

**MEETING OF THE ADMINISTRATIVE COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
4040 PARAMOUNT BOULEVARD, LAKEWOOD, CALIFORNIA 90712
12:00 P.M., MONDAY, MAY 9, 2011**

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" or "For discussion" 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. MINUTES OF THE MEETING OF MARCH 14, 2011**
Staff Recommendation: Approve as submitted.
- 4. MASS MAILING RESTRICTIONS**
Staff Recommendation: For discussion.
- 5. COMMITTEE DELINEATION OF DUTIES**
Staff Recommendation: Approve changes to Section 3 - "Committees of the Board" of the Administrative Code.
- 6. PROPOSED AUDIT COMMITTEE CHARTER**
Staff Recommendation: For discussion.
- 7. ADMINISTRATIVE CODE REVISIONS**
Staff Recommendation: For discussion.
- 8. LANDSCAPING CONTRACT**
Staff Recommendation: Approve a three-year contract for landscape maintenance services, subject to approval of form by District Counsel, with Interior Plant Design.
- 9. POLICY AND PROCEDURE MANUAL**
Staff Recommendation: For information.
- 10. DEPARTMENT REPORT**
- 11. DIRECTOR'S REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF**
- 12. ADJOURNMENT**

Posted by Abigail C. Andom, Deputy Secretary, May 5, 2011.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the Board meeting, please contact Deputy Secretary Abigail Andom at (562) 921-5521 for assistance to enable the District to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 4040 Paramount Boulevard, Lakewood, California 90712.

Agendas and minutes are available at the District's website, www.wrd.org.