

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. letter	Stephen Hull to Joyce Kravitz re: address [partial] (1 page)	02/19/1993	P6/b(6)
002. list	re: donations for Clinton White House Project (5 pages)	03/18/1993	P6/b(6)
003. memo	Melinda Bates to Carolyn Huber re: Privacy Screens/Chelsea (1 page)	03/22/1993	P6/b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Bobbie Greene
OA/Box Number: 15628

FOLDER TITLE:

Internal Memos/Miscellaneous

2012-0872-S

rc985

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

Bolshre —

procedures memos

— confidential —

for your files.

Ellen

*File
Tennis
Courts*

THE WHITE HOUSE

WASHINGTON

April 26, 1993

Mr. Tim Heckler
Chief Executive Officer
U.S. Professional Tennis Association
One USPTA Centre
3535 Briarpark Drive
Houston, Texas 77042

Dear Mr. Heckler:

I am pleased to confirm the use of the White House Tennis Court on Saturday, May 8, 1993 for use during the fourth annual Across American Tennis day program sponsored by the United States Professional Tennis Association.

As I discussed with Karen Unger, we have agreed that USPTA can use the court from 1:00 p.m. to 3:00 p.m. so that approximately eight to ten local children can attend this tennis clinic hosted by USPTA representative, Chip King. Ileene Watkins, a volunteer on our staff and USPTA sponsor, is available to assist the group on Saturday. Please feel free to have Chip contact Ileene at (202) 456-2861 if you need additional information or have any questions.

For security reasons, I have asked Karen to provide me with the names, social security numbers and birth dates of all the participants attending. Additionally, we have made the provision for one van to park on West Executive Avenue so that all the participants can arrive together (see attached map).

As you requested, I have taken the liberty of forwarding this information to Marcia Hale, Director of White House Scheduling and Advance. We all hope that President and Mrs. Clinton or Vice President and Mrs. Gore will be able to drop by the court during the clinic.

*Maggie -
I gave a copy to
Patti Solis + Ernie Gibb -
(No press but the release is
attached - Paul Shriver is
now attending -) Call me
if problems - JVG*

Page II

Please do not hesitate to contact Ileene Watkins or me if you need further information or if we can be of additional assistance. Our phone number is (202) 456-2861 and our fax number is (202) 456-1655.

Again, we are so pleased to assist the United States Professional Tennis Association with this very worthwhile project and look forward to welcoming you to the White House Tennis Court!

Sincerely,

A handwritten signature in cursive script, appearing to read "Janet V. Green".

Janet V. Green
Special Assistant to the President and
Director of White House Operations

cc: David Watkins, Management & Administration
Marcia Hale, Scheduling
Ileene Watkins, Management & Administration

Attachments



Tim Heckler
Chief Executive Officer

April 16, 1993

Ms. Janet Green
Special Assistant to the President
Director of White House Operations
West Wing, Ground Floor
1600 Pennsylvania Ave.
Washington, DC 20500

Dear Ms. Green:

The United States Professional Tennis Association (USPTA) will host its fourth annual Across America Tennis Day program on May 8. This event enlists the volunteer efforts of more than 2,200 USPTA tennis-teaching professionals in staging free tennis clinics at public recreational facilities and clubs throughout the country. Each year, USPTA professionals introduce tennis as a means of physical fitness to hundreds of thousands of people.

A very important segment of the program is the multicultural phase, which brings tennis to groups of Americans that might not otherwise be exposed to this great lifetime sport. This year's event began in March with clinics in Guam and Pasco, Wash., and we hope, with the President's permission and support, we can end the clinics on the White House tennis courts, as we did in 1991 and 1992.

We would like to invite the President, the Vice President and their families to participate in USPTA's Across America Tennis Day Multicultural Program by hitting a few tennis balls and visiting with some underprivileged children from the Washington, D.C. area on May 8.

Chip King, a USPTA-certified professional, will host a multicultural clinic at Kenmore Middle School in Arlington, Va., on May 8 in conjunction with the Hispanic American Cultural Effort (HACE), a non-profit employee group of the U.S. Department of Labor. HACE has developed extensive programs to assist with the education of at-risk Hispanic youth and has promoted tennis as one means of acquiring college scholarships. Mr. King has agreed to escort eight to 10 children from the clinic if we receive permission to use the White House tennis courts.

The Across America Tennis Day multicultural clinics have been very successful thanks to the President's Council on Physical Fitness & Sports, which has worked with our organization for the past three years to target the special groups and areas that reflect the wide diversity of the population in our great country. The council was very instrumental in encouraging

WORLD HEADQUARTERS
U N I T E D S T A T E S **S**
P R O F E S S I O N A L
T E N N I S
A S S O C I A T I O N

One USPTA Centre
3535 Briarpark Drive
Houston, TX 77042
TEL (713) 97-USPTA
FAX (713) 978-7780

President and Mrs. George Bush to visit the 1992 White House clinic, where they met with our member professionals and the local children that took part in the clinic.

Groups participating this year include wheelchair players, African American and Hispanic youth groups, inner-city youth, Native Americans, blind schoolchildren, senior citizens, diabetic and cancer patients and Special Olympic competitors. These free clinics will take place in Houston, Detroit, Minneapolis, San Diego, New Orleans, New York and in many other cities throughout the United States and its territories. We have enclosed a complete list of sites and groups for your review.

Across America Tennis Day was developed as a non-commercial event to promote the entire tennis industry and the sport of tennis. As such, the Tennis Industry Association and most of its member companies have supported the event by providing equipment for the many multicultural clinics. Donations of tennis racquets and string allow us to leave racquets at these special sites to inspire the participants to continue playing the game. Also, a special tennis ball has been produced for the coast-to-coast tour, which features the seal of the President's Council on Physical Fitness & Sports.

USPTA, America's not-for-profit trade association of tennis-teaching professionals, was founded in 1927 to promote tennis and the teaching profession. USPTA's Across America Tennis Day was developed to promote an increased interest in tennis, both as a means of achieving physical fitness and encouraging a drug-free lifestyle.

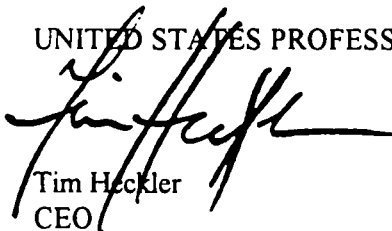
We believe Across America Tennis Day is a worthwhile project that reflects the spirit of volunteerism and compassion characteristic of our country. As our program has more than tripled since its inception three years ago, we expect it to grow at a greater rate in the future and plan to expand it internationally within the next five years.

Janet, we have enclosed more information about Across America Tennis Day and HACE. If you have any questions, please contact us and we will be happy to assist you. We appreciate your help and look forward to hearing from you soon.

With kind, personal regards, I am,

Sincerely,

UNITED STATES PROFESSIONAL TENNIS ASSOCIATION, INC.

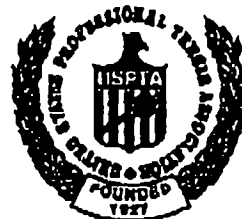


Tim Heckler
CEO

TH/ku

Enclosures: Across America Tennis Day information kit

WORLD HEADQUARTERS
UNITED STATES
PROFESSIONAL TENNIS ASSOCIATION, INC.
TEL. (713) 97-USPTA • FAX (713) 978-7780



Tim Heckler
CEO

TELECOPY
TRANSMITTAL
FORM

DATE: May 4, 1993

TIME: _____ ☐ A.M. ☐ P.M.

TO:
NAME: <u>Janet Green</u>
ADDRESS: <u>Administration and Management</u> <u>White House</u>
TEL: <u>(202) 456-1655</u>

FROM:
NAME: <u>Karen D. Unger</u>
USPTA World Headquarters One USPTA Centre 3535 Briarpark Drive Houston, TX 77042

MESSAGE:

Janet
I apologize for the delay.
I just received word that Pam Shriver,
Co-Chair of Acorn America Tennis Day and
a USPTA member, will attend. We will include
her information on the master list of attendees.
Thank you.
Karen

This message consists of 5 pages, including the cover page. If you do not receive the entire message, please notify Karen D. Unger at (713) 97-USPTA.



UNITED STATES PROFESSIONAL TENNIS ASSOCIATION, INC.

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CONTACT: Donna Banse
Karen Unger
(713) 97-USPTA

FOR IMMEDIATE RELEASE

May 3, 1993

The nation gears up for USPTA's Across America Tennis Day

HOUSTON -- People everywhere are gathering racquets, tennis balls and making last-minute preparations for USPTA's fourth annual Across America Tennis Day, set for May 8.

Across America Tennis Day, created by the United States Professional Tennis Association (USPTA) in 1990, is an opportunity for tennis-teaching professionals to introduce the game to new players, while inspiring former players to return to the courts, and existing ones to play more. The event promotes participation in tennis through multicultural clinics, general tennis clinics, and a follow-up program of lessons and leagues to retain player interest.

A final multicultural clinic will be held at the White House tennis courts for Hispanic American youth on Saturday, May 8 from 1 - 3 p.m. The clinic is held in cooperation with the President's Council on Physical Fitness & Sports and the Hispanic American Cultural Effort (HACE).

The White House finale will serve as one of 45 sites for Across America Tennis Day's coast-to-coast multicultural program, which targets diverse groups of the population throughout the United States and its territories. The clinics provide special groups with an opportunity to play that they might not have otherwise, and target inner-city youth, senior citizens, Native Americans and many more.

For more information about USPTA's Across America Tennis Day, contact the USPTA World Headquarters at (713) 97-USPTA. For more information about the White House finale, contact Chip King, a USPTA-certified professional at (703) 273-2056. To learn more about HACE, contact Humberto Costa, president, at (202) 219-5312.

MORE

One USPTA Centre, 3535 Briarpark Drive, Houston, TX 77042
TEL (713) 97-USPTA • FAX (713) 978-7780

Across America Tennis Day - page 2

Each year, more than 2,200 tennis-teaching professionals reach an estimated 150,000 players through free nationwide clinics. Professionals offer advice on a variety of tennis topics, including stroke production, sport science and specific lesson programs.

USPTA's Across America Tennis Day has gained celebrity attention with tennis greats Pam Shriver and Cliff Drysdale serving as honorary co-chairs. The program earned national attention in 1992 when former president and Mrs. George Bush made an appearance at the White House clinic for inner-city youth.

Across America Tennis Day is expanding with this celebrity support and assistance from the President's Council. A grant from the Tennis Industry Association (formerly ATIF) and donations from various manufacturers help make this expansion possible.

