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## MEMORANDUM

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**TO:** Saqib Shirazi, Ph.D., Innovative Water Technologies, Texas Water Development Board (TWDB)

**FROM:** Ellen T. McDonald, Ph.D., P.E., APAI

**SUBJECT:** Storm Water Reuse Monthly Report – December 2008

**DATE:** January 13, 2009

**PROJECT:** 0866-003-01

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### Recent Project Activities:

During this reporting period, APAI's primary activities were (by task):

Task 1- Literature search: the literature search has been completed and has been incorporated into the appropriate section in the draft guidance document.

Task 8- Guidance document: an outline of the guidance document has been developed and information from the literature search has been incorporated into the document.

### Issues Encountered:

No substantial issues were encountered during this reporting period.

### Items to be Addressed and Anticipated Project Activities:

The kickoff meeting has been scheduled for January 28<sup>th</sup>. The draft guidance document outline and literature review will be provided to participants prior to this meeting as background information.

### Summary:

Due to difficulties in scheduling the kickoff meeting during the holiday period, the project is behind schedule. A revised schedule will be proposed at the kickoff meeting and it will be determined whether an extension request should be submitted.