

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA
Board of Directors Meeting
Agenda
December 7, 2015 at 1:30 p.m.

1. Call to Order, Flag Salute and Roll Call

2. Adoption and Adjustment of Agenda

3. Public Comment

Members of the public may address the Board at this time concerning items relating to any matter within the Agency's jurisdiction. To comment on specific agenda items, please complete a speaker's request form and hand it to the board secretary.

4. Consent Calendar:

If any board member requests that an item be removed from the Consent Calendar, it will be removed so that it may be acted upon separately.

- A. Approval of the Minutes of the Regular Board Meeting, November 16, 2015* (Page 2)
- B. Approval of the Minutes of the Finance and Budget Workshop, November 23, 2015* (Page 6)
- C. Approval of the Finance and Budget Workshop Report, November 23, 2015* (Page 8)

5. Reports (Discussion and Possible Action)

- A. General Manager's Report
 - 1. Operations Report
 - 2. Report on ACWA Conference
 - 3. General Agency Updates
- B. General Counsel Report
- C. Directors' Reports

6. New Business (Discussion and Possible Action)

- A. Consideration of No-Cost Extension to USGS Agreement* (Page 9)
- B. Consideration of Rescheduling the December Finance and Budget Workshop* (Page 14)

7. Topics for Future Agendas

8. Announcements

- A. Engineering Workshop, December 14, 2015 at 1:30 p.m.
- B. Regular Board Meeting, December 21, 2015 at 1:30 p.m.
- C. The office will be closed December 24 and 25, 2015 for the Christmas holiday.

9. Adjournment

***Information included in Agenda Packet**

(1) Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Agency's office at 1210 Beaumont Avenue, Beaumont during normal business hours. (2) Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, located at 1210 Beaumont Avenue, Beaumont, California 92223, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Web site, accessible at: www.sgpwa.com (3) Any person with a disability who requires accommodation in order to participate in this meeting should telephone the Agency (951 845-2577) at least 48 hours prior to the meeting in order to make a request 1 / 1 4 related modification or accommodation.

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, California 92223
Minutes of the
Board of Directors Meeting
November 16, 2015

Directors Present: John Jeter, President
 Bill Dickson, Vice President
 Mary Ann Melleby, Treasurer
 Blair Ball, Director
 Ron Duncan, Director
 David Fenn, Director
 Leonard Stephenson, Director

Staff Present: Jeff Davis, General Manager
 Jeff Ferré, General Counsel
 Thomas Todd, Finance Manager
 Cheryle Rasmussen, Executive Assistant

1. **Call to Order, Flag Salute and Roll Call:** The meeting of the San Gorgonio Pass Water Agency Board of Directors was called to order by Board President John Jeter at 1:30 p.m., November 16, 2015 in the Agency Boardroom at 1210 Beaumont Avenue, Beaumont, California. Director Dickson led the Pledge of Allegiance to the flag. A quorum was present. *President Jeter requested a roll call.*

Roll Call:

<u>Roll Call:</u>	Present	Absent
Director Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>

2. **Adoption and Adjustment of the Agenda:** *President Jeter asked if there were any adjustments to the agenda. There being none the agenda was adopted as presented.*
3. **Public Comment:** *President Jeter requested comments from the public. Jeff Cottrell (BCVWD – Board Member) stated that he wished to make a public comment at the time that item 6B & 6C are being discussed. No other members of the public requested to speak at this time.*
4. **Consent Calendar:**
 - A. Approval of the Minutes of the Regular Board Meeting, November 2, 2015
 - B. Approval of the Minutes of the Engineering Workshop, November 9, 2015

Director Dickson moved, seconded by Director Duncan, to approve the consent calendar as presented. Motion carried 7-0.

5. Reports:

A. General Manager's Report:

(1) Operations Report: General Manager Davis reported on the following: **a) SWP Deliveries:** At the last board meeting a report was given on the mechanical issues at CVPS; all issues have since been remedied. Pumping will continue through the end of the year; exceptions – holidays. **b) DWR** will announce next year's SWP Table A water allocation by the end of the month. General Manager Davis will report back to the Board on the Agency's allotted percentage at the next board meeting.

