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 MARCH 12, 2003
   RECOMMENDATION: Approve the minutes as submitted.

IV. DIRECTOR/EMPLOYEE RETIREMENT PLANS
   RECOMMENDATION: For information and discussion.

V. TRAVEL REQUEST – ACWA SPRING CONFERENCE, MAY 7-9, 2003, SOUTH LAKE TAHOE, NEVADA
   RECOMMENDATION: That the Committee recommend that the Board approve attendance of Directors and staff to the ACWA 2003 Spring Conference, May 7-9, 2003, South Lake Tahoe, Nevada

VI. DISCUSSION OF RESOLUTION NO. 03-XXX – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA CONCERNING THE TECHNICAL ADVISORY COMMITTEE
   RECOMMENDATION: For discussion.

VII. ADMINISTRATIVE CODE REVISIONS
   RECOMMENDATION: That the Administrative Committee discuss various Administrative Code revisions and recommend that the Board consider adoption of any revisions recommended by the Committee.

VIII. PURCHASE AGREEMENT FOR A NEW TELEPHONE SYSTEM
   RECOMMENDATION: That the Committee recommend that the Board enter into an agreement with Inter-Tel to purchase a new telephone system for an amount not-to-exceed $38,000.
IX. ADJOURNMENT

Posted by Marcia A. Forkos, Deputy Secretary, April 4, 2003.
A regular meeting of the Administrative Committee of the Board of Directors of the Water Replenishment District of Southern California was held on March 12, 2003 at 11:30 a.m. at the District Office, 12621 E. 166th Street, Cerritos, California. Chairperson Willard H. Murray, Jr. called the meeting to order and presided thereover and Deputy Secretary Marcia A. Forkos recorded the minutes.

Agenda Items taken out of sequence.

IV. PUBLIC AGENCY RETIREMENT SYSTEM (PARS)
Kevin Murphy from the Public Agency Retirement System (PARS) gave an overview of the PARS program. Discussion was held with Director Murray regarding the coverage that the Board is interested in. It was determined that it would probably be best for WRD to have its own plan at 3.0% @ 60 to match the District's PERS plan, which should be finalized on Monday, March 17, 2003. It was also determined that it should take five years to be vested and that a participant must be at least 50 years old to receive benefits.

It was determined that this item would go to the Board with a request to have an actuary, for a cost not to exceed $10,000, determine the cost of the program for the Directors that are not eligible to participate in PERS.

Director Ryan arrived.

I. DETERMINATION OF QUORUM
Attendees included:
Committee: Directors Willard H. Murray, Jr. and Norm Ryan
Staff: Bruce Mowry, Robert Martin, and Kavous Emami
District Counsel: J. Arnoldo Beltran

IV. PUBLIC AGENCY RETIREMENT PROGRAM (PARS) (Continued)
Further discussion was held regarding PARS and Director Ryan concurred with Director Murray that this item should go to the Board for consideration.

II. PUBLIC COMMENT
None.
III. MINUTES OF THE REGULAR ADMINISTRATIVE COMMITTEE MEETING OF FEBRUARY 13, 2003
The minutes of the regular meeting of February 13, 2003 were approved as submitted.

V. ADMINISTRATIVE CODE REVISIONS
Following discussion regarding the District letterhead policy, the Committee recommended that this item be taken to the Board for discussion and possible revision.

Discussion was held regarding the District’s hiring policy. Director Ryan stated that he understood that the Board should be consulted by the General Manager regarding personnel issues. Director Murray commented that personnel matters are at the discretion of the General Manager and that the Board should not be involved as the General Manager is the only person hired directly by the Board. District Counsel J. Arnoldo Beltran read the section of the WRD Administrative Code regarding personnel matters and the authority of the General Manager.

Since there were no representatives from the Technical Advisory Committee (TAC), the language regarding the resolution related to the TAC was not discussed. It was deferred to the next Administrative Committee meeting.

Discussion was held regarding public participation in Board meetings. The Committee asked that the section regarding “the audience” being able to remove an item from the Consent Calendar be deleted.

Director Murray brought up the issue of tips for baggage handling, etc. and other small amounts paid out by Directors while traveling. He recommended that the WRD Administrative Code section regarding reimbursement to Directors for expenses be changed to say that receipts are needed for any items over $15. Director Ryan was not comfortable with this suggestion. The Committee recommended that this item go to the Board for discussion with a split decision by the Committee.

VI. ALLEGED BROWN ACT VIOLATION
Discussion was held, the Committee went into closed session at the recommendation of District Counsel J. Arnoldo Beltran, and then reconvened. It was determined that this item would go to the Board with a split recommendation by the Committee.
VII. RESERVE FUND POLICY
This item was not discussed but was forwarded to the Board in conjunction with Agenda Item VI - Alleged Brown Action Violation.

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

__________________________
Chairperson

ATTEST:

__________________________
Director
Staff has invited Shawn Bkaer, a retirement plan specialist, from ICMA Retirement Corporation to provide a presentation on ICMA retirement products and services, such as 457 and 401(a) retirement plans.

**FISCAL IMPACT**
Unknown.

**RECOMMENDATION:** For information and discussion.
AGENDA ITEM NO. V

DATE: APRIL 9, 2003
TO: ADMINISTRATIVE COMMITTEE
FROM: BRUCE MOWRY, GENERAL MANAGER
SUBJECT: TRAVEL REQUEST – ACWA SPRING CONFERENCE, MAY 7-9, 2003, SOUTH LAKE TAHOE, NEVADA

The ACWA 2003 Spring Conference “Financing Our Water Future” will be held May 7-9, 2003. The conference headquarters is the Caesars Tahoe Hotel, South Lake Tahoe, Nevada. ACWA has invited key elected officials and industry experts directly involved in the issues regarding the Colorado River and the Salton Sea, water rights, the Bay-Delta Water Authority and the California State budget. Other topics include desalination, assessing public perception, and groundwater plans implementation.