The United States Professional Tennis Association, founded in 1927, is the world's oldest and largest non-profit organization of tennis-teaching professionals.



UNITED STATES PROFESSIONAL TENNIS ASSOCIATION, INC.

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**CONTACT: Karen D. Unger
(713) 97-USPTA**

**FOR IMMEDIATE RELEASE
April 30, 1993**

USPTA's Across America Tennis Day Stops at Kenmore Middle School in a Coast-to-Coast Tour

ARLINGTON, Va. -- Kenmore Middle School will join a nationwide tennis celebration by serving as one of 45 sites for multicultural clinics held throughout the United States and its territories.

These multicultural clinics kick off the festivities for the United States Professional Tennis Association's fourth annual Across America Tennis Day. The local celebration will be held in cooperation with the Hispanic American Cultural Effort (HACE) on Saturday, May 8 from 9 a.m. to noon.

The clinic will begin with an introduction and exhibition of skills by more advanced participants in a tennis program sponsored by HACE, a non-profit employee group of the U.S. Department of Labor dedicated to assisting in the education of Hispanic youth in Arlington County, Va. A free clinic for the public will follow from 10:30 a.m. to noon.

For more information, contact Chip King, a USPTA-certified professional, at (703) 273-2056. For more information about HACE, contact Humberto Costa, president, at (202) 219-5312.

The special multicultural clinics, held in conjunction with the President's Council on Physical Fitness & Sports, bring tennis to diverse groups who might not otherwise have the opportunity to learn or play the game. Other sites include Detroit, Los Angeles, New York, Houston, Dallas, Honolulu and many more. As the entire country celebrates Across America Tennis Day on May 8, a special multicultural clinic will be held at the White House tennis courts in honor of the event. Last year, the program gained national attention when President and Mrs. Bush visited the multicultural finale for inner-city youth.

For more information on Across America Tennis Day, please call the USPTA World Headquarters at (713) 97-USPTA.

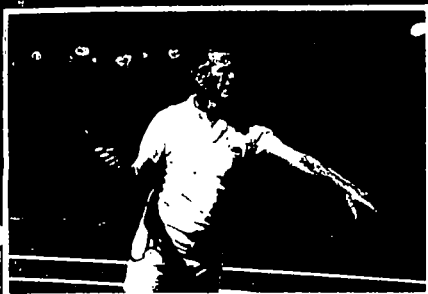
MORE

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TEL (713) 97-USPTA • FAX (713) 978-7780

Across America Tennis Day's multicultural segment has expanded from 24 to 45 sites in its third year, and the entire Across America Tennis Day program has gained celebrity attention with Pam Shriver and Cliff Drysdale serving as honorary co-chairs. The Tennis Industry Association and various manufacturers also support the event through donations.

USPTA is the world's oldest and largest non-profit organization of tennis-teaching professionals in the United States with 10,000 members, including 1,500 internationally.

-30-



President Bush
visits AATD clinic



vantage

vantage®

JULY 1992

The Trade Magazine of Men and Women
Tennis-Teaching Professionals™



George Bush, an avid tennis player, made an appearance at the Coast-to-Coast finale on the White House tennis courts. Photo by David Valdez, the White House.

President Bush visits Coast-to-Coast finale

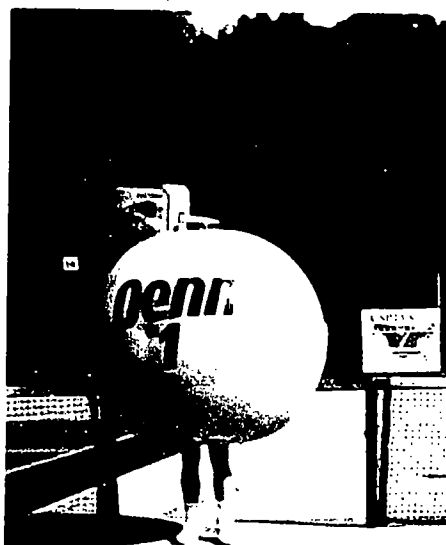
President George Bush joined more than 2,200 tennis-teaching pros and 150,000 participants to make USPTA's Across America Tennis Day an extremely successful day of tennis on May 9.

Shadone and Antonio, two youths selected from a tennis clinic at the Rock Creek Tennis Stadium; Roger Porter, assistant to the president on economic and domestic policy; and Laury Hammel and Ted Meyer, USPTA pros, ended the Coast-to-Coast journey with a special clinic on the White House courts. The president, Mrs. Bush and their dog made a surprise appearance during the doubles exhibition. After a few words of encouragement to the children, the Bushs continued their walk on the White House lawn.

Clinics brought new players to game

In addition to the big one-day focus on tennis, 25 Coast-to-Coast clinics brought tennis to many areas and to varied populations

Penn donates 12,000 tennis balls in support of Across America Tennis Day



in the United States. These clinics were organized by USPTA and the President's Council on Physical Fitness and Sports. The local members of each organization helped to produce these clinics at each site, while the national offices assisted with each clinic by providing publicity, banners and tennis equipment. Each event focused on a different population of the diverse American population. For example the San Diego clinic brought tennis to Vietnamese juniors, the Houston clinic offered free lessons to inner-city youth and the Minneapolis, Minn., clinic spotlighted wheelchair tennis players.

AATD highlights tennis in U.S.

The general May 9 celebration was no less spectacular as tennis celebrities, such as Tim Gullickson, and tennis pros worked to get more people playing tennis. Tennis events included Jack Groppel speaking at a Corpus Christi, Texas clinic. Fritz Earle hosting a clinic

New file
Tennis Courts -

Also get final copy
of memo about tennis
courts from ~~Alger~~
Daisy Thompson

****DRAFT****

April 7, 1993

*Saturday - Sunday afternoon
Week in advance
Call Caroline*

MEMORANDUM FOR ALL WHO, OVP & OPD STAFF

FROM: JANET V. GREEN
SPECIAL ASSISTANT TO THE PRESIDENT AND
DIRECTOR OF WHITE HOUSE OPERATIONS

SUBJECT: White House Tennis and Basketball Courts

TENNIS COURT

As the season is beginning for more outdoor activity, we have developed the following procedures for using the White House tennis and basketball courts.

When the tennis court is not in use by the First Family or their guests, the President has asked that it be made available to Cabinet Secretaries, Members of Congress and White House Office staff (including Office of the Vice-President and Office of Policy Development).

Weather permitting, the court is open during the daylight hours, seven days a week, except when there are events on the South Lawn, including Presidential arrivals and departures.

Guests of the First Family have priority use of the court. Although some bumping may occur, we will try to keep it at a minimum, and hope you will understand if there are times when you cannot be accommodated. Your court time will be confirmed when you call and you will be notified at least ~~four hours in advance~~ if you need to be bumped.

as soon as possible

Court time will be one hour for singles and an hour and a half for doubles. Equipment and supplies will not be provided and there are no changing rooms available. Appropriate shoes (white sole) and attire are expected.

SECURITY

To gain access to the tennis court please use Gate B-3. All non-pass holders must check-in through the SouthWest Gate (B-4). A map showing the location is attached. No guests will be allowed onto the tennis court without a pass holder escort and you are limited to the tennis court only. Any abuse of this policy will result in revocation of tennis court privileges. We regret that no parking is available for guests using the tennis courts.

*Schedule
to WFO
Caroline*

GUESTS OF THE FIRST FAMILY

Guests of the President and First Family always have priority use of the tennis court. Please contact our office (x2861) and we will accommodate these guests.

CABINET SECRETARIES

Cabinet Secretaries may reserve the court for their use three days in advance by contacting our office at x2861 (see attached schedule). The court will not be available for Cabinet Secretaries on Saturday and Sunday from 11:00am until 2:00pm, so as to allow White House staff to use the court.

If Cabinet Secretaries wish to play with non-White House pass holders, they should fax at least two hours in advance (Monday through Friday only) the names and birthdates of their guests. We regret that no guests will be allowed onto the tennis court without the Cabinet Secretary present.

MEMBERS OF CONGRESS

U.S. Senators and Representatives as designated by the President, First Lady, Chief of Staff or Legislative Affairs office may reserve the court three days in advance by contacting our office at x2861. The court will not be available for these designated individuals on Saturday and Sunday from 11:00am until 2:00pm, so as to allow White House staff to use the court.

Members of Congress should fax at least two hours in advance (Monday through Friday only) the names and birthdates of their guests. We regret that no guests will be allowed onto the tennis court without the Member present.

SENIOR WHITE HOUSE OFFICE STAFF (AP's, DAP's and SAP's)

Senior White House staff may reserve the court three days in advance by calling x2861 (see attached schedule). The court will not be available on Saturday and Sunday from 11:00am until 2:00pm, so as to allow other White House staff to use the court.

You are responsible for contacting WAVES and you must accompany your guests to the court. No guests will be allowed onto the tennis court without a White House pass holder escort.

WHITE HOUSE OFFICE STAFF

Longstanding White House policy was that only Cabinet Secretaries and senior White House staff were allowed to play on the tennis court. We are pleased to change this practice and make the court available, albeit on a limited basis, to all White House Office staff. White House staff will be allowed court time on Saturday and Sunday from 11:00am until 2:00pm. We will hold a lottery each Wednesday by randomly selecting names submitted.

If you would like to play, please complete a 3x5 card with your name, office, room number, phone number and the day you wish to play. Please submit two cards if you wish to play on either Saturday or Sunday. Please submit these cards to my office by close of business the preceding Wednesday and we will randomly pick four cards. You will be notified by noon on Friday.

We strongly encourage staff to invite other staff to play with them. However, if you wish to play with non-pass holders, you must submit the names, social security numbers and date of birth of your guests on the back of your card.

We will clear your guests through WAVES. No guests will be allowed onto the tennis court without a pass holder escort.

BASKETBALL COURT

The basketball court is located near the tennis court and is a "half court." Staff are allowed to use this court Monday through Friday from 5:00pm until dark and Saturday and Sunday from 1:00pm until dark.

No guests are allowed to use the basketball court and all staff must be accompanied by a White House pass holder.

As always, if you have any questions about the tennis or basketball courts, please do not hesitate to contact our office at x2861.