(2) Update on EBX 2: **a)** General Manager Davis informed the Board that the installation (completion) contract is well underway with Ames. **b)** A field trip will be scheduled during an Engineering workshop to visit the construction sites. **c)** DWR has implemented partnering sessions which allows construction contractors and DWR staff to work together on issues that might arise during construction. The partnering sessions take place every three months of which General Manager Davis has attended periodically. **d)** A meeting will take place on November 19th between Carl Torgerson (Chief Deputy Director of DWR), Doug Headrick (General Manager SBVMWD), and General Manager Davis to discuss EBX 2 construction concerns. A report on the meeting will be given at the next Board meeting.

(3) Flume Update: **1)** General Manager Davis reported on Balance Hydrologics findings pertaining to riparian habitat downstream of the South Fork diversion. **2)** A technical meeting will take place in January or February. **3)** The Brierley Associates - Draft Tunnel Study was delivered to the office today.

(4) General Agency Updates: **1)** General Manager Davis informed the Board that Laura King Moon passed away recently. Ms. Moon was for a number of years the assistant general manager for the State Water Contractors. She was more recently the chief deputy director of the California Department of Water Resources. He noted that her passing is a loss to the water community.

B. General Counsel Report: General Counsel Jeff Ferré reported to the Board on the following: **1) SB 272** – Approved by the Governor on October 11, 2015 (effective July 1, 2016). SB 272 mandates all local agencies (except a local educational agency) to create catalogs of their enterprise systems that store information, and post this information on its website. **2) AB 169** – Approved by the Governor on October 10, 2015. AB 169 is an act to add Section 6253.10 to the Government Code, relating to local government. AB 169 pertains to a local agency that maintains an Internet Resource (Internet Web page or portal), which the local agency describes or titles as "open data," and the local agency voluntarily posts a public record on that Internet Resource, the local agency shall post the public record in an open format that meets requirements pertained in AB 169.

C. Directors Reports: **(1) Director Ball** met with Senator Morrell's Field Representative Art Welch to discuss with him the Agency's intent to downsize the board of directors from seven to five, and to request Senator Morrell's support; he provided him with a copy of Resolution 2015-04. Director Ball noted that he was at the time unaware of the meeting that had been scheduled between the senator, designated board members, and staff to have this discussion. Director Ball proposed that he schedule an appointment with Assemblyman Mayes for the same purpose of downsizing the board. General Manager Davis stated that an appointment was recently

scheduled by the Agency’s lobbyist with Assemblyman Mayes office; he will be speaking to President Jeter on who is to attend the meeting. **(2) Director Melleby** reported on the Beaumont Chamber Breakfast that she attended on November 13th.

6. New Business: (Discussion and Possible Action)

A. Consideration of Ordinance No. 12 – Board Meeting Time Schedule: A copy of Ordinance No. 12 was included in the agenda packet. Legal Counsel Ferre stated that at the direction of the Board, staff has drafted Ordinance No. 12, which proposes to change the meeting times of the Agency’s board meetings and workshops. Section 3 states that the Board shall convene at 7:00 PM on the first and third Monday of each month. Section 7 of the Ordinance explains the new schedule which would go into effect January 1, 2016. After discussion, Director Ball made a motion, seconded by Director Fenn, adopting Ordinance No. 12. *After further discussion from the Board and the public, President Jeter requested a roll call.*

<u>Roll Call:</u>	Aye	Noes	Absent	Abstain
Director Stephenson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Ordinance No. 12 was adopted – motion approved by a vote of 4-3.

B. Presentation and Progress Report on Beaumont Avenue Recharge Facility: General Manager Davis provided a PowerPoint presentation that explained the history of events that led up to the purchase of the property for the future Beaumont Avenue Recharge Facility. In addition, he explained the purpose of the project, the importance of storage, the importance of conjunctive use, how the project relates to the Agency’s Strategic Plan, and funding the project. The Agency is taking the leadership role in recharge for future needs of its service area. It was noted that the Governor and Legislature have made constructing additional storage one of their highest priorities (Prop 1). General Manager Davis concluded his presentation. President Jeter requested comments and/or questions from the Board and members of the public. Board members and members of the public provided their input on this item.

