NIPOMO COMMUNITY SERVICES DISTRICT

MONDAY, DECEMBER 15, 2008

1:00 P. M.

SPECIAL MEETING NOTICE & AGENDA

SUPPLEMENTAL WATER PROJECT DESIGN & CONSTRUCTION COMMITTEE

COMMITTEE MEMBERS
ED EBY, **CHAIR**
CLIFFORD TROTTER, **MEMBER**

PRINCIPAL STAFF
BRUCE BUEL, **GENERAL MANAGER**
LISA BOGNUDA, **ASSIST. GENERAL MANAGER**
DONNA JOHNSON, **BOARD SECRETARY**
JON SEITZ, **GENERAL COUNSEL**
PETER SEVCIK, **DISTRICT ENGINEER**

MEETING LOCATION
District Board Room
148 S. Wilson Street
Nipomo, California

1. **CALL TO ORDER, ROLL CALL AND FLAG SALUTE**

   ACTION RECOMMENDED: None

2. **REVIEW STATUS OF SUPPLEMENTAL WATER DEVELOPMENT**

   ACTION RECOMMENDED: Forward Recommendations to Board

3. **REVIEW DRAFT "CHLORAMINATION" TECHNICAL MEMORANDUM**

   ACTION RECOMMENDED: Forward Recommendation to Board

4. **DISCUSS PROCESS TO REFINE BASIS OF ASSESSMENT**

   ACTION RECOMMENDED: Forward Recommendations to Board

5. **SET NEXT COMMITTEE MEETING**

   ACTION RECOMMENDED: Set Time/Date for Next Committee Meeting

6. **ADJOURN**

**** End Special Meeting Notice ****

TO: COMMITTEE MEMBERS

FROM: BRUCE BUEL BB

DATE: DEC. 10, 2008

AGENDA ITEM 2

DEC. 15, 2008

REVIEW SUPPLEMENTAL WATER DEVELOPMENT STATUS

ITEM

Review status of supplemental water development [Forward Recommendations to Board].

BACKGROUND – WATERLINE INTERTIE PROJECT

Mike Nunley from AECOM (Boyle Engineering) is scheduled to present his monthly update at the Committee Meeting.

AECOM has submitted its draft of the "Chloramination" Technical Memorandum for Committee Review (See agenda item 3 in this packet).

The Board on November 26, 2008 discussed the Assessment District Feasibility Study by Wallace Group and agreed in concept to use assessments to fund the capital cost of the project. The Board also indicated that it was not comfortable with the Basis of Assessment set forth in the Feasibility Study (See Agenda Item 4 in this packet).

Staff and AECOM have been meeting with property owners within the pipeline corridor to negotiate access.

Staff submitted the Draft Waterline Intertie Project EIR to the State Clearinghouse along with a Notice of Completion on November 19, 2008. Staff has also transmitted a Notice of Completion to all trustee and responsible agencies as well as each party on the Scoping List for the Notice of Preparation. The deadline for comment is January 9, 2009.

Director Trotter has requested that the Committee and the Board discuss opportunities to provide information on the project to the Community.

BACKGROUND – DESALINATION

Staff is monitoring the progress of the South County Sanitation District regarding their desalination project. SCSD has yet to set a meeting to discuss their preliminary results, however, District Staff will share some preliminary results at the Committee Meeting.

RECOMMENDATION

Staff recommends that the Committee receive the staff updates and provide feedback and recommendations to the Board regarding provision of project information to the Community.

ATTACHMENT- NONE

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TO: COMMITTEE MEMBERS

FROM: BRUCE BUEL

DATE: DEC. 10, 2008

AGENDA ITEM 3
DEC. 15, 2008

REVIEW DRAFT "CHLORAMINATION" TECHNICAL MEMORANDUM

ITEM

Review Draft "Chloramination" Technical Memorandum [Forward Recommendations to Board].

BACKGROUND

Attached is a copy of AECOM's draft "Chloramination" Technical Memorandum.

RECOMMENDATION

Staff recommends that the Committee discuss the Technical Memorandum and provide feedback. A revised version of this TM will be incorporated into the 30% design report that will be reviewed by the Committee and the Board in early 2009.

ATTACHMENT –

- DRAFT CHLORAMINATION TECHNICAL MEMORANDUM

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BOYLE | AECOM

Boyle Engineering
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T 805.542.9840 F 805.542.9990 www.boyle.aecom.com

Memorandum

Date: Revised November 21, 2008

To: Peter Sevcik, PE, Nipomo CSD

From: J. Hanlon, PE

Subject: NCSD Waterline Intertie Project – Concept Design Report (Task 107)
Technical Memorandum 7b - District Wells Chloramination Conversion

Background

As recommended in Technical Memorandum 7 (attached), The District has selected four wells for conversion to chloramination. It was recommended that the selected wells have adequate capacity to meet the maximum daily demand.[1] In this way, the District would be able to provide water to its customers during times that the Intertie may be inoperative due to emergency operations in the City of Santa Maria, or due to maintenance or repair of the Intertie itself.

The selected wells and production rates are shown in Table 1.

Table 1 – District Wells Selected for Chloramination Facilities

Location	Minimum reported Production Rate (gpm)	Maximum Reported Production Rate (gpm)	Average Reported Production Rate (gpm/MGD)
Sundale	800	1200	1000 / 1.4
Eureka	820	965	893 / 1.3
Via Concha	700	800	750 / 1.1
Blacklake #4	300	450	375 / .54

According to the memo, these four wells, along with the Bevington Well (if a chloramination system is installed in the future) would likely produce sufficient water to meet the year 2007 maximum daily demand of 3,152 gpm (4.5 MGD).

[1] The maximum daily demand was estimated (in the 2007 Water Master Plan update) to be 4.53 MGD (3,152 gpm) in 2007, and is projected to grow to 9.47 MGD (6,575 gpm) in 2030.

