

**SPECIAL MEETING OF THE ADMINISTRATIVE COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
4040 PARAMOUNT BOULEVARD, LAKEWOOD, CALIFORNIA 90712
9:30 A.M., THURSDAY, SEPTEMBER 27, 2007**

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.

- 1. DETERMINATION OF QUORUM**
- 2. PUBLIC COMMENT**
- 3. APPROVAL OF THE MINUTES OF SPECIAL MEETING OF AUGUST 20, 2007**
Staff Recommendation: Approve as submitted.
- 4. BUILDING LEASE SPACE**
Staff Recommendation: For discussion
- 5. CODE OF CONDUCT**
Staff Recommendation: Discuss any Code of Conduct revisions and recommend the Board consider adoption of any such revisions as recommended by the Committee.
- 6. RFP/RFQ INTERNAL AUDIT**
Staff Recommendation: For information.
- 7. FACILITIES MANAGEMENT CONTRACT**
Staff Recommendation: Approve a contract with Jan-Pro Cleaning Systems for \$1,230/month plus an allowance of 10% (\$1,500) for supplementary work on an as-needed basis as determined by staff.
- 8. NUMBER OF BOARD MEETINGS PER MONTH**
Staff Recommendation: For discussion.
- 9. ORGANIZATIONAL CHART**
Staff Recommendation: For discussion.
- 10. DEPARTMENT REPORT**
Staff Recommendation: For information.
- 11. ADJOURNMENT**

Posted by Abigail C. Andom, Deputy Secretary, September 25, 2007.