Attached is the conference brochure with a preliminary conference program, workshop schedules, and other events.

**FISCAL IMPACT**
Pre-registration package including registration and meals is $510 for the 3-day conference. Pre-registration deadline is April 18, 2003. Hotel rates at Caesars Tahoe start at $101 single/double per night.

**RECOMMENDATION:** That the Committee recommend that the Board approve attendance of Directors and staff to the ACWA 2003 Spring Conference, May 7-9, 2003, South Lake Tahoe, Nevada.
Budget Crisis, Water Rights, Water Deals
Top ACWA’s Spring Conference Agenda

With the possibility of war looming, California's budget crisis seems inconsequential in the minds of many Americans. For Californians, however, it is foremost on their minds. Members of California’s water community are asking themselves: how do we survive? How do we protect funding sources? How do we “Finance Our Water Future?”

The answers are not easy ones, nor are there immediate solutions. Faced with budget cuts, regulatory mandates, historic times on the Colorado River, water supply shortages and threats to water rights, our water community is daunted by many obstacles. Understanding and effectively advancing our agenda will be the neutralizing force in balancing the “dollars & sense” for the water industry.

ACWA’s 2003 Spring Conference, May 7-9 in South Lake Tahoe, offers the means for obtaining the most current and accurate information available on these topics and more. The conference promises to provide attendees with the knowledge to forge ahead, despite many pressing issues. We invite you to join your peers, elected officials and industry experts at this important event.

ACWA has invited key elected officials and industry experts directly involved in the issues regarding the Colorado River and the Salton Sea, water rights, the Bay-Delta Water Authority and the California state budget. Other topics to be covered include: desalination, assessing public perception, and groundwater plans implementation. Attendees will be able to choose from a variety of programs, including topics related to attorneys, small agencies, finance and human resources. Networking opportunities are endless.

Prior to the conference, ACWA is holding a workshop designed specifically for directors. This workshop will give directors the information they need to be effective leaders for their agencies.

With information, involvement and collaboration, we can be better prepared to face the challenges that lie ahead.
2003 ACWA Directors' Workshop

Enhancing Leadership Skills: A Workshop for Directors

As the water community moves forward in an era of conflict and challenge, the ability to effectively lead is more essential than ever. As a professional, your desire to establish and maintain a level of performance above and beyond is critical. In this workshop, developed specifically for directors, you will be given the tools you need to help you enhance in your leadership abilities. Topics such as district finance, your role and responsibilities, dealing with the media, and appropriate management performance will be discussed. Don't miss this important opportunity to continue to develop your leadership skills.

This workshop qualifies for a portion of the electives needed for the Special District Leadership Foundation Recognition in Special District Governance.

Note: To preregister, see page 10. A workshop fee is required.

Special District Administrator Certification Program

The Special District Administrator Certificate is a voluntary designation sought by individuals who strive to be the “best in the business.” Certification helps document and recognize your knowledge, skills and capabilities. A total of 460 points is required to qualify for the opportunity to take the examination. The certification application in special district administration is built around specific categories, which include related continuing education. Seminars/workshops offered by ACWA qualify as related continuing education.

Other Events

Tuesday, May 6
8 a.m.
- ACWA/MWH Golf Tournament
1-3 p.m.
- CVP Water Association Financial Affairs & Project Operations
3-5 p.m.
- CVP Water Association Board of Directors

Wednesday, May 7
4:30-7:30 p.m.
- Colorado River Board of California

Thursday, May 8
6:45-8:15 a.m.
- San Joaquin Valley Agricultural Water Committee
**Monday, May 5**

8-9:30 a.m.
- ACWA/JPIA Workers' Compensation Subcommittee

10 a.m.-Noon
- ACWA/JPIA Executive Committee

1:15-2:30 p.m.
- ACWA/JPIA Town Hall Meeting

3-5 p.m.
- ACWA/JPIA Board of Directors’

5-6 p.m.
- ACWA/JPIA Board of Directors’ Reception

**Tuesday, May 6**

8 a.m.-4:30 p.m.
- ACWA Directors' Workshop

8 a.m.-9 p.m.
- On-Site & Preregistration

8 a.m.-7 p.m.
- Preregistration Only 7-9 p.m.

8:30-10:30 a.m.
- ACWA/JPIA Risk Management Subcommittee

10:45-11:45 a.m.
- ACWA/JPIA Seminar I

1:15-2:15 p.m.
- ACWA/JPIA Seminar II

1:30-3 p.m.
- Scholarship Subcommittee

3-5 p.m.
- ACWA-USA Executive Committee

- Finance Track: Finance Committee

3:30-4:30 p.m.
- ACWA/JPIA Seminar III

5-6 p.m.
- California Loan Purchase Finance Authority
- Nominating Committee

**Wednesday, May 7**

6:45-7:45 a.m.
- Water Management Committee

7:30 a.m.-5 p.m.
- ACWA Registration

8-9:45 a.m.
- Special Issue Opening Breakfast

8 a.m.-Noon & 1:30-5 p.m.
- Exhibit Hall

10-11:45 a.m.
- Communications Committee Program
- Exhibitor Technical Presentation
- Finance Track

- Human Resources Track

- Issue Forum
- Small Agencies Track
- Water Fundamentals Panel
- Water Quality Clean Water Subcommittee Program