C. Consideration of Entering into an Agreement with Albert A. Webb Associates for Post Design Work – Beaumont Avenue Recharge Facility: A staff report and a copy of the proposed contract by Albert A. Webb Associates for Construction Engineering Services were included in the agenda packet. General Manager Davis stated that the construction of the project is divided into three phases: #1) Pipeline (completed); #2) Connection (design is almost complete); #3) Recharge Facility (holes in the ground – design is complete, a bid package needs to commence in order to proceed with the construction of the project. The purpose of this proposed Board action is to contract with Albert A. Webb & Associates to perform post design duties, including a bid package. Should the Board hire Albert A. Webb Associates to proceed with the bid package, staff would then come back to the board to request authorization to

advertise for construction. Once construction commences Webb would manage the construction of the project under the supervision of General Manager Davis. After discussion from the Board and members of the public, Director Ball made a motion, seconded by Director Fenn, to table this item until after November 30th and upon receipt of the following:

1. Report on projected capacity fees that will pay for the project
2. Report on Grant opportunities
3. Presentation from Retailer's
4. Report on the November 30th Joint meeting – BCVWD and City of Beaumont
5. Report on cost analysis on leasing vs. building

After further discussion, President Jeter requested a roll call vote.

<u>Roll Call:</u>	Aye	Noes	Absent	Abstain
Director Stephenson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion failed 5-2. Director Melleby made a motion, seconded by Director Dickson, to enter into a Post Design Work Contract with Albert A. Webb Associates to perform finalized plans and specifications for bidding (bid package completion item) in the amount of \$11,140.00. After discussion, President Jeter requested a vote. Motion passed 6-1, with Director Ball voting no.

7. Topics for Future Agendas: Director Ball requested a report to be provided at the next Finance and Budget workshop on the number of times the State has received money from the Agency. Director Ball requested a report on the total monies collected from the Agency's customers for rate stabilization, and for new water, for each individual customer and totaled together. Director Stephenson requested a report regarding the Beaumont Basin Watermaster storage account status.

8. Announcements - *President Jeter reviewed the following announcements:*

- A. Finance and Budget Workshop, November 23, 2015 at 1:30 p.m.
- B. Regular Board Meeting, December 7, 2015 at 1:30 p.m.
- C. ACWA 2015 Fall Conference, December 1st – 5th, 2015
- D. Engineering Workshop, December 14, 2015 at 1:30 p.m.

9. Adjournment: *President Jeter adjourned the meeting at 3:44 p.m.*

Draft – Subject to Board Approval

Jeffrey W. Davis, Secretary of the Board

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SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue
Beaumont, California 92223
Minutes of the
Board Finance and Budget Workshop
November 23, 2015

Directors Present: Bill Dickson, Vice President
Mary Ann Melleby, Treasurer
Blair Ball, Director
Ron Duncan, Director
David Fenn, Director
Leonard Stephenson, Director

Directors Absent: John Jeter, President

Staff and Consultants Present:
Jeff Davis, General Manager
Tom Todd, Jr., Finance Manager

1. **Call to Order, Flag Salute and Roll Call:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by Vice President Bill Dickson at 1:30 p.m., November 23, 2015, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. Director Blair Ball led the Pledge of Allegiance to the flag. A quorum was present.
2. **Adoption and Adjustment of Agenda:** The agenda was adopted as published.
3. **Public Comment:** No members of the public wished to make any comment at this time.

Vice President Dickson turned the meeting over to the Chair of the Finance & Budget Committee, Director Mary Ann Melleby.

4. **New Business:**
 - A. Ratification of Paid Invoices and Monthly Payroll for October, 2015 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board ratify paid monthly invoices of \$536,011.45 and payroll of \$30,875.81 for the month of October, 2015, for a combined total of \$566,887.26. The motion passed 6 in favor, no opposed, with President Jeter absent.
 - B. Review Pending Legal Invoices: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board approve payment of the pending legal invoices for October, 2015. The motion passed 6 in favor, no opposed, with President Jeter absent.
 - C. Review of October, 2015 Bank Reconciliation: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for October,

2015 as presented. The motion passed 6 in favor, no opposed, with President Jeter absent.

