

From: Houser, Liz

Sent: Sunday, March 22, 2009 8:26 PM

To: +All HQ Employees

Subject: Water Event - Floors 8 & 9 Temporarily Closed

Sunday, March 22, 2009, DGS was making repairs to the heater unit on the 9th floor of the 450 N Street headquarters building. A ball valve failed sending thousands of gallons of water from the 9th floor down to the first floor.

**The 8th and 9th floors took most of the water causing these floors to be temporarily closed on Monday, March 23. Employees who normally report to work on the 8th and 9th floors will be on Administrative Time Off and should call the Emergency Notification System at 888-668-8839 for further updates. Employees who work on floors other than 8 & 9 should report the work as normal.**

The northwest stairwell will also be closed to regular foot traffic on Monday, March 23, 2009, except for emergency purposes. Employees are asked to please use the other stairwell or the elevators to travel throughout the building.

DGS and their consultants are working to dry the affected areas. Our consultant, Hygiene Tech, is also on-site monitoring the situation. You will receive updated information as it becomes available.

Thank you,

Liz Houser  
Deputy Director Administration  
Board of Equalization  
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