Noon-1:30 p.m.
- General Luncheon

1:30-2 p.m.
- Exhibitors' Drawing / Dessert Break

**NOTE:** ACWA/JPIA meetings will be held at Embassy Suites. Every effort will be made to schedule Issue Track Programs at designated hotels.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:15-3:30 p.m.</td>
<td>- Anadromous Species Task Force</td>
</tr>
<tr>
<td></td>
<td>- Attorneys Track</td>
</tr>
<tr>
<td></td>
<td>- County Water Districts Caucus</td>
</tr>
<tr>
<td></td>
<td>- Exhibitor Technical Presentation</td>
</tr>
<tr>
<td></td>
<td>- Finance Track</td>
</tr>
<tr>
<td></td>
<td>- Human Resources Track</td>
</tr>
<tr>
<td></td>
<td>- Issue Forum</td>
</tr>
<tr>
<td></td>
<td>- Small Agencies Track</td>
</tr>
<tr>
<td></td>
<td>- Water Quality Safe Drinking Water Subcommittee</td>
</tr>
<tr>
<td>3:45-5 p.m.</td>
<td>- Attorneys Track: Legal Affairs Committee</td>
</tr>
<tr>
<td></td>
<td>- Communications Committee</td>
</tr>
<tr>
<td></td>
<td>- Exhibitor Technical Presentation</td>
</tr>
<tr>
<td></td>
<td>- Federal Affairs Committee</td>
</tr>
<tr>
<td></td>
<td>- Groundwater Committee</td>
</tr>
<tr>
<td></td>
<td>- Irrigation Districts Caucus</td>
</tr>
<tr>
<td></td>
<td>- Membership Committee</td>
</tr>
<tr>
<td></td>
<td>- Pavement Restoration Task Force</td>
</tr>
<tr>
<td></td>
<td>- Water Recycling Subcommittee</td>
</tr>
<tr>
<td></td>
<td>- Water Management Committee</td>
</tr>
<tr>
<td>4:30-5:45 p.m.</td>
<td>- Water Quality Policy Review Subcommittee</td>
</tr>
<tr>
<td>Thursday, May 8</td>
<td>- Local Government Committee</td>
</tr>
<tr>
<td></td>
<td>- Water Use Efficiency Subcommittee</td>
</tr>
<tr>
<td>7:45-8 a.m.</td>
<td>- Noon &amp; 1:30-2:45 p.m. Exhibit Hall</td>
</tr>
<tr>
<td>8 a.m.-4 p.m.</td>
<td>- ACWA Registration</td>
</tr>
<tr>
<td>8:30-10 a.m.</td>
<td>- Attorneys Track</td>
</tr>
<tr>
<td></td>
<td>- Energy Committee Program</td>
</tr>
<tr>
<td></td>
<td>- Exhibitor Technical Presentation</td>
</tr>
<tr>
<td></td>
<td>- Finance Track</td>
</tr>
<tr>
<td></td>
<td>- Human Resources Track: Insurance and Personnel Committee</td>
</tr>
<tr>
<td></td>
<td>- Issue Forum</td>
</tr>
<tr>
<td></td>
<td>- Joint Water Quality Communications Subcommittee</td>
</tr>
<tr>
<td></td>
<td>- Small Agencies Track</td>
</tr>
<tr>
<td></td>
<td>- Water Quality Committee Program</td>
</tr>
<tr>
<td>10:15-11:45 a.m.</td>
<td>- Attorneys Track: Attorneys Subcommittee Panel</td>
</tr>
<tr>
<td></td>
<td>- Exhibitor Technical Presentation</td>
</tr>
<tr>
<td></td>
<td>- Generation Subcommittee Program</td>
</tr>
<tr>
<td>Friday, May 9</td>
<td>- Groundwater Committee Program</td>
</tr>
<tr>
<td>8-10 a.m.</td>
<td>- Human Resources Track</td>
</tr>
<tr>
<td>8:30-10 a.m.</td>
<td>- Issue Forum</td>
</tr>
<tr>
<td></td>
<td>- Small Agencies Track</td>
</tr>
<tr>
<td></td>
<td>- Noon-1:50 p.m. General Luncheon</td>
</tr>
<tr>
<td>2:2:45 p.m.</td>
<td>- Exhibitors' Drawing/Dessert Break</td>
</tr>
<tr>
<td>3:45 p.m.</td>
<td>- Region Meetings</td>
</tr>
<tr>
<td>4-5 p.m.</td>
<td>- Federal Projects Subcommittee</td>
</tr>
<tr>
<td>6-7 p.m.</td>
<td>- Cocktails</td>
</tr>
<tr>
<td>7-10:30 p.m.</td>
<td>- Banquet/Entertainment</td>
</tr>
</tbody>
</table>

**NOTE:** All conference programs are subject to change.
An interesting array of speakers and programs will address ACWA's 2003 Spring Conference theme, "Financing Our Water Future: An Issue of Dollars & Sense." It all happens May 7-9 at Caesars Tahoe, Horizon, Harveys, Harrah's and Embassy Suites in South Lake Tahoe. Topics will cover a wide range of issues critical to the water community, including key legislation and policy developments at the federal and state levels.

Online Registration

Who is Eligible for Member Registration Fee?
The following people are eligible for the member registration fee:

- Any ACWA member organization's officers/directors.
- Any employee on ACWA member organization's payroll.
- Any ACWA board member whose fee is paid for by a member agency.
- Any state or federal administrative or legislative personnel in elective, appointive or staffing positions.
- Staff of ACWA/JPIA and Water Education Foundation.

Special Offer for Non-Members
Not a member of ACWA? Not a problem. We know that you'll take back important information to your organization and will want to become an ACWA member. So, ACWA will give you a chance to experience what it's like to be an ACWA member by extending to you a special one-time offer. You may register for the conference at the member rate and "Window Shop" before you decide to join. You may register up to three people from your organization at the member rate. If you join prior to June 30, 2003, we will apply half of your registration fees toward your prorated dues.

Contact Paula Currie at (916) 441-4545, (888) 666-2292 or paula@acwanet.com to take advantage of the special offer.

Name Badges
Name badges must be worn to attend all conference events. Badges may be checked at the doors. Information for the badges will be taken directly from conference preregistration forms, making it vital that complete, accurate and legible information be on the form. Deadline for returning forms to assure badges will be prepared is April 18. Badges will be available only for those who register for the conference.

Name back support is sponsored by Battie Wells Associates, Independent Public Finance Advisors.

Housing / Transportation
Hotel reservations should be made as soon as possible. Deadline is April 4. Those registering after this date may be given alternate housing accommodations at higher rates.

