

**THE PRESIDIO TRUST  
BOARD OF DIRECTORS**

**RESOLUTION 98-28  
DESIGNATION OF RESPONSIBILITIES UNDER FOIA**

WHEREAS, the federal Freedom of Information Act, 5 U.S.C. § 552 *et seq.* (“FOIA”), provides for the determination of requests for records of the Presidio Trust to be made by “the agency” within twenty days (excepting Saturdays, Sundays, and legal public holidays) after the receipt of such request, and sooner in certain circumstances; and

WHEREAS, FOIA further provides that appeals of any adverse determinations of such requests be presented to “the head of the agency” for final determination within twenty days (excepting Saturdays, Sundays, and legal public holidays) after the receipt of such appeal, and sooner in certain circumstances; and

WHEREAS, the Presidio Trust Board of Directors does not meet with sufficient frequency to allow it to act on such requests or appeals under FOIA within the statutorily mandated periods;

NOW, THEREFORE, BE IT RESOLVED, that the initial determination of FOIA requests shall be made by such employee of the Presidio Trust as is designated by the Executive Director, who shall for such purpose act in the name of and with the authority of “the agency;” and

BE IT FURTHER RESOLVED, that appeals of such determinations of FOIA requests shall be made in consultation with the General Counsel by the Executive Director, who shall for such purpose act in the name of and with the authority of “the head of the agency.”

Adopted: July 23, 1998