Sodium Hypochlorite Storage

Boyle recommends double-walled high density polyethylene containment vessels for sodium hypochlorite storage. Based on Tech Memo 7 and the 2007 Water Master Plan Update, we have assumed that chlorine demand at each of the wells is low (0.5 mg/l). Typical chloramine residuals should be above 1.0 mg/l at the end of the distribution system, and may be as high as 3.0 mg/l at the point of treatment.[2] We have therefore assumed a required chlorine dosage (as hypochlorite ion (OCl)) of 3.5 mg/l to achieve an initial chloramine residual of 3.0 mg/l (as OCL), and assuming a 1:4 ratio of NH_3 to OCl by weight to prevent formation of di and tri-chloramines.

Standard tank sizes were selected to provide suitable storage capacity of 12.5% sodium hypochlorite solution. Sodium hypochlorite, at a 12.5% concentration, is unstable and will deteriorate in strength with time. The rate at which the solution loses strength is accelerated by exposure to high temperatures and sunlight. For this reason, we are locating storage tanks within buildings. It is also recommended that no more than 14 days of supply be kept on hand. Also, the tank level should be as low as possible before it is replenished. Recommended tank sizes and approximate maximum storage capacities are shown in Table 2.

Table 2 – Recommended Sodium Hypochlorite Tank Sizes (12.5% Solution)

	Sundale	Via Concha	Blacklake 4	Eureka
Max Flow Rate	1200	800	450	965
Existing NaOCl Storage (gal)	500	45	10	45
Recommended NaOCl Storage (gal)	1000	500	360	500
Tank Manufacturer	Poly Processing	Snyder Industries	Snyder Industries	Snyder Industries
Approximate Storage Max (days)	19	14	18	12

Ammonia Storage

For ammonia storage, Boyle recommends the "Ultratainer" intermediate bulk container from Snyder Industries. These polyethylene containers are rugged, relatively inexpensive, and can resist the vapor pressure of ammonia, thereby eliminating the need for a scrubber.[3] The Ultratainer would be fitted with a pressure relief valve to prevent over pressurization of the tank. Since the Ultratainer is a single-walled tank, a containment curb will be provided in the chemical storage building.

We have assumed that the District will mix dry ammonium sulfate with water at the well sites on an as-needed basis. We have also assumed that a saturated solution of ammonium sulfate (14% ammonia) will be used.[4] Assuming a 1:4 ratio of NH_3 to OCl by weight for chloramine production, ammonia storage requirements were calculated for each site. The smallest Ultratainer (220 gal) was selected for each site. Maximum storage

[2] "Waterline Intertie Project – Disinfection Alternatives Evaluation," Boyle Engineering Corporation, November 2006.

[3] Ammonia volatizes easily at room temperatures and must either be refrigerated, contained in a pressure vessel, or vented to a scrubber which consists of a volume of water through which the ammonia vapor passes. A scrubber would require maintenance, connection to a fresh water supply, and connection to sanitary sewer.

[4] A saturated solution of ammonium sulfate contains approximately 138 mg of ammonia per liter of water at 20 degrees C (approximately 14% solution),

capacities are shown in Table 3, but actual chemical volume may be reduced in practice to avoid degradation of chemical strength.

Table 3 – Recommended Ammonia Solution Tank Sizes

	Sundale	Via Concha	Blacklake 4	Eureka
Max Flow Rate	1200	800	450	965
Recommended NH_3 Tank Size (gal)	220	220	220	220
Maximum Storage (days)	20	30	>30 (53 days)	24

Chemical Delivery Equipment

Technical specifications will be provided for materials, testing, and installation of packaged, skid-mounted chemical feed systems for sodium hypochlorite and aqueous ammonia. Components will include:

- Electronic actuated diaphragm metering pumps to pump the chemical from the storage tank to the point of application. All chloramination sites will be designed with fully redundant "duplex" metering pumps. Pumps will be designed to supply the maximum required chemical dose with only one of the two pumps operating.
- Pulsation damper, pressure gauges, flow switch, isolation, backpressure, pressure relief, solenoid, and control valves within the on-skid piping.
- Electrical power and control wiring and conduit between the above components.

Our design will include a control panel for local control of the feed system and junction boxes and terminals for terminating alarm and control signal to or from an external control system.

Input terminals will be provided for the following:

1. Connecting to external power
2. 4– to 20-mA flow-pacing signals to metering pumps
3. Metering pumps on/off signal

Output terminals will be provided for:

1. Sending alarm and control signals to an external PLC
2. Metering pump running (separate signal for each pump)
3. Flow switch in each metering pump discharge piping enabled/disabled
4. High pressure in metering pump discharge
5. Liquid level detected in drain pan

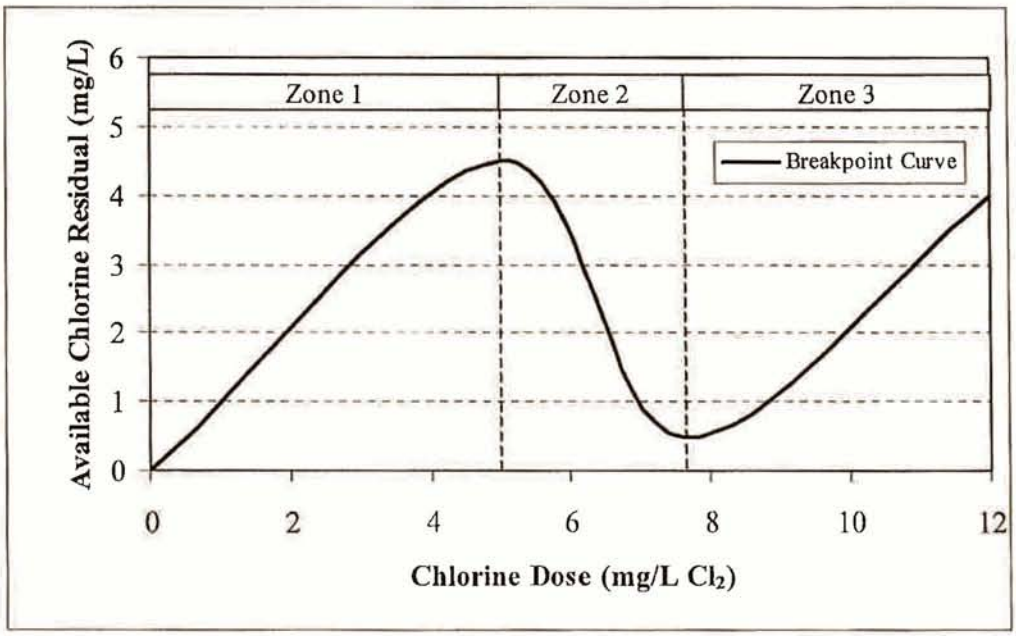
Our design will include specifications for ammonia injection quills on process piping, and will feature Westfall static mixers (or approved equal).