(Note: Refunds of hotel deposits are made by the hotel, not ACWA. Please contact the hotel if you must cancel.)

"Tahoe Casino Express" shuttle is available from the Reno International Airport for $19 per person, each way, or $34 round-trip. Call (800) 446-6128 for more information.
Save Money on Your Registration

Everyone who attends the conference must register and pay the appropriate registration fee. You can lower your conference registration fees in a number of simple ways:

Package Registration
(available to ACWA members only)

By taking advantage of this special deal, you will save $69 over registering for each option separately. The same registration and meal combination will cost you an additional $109 if you wait to purchase on site. Package registration includes your registration fee for the entire three days of the conference in addition to one ticket to all meals (2 breakfasts, 2 lunches and one banquet with special entertainment). The package is only available until April 18.

Team Discounts

Organizations registering three or more delegates at one time will receive a $20 discount off the total of each registration. Payment and registrations must be received together to receive this discount.

Registration Deadline

The registration deadline is April 18. After that date, you must register on site. By not preregistering you miss the opportunity to save up to $100. Registration may be paid with a check or charged on your Visa or MasterCard.

Those who register by March 21 will become eligible to win a free conference registration. A name will be randomly drawn from those registrations received prior to 5 p.m. on March 21. The prize is a non-transferable registration to this conference (does not include meals, or the workshop).

Modest Registration Fee for Spouses / Companions

The Association is happy to welcome your spouse/companion to the conference. The spouse/companion's preregistration fee is $25, and $35 on site. This registration fee covers spouses/companions' access to a special hospitality room, which includes continental breakfasts and afternoon refreshments on Wednesday and Thursday. Spouses/companions must be registered to purchase tickets for meal functions. Charges for meal functions are not included in the registration fee.

Refund Policy

- Refund requests may be made by phone, but must be confirmed in writing to the ACWA office.
- Handling charge of $35 on all registration refunds and credit vouchers.
- No spouse/companion registration fee refunds.
- No cash registration fee refunds after April 11.

REGISTRATION HOURS

Registration will be located in the Convention Foyer of the Caesars Tahoe Hotel. It will be open during the following hours:

Tuesday
8 a.m. – 9 p.m.
- 8 a.m. – 7 p.m.
on site registration
& preregistration

- 8 a.m. – 9 p.m.
preregistration only

Wednesday
7:30 a.m. – 5 p.m.
Thursday
8 a.m. – 4 p.m.
Friday
8 – 10 a.m.

- Credit vouchers will be issued April 12 to April 18.
- Meals and workshop will be refunded until 4:30 p.m. April 18.
- There will be no refund transactions made during the conference.

No refunds of any kind after April 18.
Conference Banquet

It was 1981 when Christopher Cross, newly arrived from his Texas upbringing, burst on the music scene. Songs like “Ride Like The Wind” and “Sailing” along with the Oscar winning single “Arthur’s Theme” catapulted him into a level of superstardom. After four years, two albums, eight hit singles, several world tours, five Grammy’s, and one Oscar, he rested. But on the inside, Mr. Cross remained a unique artist, replete with that confounding blend of sensitivity determination, conviction of his own artistry and a fearful certainty that, at any given moment, he would never again be able to write another song.

Mr. Cross did write again. He co-wrote and sang that moving song for the 1984 Summer Olympics, “A Chance For Heaven”; the delightful “ Loving Strangers” for the hit 1986 Tom Hanks movie, “Nothing In Common” and a lovely duet with international Les Miserables star Frances Fuffelle, “I Will (Take You Forever)”.

Mr. Cross’s absence from American pop has not kept him from moving forward. Every few years, the world has been gifted with a new set of Christopher Cross songs. And, he has continued to seek out his fans worldwide by regularly hitting the concert road and the audience response is never less than rapturous.

Christopher Cross is more than a songwriter, he is a storyteller. His songs take the everyday events of all of our lives and poetically put them to music.

Please join us at ACWA’s Banquet on Thursday evening and experience Christopher Cross for yourself.

Clair A. Hill Water Agency Award

In 1988 ACWA established the Clair A. Hill Water Agency Award to foster excellence among California water agencies and recognize innovation in dealing with our state’s most precious natural resource. Specifically, the award’s purpose is to seek out and recognize exemplary programs developed by ACWA member agencies.

At the conference, find out who will receive this year’s award.
ACWA's Exhibit Hall Has Plenty to Offer

Don't forget to leave some time to stroll through ACWA's Exhibit Hall. Meet with representatives that can provide solutions to the challenges your agency faces each day. A trip through the exhibit hall can save your agency valuable time and money by learning what's new in the marketplace. Don't miss it – there is something for everyone!

In addition to finding the product or service right for your agency, you will also be able to take advantage of hosted refreshment breaks and prize drawings. Each day the exhibit hall will feature:

- All day juice bar provided by Waterman Industries, Inc.
- Morning coffee service provided by Driver Alliant Insurance Services, Inc.
- Ice cream break following lunch provided by Krieger & Stewart, Incorporated Engineering Consultants
- Prize drawing for ACWA's 2003 Fall Conference registration and two nights lodging at the headquarters hotel (you must be present to win)
- Cash prize drawing (donated by various exhibitors)

Exhibit Hall Only Registration

Does your agency have a purchasing agent or other staff person that would benefit from a trip through the exhibit hall? If so, for as little as $40 for members and $60 for non-members, they can shop and compare a wide range of products and services in a quick and easy manner. For more information contact Elie Meek at (888) 666-2292, or you may use the conference preregistration form in this packet. This registration entitles you to visit the exhibit hall on the day indicated and to purchase a meal ticket for that day. It does not entitle you to participate in any other conference sessions.

Looking to Exhibit?

If you would like to reach key decision-makers in the water community in a short amount of time, ACWA conferences offer you a great opportunity. To reserve your space, contact Dawn Hummel at (888) 666-2292.