Attachments

TENNIS COURT RESERVATIONS

CABINET, MEMBERS OF CONGRESS AND SENIOR WHITE HOUSE STAFF

1. CALL no more than 3 days in advance to 456-2861 (Monday through Friday only -- see attached schedule).
2. Tell us the date and time you wish to play. Have alternative times available in case your preferred time is booked.
3. We will confirm your date and time on the phone.
4. Cabinet Secretaries and Members of Congress must fax the names and birthdates of guests playing tennis with them (our fax number is 456-1655). Please instruct your guests to bring a picture identification card.
5. Senior Staff should call WAVES for their guests.
6. All guests should enter through the SouthWest Gate (B-4) and show identification. When all guests have arrived, the Officers will then allow you through Gate B-3.

The earliest you can call to reserve court time is:

MONDAY to reserve time for THURSDAY

TUESDAY to reserve time for FRIDAY

WEDNESDAY to reserve time for SATURDAY

THURSDAY to reserve time for SUNDAY

FRIDAY to reserve time for MONDAY, TUESDAY OR WEDNESDAY

Please call x2861 between 9:00am - 5:00pm Monday through Friday only to make your reservations -- reservations will not be accepted on the weekends. Enjoy your game!

WHITE HOUSE OFFICE STAFF

1. Submit a 3x5 card with name, office, room and phone # and the day you wish to play (one card for each day).
2. If you are playing with non-pass holders, you must submit the names and birthdates of your guests on the back of the card. Please instruct your guests to bring a picture ID.
3. Submit card by close of business the preceding Wednesday.
4. We will contact you on Friday if you can play.
5. ENJOY!

(see attached map on the back)

Heavy times used in the past

New file
Walters off
Correspondence

Gary Walters

THE WHITE HOUSE
WASHINGTON
April 26, 1993

MEMORANDUM FOR: MARGARET WILLIAMS
CHIEF OF STAFF TO MRS. CLINTON

FROM: GARY J. WALTERS *Gary J. Walters*
CHIEF USHER

SUBJECT: BROCCOLI DONATION

Attached is a letter, from a public relations firm, that was sent to Chef Pierre Chambrin. It is a follow-up to the incident a couple of years ago when former President Bush made his statement concerning his dislike for broccoli and his intent not to eat it. Subsequently, Mrs. Bush received, at a well covered media event, some large quantity (specifically a tractor trailer load) of broccoli and indicated that she loved broccoli and intended to eat it. A small quantity of the broccoli was kept for use by Mrs. Bush and the remainder of the broccoli, which was presented by California growers, was given to local homeless kitchens.

It appears that the frozen food company is attempting to capitalize on the previous incident to gain media coverage for frozen broccoli. I can pursue this if you think it would be something that Mrs. Clinton may desire to do but my initial reaction is to say thank you and suggest that they donate the produce to local homeless shelters in economically hard struck southern California.

b Kay

TORME & COMPANY

350 PACIFIC AVENUE

SAN FRANCISCO, CALIFORNIA 94111

April 5, 1993

Pierre Chambrin
Presidential Chef
The White House
1600 Pennsylvania Avenue
Washington D.C. 20500

Dear Mr. Chambrin:

We read not long ago that broccoli will grace the White House dining table more frequently than it has in the past.

Robert W. Maier, The Chairman/CEO of C&W (California and Washington) Frozen Foods in San Francisco, would like to have some fun and create some goodwill to local people at the same time.

He'd like to start the president and Mrs. Clinton on the road to healthier eating by donating 250 cases of broccoli on behalf of C&W Frozen Foods.

Since you couldn't begin to accommodate 250 cases of broccoli, we want to suggest that you keep one case for immediate use and donate the rest to needy people or worthy causes.

California is the largest broccoli producer in the nation. C&W is the top quality producer of premium frozen vegetables with the largest consumer market share in the premium category.

We would be happy to arrange to have a broccoli shipment delivered to the White House at your earliest convenience.

Sincerely,


Steven Pechter Freemire
Vice President

THE WHITE HOUSE

WASHINGTON

July 20, 1993

*File
Residence*

MEMORANDUM FOR ALL EXECUTIVE RESIDENCE STAFF

FROM: ROY NEEL
DEPUTY CHIEF OF STAFF

SUBJECT: Reminder on Executive Residence Policy regarding
the Privacy of the First Family

This memorandum is a reminder to all employees about the Executive Residence's practice regarding the privacy of the First Family. The Executive Residence serves as the personal home of each President and his family; hence, it must be accorded the respect and privacy of a personal residence.

There always is considerable curiosity about the private lives of the First Families. While this President has an open relationship with the public and the press, all First Families are entitled to privacy regarding matters in their living quarters. Maintaining the privacy of the First Family is the responsibility of all employees, particularly those in the Executive Residence.

Discussions by staff members of the First Family's personal activities of any kind, or any other matter which breaches their privacy, with anyone outside of the immediate staff is prohibited.

For many years the employees of the Executive Residence have firmly adhered to the rule of maintaining the privacy of the First Family. I trust that the staff will continue this fine tradition of serving the First Family with distinction and respect for their privacy.

file residence

THE WHITE HOUSE
WASHINGTON

June 22, 1993

*Chief
Please
talk to
Ann Stock
then Marsha
about this -*

MEMORANDUM FOR MAGGIE WILLIAMS

FROM:

MS MARSHA SCOTT
DEPUTY ASSISTANT TO THE PRESIDENT
AND DIRECTOR OF CORRESPONDENCE AND
PRESIDENTIAL MESSAGES

SUBJECT:

JULY 4TH CELEBRATION ON SOUTH LAWN

I would like to request that the White House Interns be included in the July 4th Festivities on the South Lawn. According to procedures established by the Social Office, the First Lady determines attendance to social gatherings.

Our interns work side by side with White House staffers and contribute a great deal. It would be a tremendous opportunity for White House Interns if they could participate in these or any other appropriate activities.

If they are able to join us, the White House has approximately 200 interns. My staff will work with the Social Office to insure a smooth entry into the event. Thank you for your consideration.

June 25, 1993

MEMORANDUM

TO: Maggie Williams/Ann Stock/Marcia Hale
FROM: Robyn Dickey 2322 RD
RE: 4th of July/Staff Picnic

The Visitors Office suggests the South Lawn be made available to staff and family on July 4th from 7:00pm until immediately after fireworks. The staff would be allowed to bring blankets only. (See attached sample invitation.) Traditionally, no food or beverages can be brought in. Soft drinks will be served.

The tradition has been to invite White House staff, OEOB staff, NOEB staff for employee pass holders and their immediate families, the Leadership from the Hill, Cabinet members, Clinton family and friends, and possibly the Press. (Numbers over the past 3 years were 6400, 7100, 8300.) Because of the numbers, we will have to wait until after this event for the replacement of the grass. This would allow a helicopter departure on July 5th if needed. Grass replacement would start on July 6th.

We need to get the confirmed list of invitees from the First Lady's office by Monday afternoon so the invitations can be sent out. The question arises about "VIP" guests. Parking is limited but a few spaces can be allowed on the North Drive. Who will these be offered to? Will there be any other events for the "VIPs" such as watermelon on the West terrace roof etc.? When will the Clintons be back? Do they want to stay on the balcony? Will they want to go onto the lawn?

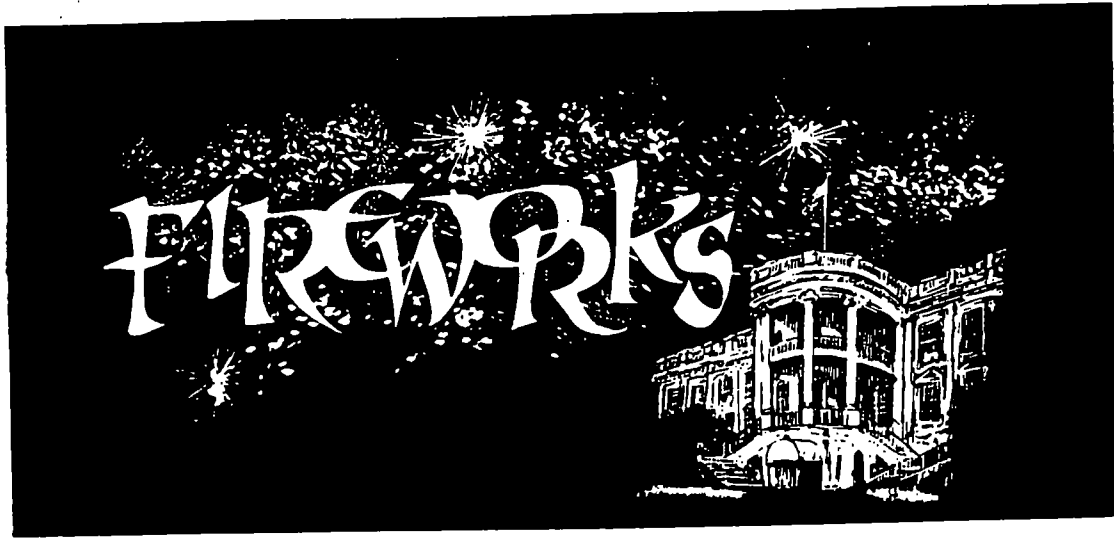
These questions need to be answered ASAP for staffing needs. Thanks for helping us get the information quickly.

A group from Arkansas has sent a proposal for a staff picnic later in the summer. (See attached) They would sponsor an event for staff including barbecue, Hope watermelon and music by Joe Purvis's group. Sponsorship dollars would still be needed. Do we want to do this? If so, for whom and when?

U
- cabinet
- OEOB
- Press?
THANKS
- which
- hard pass
2322

?
- anybody
- press
W.H.

ON THE 200TH YEAR



*You and your immediate Family
are cordially invited to
The White House South Lawn
on July 4, 1992*

*7:00pm Gates Open
9:15 FIREWORKS!*

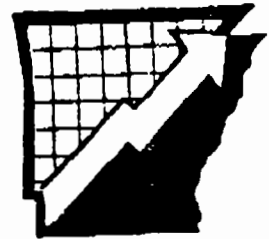
Enter Southeast & Southwest Gates

-
- PRESENT INVITATION & PASS AT THE GATE •
 - NO FOOD/BEVERAGES PERMITTED • BRING A BLANKET •
 - SOFT DRINKS & ICE CREAM PROVIDED •

FAX LETTER

June 23, 1993

Robyn Dickey
The White House
Washington, DC 20500



Economic
Development
Corporation

Dear Robyn:

As per your request, we submit the following for your consideration:

PROPOSAL

What: Family Picnic on the White House grounds
For: President Clinton's family, White House Staff,
Administration Staff

Featuring: Watermelons and Barbecue

When: 1. August 8
2. August 29
3. August 30
4. August 31 or
5. September 1

We need a reply as soon as possible concerning the dates submitted, as we are formulating plans and sponsorships for this event, and so that we might secure reasonable airfare in advance.