Pacing of the sodium hypochlorite and ammonia feed pumps will be accomplished manually. Adjustments to the metering pump stroke frequency and stroke length will be made at the metering pump local controls. The feed pumps will require regular adjustment based on measured values of the total chlorine residual, free chlorine residual, monochloramine residual, and free ammonia residual. The frequency of metering pump adjustment will depend on the consistency of the well flow rate, the consistency of the well water characteristics, and the drift in the pump set point.

Chloramine Residual Monitoring Equipment

To monitor chloramine residual, Boyle recommends use of two Hach CL-17 colorimetric chlorine analyzers. With one meter utilizing reagent to measure Free Chlorine, and one meter utilizing reagent to measure Total Chlorine, the chloramine residual can be calculated (Total Chlorine - Free Chlorine = Combined Chlorine (chloramine)). This method requires careful monitoring of the dosage ratio of hypochlorite to ammonia, as the calculation of combined chlorine cannot distinguish between monochloramine, di and trichloramine, or free chlorine in Zone 3 of the breakpoint curve (See Figure 1). Staff will need to ensure that the dosage ratio is kept between 4:1 and 5:1 (chlorine : free ammonia) to ensure that the measured value of Combined Chlorine represents monochloramine concentration.

Figure 1 - Theoretical Breakpoint Chlorination Curve



The primary and secondary chemical species, which are present in solution during each segment of the breakpoint curve are as described below.

Zone	Chlorine : Ammonia-N Ratio (mg Cl_2 : mg NH_3-N)	Primary Species	Secondary Species
1	<5:1	Monochloramine	Dichloramine (trace)
2	5:1 to 7.6:1	Monochloramine Nitrogen Chloride	Dichloramine Nitrate
3	>7.6:1	Free Chlorine Nitrogen Chloride	Trichloramine Nitrate

Meters are available that measure chloramine concentration directly. In our experience, these meters (such as the Hach APA 6000 ($10,000), or the ChemScan UV-2150/S ($25,000-$30,000)) are very expensive and are marginally reliable. At this time, Hach requires a service contract that includes a monthly visit from a service technician with every APA 6000 unit. Due to the expense and reliability issues, Boyle does not recommend these types of meters for NCSD.

Each meter will have an associated waste stream. Since there are no sewer connections at the District wells, Boyle will include design of a small drywell at each site for disposal.

Chemical Storage Buildings

Boyle recommends split-faced masonry block construction with a slab roof for the chloramination buildings. Storage buildings will feature two isolated rooms to provide separation between treatment chemicals. Preliminary layouts indicate a required building size of approximately 17 feet by 9 feet for Eureka, Via Concha and Blacklake 4. Eureka will require a building approximately 19 feet by 11 feet, as seen in Table 4 and Figures 1 and 2. The contract documents will require the contractor to submit color swatches and coordinate color selection with District staff.

Table 4 – Approximate Chemical Storage Building Sizes

	Sundale	Via Concha	Blacklake 4	Eureka
Recommended NaOCl Storage (gal)	500	500	275	500
Recommended NH_3 Storage (gal)	220	220	220	220
Approximate Building Size (ft x ft)	19 x 11	17 x 9	17 x 9	17 x 9

Figure 2 – Proposed Chloramination Building Layout (Eureka, Via Concha and Blacklake)