ACWA Bookstore

ACWA's Bookstore features many useful publications for those in the water community. You will be able to purchase the latest briefing books, salary survey, and Summary of Legislation for 2002. Be sure to stop by and pick up several books for yourself and others.

Questions

If you have questions, please call ACWA at (916) 441-4545, toll free (888) 666-2292, or e-mail: events@acwanet.com.
Preregistration deadline is April 18, 2003. Those received after April 18 will be returned, regardless of postmark. Deadline to receive refunds is April 18.

Fill in Complently - Please Print/Type Clearly

Name on Badge to Read: Spouse/Companion ($25 fee if attending)

Title

District, Agency or Firm

City State Zip

Phone: ( ) FAX: ( )

Attendee E-Mail Address:

Confirmation E-Mail Address:

**Team Discount (92) (You must register 3 people at one time to qualify.)

Credit Card Payment Information

Please charge my fee to my credit card:

☐ Mastercard ☐ VISA

Credit Card Number:

Expiration Date: Amt: $ 

Signature:

Preregistration PACKAGE - Members only (Includes 3-day registration and all meals.)

(Does not include spouse registration or workshop.) Not available on site. ($20)

<table>
<thead>
<tr>
<th>Prereg.</th>
<th>On Site</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$305</td>
<td>($420)</td>
<td>$</td>
</tr>
<tr>
<td>$325</td>
<td>($460)</td>
<td>$</td>
</tr>
<tr>
<td>$25</td>
<td>($35)</td>
<td>$</td>
</tr>
</tbody>
</table>

3-Day Conference Registration (21)

(Sign up for meal functions separately below.)

Member: Non-member: Spouse/Companion (Non-refundable) (22)

<table>
<thead>
<tr>
<th>Prereg.</th>
<th>On Site</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$190</td>
<td>$285</td>
<td>$</td>
</tr>
<tr>
<td>$200</td>
<td>$330</td>
<td>$</td>
</tr>
</tbody>
</table>

Daily Conference Registration

(Sign up for meal functions separately below.)

<table>
<thead>
<tr>
<th>Prereg.</th>
<th>On Site</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$40</td>
<td>$60</td>
<td>$</td>
</tr>
<tr>
<td>$40</td>
<td>$60</td>
<td>$</td>
</tr>
</tbody>
</table>

Exhibit Hall Only Registration

(Sign up for meal functions separately below.)

<table>
<thead>
<tr>
<th>Prereg.</th>
<th>On Site</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$40</td>
<td>$60</td>
<td>$</td>
</tr>
<tr>
<td>$50</td>
<td>$75</td>
<td>$</td>
</tr>
<tr>
<td>$55</td>
<td>$75</td>
<td>$</td>
</tr>
</tbody>
</table>

MEAL FUNCTIONS

Wednesday, May 7

Special Issue Opening Breakfast (30)

Luncheon (31)

Thursday, May 8

Luncheon (32)

Banquet (33)

Friday, May 9

Harts Doe Forum Breakfast (34)

Directors' Workshop, Tues., May 6 (Not included in package (P1)

Quantity

<table>
<thead>
<tr>
<th>Prereg.</th>
<th>On Site</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$28</td>
<td>($33)</td>
<td>$</td>
</tr>
<tr>
<td>$34</td>
<td>($37)</td>
<td>$</td>
</tr>
<tr>
<td>$34</td>
<td>($37)</td>
<td>$</td>
</tr>
<tr>
<td>$60</td>
<td>($65)</td>
<td>$</td>
</tr>
<tr>
<td>$28</td>
<td>($31)</td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prereg.</th>
<th>On Site</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$140</td>
<td>($165)</td>
<td>$</td>
</tr>
<tr>
<td>$210</td>
<td>($250)</td>
<td>$</td>
</tr>
</tbody>
</table>

Make checks payable to ACWA, and send to: ACWA, P.O. Box 2408, Sacramento, CA 95812-2408.

FAX (916) 325-2316 or (916) 325-4849. Fax registrations will only be accepted with credit card information. Do not fax AND mail this form. Questions? Contact ACWA at (916) 441-4545, toll-free (888) 666-2292, or e-mail events@acwanet.com.

TOTAL $
Issue Forums

Wednesday, May 7
10–11:45 a.m.

“A New Fiscal Blueprint for California’s Future: How will Local Government Fare?”

Governor Davis has called on policymakers to seize the opportunity presented by the current state budget crisis to develop a new fiscal blueprint for California. The Governor believes California’s fiscal structure must be reformed. What role should local agencies play in the design of a new fiscal structure? Can local agencies expect greater independence and greater financial stability? Or, will local treasuries be tapped to help out an ailing state General Fund?

Wednesday, May 7
2:15–3:30 p.m.

“Whose Water Is It Anyway? The Battle Between Federal, State and Local Governments on Water Rights”

This issue forum will give participants an update on the federal court of claims case by California water agencies to receive compensation for water lost to ESA. A review of the lawsuit filed by Imperial Irrigation District challenging the Secretary of Interior’s authority to limit water deliveries and the state’s assertion of jurisdiction over groundwater.

Thursday, May 8
8:30–10 a.m.

“The Nexus Between the Colorado River and Salton Sea”

The Colorado River Agreement is essential to California’s short and long-term water needs. A solution to the Salton Sea is an essential component to the Colorado River Agreement. Representatives of state and federal government, as well as parties to the Colorado River Agreement and advocates of the Salton Sea will discuss the issues that need to be resolved in order to solve the Salton Sea riddle and reach a Colorado River agreement.

Thursday, May 8
10:15–11:45 a.m.


Some advocate that water users should pay all costs associated with water storage and they say storage is needed to replace water that was lost to endangered species. Other interests say all sides should pay. Surface storage is an essential piece of the CALFED puzzle. CALFED officials will provide an update on the progress toward building additional storage.