Upon approval of the date, we would like to set a meeting at your office in mid-July to confirm our participation and work out logistical details.

Any suggestions from your office would be appreciated.

Sincerely,

Stan Jackson
Project Coordinator

Ivan Baker
President

THE WHITE HOUSE

WASHINGTON

June 7, 1993

MEMORANDUM FOR ALL MEMBERS OF THE CABINET
SENIOR WHITE HOUSE STAFF (ASSISTANTS, DEPUTY
ASSISTANTS AND SPECIAL ASSISTANTS TO THE
PRESIDENT)
WHITE HOUSE OFFICE STAFF
OFFICE OF THE VICE PRESIDENT STAFF
OFFICE OF POLICY DEVELOPMENT STAFF

FROM: PATSY THOMASSON *Patsy Thomasson*
SPECIAL ASSISTANT TO THE PRESIDENT
FOR MANAGEMENT AND ADMINISTRATION AND
DIRECTOR OF THE OFFICE OF ADMINISTRATION

SUBJECT: Policies and Procedures for the Use of the
White House Tennis and Basket Ball Courts

TENNIS COURTS

Now that the season has begun for more outdoor activities, we have developed the attached procedures for using the White House tennis and basketball courts.

When the tennis court is not in use by the First Family or their guests, the President has asked that it be made available to the following except, as herein outlined:

- o Cabinet Secretaries,
 - o Members of Congress,
 - o Senior White House Staff,
 - o White House Office, Office of the Vice President
and Office of Policy Development staffs.
- o Guests of the First Family have priority use of the court.

Although some bumping may occur, we will make every attempt to minimize it; we know you will understand if there are times when you cannot be accommodated. Your court time will be confirmed when you call and you will be notified at least four hours in advance if necessary to reschedule.

- o Weather permitting, the court is open during the daylight hours, seven days a week, except when there are events on the South Lawn, including Presidential arrivals and departures.

WHITE HOUSE OFFICE STAFF, OFFICE OF THE VICE PRESIDENT STAFF AND STAFF OF THE OFFICE OF POLICY DEVELOPMENT

The tennis court will be available to the staffs of the White House Office, Office of the Vice President and Office of Policy Development through a lottery.

- o The time allowed for the White House Office Staff, Office of the Vice President Staff and Staff of the Office of Policy Development will be on Saturday and Sunday from 10:00 a.m. until 1:00 p.m.
- o Staffs of the above Offices will only be able to schedule doubles so that more people can participate.

A lottery will be held each Wednesday to randomly select names for the following Saturday and Sunday. Please see the attached policy for specific information regarding submitting your name and your guests names for the lottery.

Let me encourage you to invite other staff to play with you so that the facilities can be made available to a larger number of staff. However, if you schedule to play with non-pass holders, review the attached policy for the method of submitting names.

We will clear your guests through WAVES. Remember that guests will only be allowed into the tennis court area with a pass holder escort.

BASKETBALL COURT

The half court basketball court is located near the tennis court. It may be used Monday through Friday from 5:00 p.m. until dark and Saturday and Sunday from 8:00 a.m. until 1:00 p.m.

As with the tennis court, the court is unavailable when activities are scheduled on the South Lawn or during Presidential arrivals and departures.

Guests are allowed to use the basketball court when they are accompanied by a White House pass holder.

If you have any questions about the tennis and basketball court policies, please do not hesitate to contact our office at 456-2861.

Attachments

EXECUTIVE OFFICE BUILDING

WEST EXECUTIVE AVENUE

WEST
WING

EXECUTIVE
RESIDENCE

EAST WING

EAST EXECUTIVE AVENUE

THE SOUTH LAWN

84
SOUTHWEST
GATE

8-3

DO NOT ENTER

TENNIS
COURT

SOUTH

EXECUTIVE

AVENUE

THE WHITE HOUSE

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
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001. letter	Stephen Hull to Joyce Kravitz re: address [partial] (1 page)	02/19/1993	P6/b(6)
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COLLECTION:

Clinton Presidential Records
First Lady's Office
Bobbie Greene
OA/Box Number: 15628

FOLDER TITLE:

Internal Memos/Miscellaneous

2012-0872-S
rc985

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
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P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
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b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

JUN 83 '93 16:14 RICON OFN-USOC-GOVT REL



*file residence P.22
Sent to
Gary Walters
6/20/93*

Stephen Bull
Director, Government Relations

February 19, 1993

Ms. Joyce Kravitz

P6(b)(6)

[601]

Dear Joyce:

It was reported in the press that the President intends to make full use of the White House bowling facility as recreation for him and his family. Upon hearing this report the executive director of the "U.S. Tenpin Bowling Federation," that sport's federation under the umbrella of the United States Olympic Committee, contacted me with an offer he asked me to forward to the White House for its consideration. What he proposes is to send its top bowling coach to Washington to provide fundamental instruction in the game to the President and his family. The specific interest was Chelsea who, they speculated, may be engaging in the game for the first time, and basic instruction could make the activity much more enjoyable for her in the long run.

I am presenting this offer to you at your suggestion, understanding that you will forward it on accordingly. The offer is being made in good faith, and I am confident that there is no intention of exploitation. Rather, the bowling federation is proud that the First Family has expressed an interest in the game and they just want to make it as enjoyable as possible for them.

Thanks for your assistance in this and I look forward to a response one way or another so that I can get back to the executive director of the bowling federation.

Sincerely,

Stephen Bull

United States Olympic Committee
1150 16th Street, N.W.
Suite 300

Washington, DC 20036
Tel: 202-466-3399 Fax: 202-466-5068

THE WHITE HOUSE

WASHINGTON

June 7, 1993

MEMORANDUM FOR ALL MEMBERS OF THE CABINET
SENIOR WHITE HOUSE STAFF (ASSISTANTS, DEPUTY
ASSISTANTS AND SPECIAL ASSISTANTS TO THE
PRESIDENT)
WHITE HOUSE OFFICE STAFF
OFFICE OF THE VICE PRESIDENT STAFF
OFFICE OF POLICY DEVELOPMENT STAFF

FROM: PATSY THOMASSON *Patsy Thomasson*
SPECIAL ASSISTANT TO THE PRESIDENT
FOR MANAGEMENT AND ADMINISTRATION AND
DIRECTOR OF THE OFFICE OF ADMINISTRATION

SUBJECT: Policies and Procedures for the Use of the
White House Tennis and Basket Ball Courts

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When the tennis court is not in use by the First Family or their guests, the President has asked that it be made available to the following except, as herein outlined:

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- o White House Office, Office of the Vice President
and Office of Policy Development staffs.
- o Guests of the First Family have priority use of the court.

Although some bumping may occur, we will make every attempt to minimize it; we know you will understand if there are times when you cannot be accommodated. Your court time will be confirmed when you call and you will be notified at least four hours in advance if necessary to reschedule.

- o Weather permitting, the court is open during the daylight hours, seven days a week, except when there are events on the South Lawn, including Presidential arrivals and departures.

- o Court time will be one hour for singles and an hour and a half for doubles.
- o Players must provide their own equipment and supplies. There are no changing rooms available.
- o Appropriate shoes (white soles) and attire are expected.

SECURITY AND ACCESS

- o Access to the tennis courts is always through the Southwest Gate (B-4) and Gate B-3.

All scheduled tennis players, both pass holders and non-pass holders, must first check in through the Southwest Gate. When the entire tennis party has been checked through the Southwest Gate, the Uniformed Officers will direct the party through Gate B-3. The Uniformed Officers will have a tennis schedule which will include names and birth dates of all players who have been cleared.

Guests will only be allowed into the tennis court area when accompanied by a Cabinet Secretary, a Member of Congress or a pass holder; access does not extend to the South Lawn.

PARKING

Parking for Cabinet Secretaries and Members of Congress will be through normal procedures.

WHITE HOUSE OFFICE STAFF, OFFICE OF THE VICE PRESIDENT STAFF AND STAFF OF THE OFFICE OF POLICY DEVELOPMENT

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We will clear your guests through WAVES. Remember that guests will only be allowed into the tennis court area with a pass holder escort.

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Guests are allowed to use the basketball court when they are accompanied by a White House pass holder.

If you have any questions about the tennis and basketball court policies, please do not hesitate to contact our office at 456-2861.

Attachments

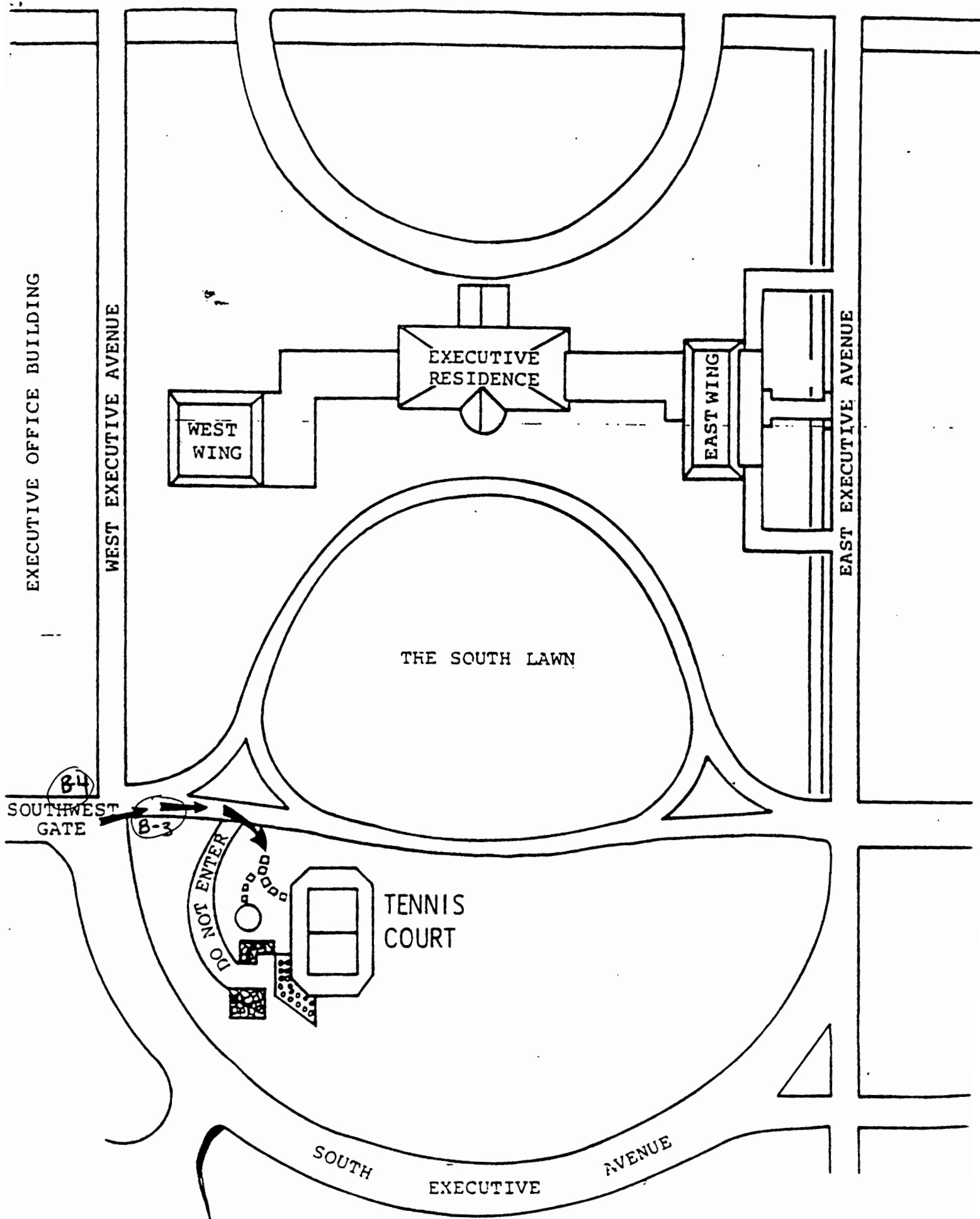
PROCEDURES FOR WHITE HOUSE STAFF, OFFICE OF THE VICE PRESIDENT
AND STAFF OF THE OFFICE OF POLICY DEVELOPMENT