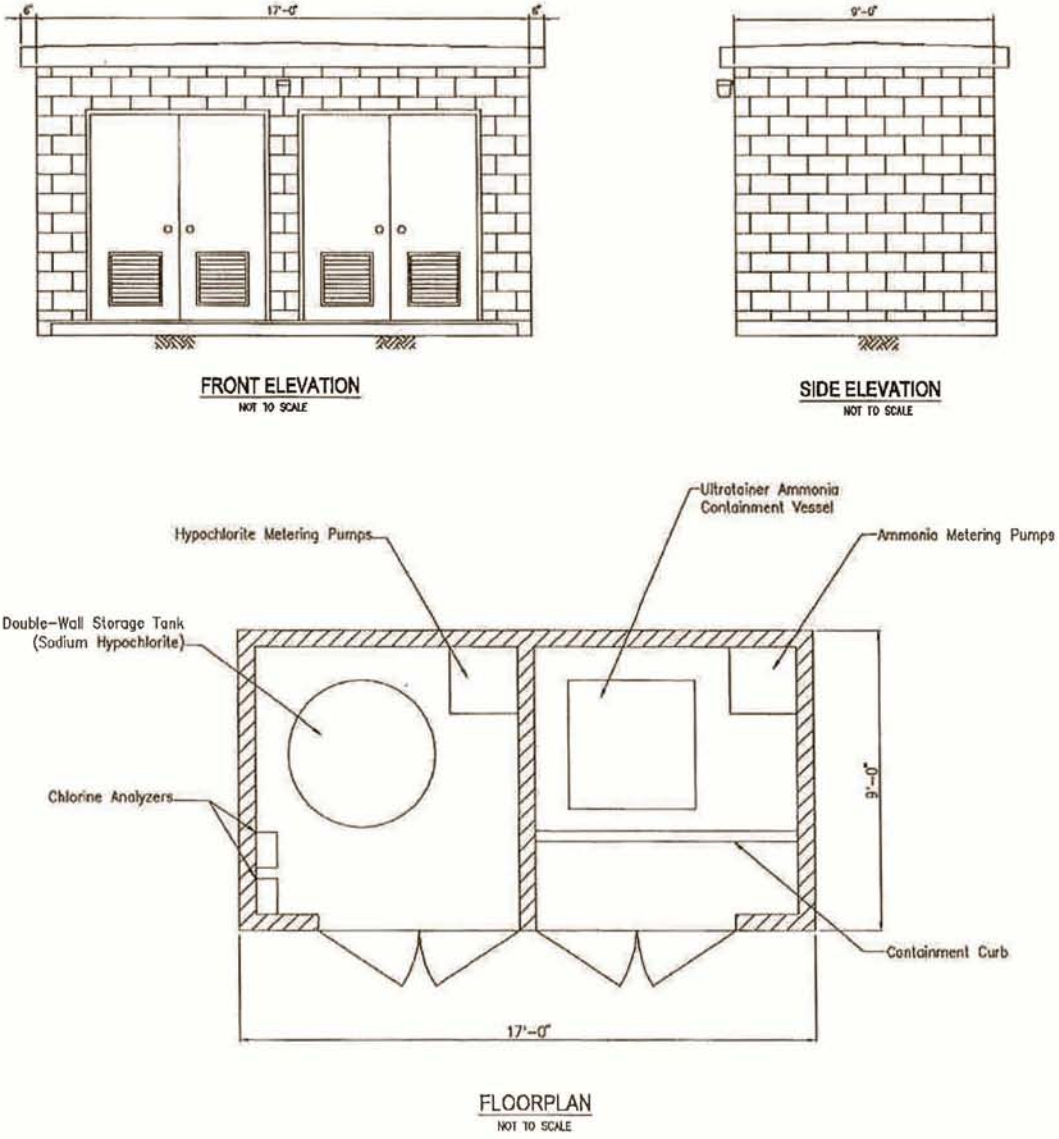
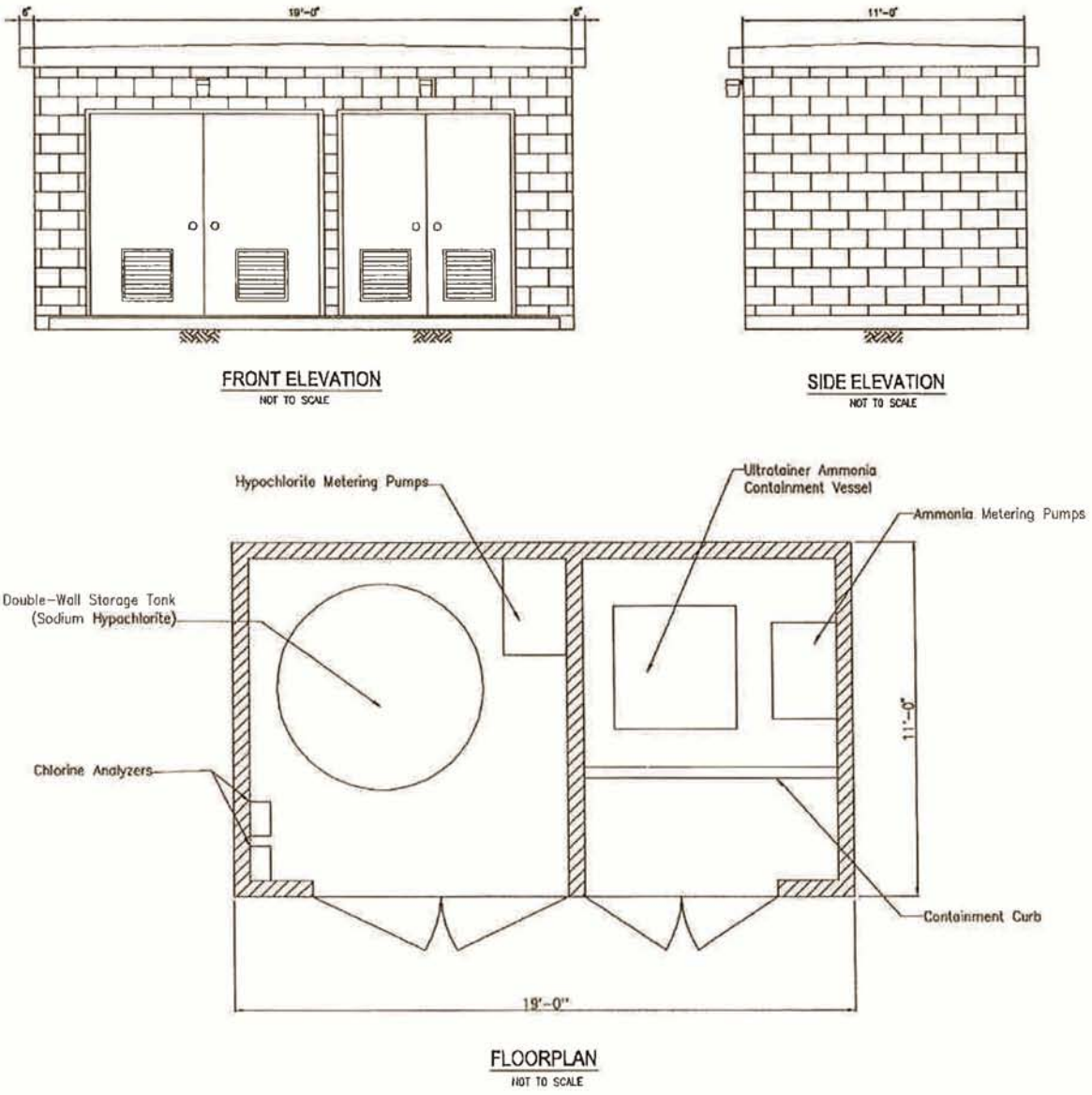


Figure 3 – Proposed Chloramination Building Layout (Sundale)



Proposed site layouts can be seen in Figures 4 through 7.