Note: ACWA is a State Bar of California MCLE approved provider.
Facilities: Five hotel facilities are available to those attending the ACWA 2003 Spring Conference. The conference headquarters is the Caesars Tahoe Hotel. Harrah’s is next door, the Horizon Hotel and Harveys are located across the street (Hwy. 50) from Caesars and will each have a major block of rooms for ACWA delegates. The Embassy Suites is on the California side of the border, just a few blocks away from Caesars. Rooms in the ACWA block at each facility become available May 4, for those who need to arrive early. Please note, ACWAA/JPIA meetings will be held at the Embassy Suites.

Reservations: Tahoe Douglas Chamber of Commerce will coordinate reservations for all five facilities. Your reservation form should indicate your hotel preference by listing the code letter by each hotel’s name. These choices will be observed on a first-received, first-served basis. Deadline for reservations to be received at the chamber is April 4. After that date, the hotels may release any rooms remaining of those blocked for ACWA to general sales. Please register early, since it is possible our entire room block could be sold out before April, even though an adequate quantity of rooms has been blocked for our anticipated attendance.

Do not make a reservation on the chance you might come. That could result in others being turned away if you decide not to come and cancel late.

Deposits and Cancellations: The five hotels require a deposit equal to the rate for one night’s stay plus room tax (10%-NV/12.5%-CA). Your credit card or company check (made out to the property in the amount listed as their room rate on the reservation form below) will guarantee your reservation, as well as a late arrival. The card will automatically be billed for the first night, or your check deposited one week prior to the conference. If you need to cancel, you must notify the hotel 7 days in advance to avoid a penalty charge equal to one night’s stay plus tax.

Reservation Forms should indicate the name of each individual for whom a room is being reserved. A reservation form asking for “X” number of rooms for “Y” agency/list will be returned for a listing of names. All reservations must be in writing. Reservations will not be accepted by telephone.

**Return this form to:**
Tahoe Douglas Chamber of Commerce
P.O. Box 7139
Stateline, Nevada 89449
Fax (775) 588-4598
(775) 588-4591 (for information only)
E-mail: info@tahoechamber.org

**Payment:**
[ ] American Express  [ ] MasterCard  [ ] VISA  [ ] Check*
Card No. ___________________ Exp. Date ____________
Name on card ___________________ Signature ___________________

* Company check for the hotel in the amount of $__________ is attached. If we are unable to accommodate your first choice of hotel and you have enclosed a check made to that hotel, we will return your check and request a new one made to the appropriate hotel in the appropriate amount.

**Total Amt. Enclosed $__________**

(please use separate paper or copy of this form for additional names and attach to this form)

**Confirmation to be sent to (Name):**

**District, Agency or Firm:**

**Address:**

**Phone (_______) FAX (_______) E-mail Address:**

We will confirm your reservation by fax (if available); otherwise, we will send you a postcard confirmation.
Since the creation of the Technical Advisory Committee (TAC), issues have arisen, from time to time, concerning the nature and scope of the District’s consultation obligations with the TAC. Resolution No. 03-XXX is aimed at clarifying those issues in order to enhance the District’s working relationship with the TAC.

This matter was reviewed by the Board on February 24, 2003. Representatives from the TAC stated that they felt a resolution was not necessary. The Board referred this item back to the Administrative Committee.

**FISCAL IMPACT**
Unknown.

**RECOMMENDATION:** For discussion.
RESOLUTION NO. 03-XXX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA CONCERNING THE TECHNICAL ADVISORY COMMITTEE

I. RECITALS

A. The Water Replenishment District of Southern California (the “District”) is organized and operates pursuant to the Water Replenishment District Act, Water Code section 60000 et seq. (“Enabling Act”) and the District’s Administrative Code.

B. Section 60233.5(c), (d) of the Enabling Act applies specifically to the District, providing that (1) the Central Basin Water Association and the West Basin Water Association shall appoint six professionals with expertise relating to water to a technical advisory committee (the “TAC”), (2) the District shall consult with the TAC for certain purposes, and (3) the District shall maintain records regarding all proposed projects, the recommendations of the TAC, and the final decisions made by the District Board with regard to those projects.

C. The District seeks to effectively and efficiently administer its coordination with the TAC under Water Code Section 60233.5(c), (d).

II. RESOLUTION

BE IT RESOLVED by the Board of Directors of the Water Replenishment District of Southern California as follows:

I. Projects Subject to Consultation

A. Section 60233.5(c)(2) provides that the District shall consult with the TAC “for the purpose of evaluating projects proposed by the district, including but not limited to capital improvement programs, and any amendments thereto, undertaken pursuant to subdivision (d), making recommendations to the board of the district, and establishing criteria relating to the construction of projects for water quality improvement purposes.” Section 60233.5(d) provides that the District shall consult with the TAC with respect to certain aspects of the District’s capital improvement plan (a “CIP”), including the procedures for review and updating the CIP.
B. To provide further clarity to the scope of the District’s obligation to consult with the TAC, the District shall consult with the TAC regarding the following (1) any proposed capital project to be funded, in whole or in part, by the District. The TAC shall be consulted on such proposed capital projects in order to obtain its evaluation of the merits of the proposed capital project and, if necessary, any criteria relating to the construction of the project. The District’s obligation to consult with the TAC shall cease once the District’s Board of Directors approves the proposed capital project and the project has begun to achieve its functional objective; and (2) the District’s CIP and any proposed updates or revisions thereto that would significantly change the CIP.

C. Among other things, the District's obligations to consult with the TAC shall not extend to personnel matters, procurement, budgeting or financing outside of capital projects, or rate setting matters.

D. These administrative procedures shall not preclude the District from voluntarily consulting with the TAC on matters outside the scope of the matters delineated above.

II. Scope of Consultation

A. The scope of the District’s consultation with the TAC should be reasonable, depending on the facts and circumstances of each consulting scenario.

B. The facts and circumstances affecting the scope of the District’s consultation with the TAC regarding a proposed capital project may include, but are not limited to, the technical complexity of the project, District ownership of or involvement in the capital project, the subject matter of the capital project, economic analysis of the capital project, and any urgent or emergency circumstances.