- D. Review of Budget Report for October, 2015: After review and discussion, a motion was made by Director Dickson, seconded by Director Duncan, to recommend that the Board acknowledge receipt of the Budget Report for October, 2015. The motion passed 6 in favor, no opposed, with President Jeter absent.
 - E. Review of Unaudited Reserves Report for June 30, 2015: Finance Manager Tom Todd introduced this report by pointing out that it is an unaudited report, which will be finalized when the financial audit of the Agency is complete. After review and discussion, a motion was made by Director Dickson, seconded by Director Duncan, to recommend that the Board approve the Unaudited Reserve Allocation Report for June 30, 2015 as presented. The motion passed 6 in favor, no opposed, with President Jeter absent.
 - F. Review of Unaudited Reserves Report for September 30, 2015: Finance Manager Todd introduced this report by pointing out that it also is an unaudited report, which will be finalized when the financial audit of the Agency is complete. After review and discussion, a motion was made by Director Duncan, seconded by Director Fenn, to recommend that the Board approve the Unaudited Reserve Allocation Report for September 30, 2015 as presented. The motion passed 6 in favor, no opposed, with President Jeter absent.
 - G. Review of Water Rate Reserves for September 30, 2015: Finance Manager Todd reviewed this report, noting that because expenditures for water sales were greater than income from water sales, no amounts were allocated to ratepayer reserves for the quarters between January and September, 2015.
 - H. Discussion of ERAF Shift: General Manager Jeff Davis reviewed the material included in the agenda packet about the Educational Revenue Augmentation Fund, which takes tax revenue previously allocated to the Agency, and re-allocates it to the State of California.
5. **Announcements:** Chair Melleby reviewed the following announcements:
- A. The office will be closed November 26 and 27 in observance of Thanksgiving.
 - B. ACWA 2015 Fall Conference, December 1-4, 2015.
 - C. Regular Board Meeting, December 7, 2015 at 1:30 p.m.
 - D. Engineering Workshop, December 14, 2015 at 1:30 p.m.
6. **Adjournment:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was adjourned at 2:37 p.m.

Draft - Not Approved

Jeffrey W. Davis, Secretary of the Board

Finance and Budget Workshop Report

From Treasurer Mary Ann Melleby, Chair of the Finance and Budget Committee

The Finance and Budget Workshop was held on November 23, 2015. The following recommendations were made:

1. The Board ratify payment of Invoices of \$536,011.45 and Payroll of \$30,875.81 as detailed in the Check History Report for Accounts Payable and the Check History Report for Payroll for October, 2015 for a combined total of \$566,887.26.
2. The Board authorize payment of the following vendor's amounts:

Best, Best & Krieger LLP	\$9,806.49
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3. The Board acknowledge receipt of the following:
 - A. Wells Fargo bank reconciliation for October, 2015
 - B. Budget Report for October, 2015
4. The Board approve these reports as presented:
 - A. Unaudited Reserve Allocation Report for June 30, 2015
 - B. Unaudited Reserve Allocation Report for September 30, 2015

MEMORANDUM

TO: Board of Directors

FROM: General Manager

RE: No Cost Extension of USGS Joint Funding Agreement

DATE: December 7, 2015

Summary:

The Agency currently has a joint funding agreement with the United States Geological Survey to perform certain work related to groundwater monitoring in the region. The USGS funds a portion of this work. The purpose of this proposed Board action is to sign a no cost extension of the current agreement that will enable the USGS to continue performing work under the agreement without any additional cost to the Agency.

Background:

The Agency and the USGS have a long history of cooperative agreements. The USGS supports the Agency's groundwater monitoring program annually, and over the years has developed models of the Beaumont and Cabazon basins. Because of the difference in fiscal years (the federal fiscal year begins in October and the Agency's fiscal year begins in July) it is frequently difficult to budget the USGS work.

The Agency and the USGS have a current joint funding agreement that expired in November. The USGS cannot perform any of its matching work without an agreement in place. Approval of the no-cost extension will enable the USGS to fulfill its in-kind contribution to the agreement. In effect, the Agency is taking advantage of free federal moneys.

Fiscal Impact:

The impact of this action is positive for the Agency. The USGS will be able to contribute more in-kind services towards the existing agreement, thus taking advantage of federal matching funds.

Relationship to Strategic Plan:

Approval of this no-cost extension will enable the Agency to help fulfill its regional obligation as a CASGEM monitoring entity and as a regional source of groundwater information, which is consistent with the strategic plan's goal of the Agency fulfilling its role as the regional water agency.