Figure 4 – Proposed Site Plan - Sundale

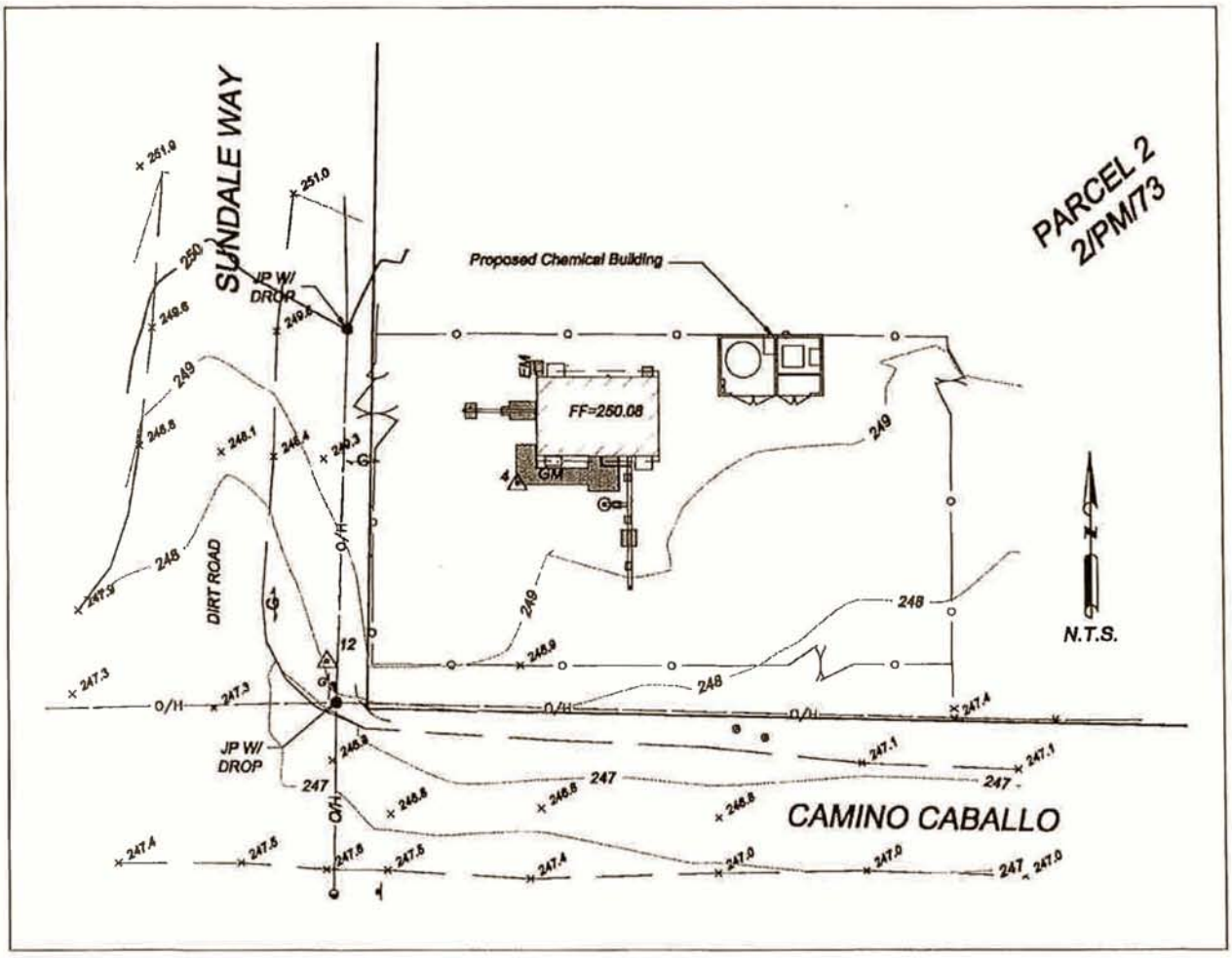


Figure 5 – Proposed Site Plan - Eureka

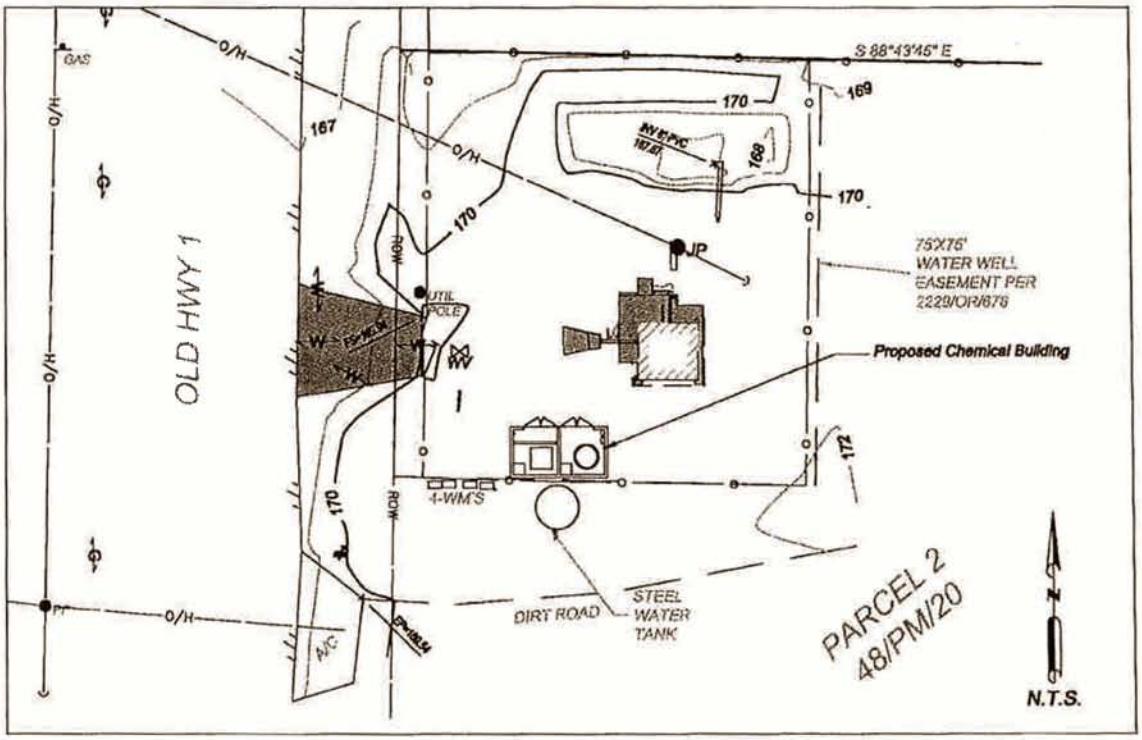


Figure 6 – Proposed Site Plan – Via Concha

During the site visit, Boyle and District staff discussed the limited project site area, and explored the possibility of constructing a new building to enclose the existing wellhead (replacing the existing building) and the proposed treatment chemicals. Upon review of the site constraints, it is our opinion that