discussion ensued on how to make progress and accomplish goals. The Public Works Director Chris Theisen spoke on the matter.

Member Sharkey, seconded by Member Schnopp, moved to receive and file the report as presented. Motion carried 4-0 (Estomo absent).

Member Breeze turned over the chairing of the meeting to Vice Chair Shnopp.

E. INTRODUCE BUDGET FY 2016-2017 FOR PORT HUENEME WATER AGENCY

Action: It is recommended the Board receive and file this report.

The Interim Finance Director Alvin Burrell introduced proposed budget for FY 2016-2017. He reviewed the summary and asked for recommendations and changes. Discussion ensued among the Board and staff which included questions regarding: savings in electrical costs from not running plant; discrepancies in numbers as outlined in from letter Channel Islands Beach Community Services District (CIBCS); employee numbers and taxes; and irrigation values. It was requested to add action item list addressing CIBCS comments. Interim Executive Director John Baker requested any questions be sent vial email.

Member Breeze seconded by Member Moore, moved to receive and file the report with amendment to include action items listed in the CIBCS letter. Motion carried 4-0 (Estomo absent).

BOARD MEMBER REPORTS AND COMMENTS:

4. BOARD MEMBER REPORTS AND COMMENTS

Member Moore suggested a summary of action items be included on the agenda, he called for a motion seconded by Breeze. No motion was required, requested to place on next agenda.

NEW BUSINESS TO BE AGENDIZED:

- 1.) Spreadsheet with action items, due dates, and status

Member Moore asked about conducting a closed session. Deputy City Attorney Karl Berger stated once the appraiser is under contract they will provide and update.

OPEN FORUM:

Interim Executive Director John Baker announced that Public Works Director Chris Theisen will be leaving the City. The thanked him for his services. The Board also thanked him. No comments from the public.

ADJOURNMENT:

Vice-chair Schnopp, without objection, adjourned the meeting at 5:40 p.m. to the next Adjourned Regular Meeting to be held Monday, June 20, 2016 at 4:00 p.m. in the City Council Chamber.

Respectfully submitted,

Michele Kostenuik
Agency Clerk

APPROVED:

VICE-CHAIR SCHNOPP