

**PORT HUENEME WATER AGENCY BOARD  
REGULAR MEETING**

**OCTOBER 15, 2012**

**MINUTES**

Chair Marcus called the Regular Meeting of the Port Hueneme Water Agency Board to order at 5:47 p.m. in the City Hall Council Chamber at 250 North Ventura Road, Port Hueneme, California. Following the flag salute, the Deputy Agency Clerk called the roll:

**PRESENT:** Board Members Douglas A. Breeze, Norman E. Griffaw; Alternate Member Jim Estomo; Vice Chair Jonathan Sharkey; Chair Marcia Marcus.

(Incoming Ex-Officio Member Alicia Thompson was also present.)

**ABSENT:** None.

**STAFF PRESENT:** Carmen Nichols, Acting Executive Director; Karl Berger, Deputy Agency Counsel; Andres Santamaria, Public Works Director; Steven Hickox, Water Superintendent; Michelle Ascencion, Deputy Agency Clerk.

**AGENDA:**

The Board had previously received copies of the Agenda.

Member Griffaw, seconded by Vice Chair Sharkey, moved to approve the Agenda as presented. Motion carried.

**BOARD REORGANIZATION:**

A. OATH OF OFFICE

Action: Agency Clerk to administer Oath of Office to incoming Ex-Officio Board Member Alicia Thompson (NBVC).

Chair Breeze introduced Ex-Officio Member Thompson, and the Clerk administered the Oath of Office.

**CONSENT:**

A. APPROVAL OF MINUTES

Action: It is recommended the Board approve the Minutes of the June 18, 2012 Special Meeting.

B. CASH DISBURSEMENTS RATIFICATION

Action: It is recommended the Board ratify the cash disbursements listing for the period May 26, 2012 through September 14, 2012.

C. YEAR TO DATE BUDGET STATUS REPORT  
FISCAL YEAR 2011-12 PERIOD ENDING JUNE 30, 2012

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

D. YEAR TO DATE BUDGET STATUS REPORT  
FISCAL YEAR 2012-13 PERIOD ENDING AUGUST 31, 2012

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

E. BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY  
- OPERATIONAL PERFORMANCE

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

F. AUTHORIZATION TO SEEK BIDS FOR THE PORT HUENEME  
WATER AGENCY FACILITY REHABILITATION PROJECT

Action: It is recommended that the Board authorize staff to seek bids for the Port Hueneme Water Agency Facility Rehabilitation Project - Cash Contract No. PHWA 000134-1.

G. BIENNIAL REVIEW OF PHWA CONFLICT OF INTEREST CODE

Action: It is recommended the Board authorize the Executive Director to sign and submit the attached 2012 Local Agency Biennial Notice relative to amendments needed for the Port Hueneme Water Agency Conflict of Interest Code.

Vice Chair Sharkey, seconded by Member Griffaw, moved to approve the Consent Agenda as presented. Motion carried 5-0.

#### **BOARD COMMENTS:**

Member Estomo and Vice Chair Sharkey reported on attending the grand opening of the City of Oxnard's water recycling plant.

Chair Marcus remarked that the PHWA finished the 2011-12 fiscal year under budget, and complimented staff.

#### **OPEN FORUM:**

Chair Marcus asked if there was anyone present who wished to speak on any matter not on the Agenda. No one requested to speak.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

Chair Marcus, without objection, adjourned the Port Hueneme Water Agency Board Regular Meeting at 6:53 p.m. to the next Regular Meeting to be held January 22, 2013 at 5:45 p.m. in the Council Chamber.

Respectfully submitted,

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Michelle Ascencion, CMC  
Deputy Agency Clerk

APPROVED:

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CHAIR MARCUS