C. The District shall provide sufficient information to the TAC on a timely basis. Information should be provided to the TAC at least four weeks prior to Board action to approve a capital project to allow the TAC adequate time to develop a recommendation for the Board.

III. Maintaining Records

A. For all proposed capital projects where the District consults with the TAC, the District will seek to prepare and maintain minutes to reflect the following aspects of meetings of the TAC; the identity of the TAC members attending TAC meetings; the issues presented for TAC consideration; the documents and materials reviewed or distributed during TAC meetings; the issues acted upon by the TAC; the voting decisions
made by individual TAC members; and the final TAC recommendations submitted to the District. The District shall also maintain copies of notices and agendas concerning the TAC meetings.

B. The District or the TAC may tape record TAC meetings.

IV. Meeting Place

A. The District shall provide the District Boardroom for regularly scheduled TAC meetings. These meetings shall not interfere with District Committee and Board of Directors meetings.

V. Consideration of TAC Recommendations

A. Recommendations for consideration shall fall within the scope described in sections I.B and D of this resolution.

B. Prior to being considered for approval by the District Board of Directors, a TAC recommendation (1) must be considered and approved by a majority of the TAC at a publicly noticed TAC meeting; (2) presented in writing to the District Board of Directors and such writing should be presented in time for its inclusion in the Board's agenda packet, unless such requirements are waived by the Board President; and (3) must be presented by the Chair of the TAC or any other authorized TAC member at the appropriate Board of Directors meeting.

WHEREFORE, the Board of Directors of the Water Replenishment District of Southern California has adopted this Resolution as of the ___th day of _____________, 2003.

_________________________________
Willard H. Murray, Jr., President

ATTEST:

_________________________________
Robert W. Goldsworthy, Secretary
DATE: JANUARY 29, 2003
TO: ADMINISTRATIVE COMMITTEE
FROM: BRUCE A. MOWRY, GENERAL MANAGER
SUBJECT: ADMINISTRATIVE CODE REVISIONS

Presentations will be given.

FISCAL IMPACT
Unknown.

RECOMMENDATION: That the Administrative Committee discuss various Administrative Code revisions and recommend that the Board consider adoption of any revisions recommended by the Committee.
In August 2002, the Administrative Committee recommended and the Board took action to issue Requests for Proposals (RFP) for a new phone system. The RFP advertisement was published once per week for four consecutive weeks in the Los Angeles Bulletin. RFPs were also sent to three prominent vendors: Siemens, Verizon and Inter-Tel, which staff had interviewed while searching for an appropriate system to meet the District’s needs. Only one vendor, Inter-Tel, submitted a proposal in response to the RFP.

A staff committee was formed to review proposals. Based on their review, the committee recommends that the District enter into an agreement to purchase a telephone system from Inter-Tel for several reasons:

- Inter-Tel was the only responsive vendor.
- The system meets the functional needs that staff had identified as “must haves.” The system is modular in nature therefore it has expanding architecture and the ability to incorporate new technology by software enhancement. Staff also looked for a system that is versatile and able to interact with Microsoft Outlook. By interacting with Microsoft Outlook, the phone system allows a user to manage calls, faxes, voice mail, and e-mail all through a desktop computer.
- The Inter-Tel telephone system offers many enhancements over the current system. It provides more features, more memory, more hardware configuration and an automated attendant console.
- If the District relocates in the future, the Inter-Tel phone system can easily be moved.
There are two purchasing options available to the district:

- The first is a lease/purchase option. The lease payment would be $932.11/month and is calculated by taking the cash value of the system and adding 5 years of maintenance along with all other provisions included in the program including risk of loss insurance, etc. The formula used to calculate the payment is as follows: cash price of $34,965.54, plus maintenance provision of $7,791.80 X .0218 = $932.11 plus tax of $76.90 = $1,009.01 for 60 months. The total cost of the lease is $60,540.60.

- The second option is to purchase the system and own it upfront for $37,129.03. With the upfront purchase the District has several alternatives. The District can opt to purchase a maintenance agreement for maintaining the system in tier levels (Note: the first year maintenance is free with the purchase), or go without a maintenance agreement and pay per incident. The District may add a maintenance agreement at any time.

The attachments provided gives more details on the two options listed as well as a detailed description of the equipment and system features.

**FISCAL IMPACT**

The purchase price for the telephone system is $37,129.03. The system was budgeted in the Fiscal Year Budget 2002/2003 at $33,000.00.

**RECOMMENDATION:** That the Committee Recommend that the Board enter into an agreement with Inter-Tel to purchase a new telephone system for an amount not to exceed $38,000.
Rental vs. Cash

### Total lease Rental Pricing

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,009.01 / Month</td>
<td></td>
</tr>
<tr>
<td>$1,009.01 X 60</td>
<td>$60,540.60</td>
</tr>
<tr>
<td>Less cash price</td>
<td>$37,128.03</td>
</tr>
<tr>
<td>$23,411.57 divided by 60</td>
<td>$390.19</td>
</tr>
</tbody>
</table>

- **Maintenance for the Full Term**
- **Risk of Loss Coverage**
- **System Training for Entire Term**
- **Flexible Upgrade Option After 24 Months**
- **Guaranteed Rates for Expansion**
- **Operating Lease / No Capital Debt**
- **Discounted System Relocation**
- **Guaranteed Renewal Option**

### Cash Purchase Plus Maintenance for 5 Years

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash price</td>
<td>$37,129.03</td>
</tr>
<tr>
<td>Plus Value of money At 4%</td>
<td>$8,044.11</td>
</tr>
<tr>
<td>Plus Maintenance Yr 2</td>
<td>$3,576.00</td>
</tr>
<tr>
<td>Plus Maintenance Yr 3</td>
<td>$3,683.28</td>
</tr>
<tr>
<td>Plus Maintenance Yr 4</td>
<td>$3,793.78</td>
</tr>
<tr>
<td>Plus Maintenance Yr 5</td>
<td>$3,907.59</td>
</tr>
<tr>
<td>Total Cost</td>
<td>$60,133.79</td>
</tr>
<tr>
<td>$60,133.79 divided by 60</td>
<td>$1,002.23</td>
</tr>
</tbody>
</table>