although possible, replacing the existing building would add significant cost and complexity to the project. Boyle recommends installing a new chemical building and leaving the existing pump house and electrical panels intact, as shown on Figure 5. The waterline from the well to the street may have to be relocated away from the proposed chemical building, and the access gates at the front of the property will need to be reconfigured.

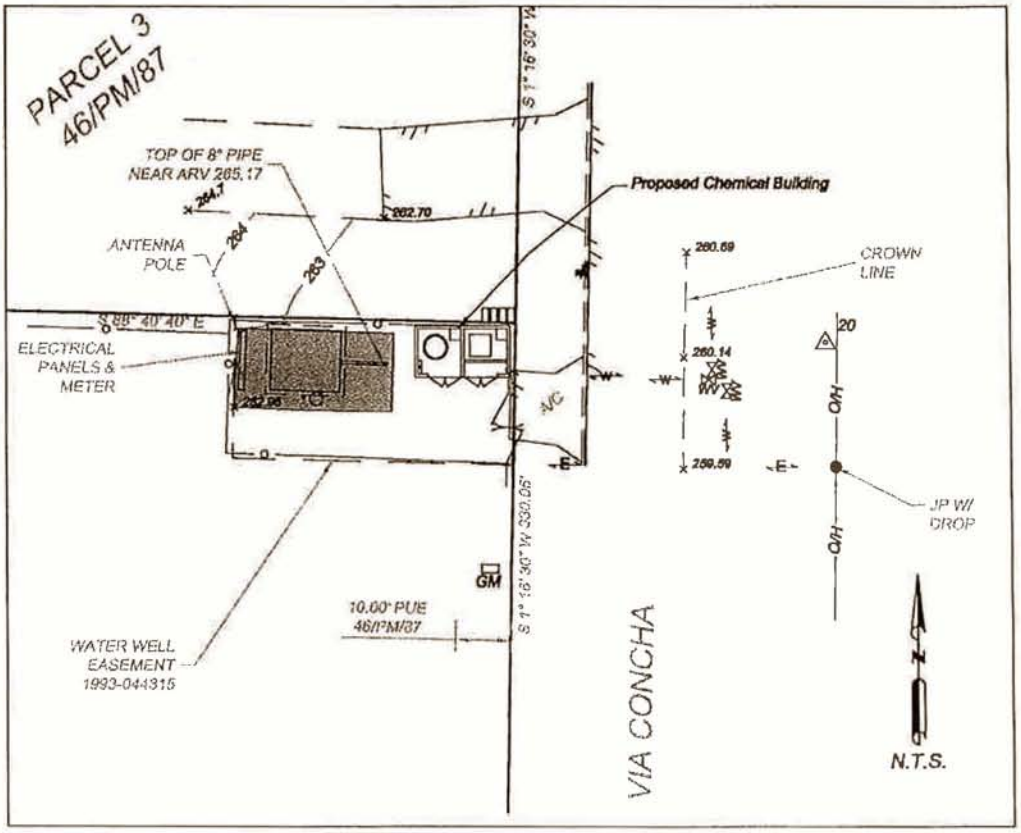
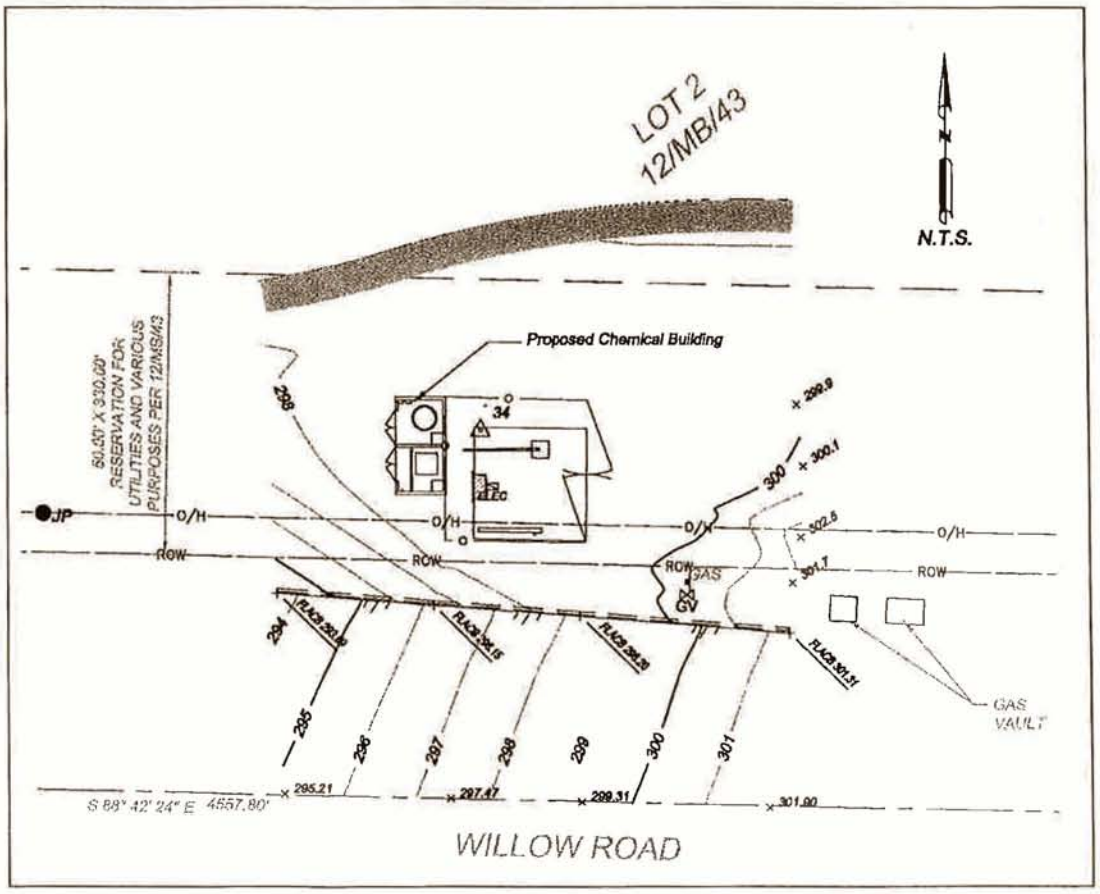


