[MS-0234.003.002.034]

The Superior Court
OF THE
State of California
COURTHOUSE - SAN DIEGO 92101

ALBERT H. SZAL
EXECUTIVE OFFICER AND
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January 29, 1979

Mr. William B. Kolender, Chairman
School Integration Task Force
801 West Market
San Diego, California 92101

Subject: Memorandum of Agreement - Usage of Space Within Mr. Katz' Office (See Attached)

Dear Chief Kolender:

Please review the attached final Memorandum of Agreement. If you have no questions or recommended changes, please sign and return the original to me at the above address.

Mr. Katz has indicated he expects to hire an additional staff person within three to four months. Mr. Katz intends to place that person in the office he had previously designated for your use. He will still have vacant space in his office but it will be in an open area. Both Mr. Katz and I hope this will be suitable for the purposes of the Task Force.

Again, if you have any questions or comments regarding this, please do not hesitate to contact me.

Very truly yours,

ALBERT H. SZAL
Executive Officer

AHS:pap
Enclosure
cc: Mr. Louis S. Katz

Agreement mailed 3/9/79 dc

MEMORANDUM OF AGREEMENT

To: Louis S. Katz, Director
Office of Defender Services

William B. Kolender, Chairman
School Integration Task Force

From: Albert H. Szal, Executive Officer

Subject: Memorandum of Agreement - Usage of Space Within Mr. Katz' Office

The following is a Memorandum of Agreement concerning Mr. Katz' willingness to allow the use of space within his office by a representative of the School Integration Task Force.

Mr. Louis Katz has agreed to share a portion of his offices on the fifth floor of the courthouse with a representative from the School Integration Task Force which is chaired by William B. Kolender, Chief of Police for the City of San Diego.

The period of time that Mr. Katz will make the office available is solely dependent on Mr. Katz' need for the office. It is anticipated the office will be available for a period of up to one year.

To clarify the conditions and constraints in the use of the office, the following elements are suggested:

1. The office will not be utilized other than during normal County duty hours by Integration Task Force personnel;

2. Integration Task Force personnel utilizing the office shall not be peace officers;

3. Costs of telephone service or any communication device will be at the expense of the Task Force;

4. The Task Force will utilize its own resources and personnel for secretarial services (i.e., Mr. Katz' secretary will not be expected to provide that type of assistance to the Task Force);

5. Although the time period for the use of the office by the Task Force is not certain, for planning purposes that period of time will be approximately one year from this date;

6. All necessary materials, office supplies, etc., including furnishings will be obtained and/or provided by other than Mr. Katz;

7. The Task Force will be responsible for any minor damage which may occur to the office space assigned to them during the course of its stay;

8. The office space assigned to the Task Force is subject to transfer back to the use of Mr. Katz upon a reasonable notice to the School Integration Task Force.

Date: _____ Louis S. Katz

Date: 3-9-79 William B. Kolender

cc: Hon. Louis M. Welsh