RESERVATIONS AND ACCESS:

- o Staff can only schedule time for doubles. The times on Saturday and Sunday are as follows:

10:00 a.m. to 11:30 a.m. and
11:30 a.m. to 1:00 p.m.
- o Please submit a 3 X 5 card with your name, office, room and phone number and the day you wish to play (one card for each day). Also, include the names of the other members of your foursome on the back of the card.
- o Cards should be submitted by close of business on the Wednesday preceding the Saturday or Sunday on which you are requesting a time.
- o You will be contacted no later than Friday morning preceding your Saturday or Sunday game if your name was selected in the lottery.
- o If you plan to play with non-pass holders, you must submit the names and birth dates of your guests on the back of the card.
- o The Office of Management and Administration will clear your guests through WAVES.
- o Non-pass holders should be instructed to bring a picture ID with the exact name on which it was submitted on the back of the 3 X 5 card for admission on the day of the match.
- o All tennis players (staff and guests) shall enter the tennis court area through the Southwest Gate (B-4). Pass holders shall go through the usual clearance process.
- o Non-pass holders will go through the usual appointment procedure.
- o Any abuse of the access policy will result in revocation of your tennis court privileges.
- o When all members of the tennis party have arrived, the Officer will provide access to Gate B-3. (See attached map.)
- o Parking is unavailable for your guests using the tennis courts.

PLEASE REMEMBER TO CALL 456-2861 BETWEEN 8:30 A.M. AND 6:00 P.M.
MONDAY THROUGH FRIDAY TO MAKE YOUR RESERVATIONS.



THE WHITE HOUSE

THE WHITE HOUSE
WASHINGTON

March 24, 1993

MEMORANDUM

TO: Gary Walters
Chief Usher
Executive Residence

FROM: Vincent W. Foster *VF*
Deputy Counsel to the President

RE: Donation of Goods for Clinton White House Project

The attached 1st list is of donations to the White House, by donor, which have been received.

The attached 2nd list is of gifts, by donor, which have not yet been received.

As we discussed, a couple wishes to donate the rug which is being crafted for the Oval Office but they wish to remain anonymous. You have suggested that they may either donate the rug to the White House Historical Society or donate to the Historical Society an amount equal to the cost of the rug with a direction that the donation be expended on the rug, and in either case, request anonymity. We can all revisit that issue when the rug is completed.

I understand you will coordinate with the National Park Service to assure that these donors receive acknowledgements both from the Executive Residence and from the National Park Service. Please furnish me copies of these acknowledgments.

Attachments

cc: Margaret Williams
Capricia Marshall
Kaki Hockersmith

bps

Maggie -

*Also attached as the 4th list
are items Kaki believes the First
Family wants to keep personally.
They need to decide ~~that~~ about these
at some point so the donors receive an
acknowledgment from either Walters or
on behalf of the First Family -*

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
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002. list	re: donations for Clinton White House Project (5 pages)	03/18/1993	P6/b(6)
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COLLECTION:

Clinton Presidential Records
First Lady's Office
Bobbie Greene
OA/Box Number: 15628

FOLDER TITLE:

Internal Memos/Miscellaneous

2012-0872-S

rc985

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

Freedom of Information Act - [5 U.S.C. 552(b)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
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C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
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003. memo	Melinda Bates to Carolyn Huber re: Privacy Screens/Chelsea (1 page)	03/22/1993	P6/b(6)
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COLLECTION:

Clinton Presidential Records
First Lady's Office
Bobbie Greene
OA/Box Number: 15628

FOLDER TITLE:

Internal Memos/Miscellaneous

2012-0872-S
rc985

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THE WHITE HOUSE
WASHINGTON

March 22, 1993

MEMORANDUM FOR: JANET V. GREEN
SPECIAL ASSISTANT TO THE PRESIDENT AND
DIRECTOR OF WHITE HOUSE OPERATIONS

MARGARET WILLIAMS
CHIEF OF STAFF TO MRS. CLINTON

FROM: GARY J. WALTERS
CHIEF USHER

SUBJECT: GARDEN RENOVATIONS, CHIMNEYS, AND JOGGING TRACK

First let me define the current status of the jogging track. It should be completed this week. The contractor was stopped last week by the weather but started again this morning; the track is about 80% complete.

We have received an offer from a gentleman in Wisconsin to clean the White House chimneys. A copy of his letter is attached. This has not been accomplished for about four years and is probably a good idea. My question is whether we should accept his offer after we check both his credentials and his background. Further, should we compensate him or offer some press coverage as this could be a good public service pronouncement from the President both from a safety and energy conservation standpoint.

For a number of years now we have realized that both the East (First Ladies') and West (Rose) Gardens need to be renovated. Both gardens were established in the early 1960's on plans developed during the Kennedy Administration with the help of Mrs. Andrew Mellon. The main problem with the gardens is the trees that have outgrown the original landscape design plans. I have attached a proposal and tentative schedule that was developed by Mr. Irvin Williams, Executive Grounds Superintendent. The plan is based on the earlier designs and is in keeping with the Olmstead Brothers landscape plan developed in the 1930's.

In the East Garden the Linden trees are planted in very shallow soil and we have topped the trees numerous times in recent years to keep them in some relationship to the remainder of the garden. The trees are planted in less than 18 inches of soil as they sit atop the east shelter roof. The trees need to be removed and replaced with new young trees of the same type.

*Can this service
be viewed as a
service to the White
House - and the donation
accepted through the
Park Service*

*Are you interested
in the Garden?
Do you want to
publicize your
interest in the
W. H. Garden?*

Page 2
March 22, 1993

In the West Garden, the crabapple trees have overgrown the planting beds prohibiting the growth of rose bushes in the Rose Garden, except for a few on the edge of the planting beds. Other plants in the garden have to be selected for a shady growth garden instead of the sunny garden plantings that were intended. During the growing season the crabapple trees have to be pruned at least twice a month to permit any flowers to grow. Replacement trees were purchased in 1991 and are currently planted at the White House nursery.

Since both of these gardens are highly visible and are watched closely by gardeners across the country, I want to get a feeling from the administration as to whether we should proceed, which is our desire, or reschedule this landscape activity. I spoke to Mrs. Clinton last week and said that I would be providing a garden renovation plan for consideration. Mrs. Clinton's only question, at the time, was if it would be possible to transplant any of the trees that must be removed. The Lindens in the east garden must be cut down, and it may be very expensive to hand-dig, remove, and transplant the crabapple trees in the west garden.

My suggestion concerning the crabapples would be to offer one to each of the seven previous Presidential Libraries (since the Kennedy administration), plant two elsewhere on the White House grounds in keeping with the historic landscape plans, and keep one in the nursery for future planting at the Clinton Library.

Garden Renovation Proposals & Schedules

I. East Garden-

Linden walk renovation:

Replace eight overgrown *Tilia cordata* -- planted 1963.
Top growth over powering to spatial surrounding.
Root growth restricting health of surrounding planting.

In conjunction, replace the two low hedges of *Ilex crenata* 'convexa' along the walk, and replace the *Osmanthus* hedges under the existing lindens and the parterre ends.

The gravel walk-way in this area will need to be resurfaced and the metal edging replaced along the walk and plant beds.

East Garden Renovations Schedule:

Mid-February '94

- Remove existing herbaceous perennials to be saved for replanting.
- Section and remove eight Linden trees.
- Remove *Osmanthus* and *Ilex convexa* hedges.
- Remove stumps and root mass.
- Relocate 'Nelle Stevens' holly by East garden room door and replace *Malus* 'Striped Beauty' Crabapple or improved similar cultivar existing in the original design.
- Remove and replace soil in these planting areas with fresh, enriched soil from the greenhouse nursery.
- At the conclusion of the walkway construction work, the amended soils will be added to the planting areas.

Plant Material Sources

- * Princeton Nursery - *Tilia cordata* - Little leaf Lindens
eight specimen 3-3.5" caliper trees
root balls less than 48"
- * Princeton Nursery - *Osmanthus heterophyllus* Holly *osmanthus*
under lindens 20-24" ball and burlap
plants - 60 plants
- * Oxon Hill Farm - East end of First Lady's garden two hedges
32 plants 30"
West end of First Lady's garden two hedges
20 plants 30"
- * Princeton Nursery - *Ilex crenata* 'convexa' - Convex leaf holly

renovation cont'

p.2

- Linden side of walk 82 plants 15-18"
- Garden side of walk 60 plants 15-18"
- Malus 'Striped Beauty 2-2.5" caliper or improved selection
- Herbaceous perennials and spring flowers and bulbs would be installed at the end to have the spring display ready for the garden tour in April 1993.

costs labor and material

- All the work related activities in this project would be done in house by the NPS grounds staff with support from the NCP-Central tree crew and related Brentwood shops.