Recommendation:

Staff recommends that the Board authorize the General Manager to sign the no-cost extension of the Joint Funding Agreement with the United States Geological Survey.



United States Department of the Interior

U.S. GEOLOGICAL SURVEY
California Water Science Center
6000 J Street, Placer Hall
Sacramento, CA 95819
Phone: (916) 278-3026 Fax (916) 278-3045
<http://water.wr.usgs.gov>

November 19, 2015

Mr. Jeff Davis
General Manager and Chief Engineer
San Geronio Pass Water Agency
1210 Beaumont, California 92223

Dear Mr. Davis:

This letter confirms discussions between our respective staffs, concerning the cooperative program between the San Geronio Pass Water Agency (SGPWA) and the U.S. Geological Survey (USGS) during the period November 1, 2014 to November 30, 2015.

The purpose of this amendment is to extend the period of performance at no cost to the agreement. As an extension to the agreement, the end date of the performance period is being extended from November 30, 2015 to January 30, 2017. All else remains the same.

Enclosed are two copies of Joint Funding Agreement (JFA) 15WSCA600096710_A1 for your approval. Work performed with funds from this agreement will be conducted on a fixed-price basis. If the JFA is acceptable, please return one copy with original signatures to our office for further processing. The second copy is for your files.

The USGS is required to have an agreement in place prior to any work being performed on a project. Your prompt attention to returning the signed JFA's for the subject period will allow for work on this study to continue uninterrupted.

If you have any questions concerning this program, please contact Allen Christensen, in our San Diego Office, at (619) 225-6175. If you have any administrative questions, please contact Nancy Mora, in our San Diego Project Office, at (619) 225-6428.

Sincerely,

Eric Reichard, Director
USGS California Water Science Center

Enclosures

Cc: Allen Christensen, USGS CAWSC
Matthew Landon, USGS CAWSC

U.S. DEPARTMENT OF THE INTERIOR
GEOLOGICAL SURVEY

Customer #: 6000000967
Agreement #: 15WSCA600096710_A1
Project #:
TIN #: 95-2216065
Fixed Cost Agreement YES

JOINT FUNDING AGREEMENT

FOR
WATER RESOURCES INVESTIGATIONS

THIS AGREEMENT is entered into as of the, 19th day of November, 2015 by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the San Gorgonio Pass Water Agency (SGPWA), party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation water resources investigations in the San Gorgonio Pass Water Agency herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$00.00.

(a) by the party of the first part during the period

Amount	Date	to	Date
\$0.00	November 1, 2014		January 30, 2017

(b) by the party of the second part during the period

Amount	Date	to	Date
\$0.00	November 1, 2014		January 30, 2017

USGS DUNS is 1761-38857. The amounts in both 2(a) and 2(b) above are for Amendment 01 only. Total USGS funding for this agreement, \$42,200.00. Total SGPWA funding for this agreement \$141,550.00. Total cost of this agreement is \$183,750.00

(c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0.00

Description of the USGS regional/national program:
No additional contributions

(d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.

(e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 12/14 notice to the other party.

- 7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.
- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered QUARTERLY. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

**U.S. Geological Survey
United States
Department of the Interior**

San Geronio Pass Water Agency


USGS Point of Contact

Customer Point of Contact

Name: Nancy Mora, Budget Analyst
Address: 4165 Spruance Rd., Suite 200
San Diego California, 92101
Telephone: 619-225-6428
Email: nmora@usgs.gov

Name: Jeff Davis, General Manager
Address: 1210 Beaumont Avenue
Beaumont, California 92223
Telephone: 951-845-2577
Email:

Signatures and Date

Signature:  (acting) 11/20/15
Date: _____
Name: Eric G. Reichard
Title: Director, USGS California Water Science Center

Signature: _____
Date: _____
Name: _____
Title: _____

MEMORANDUM

TO: Board of Directors

FROM: General Manager

RE: Rescheduling December Finance and Budget Workshop

DATE: December 7, 2015

Summary:

The December Finance and Budget workshop is scheduled for Monday, December 28. Staff would prefer to reschedule this to a date before the Christmas holidays. This is consistent with what the Agency has done in previous years. Staff would recommend to the Board to move the December Finance and Budget workshop to either Friday, December 18 or Tuesday, December 22 at 1:30 pm.