




COMMITTEE TRANSMITTAL

December 9, 2024

To: Members of the Board of Directors
From: Andrea West, Clerk of the Board 
Subject: Proposed Management Plan for the Administrative Headquarters Building

Finance and Administration Committee Meeting of December 4, 2024

Present: Directors Federico, Harper, Klopfenstein, and Nguyen
Absent: Directors Hennessey and Sarmiento

Committee Vote

This item was passed by the Members present.

Committee Recommendation(s)

- A. Authorize the Chief Executive Officer, or his designee, to negotiate and execute lease agreements with tenants for lease maturities of no greater than ten years.
- B. Authorize the Chief Executive Officer, or his designee, to negotiate and execute service contracts necessary for the operations and maintenance of the property.