North Side - Arbor - Portico Area

- Replace Osmanthus hedge between the portico and arbor, removed partially during stone restoration.
- Repairs of damaged walkway and replacement of metal edging in this area.
- The North side - Arbor Portico work would be delayed until conclusion of the stone restoration and removal of the stonemason's work shed-- Fall '93 or Spring '94.

II. North West - A4 Guard booth Landscape Renovation

- to replace overgrown, declining and senescent plant materials with young vigorous plants, thus, improving the visual aesthetics of this area.

- Plant materials - Elaeagnus purgens 'Fruitlandi'
- Ilex X attenuata 'East Palatka'

Replacement plants are available from Oxon Hill Nursery -- possible to change to improve selections of Ilex that will not become overgrown.

- Work performed by grounds staff in house.

III. Rose Garden Renovation

- The ten Malus 'Katherine' crabapples in the Rose Garden were planted in 1962 with one replacement in the 80s. The extensive root system and shade cast by the canopy of these trees severely limits the growth of flowering plants and boxwood edging underneath. A replacement set of 'Katherine' crabapples were purchased in 1991 and are growing at the White House Nursery at Oxon Hill Farm. These trees are under going pruning to attain the shape and form needed to replace the aging existing trees. These trees will be ready to replace the older crabapples in the spring of 1993 or 1994. The delay of a longer period of time

than 1994 will complicate and reduce the transplant success rate of new trees. At this time, a severe drainage problem on the South side of the Rose Garden would also be corrected by the addition of drain lines.

- Work accomplished by grounds and tree crews.

IV. East Bank North Grounds Renovations

- Renovations were begun in 1992 on the planting on the East tradesman's entrance slope. Two hawthorns in decline were removed and replaced with an improved selection, crateagus 'winter king', which has disease resistance and persistent red fruit. Four additional aging Washington hawthorns and one cockspur hawthorn are scheduled for replacement with crateagus 'winter king'. A fern leaf beech planted in 1991 did not survive and will be replaced in 1993. Numerous senescent azaleas were replaced and an additional 30-40 plants are scheduled for 1993. New cultivars of pyracantha will be scheduled to replace older varieties in this area. Pyracantha 'mohave', a National Arboretum introduction is highly recommended. Soil and ground cover replanting and additions would also be accomplished at this time.

Spring 1993

~~In house crew~~

-Plant sources: Princeton Nursery - crateagus
The Tankard Nursery - azaleas

THE WHITE HOUSE

WASHINGTON

March 17, 1993

MEMORANDUM FOR DAVID WATKINS
ASSISTANT TO THE PRESIDENT
FOR MANAGEMENT AND ADMINISTRATION

JANET GREEN
SPECIAL ASSISTANT TO THE PRESIDENT AND
DIRECTOR OF WHITE HOUSE OPERATIONS

MARGARET WILLIAMS
CHIEF OF STAFF TO MRS. CLINTON

FROM

GARY J. WALTERS
CHIEF USHER



SUBJECT: EXECUTIVE RESIDENCE AIR HANDLING SYSTEMS

Attached is a one page summary of the project to replace the heating, ventilating, and air-conditioning system (HVAC) in the Executive Residence at the White House. Replacement of the HVAC system is inevitable and should be completed at the earliest possible time. Our current schedule calls for the removal of the majority of the remaining "embedded" asbestos during the summer of 1993 while the family is out of the Residence.

This is an extremely complicated project that will cause some disruption to the Executive Residence and the grounds. Over the last two years we have attempted to design a system and a way to install that system that would be the least disruptive to the First Family, Presidential activities, tourists, and the museum character of the Residence. The simple fact is that the current system, now 42 years old, is wearing out fast and replacement parts are no longer being made.

As you may be aware, the First Family has had some minor problems with air quality and humidity control in the Residence. I have undertaken efforts to obtain air quality evaluations. We believe that the new system would alleviate most of these complaints.

We are prepared at any time to provide additional information concerning the history or necessity of the project. At the present time the National Park Service has delayed further negotiations with the contractor pending a decision on whether we should proceed.

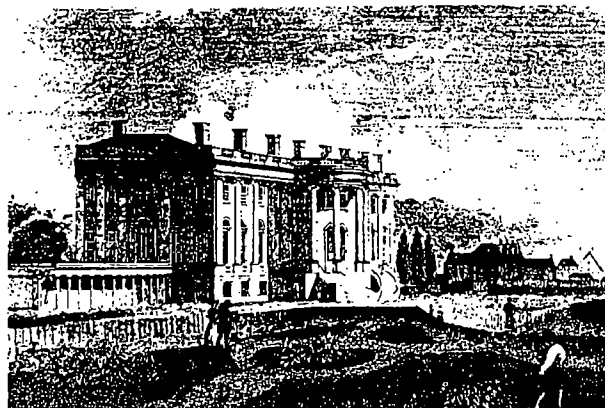
The existing Executive Residence heating, ventilating, and air conditioning system (HVAC) was installed during the Truman Renovation (1948-52) and is now over forty years old, well past its expected useful life and must be replaced. While "state of the art" in 1952, the system is grossly energy inefficient and incapable of maintaining even minimally accepted standards of air quality, heating, cooling, humidity control, ventilation, and fire and smoke protection. This project is the last task of a ten phase comprehensive Residence utilities renovation program begun in 1978 and is funded and administered by the National Park Service. Extensive work already completed includes: replacement of the entire secondary electrical system, installation of a new fire detection system, installation of emergency generators, structural system survey, and exterior grounds utility survey.

Although impeccably maintained by Residence operating engineers, the existing mechanical components are simply worn out and repair parts unavailable. Fans, motors, pumps, coils, humidifiers, air handlers, and the entire control system require complete replacement. Approximately two thirds of the duct system will need to be replaced to provide for proper air distribution requirements, fire and smoke damper installation, and hazardous material (asbestos) abatement. A large portion of asbestos (insulation on ducts and piping) was removed during the Reagan and Bush administrations in preparation for the installation of a new HVAC system.

The HVAC design comprises approximately 200 pages of drawings and reflects extensive on site inspection to ensure accuracy and minimal construction conflicts with Presidential activities. It will require work in every room and area of the Residence, as well as, the underground area to the north. Every design and construction planning effort has been made to minimize the impact on the First Family and the historic fabric of the Residence, however, there will be times when certain rooms or areas will be unavailable or without conditioned air.

The new system will reduce operating costs, improve control, and ensure proper air quality, comfort, and safety due to improved air distribution and filtration. The current estimated cost of the project is 11.5 million dollars which is based on a 3 year completion schedule. There is approximately 8.5 million dollars available in the National Park Service (NPS) budget appropriated over several previous years. The NPS is committed to obtaining the remaining 3 million dollars in FY 1994. The NPS has selected a contractor, through the Small Business Administration's 8-A program, and is currently negotiating a cost-plus-fixed-fee contract for the installation of the new HVAC system.

It is highly recommended that this project proceed as scheduled. Any delay will result in increased costs, continued deterioration of the existing archaic system, and eventually the inability to provide a safe and comfortable home, office, and museum for the First Family and all people who visit this historic structure.



*The White House
Gardens and Grounds*

PHOTOCOPY
PRESERVATION

THE WHITE HOUSE

WASHINGTON

Dear Friends,

Few days go by that I do not think about how lucky I am to live in this magnificent place, the White House, and to enjoy its splendid gardens and lawn. It is hard to imagine what it looked like 200 years ago when George Washington picked this spot out of an empty field, but I feel sure he saw in his mind's eye what we see today.

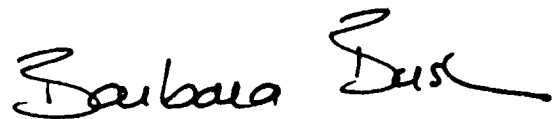
As an avid gardener myself, I am deeply appreciative of the beauty and variety of the flowers, trees, and shrubs that make up the landscape. No matter what time of year, something is always blooming or growing. Especially in springtime and fall, the gardens burst into color and take my breath away.

The gardens and lawn are as historically interesting as they are beautiful. You will learn that nearly every tree and shrub has a story behind it. Almost every President and First Lady -- and many international visitors -- have left their mark on these grounds. You'll even find a tree planted by George and Barbara Bush!

For the President and me, one of the best times of the day is our evening walk around the grounds with our dogs, Millie and Ranger -- and sometimes a grandchild or two. It is a special time for us, and long after we have left here, I will remember our walks through the gardens.

We are so glad you came to visit today. I know you will take home with you a sense of the beauty of the White House and of its history as well.

