



May 13, 2009

Memorandum

To: Desert Managers Group

From: Clarence Everly, DOD DMG Coordinator
Russell Scofield, DOI DMG Coordinator

Subject: Desert Managers Group Meeting, June 17 and 18, Fort Irwin, CA

The Desert Managers Group will hold its spring meeting June 17 and 18 at Fort Irwin, CA. The meeting will begin at 9:00 a.m. on June 17 and adjourn at 3:00 p.m. on June 18. Mr. Lance Toyofuku, Director of Public Works, Fort Irwin is our host for the meeting.

Please note the following important information:

1. **Deadline for reservations at the Landmark Inn is 29 May 2009.**
2. A block of 40 rooms has been set aside at the Landmark Inn on Fort Irwin. The room rate is within federal and state per diem rates. To make room reservations call 760-386-4040 and ask for Amanda Flores. Tell Amanda you want a room in the Everly room block. **It is imperative that you speak with Amanda Flores when making your room reservation.** Reservations must be made no later than 29 May 2009.
3. Once you have made your room reservation, email me at clarence.everly@us.army.mil so I can add you to the Fort Irwin main gate access list. If you are a federal or state employee and plan on bringing a federal or state vehicle to Fort Irwin a front gate pass is not required. If you will be driving a civilian vehicle to Fort Irwin, regardless of whether you are a federal or state employee, you will be required to stop at the front gate and obtain an access pass. Your name must be on the main gate access list (mentioned above) to get an access pass.
4. A field trip is scheduled for the afternoon of 17 June. Review/read ahead materials will be posted on the DMG Website approximately one week before the meeting.
5. An agenda and RSVP for lunch and dinner on Wednesday, 17 June will be forthcoming.
6. If you have any questions, please contact Clarence Everly at 760-380-3740 or Russell Scofield at 760-365-0955. We look forward to seeing you at the meeting.