Figure 7 – Proposed Site Plan –Blacklake 4

This site does not have adequate space to construct the proposed chemical building within the existing fence line. Boyle recommends placing the chemical building outside of the fence line as shown on Figure 6. This may require acquisition of additional property. District staff should determine if expansion of the project site is feasible.



Safety

The hazards at the chloramine treatment sites are primarily electrical and chemical handling. Chemicals in use at the treatment sites include sodium hypochlorite (12.5%), dry ammonium sulfate, and aqueous ammonium sulfate solution.

Caution: It is critical that ammonium sulfate and sodium hypochlorite solutions not be mixed. The undiluted mixing of these chemicals will result in the generation of a poisonous and potentially explosive gas. Special care must be taken during chemical deliveries to ensure that these chemicals are not delivered into the wrong tank.

An emergency eyewash and shower will be provided at each well site. Since some of the treatment sites are located in sparsely populated areas, it is recommended that operations staff always have a readily-available means of communicating with headquarters when working at the treatment sites.

Emergency or Temporary Chloramination Facilities

Chemical containment vessels, packaged chemical delivery systems, residual meters, and various appurtenances necessary to convert a wellhead to chloramines on an emergency basis are readily available through a wide variety of sources such as USA Bluebook. We do not recommend that this equipment to be purchased in advance and stored unused, until a need arises. It is our opinion that these emergency facilities could be purchased and assembled very rapidly if a need is identified. In our design of permanent chloramination facilities at the four wellheads, we will include technical specifications for skid-mounted, packaged chemical delivery systems that District staff can use to quickly convert a well (such as Bevington) to chloramines in an emergency.

SCADA and Telemetry

Each well facility will be equipped with remote monitoring and control capabilities. A detailed discussion of controls and instrumentation at the well sites and at Booster Pump Station #2 will be included in Technical Memorandum 8.

Preliminary Opinion of Probable O&M Cost for Water Treatment at District Wells

Table 5 shows the estimated monthly chemical consumption at each well. This estimate was based on a chlorine dosing rate of 3.5 mg/l (as hypochlorite ion), and a 4:1 chlorine to ammonia ratio. Average reported well capacity was used, and monthly costs were based on a 30 day month.

Table 5 – Average Monthly Chemical Usage

Location	Average Reported Production Rate (gpm/MGD)	Monthly 12.5% Sodium Hypochlorite Usage (Gallons)	Monthly Dry Ammonium Sulfate Usage (lbs)
Sundale	1000 / 1.4	1260	1290
Eureka	893 / 1.3	1140	1152
Via Concha	750 / 1.1	960	967
Blacklake #4	375 / 0.54	480	484
	Total	3840	3893

According to the District's chemical supplier (Brenntag Pacific, Inc.), the District currently pays $1.65/gallon for 12.5% sodium hypochlorite solution. Using this rate, the average monthly cost for hypochlorite would be approximately $6400 (based on continuous operation at average production rate).

According to Brenntag Pacific, Inc., dry ammonium sulfate is supplied on pallets at $.65/lb. Using the assumptions stated above, the average monthly cost for dry ammonium sulfate would be approximately $2,530/mo (based on continuous operation at average production rate).

Table 6 – Estimated Average Monthly Chemical Costs at District Wells

Estimated Monthly Sodium Hypochlorite Costs (Based on $1.65/gal)	$6,400
Estimated Average Monthly Dry Ammonium Sulfate Costs (Based on $.65/lb)	$2,530
Total	$8,930

It is assumed that chloramination facilities will also be installed and operated at Booster Pump Station #2. Estimated O&M costs associated with water treatment at this site will be discussed separately in Technical Memorandum 4.

Preliminary Opinion of Probable Construction Cost

Nipomo Community Services District
Wellhead Chloramination Conversion Project
ENGINEER'S PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST

Item	Description	Quantity	Unit	Amount
1	Mobilization (10%)	1	LS	$35,000
2	Mechanical	1	LS	$200,000
3	Electrical	1	LS	$30,000
4	Structural and Earthwork	1	LS	$114,000
	Sub Total			$379,000
	Contingency (30%)			$114,000
	Total (Four Wellheads)			**$493,000**

ENR Construction Cost Index = 8623.22

Technical Memorandum 7

MEMORANDUM

TO: Peter Sevcik, PE, Nipomo CSD July 16, 2008

FROM: Malcolm McEwen, PE

SUBJECT: Waterline Intertie Project
Identification of wells for chloramination
Tech Memo 7 - Chloramination Systems

Identification of wells for chloramination

Because the supplemental water will contain chloramines, the District will convert its existing free chlorination treatment process to a chloramination system. This change in treatment will require the addition of ammonia injection at the wells, and the redesign of the chlorine feed systems because of the higher total chlorine residual typically maintained. This change will also require larger chlorine solution tanks and chemical feed pumps with greater capacities. Each well that is converted to chloramines will need online monitoring equipment to provide dosage control, as well as a building sized large enough to hold the two solution tanks and four chemical feed pumps (two primary and two backup).

In order to reduce costs, and because the introduction of supplemental water will reduce the need to pump groundwater, it may be possible to convert some of the District's wells to chloramine disinfection and reduce the use of the other wells. These other wells could be retired from service until such time as they were needed, or they could be operated periodically, using a portable chloramination system.

