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 SEPTEMBER 8, 2004
   Recommendation: Approve the minutes as submitted.

IV. ADMINISTRATIVE CODE REVISION – PROCUREMENT POLICY ON SMALL BUSINESS ENTERPRISE OUTREACH PROGRAM
   Recommendation: Receive revised program, discuss as the Committee desires and provide direction to staff.

V. HOURS AND DAYS OF WORK
   Recommendation: Discuss as the Committee desires and provide direction to staff.

VI. COMMUNICATION ALLOWANCE
   Recommendation: Discuss as the Committee desires and provide direction to staff.

VII. EXPENSE REIMBURSEMENTS - RECEIPTS
   Recommendation: Discuss as the Committee desires and provide direction to staff.

VIII. ADMINISTRATIVE CODE REVISIONS – IDENTIFICATION OF ISSUES FOR FUTURE INCLUSION IN COMMITTEE AGENDAS
   Recommendation: The Administrative Committee will entertain topics, issues or modifications to the Administrative Code that warrant full consideration by the Committee. Any such revisions or issues will then be included in a future Committee agenda for full discussion, including public comments on the matter.

IX. DEPARTMENT REPORT
   Recommendation: For information.
X.  CLOSED SESSION
   Labor Negotiations per Government Code §54957.6
   Negotiator:  Robb Whitaker
   Bargaining Group:  Management Unit and Employees Association of the WRD,
                     AFSCME, AFL-CIO, Chapter 1902
   Discussion:  Benefits

XI.  ADJOURNMENT

   Posted by Abigail C. Andom, Deputy Secretary, October 7, 2004.