

**REGULAR MEETING OF THE ADMINISTRATIVE COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
12621 E. 166TH STREET, CERRITOS, CALIFORNIA 90703
11:00 A.M., MONDAY, NOVEMBER 25, 2002**

AGENDA

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "For information" may also be the subject of an "action" taken by the Board or a Committee at the same meeting.

- I. DETERMINATION OF QUORUM**
- II. PUBLIC COMMENT**
- III. MINUTES OF THE REGULAR ADMINISTRATIVE COMMITTEE MEETING OF OCTOBER 15, 2002**
RECOMMENDATION: Approve the minutes as submitted.
- IV. PUBLIC AGENCY RETIREMENT SYSTEM - PARS**
RECOMMENDATION: For information.
- V. STAFFING ORGANIZATION CHART**
RECOMMENDATION: For discussion.
- VI. SALARY SURVEY**
RECOMMENDATION: For discussion.
- VII. ADMINISTRATIVE CODE REVISIONS**
RECOMMENDATION: That the Committee recommend that the Board adopt language clarifying the Administrative Code regarding the distribution of District materials to any WRD Division of a Director up for election. The revised language will restrict such mailings three months prior to an election.
- VIII. ADJOURNMENT**

Posted by Tracey A. Burke, Acting Deputy Secretary, November 20, 2002

**MINUTES OF OCTOBER 15, 2002
REGULAR MEETING OF THE ADMINISTRATIVE COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A regular meeting of the Administrative Committee of the Board of Directors of the Water Replenishment District of Southern California was held on October 15, 2002 at 9:00 a.m. at the District Office, 12621 E. 166th Street, Cerritos, California. Chairperson Robert Goldsworthy called the meeting to order and presided thereover and Deputy Secretary Marcia A. Forkos recorded the minutes.

I. DETERMINATION OF QUORUM

Attendees included:

Committee: Directors Robert W. Goldsworthy and Pat Acosta
District Counsel: J. Arnoldo Beltran
Staff: Robb Whitaker, Robert Martin, Kavous Emami, and
Pamela Wareham

II. PUBLIC COMMENT

There was none.

III. MINUTES OF THE REGULAR ADMINISTRATIVE COMMITTEE MEETING OF SEPTEMBER 24, 2002

The minutes of the regular meeting of September 24, 2002 were approved as submitted.

**IV. TRAVEL REQUEST –
2002 COLORADO RIVER WATER USERS ASSOCIATION ANNUAL MEETING IN LAS VEGAS, NEVADA**

The Committee recommended that this item be taken to the Board for approval.

V. DEFERRED COMPENSATION UPDATE

Senior Administrative Assistant/Human Resources Pam Wareham gave an update on the District's current provider of deferred compensation, Nationwide Retirement Solutions, and on other options available. Discussion was held and the Committee recommended that the CalPERS deferred compensation program be taken to the Board for approval as an additional option to the current program.

VI. PARS PRESENTATION

Eric O'Leary, Vice President of Consulting for Public Agency Retirement System (PARS) gave a presentation on the PARS program. He explained that there are many options available and that a plan can be tailor made for the District, if the District should decide to participate.

The Committee asked the Controller to create parameters for a reasonable plan, to determine the possible financial impact, and to then present it to the Committee.

VII. ADMINISTRATIVE CODE REVISIONS

This item was deferred to the next Committee meeting as Controller Robert Martin would like to incorporate suggestions made by the independent auditors this morning.

VIII. ADJOURNMENT

With no other business to come before the Committee, the meeting was adjourned.

Chairperson

ATTEST:

Director