

Presidio Trust Board of Directors Meeting
January 21, 2003
Minutes

Attending:

Jennifer Hernandez (9:09 – 12:25)
Michael Heyman
Amy Meyer
Mary Murphy (8:42 – 11:34)
William K. Reilly (8:53 – 12:25)
Toby Rosenblatt

Steve Carp
Karen Cook
Hillary Gitelman
Harry Haigood
Tia Lombardi
Craig Middleton
Paul Osmundson
Steven Potts
Paula Vlamings

Not Attending:

Don Fisher

Meeting called to order by Chairperson Rosenblatt at 8:42 a.m.

Actions taken:

- Approval of Minutes of November 19, 2002, December 6, 2002 and December 9, 2002 meetings (Resolution 03-8). Vote: 4-0 (Hernandez and Reilly not present for vote).
- Approval of Policy for Consideration of Small Entities in Agency Rulemaking (Resolution 03-9). Vote: 4-0 (Hernandez and Reilly not present for vote).
- Approval of Supplemental Standards of Conduct for Directors of the Presidio Trust (Resolution 03-10). Vote: 4-0 (Hernandez and Reilly not present for vote).
- Approval of Re-Allocation of Appropriated Funds for Transportation Improvements (Resolution 03-11). Vote: 4-0 (Hernandez and Reilly not present for vote).
- Approval of Formation of Board Committees (Resolution 03-12). Vote: 6-0.
- Approval of Adoption of Revised Budget for Fiscal Year 2003 (Resolution 03-13). Vote: 6-0.

Discussion items:

- Karen Cook presented the revised Supplemental Standards of Conduct for Directors of the Presidio Trust (Standards) and explained that the Office of Government Ethics (OGE) suggested that the Standards be revised to include language from the OGE's regulations setting forth a protocol for determining whether there is an appearance of a conflict of interest. The suggested language memorializes the process the Trust already follows.
- Craig Middleton presented the Executive Director's Report. Mr. Middleton reported that:
 - Congresswoman Nancy Pelosi visited the Presidio on January 17, 2003. She was interviewed for a profile of Senator Diane Feinstein, Senator Barbara Boxer and her to be aired by CBS on February 12, 2003.
 - Mr. Middleton will participate in a meeting tomorrow regarding how to structure a philanthropy program.
 - The Trust is hosting an exhibit of rare American flags through February 16, 2003 at the Officers' Club.
 - LDA has started construction at the Letterman site.
 - Mr. Middleton and Ms. Cook will meet with LIUNA later this week to discuss the relationship between the Trust and the union.
 - The Trust will speed up the housing rehabilitation schedule.
 - The Trust is finalizing language regarding the scope of a study by the National Academy of Public Administration.
- Harry Haigood discussed the formation of an Audit Committee. The Board discussed the composition and functions of its committees.
- Harry Haigood presented an analysis of the financial results for Fiscal Year 2002, including an inflow analysis and expenditure analysis, noting the impacts of declining appropriations, capital projects and budgets, repayments of Trust borrowings, operating expenditures, budgeted versus actual expenditures, and planned projects versus completed projects.
- Mary Murphy discussed outside developers' use of tax credits to rehabilitate residential and non-residential buildings.
- Craig Middleton presented a draft policy for selection criteria for leasing to educational institutions. The Trust has received inquiries from several prospective tenants regarding short- and long-term occupancy of Presidio facilities for educational use. The Trust currently has a proposal from Bay School. Ms. Murphy disclosed that her law firm previously represented Bay School but no longer does because of Ms. Murphy's position on the Board.

Mr. Middleton explained that the draft was geared toward maintaining a balance of different types of educational tenants. The Board expressed several preferences, including a nexus between the program curriculum and the Presidio, outreach to a diversity of students (including economic, social and age diversity) and programs that represent a diversity of

interest. The Board expressed a concern about the inability of public schools through grade 12 to locate at the Presidio – State requirements regarding square feet per student, sizes and proportions of classrooms and other factors effectively preclude public schools from renting space at the Presidio. The Board asked Mr. Middleton to circulate a revised draft of the policy.

- Hillary Gitelman presented a draft Request for Qualifications (RFQ) for developing a design for “greening” the Main Parade area. Ms. Gitelman discussed the possibility of obtaining a neutral advisor to assist in refining the RFQ and reviewing responses to the RFQ. The Board directed Ms. Gitelman to return with a recommendation regarding a consultant for the RFQ and the process for selecting a firm to develop a design proposal.
- Paul Osmundson discussed leasing options for Building 35 (35 Keyes Avenue). Ms Cook advised Mr. Osmundson that it was not necessary to re-compete the building for school use since that use was indicated as a permissible use in the original offering, but that it would be necessary to re-compete the building for residential use since residential use previously had not been anticipated.
- Craig Middleton proposed a timeline for exploring the possibility of a Fort Scott educational conference center. Mr. Middleton said that over the next several weeks staff will consult with key people in education, government and the conferencing business. In approximately four months informational material will be sent to prospective interested parties. The Board directed Mr. Middleton to proceed.
- Paul Osmundson indicated that the Real Estate Department had recently sent out a Letter of Intent for the PX (605/606 Mason Street). Mr. Osmundson also discussed the business terms of two proposals for the Commissary (610/653 Mason Street).
- Mr. Rosenblatt will brief grant maker executives on February 20, 2003.

Meeting adjourned by Chairperson Rosenblatt at 12:25 p.m.