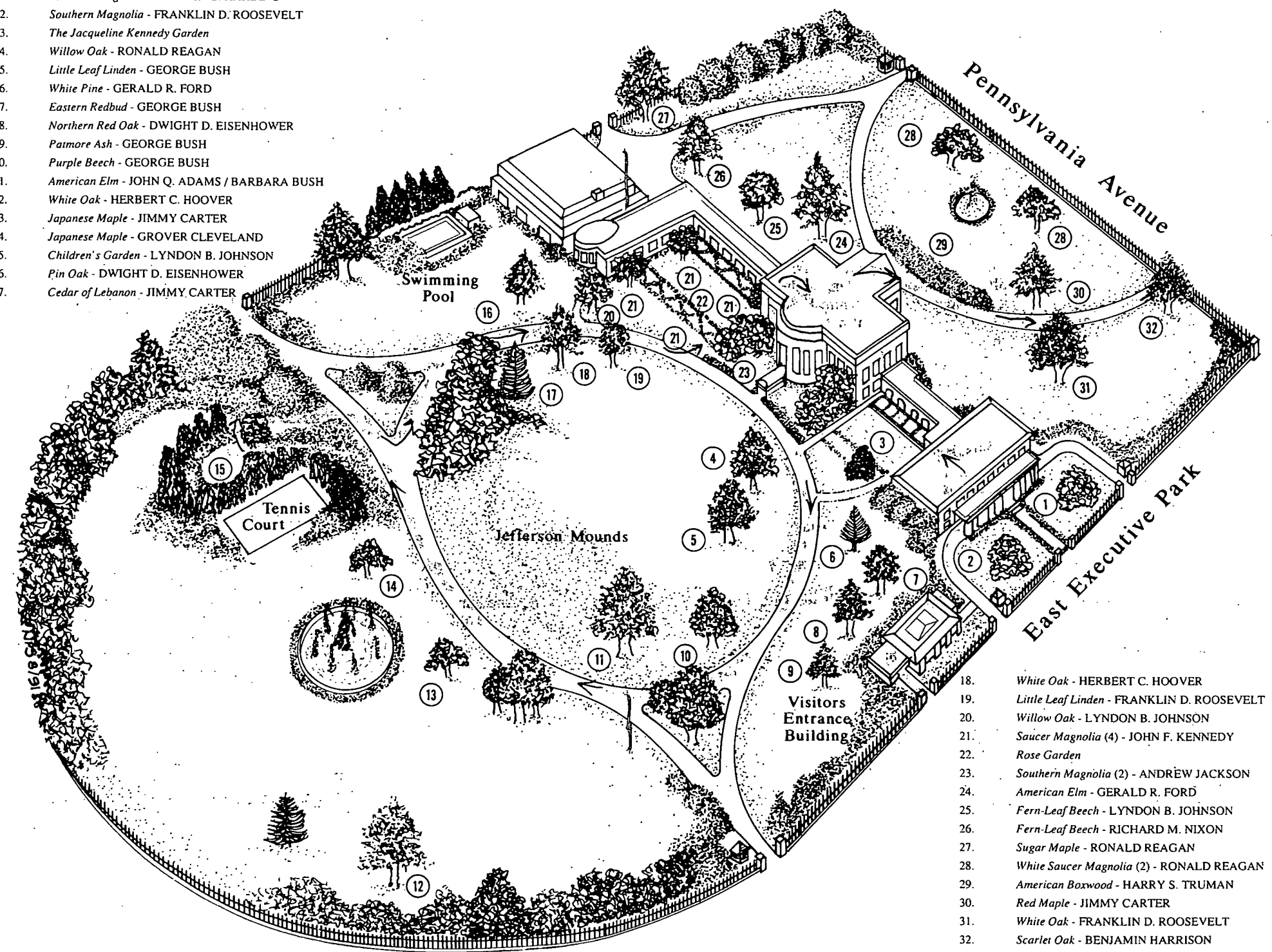
Warmly,

A handwritten signature in black ink that reads "Barbara Bush". The signature is written in a cursive, flowing style with a long horizontal line extending from the end of the name.

PHOTOCOPY
MISC. HANDWRITING

COMMEMORATIVE PLANTINGS

1. Southern Magnolia - WARREN G. HARDING
2. Southern Magnolia - FRANKLIN D. ROOSEVELT
3. The Jacqueline Kennedy Garden
4. Willow Oak - RONALD REAGAN
5. Little Leaf Linden - GEORGE BUSH
6. White Pine - GERALD R. FORD
7. Eastern Redbud - GEORGE BUSH
8. Northern Red Oak - DWIGHT D. EISENHOWER
9. Palmore Ash - GEORGE BUSH
10. Purple Beech - GEORGE BUSH
11. American Elm - JOHN Q. ADAMS / BARBARA BUSH
12. White Oak - HERBERT C. HOOVER
13. Japanese Maple - JIMMY CARTER
14. Japanese Maple - GROVER CLEVELAND
15. Children's Garden - LYNDON B. JOHNSON
16. Pin Oak - DWIGHT D. EISENHOWER
17. Cedar of Lebanon - JIMMY CARTER



18. White Oak - HERBERT C. HOOVER
19. Little Leaf Linden - FRANKLIN D. ROOSEVELT
20. Willow Oak - LYNDON B. JOHNSON
21. Saucer Magnolia (4) - JOHN F. KENNEDY
22. Rose Garden
23. Southern Magnolia (2) - ANDREW JACKSON
24. American Elm - GERALD R. FORD
25. Fern-Leaf Beech - LYNDON B. JOHNSON
26. Fern-Leaf Beech - RICHARD M. NIXON
27. Sugar Maple - RONALD REAGAN
28. White Saucer Magnolia (2) - RONALD REAGAN
29. American Boxwood - HARRY S. TRUMAN
30. Red Maple - JIMMY CARTER
31. White Oak - FRANKLIN D. ROOSEVELT
32. Scarlet Oak - BENJAMIN HARRISON

PHOTOCOPY
PRESERVATION

Few places provide such a sense of the continuity of American history as the grounds of the White House. All our Presidents except George Washington have lived and worked on this knoll overlooking the Potomac. And it was Washington himself who selected the site, allowing for extensive grounds, which would be landscaped as the "President's Park."

John Adams, the second President, moved into the mansion in the fall of 1800, describing the grounds as a barren expanse strewn with building rubble and abandoned brick kilns. Jefferson first planned the landscape of the grounds when he followed Adams to the White House in 1801. Ironically, it was Adams' son, President John Quincy Adams, inaugurated in 1825, who loved the White House grounds most of all. He employed a full-time gardener and developed extensive plantings, some of which he set out himself. A stately American elm planted by him survived until the fall of 1991, it was the oldest of some 30 commemorative trees planted by Presidents throughout the past. A grafted tree propagated from the original John Quincy Adams' elm was planted in the same location by Mrs. Bush on December 5, 1991.

All our Presidents and First Ladies have been, in a sense, avid gardeners. Each has made a mark on the grounds of the White House. Jefferson constructed mounds on the south as visual barriers to give privacy to the house; the ancient magnolia trees to the left of the south front were brought in the 1830's from Andrew Jackson's beloved home in Tennessee; Andrew Johnson built the first fountain on the south side in 1867, while his successor General Grant built the first on the north in 1873.

Early in the 20th century, as the city of Washington grew closer to the venerable President's Park, the grounds took on a more stately appearance with the introduction of numerous evergreen trees and shrubs to preserve the remote and pastoral character the house had known since it was built. On the north grounds was developed an open grove, largely of elm trees, shading the lawn that stretches from Pennsylvania Avenue to the mansion, while on the south grounds deep borders of forest were planted, flanking the open carpet of lawn that slopes toward the Potomac River.

The spectacular view of the south was planned in 1935, in anticipation of the building of the Jefferson Memorial. Numerous trees were removed from the end of the lawn to allow for a full vista of the Memorial, completed during World War II, and the landscape of Virginia beyond.

At the present time the White House grounds retain the lawn to the north and the great open greensward to the south, with newer and more intimate gardens of a formal character near the base of the house drinking the south sun. To the east is the Jacqueline Kennedy Garden, with its delightful sense of the miniature, while on the west, tucked between the mansion and the West Wing, is the celebrated Rose Garden, founded by Ellen Wilson, one of the most famous gardens in the world.

For all their timelessness and beauty, the White House gardens and grounds are in constant use by the President and are visited by thousands of visitors every year. The Rose Garden is in use almost every day, hosting official signing ceremonies, impromptu news conferences, or champion sports teams visiting the White House. The South Lawn is used for numerous events, such as State Arrival Ceremonies for visiting heads of state and the annual Congressional Barbecue. In the last few years, it has even been turned into one huge exercise course for the President's Great American Workout.

On Easter Monday, the President and First Lady open the gates to throngs of children who come to the traditional Easter Egg Roll. This originally started at the Capitol and was moved to the White House by President Hayes in 1879. The presence of little children in the ongoing story of the White House is also commemorated today in the Children's Garden, located in the groves on the west side of the south lawn. It contains impressions in bronze of the hands and feet of children and grandchildren who have lived in the White House in recent years.

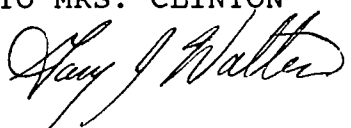
Gardens are living things. They do not survive without care and constant improvements. The White House gardens and grounds we see today have been in the making for 200 years, tying us to our ancestors in a very special but real way. In this respect, these grounds are a unique monument to our past.

THE WHITE HOUSE

WASHINGTON

March 12, 1993

MEMORANDUM FOR: MARGARET WILLIAMS
CHIEF OF STAFF TO MRS. CLINTON

FROM: GARY J. WALTERS 
CHIEF USHER

SUBJECT: SPRING GARDEN TOUR

Traditionally, the President and First Lady have permitted the White House Grounds and Gardens to be opened to the public one weekend each spring and fall. The tourists enter via the Visitor's Entry Building, travel through the East Wing and enter the grounds by the Jacqueline Kennedy Garden. They then travel along the south roadway to the Rose Garden where they enter the ground floor of the residence. Tourists then follow the normal visitor's route on the ground and first floors of the Executive Residence. I have marked the attached brochure to show the grounds tour route. Previously, the tours have been scheduled between 2:00 pm and 5:00 pm.

I have spoken with Mr. Irvin Williams, the Executive Grounds Superintendent, and he has advised me that the best time to have the Spring Garden Tours this year would be April 17 and 18. As you know, the Easter Egg Roll is being planned for Monday, April 12; we would normally like more time between the Egg Roll and the Garden Tour, as the number of people that participate takes quite a toll on the grounds. This year we do not believe the spring garden will last to the first of May. There is a major "Human Rights March" in Washington on March 24 and the gardens will not be in bloom the first weekend in April.

Each First Lady has provided a letter that is incorporated as a part of the brochure. Although I do not believe there is enough time to have a brochure printed for the Spring Garden Tour, if we could get a letter this week, we can try. We can certainly have one ready for the Fall Garden tours.

THE WHITE HOUSE

WASHINGTON

February 28, 1993

MEMORANDUM FOR: MARGARET A. WILLIAMS
CHIEF OF STAFF TO MRS. CLINTON

JANET GREEN
ASSISTANT TO THE PRESIDENT AND
DIRECTOR OF WHITE HOUSE OPERATIONS

FROM:

GARY J. WALTERS
CHIEF USHER



SUBJECT:

EXECUTIVE RESIDENCE EXTERIOR RESTORATION

The Executive Residence Exterior Restoration Project began in 1980 and is currently within two years of completion. The project, funded by the Congress, included removing all paint coatings (up to 32 identifiable layers) from the exterior sandstone walls of the Residence, making repairs to the sandstone as required (using stone quarried at the original Aquia Creek, Virginia quarry), and then repainting the walls with a paint developed by Duron Paint Company.

The north side and two-thirds of the south side of the Residence is completed and within the next couple of weeks the remaining stone repair on the south side will be complete. We will paint that part of the south side as soon as the weather permits, probably in May.

The east and west sides of the Residence remain unpainted and require stone repair work. This work requires scaffold to be placed adjacent to the entire wall surface and the windows covered to protect them from debris. The stone work progresses from the top balustrade down to the ground level. It is my intention to erect scaffold, starting in two weeks, on the east side (adjacent to the Lincoln and Queen's bedrooms). The scaffold will remain in place for at least nine months while work is in progress.