The purpose of this technical memorandum is to recommend District wells for conversion to chloramination. At this time the District has budgeted to construct four chloramination facilities and one portable system.

District Wells

Findings from the 2007 Water Master Plan Update and from recent pumping records are summarized below.

Location	Rated Capacity	2007 Production	Other Features
Eureka	820 - 965 gpm	761 AF	Well Building
Via Concha	700 - 800 gpm	750 AF	Well Building
Bevington	330 - 405 gpm	358 AF	Well Building
Olympic	110 - 150 gpm	17 AF	
Church	130 - 160 gpm	12 AF	inactive
Sundale	800 - 1,200 gpm	374 AF	Well Building Natural Gas Powered
Knollwood	210 - 270 gpm	259 AF	
Blacklake #3	120 – 210 gpm	90 AF	
Blacklake #4	300 - 450 gpm	233 AF	Recently refurbished
Dana #1	n/a		(construction incomplete)
Dana #2	n/a		(construction incomplete)

Need to Meet Maximum Day Demand

It is recommended that wells be selected for conversion to chloramination to meet the maximum daily demand of the District. In this way, the District will be able to provide water to its customers during times that the Intertie may be inoperative due to emergency operations in the City of Santa Maria, or due to maintenance or repair of the Intertie itself.

The maximum daily demand was estimated (in the 2007 Water Master Plan update) to be 4.53 MGD (3,152 gpm) in 2007, and is projected to grow to 9.47 MGD (6,575 gpm) in 2030.

Well Capacity used to Select Wells

The District has budgeted to install chloramination facilities at four wells, plus one portable unit, for a total of five wells. To determine which wells should receive the permanent chloramination equipment the wells were ordered from largest to smallest, based on the mid-value of their reported capacity, as shown below.

Location	Minimum reported Capacity (gpm)	Maximum Reported Capacity (gpm)	Average Reported Capacity (gpm)	Cumulative Minimum Capacity (gpm)	Cumulative Maximum Capacity (gpm)
Sundale	800	1200	1000	800	1200
Eureka	820	965	893	1620	2165
Via Concha	700	800	750	2320	2965
Blacklake #4	300	450	375	**2620**	**3415**
Bevington	330	405	368	2950	3820
Knollwood	210	270	240	3160	4090
Blacklake #3	120	210	165	3280	4300
Church	130	160	145	3410	4460
Olympic	110	150	130	3520	4610

Under this approach, Sundale, Eureka, Via Concha, and Blacklake #4 wells would be recommended for permanent chloramination facilities. Together these wells would produce between 2620 and 3415 gpm. With a portable unit operating at Bevington, between 2950 and 3820 gpm would be produced. It is very likely that this approach would produce sufficient water to meet the year 2007 maximum daily demand of 3,152 gpm.

Recommendations

In order to meet the existing maximum day demand (3,152 gpm) the District should install chloramination equipment at Sundale, Eureka, Via Concha, and Blacklake #4 wells.

Water Quality

Recent water quality data for key constituents from the Sundale, Eureka, Via Concha, and Blacklake #4 wells are summarized below.

Constituent	Units	MCL	Sundale Well	Eureka Well	Via Concha Well	Blacklake #4	Combined Wells	District Average 2007
Primary MCLs								
Test Date	m/d/y		1/16/08	3/19/08	3/19/08	3/19/08		
Nitrate	mg/L	45	17.7	5.7	13.1	6.2	11.6	7.4
Secondary MCLs								
Test Date	m/d/y		1/16/08	1/16/08	1/16/08	1/16/08		
Color		15	<5	<5	<5	10	<6	6
Hardness (total as CaCO3)	mg/L	n/a	421	147	411	222	313	311
Iron	µg/L	300	60	1660	60	840	630	650
Manganese	µg/L	50	<10	<10	<10	<10	<10	22
Sulfate	mg/L	500	305	96	300	167	225	186
Total Dissolved Solids	mg/L	1000	670	320	670	480	543	571

Also shown are the predicted values for these constituents if these wells were operating at their average reported capacity and the water were combined. Average water quality values for the District in 2007 are shown for comparison purposes.

Copy to: B. Buel
M. Nunley

TO: COMMITTEE MEMBERS

FROM: BRUCE BUEL

DATE: DEC. 10, 2008

AGENDA ITEM 4

DEC. 15, 2008

DISCUSS PROCESS TO REFINE BASIS OF ASSESSMENT

ITEM

Discuss process to review basis of assessment [Forward Recommendations to Board].

BACKGROUND

The Board on November 26, 2008 discussed the Assessment District Feasibility Study by Wallace Group and agreed in concept to use assessments to fund the capital cost of the project. The Board also indicated that it was not comfortable with the Basis of Assessment set forth in the Feasibility Study. Following the Board Meeting, staff met with the Wallace Group to discuss alternate mechanisms to spread the assessment and the factual data necessary to support those mechanisms. On a concept level, the idea is to evaluate every parcel in the District for development potential based on existing zoning/general plan designations and to balance that development potential with the likely maximum future use of water for that parcel. The Wallace Group is preparing a proposal detailing this assessment and staff can summarize the status of the proposal at the Committee Meeting.

RECOMMENDATION

Staff supports the idea of performing the necessary research on alternate assessment spread methodology as early as possible so that the Board can pick one approach prior to the actual preparation of the Final Engineer's Assessment Report. Staff recommends that the Committee review the available information and forward a recommendation to the Board.

ATTACHMENT – NONE

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TO: COMMITTEE MEMBERS

FROM: BRUCE BUEL

DATE: DEC. 10, 2008

AGENDA ITEM 5

DEC. 15, 2008

SET NEXT COMMITTEE MEETING

ITEM

Set next committee meeting [Set Date/Time].

BACKGROUND

The Committee generally meets at 1pm on the Monday prior to the Board's second meeting. In January, that date would be January 26, 2009.

RECOMMENDATION

Staff recommends that the Committee set 1pm on January 26, 2009 as the date for the next Committee Meeting.

ATTACHMENT – NONE

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