**Removing the value of money factor**
Cash price plus 4 additional years of maintenance

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$52,089.58 divided by 60</td>
<td>$868.16</td>
</tr>
</tbody>
</table>

**Hard Money**

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$868.16</td>
</tr>
</tbody>
</table>

Cash purchase includes maintenance but does not cover any other provisions that are inclusive with our Rental Program.
## Cash Purchase Package

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Purchase Price</td>
<td>$37,965.54</td>
<td>Plus Tax</td>
</tr>
<tr>
<td>Trade-in Value</td>
<td>(3,000.00)</td>
<td></td>
</tr>
<tr>
<td>Sales Tax</td>
<td>$34,965.54</td>
<td>Plus Tax</td>
</tr>
<tr>
<td></td>
<td>$2,163.49</td>
<td></td>
</tr>
<tr>
<td><strong>Revised Cash Purchase Option:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Including Sales Tax:</td>
<td>$37,129.03</td>
<td></td>
</tr>
<tr>
<td><strong>Deposit</strong></td>
<td>30%</td>
<td></td>
</tr>
<tr>
<td><strong>1st Down Payment</strong></td>
<td>50%</td>
<td></td>
</tr>
<tr>
<td><strong>Balance Upon Completion</strong></td>
<td>20%</td>
<td></td>
</tr>
</tbody>
</table>

**RATES QUOTED ARE GUARANTEED FOR THIRTY (30) DAYS**

Cash Purchase Price Includes:

- Repair Service for **One (1) Year**
- Installation (Including all required cable, hardware and surge protectors)
- System Training for 30 Days
- Programming Changes/First 30 Days
Total Solution Package
(Rental Program)

Total Lease Payment  $998.11 Plus Tax
Trade-in Value  ($66.00)
Sales & Use Tax:  $932.11 Plus Tax
$76.90
Total Rental / Month Including Tax:  $1,009.01

Agreement Period  60 Months
Deposit  First Month's Payment, Plus Tax

RATES QUOTED ARE GUARANTEED FOR THIRTY (30) DAYS

Monthly Payment Includes:

➤ Rental of all Hardware and Software Associated with Your System
➤ Repair Service for the Full Term
➤ Installation (Including all required cable, hardware and surge protectors)
➤ System Training for the Life of the Agreement
➤ Programming Changes/First 30 Days
➤ Financial Commitment
➤ Guaranteed Rates for Expansion
➤ Upgrade Flexibility
➤ Risk of Loss Coverage
➤ Guaranteed Renewal Option
➤ Discounted System Relocation
➤ Bulk Rate Long Distance
SUMMARY PAGE
& ADDITIONAL MAINTENANCE CONSIDERATIONS
FOR
WATER REPLENISHMENT DISTRICT

Cash Purchase Option with 1 Year Maintenance
Including Sales Tax: $37,129.03

Rental Program With Sales & Use Tax Included:
Included in Rental Program:
- Rental of all Hardware and Software Associated with Your System
- Repair Service for the Full Term
- Installation (including all required cable, hardware and surge protectors)
- System Training for the Life of the Agreement
- Programming Changes/First 30 Days
- Financial Commitment
- Guaranteed Rates for Expansion
- Upgrade Flexibility
- Risk of Loss Coverage
- Guaranteed Renewal Option
- Discounted System Relocation
- Bulk Rate Long Distance

$1,009.01 / Month

Optional Maintenance Considerations

Tier-One Maintenance:

Full Maintenance Contract
Paid in advance:

- One Additional Year: $2,734.98
- Two Additional Years: $5,469.95
- Three Additional Years: $8,204.93
- Four Additional Years: $10,939.91

Time and Material Costs

Service Call First hour: $240.00
Each Additional Half Hour: $100.00
Communication Solution Recommendation For

Water Replenishment District

April 3, 2003

Inter-Tel Axxess Communication Platform

1 Axxess Version 7.0

SINGLE EQUIPMENT CABINET SYSTEM
1 NT V7.0 CPU 128 with Four Axxess Port Voice Processing Unit
1 Axxess Power Supply (9 AMP)
1 Axxess Card Cabinet
1 CPU-128 (550.2015)
1 AXXESSORY Talk Voicemail Programming

SOFTWARE KEYS AND FEATURES:
1 Axxess 7.0 MF-Rated 50-Unit Software Key (PAL)

TERMINALS:

30 Standard Display Phone
1 PC Data Port Module (PCDPM)
1 DSS/BLF connected to PCDPM in Keyset

STATION CARDS:
1 Axxess Single Line Card (8 port)
2 DKSC16+ card (16 port)

TRUNK CARDS:
1 Axxess LSC card (4 port)
1 PRI Security PAL (Primary Rate Interface)
1 Axxess Network Clock Card (NCC)
1 Axxess T-1 / E1 PRI Card

SOFTWARE:
1 Axxess 7.0 Software CD-ROM

PERIPHERALS:
1 Fax Card (2) Port
1 50 Axxessory Talk Central Level II 50 User
1 System Wall Mount Shelf

OTHER:
1 Application Development and Implementation

30 Axxess Basic and Standard Digital Voice Terminal Guide
1 Modern Kit
1 Axxess Administrator's / Owner's Guide
1 Music On Hold Messenger Hardware

All standard cable, hardware and surge protectors

IMPORTANT NOTE: The Inter-Tel Axxess is a fully digital communication platform. To protect the system from electrical overloading, a dedicated circuit at the switch location must be provided by your electrician. The Inter-Tel Axxess cabinet requires a 4' x 4' wall space or rack mount and requires an air-conditioned environment.