Late this fall or next spring the work will progress to the west side of the Residence which will require the erection of scaffold on that side. Scaffold and work on the west side of the Residence will be the most disruptive of the remaining work to the President and Mrs. Clinton as it is immediately adjacent to their personal areas on the second floor. The work on the west side will take longer to complete as there is much more deterioration of the sandstone on the west side walls of the Residence.

Like other residents of the White house we are raising private money to refurbish, restore and preserve the private and public rooms of the White House. We of course will be working with the White House Historical Association and the Committee for the Preservation of the White House.

We have already started that process and will be making a public announcement about it soon. At that time all donations will be made public.

But we understand that already the fifty thousand dollars appropriated has been used?

We used the appropriation so we could start the projects in the residence and in the oval office. The reason that we proceeded before early to minimize the disruption to the family and the president. Like our predecessors we made the decision early on to reimburse monies which have been set aside for the refurbishment of the White House.

What's extent of the work, exactly what have you done?

Well we don't want to scoop our own announcement. But there has been work in the oval office as well as in the residence.

Policy for donations-

no donations are made to the Clintons
donations are made to the White House through the White House Historical Association or the National Park Service

Who donated?

We are not going to announce one or two. We will use them all at once.

Scouten

THE WHITE HOUSE
WASHINGTON

Office of Intergovernmental Affairs
6-7060, 2FL/WW

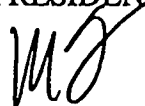
Distribution List

_____ Paul Begala 1FL/WW	_____ Minyon Moore 115 OEOB
_____ Samuel Berger 1FL/WW	_____ Bob Nash 159 OEOB
_____ Sydney Blumenthal GFL/WW	_____ John Podesta 1FL/WW
_____ Erskine Bowles 1FL/WW	_____ Victoria Radd GFL/WW
_____ Susan Brophy 2FL/WW	_____ Franklin Raines 252 OEOB
_____ Maurice Daniel 176 OEOB	_____ Bruce Reed 2FL/WW
_____ Jim Dorskind 94 OEOB	_____ Charles Ruff 2FL/WW
_____ Maria Echaveste 2FL/WW	_____ Karen Skelton 115 OEOB
_____ Rahm Emanuel 1FL/WW	_____ Craig Smith GFL/WW
_____ The First Lady 2FL/WW	_____ Doug Sosnik GFL/WW
_____ Jack Gibbons 424 OEOB	_____ Gene Sperling 2FL/WW
_____ Mrs. Gore 200 OEOB	_____ Todd Stern GFL/WW
_____ Larry Haas 253 OEOB	_____ Stephanie Streett GFL/WW
_____ John Hilley 2FL/WW	_____ Dan Tarullo 231 OEOB
_____ Ron Klain 276 OEOB	_____ Ada Posey 145 OEOB
_____ Ann Lewis GFL/WW	_____ Melanne Verveer 100 OEOB
_____ Bruce Lindsey 2FL/WW	_____ The Vice President's Office 1FL/WW
_____ Susan Liss 200 OEOB	_____ Janet Yellen 314 OEOB
_____ Ellen Lovell 100 OEOB	_____ Michael Waldman 196 OEOB
_____ Thurgood Marshall, Jr. 2FL/WW	_____
_____ Katie McGinty 360 OEOB	_____
_____ Mack McLarty GFL/WW	_____
_____ Sylvia Mathews 1FL/WW	_____
_____ Michael McCurry 1FL/WW	_____

THE WHITE HOUSE
WASHINGTON

September 12, 1997

MEMORANDUM FOR THE PRESIDENT

FROM: Mickey Ibarra 

SUBJECT: Office of Intergovernmental Affairs Weekly Report -- September 8 - 12, 1997

CC: The Vice President

I. PRESIDENTIAL PRIORITIES

Fast Track Authority

- Mayor Dennis Archer (D-Detroit, MI), Mayor Marc Morial (D-New Orleans, LA) and National Association of Counties (NACo) President Randy Johnson (R-Commissioner, Hennepin County, MN) attended the Fast Track kick-off event on Wednesday, September 10, 1997. The attendance of Commissioner Johnson was particularly significant because he intends to make global trade a hallmark of his term as President of NACo. We will set up a meeting with him and Ambassador Barshefsky when he returns to Washington.

Following the Fast Track event, to amplify the Administration's message, the local elected officials relayed their support for Fast Track authority to regional press. Additionally, several other elected officials released statements and wrote letters to Congressional members stating their support for the renewal of Fast Track authority, including Governors Roy Romer (D-CO), Terry Branstad (R-IA), and Jim Edgar (R-IL).

- The Southern Governors' Association passed a resolution on Monday, September 8, 1997, supporting Fast Track legislation. Mayor Ed Rendell (D-Philadelphia, PA) sent a letter dated August 25, 1997, to democratic mayors stating his support for Fast Track and asking the mayors to sign the Democratic Leadership Conference's "Appeal to Congress" for the renewal of Fast Track authority; Mayor Rendell released this letter to the press on Wednesday, September 10, 1997. Mayor Miguel Pulido (D-Santa Ana, CA) released a statement to the press on Wednesday, September 10, 1997, expressing his support; in his letter, he listed members of the Southern California business community who support the renewal of the trading authority.
- We sent the Fast Track information booklet to the "Big Seven" intergovernmental

organizations and asked that they distribute the information to their constituents. We coordinated with USTR, who will distribute the book to all governors and approximately 30 mayors from large cities. We reached out to many governors and mayors throughout the week to educate them on the issue and gather their support. We are in the process of forming a working group of key state and local elected officials who will help us generate support for the legislation throughout the country.

Education Standards and Testing

- IGA continues to build support for our national education standards and testing initiative. In a meeting at the White House on Thursday, September 11, Mayor Carlos Ramirez (D-El Paso, TX) reaffirmed his support for your initiative. The initiative was also discussed with National Association of Counties President Randy Johnson (R-Commissioner, Hennepin County, MN) and Mayor Marc Morial (D-New Orleans, LA) and IGA provided policy and strategy advice for our efforts to defeat unfriendly amendments in Congress.

Race Initiative

- The "Big Seven" intergovernmental affairs organizations (CSG, ICMA, NACo, NCSL, NGA, NLC, USCM) has agreed to a presentation by Judith Winston at their fall meeting of the executive directors of each organization. This will provide an opportunity to present our tentative action plan and suggest how they can best assist us with the Race Initiative.

Child Care Conference

- We are working closely with DPC and the Office of the First Lady on the program and invitation list for the White House Child Care Conference in October, 1997. We are working with state and local elected officials to identify innovative programs and funding mechanisms. In addition to those who are invited to participate in the audience, state and local elected officials will have roles on the conference panels.

II. INTERGOVERNMENTAL CONSTITUENCIES

Governors

- Fair Labor Standards Act: Following extensive negotiations with the Administration and among themselves, the governors decided to forgo the National Governors' Association policy on the issue of the application of the Fair Labor Standards Act to workfare. Instead, they will work individually with Congress to address this issue, and are trying to -- informally -- agree on a policy which gains the support of both GOP and Democratic governors.
- The Democratic Governors' Association holds its annual policy conference September 28

- 30, 1997. We are coordinating with them to secure Administration participation at the meeting -- the DGA has requested that John Podesta and Craig Smith from the White House staff, and Secretaries Slater and Daley attend the event, in addition to IGA staff.

- Pfiesteria Outbreak: Governors Parris Glendening (D-MD) and James Hunt (D-NC) have requested our help in obtaining additional federal support and coordinating the current support being provided to their two states dealing with the outbreak of Pfiesteria in local fish harvests. Along with Cabinet Affairs, we have worked with ten federal agencies who are currently conducting research and providing other support to Maryland and North Carolina.

We have developed a close working relationship with both Governors on the issue; they have consistently communicated their needs and plans privately before doing so publicly. The Governors are pleased with the level of responsiveness demonstrated by the agencies thus far, but we can anticipate additional requests for support. Senator Barbara Mikulski's press conference on Monday, and Congressional hearings on September 25, 1997 will result in additional focus on the federal response. We have also been keeping Governors Tom Carper (D-DE) and George Allen (R-VA) informed of developments in case outbreaks occur in their states. Governor Glendening has organized a Governors' Summit to be held next Friday, September 20, 1997, involving Governors Glendening, Allen, Hunt, and Underwood. EPA Administrator Carol Browner is expected to attend this summit.

- Both the Vice President and I spoke with Governor Gary Locke (D-WA) regarding his efforts to legislatively allow for additional flexibilities to our recently achieved children's health insurance program. DPC has advised the Governor's staff that any further Congressional action on this issue is unlikely during this Congressional session and directed his staff back to the office of Senator Ed Kennedy (D-MA).
- Governor Lawton Chiles (D-FL) called to request that we invite his former state welfare commissioner, Jim Towey (who was Mother Teresa's lawyer in the United States) on the funeral delegation to India. Unfortunately, due to space limitations and the extent of demand, this was not possible.
- Governor Glendening also spoke to us, as well as to Vice President Gore, about the aspirations of his wife Frances to be the new Executive Director of the Woodrow Wilson Center for International Studies. Mrs. Glendening is currently serving at the FEC.

State Legislators

- Maryland State Delegate Kumar Barve (D-Gaithersburg, MD) is traveling with the official U.S. delegation to Calcutta, India, for Mother Teresa's funeral this Saturday, September 13, 1997. Delegate Barve is of Indian descent.

Mayors

- We continue to help Mayor Willie Brown (D-San Francisco) find financial support for the restoration of San Francisco City Hall, which was severely damaged in the 1989 Loma Prieta Earthquake. There are some possible funds available at Interior, and a possible legislative remedy if FEMA agrees.
- We are continuing to work with Mayor Ed Rendell (D-Philadelphia, PA) in his attempt to attain additional funding for labor training in relation to the City's bid for the Kvaerner Maas shipbuilding company.
- We contacted Mayor Joe Riley (D-Charleston, SC) when we learned that Charleston was also in negotiation with Kvaerner. Several people from the local redevelopment authority and the state attended a meeting hosted in Washington on Wednesday, September 10, 1997. Charleston has a very different situation from Philadelphia, and is not seeking federal assistance at this time. They also are not prepared to have Kvaerner come into South Carolina without some equity from the company. Philadelphia's bid contains no risk to the company.
- Mayor Bill Campbell (D-Atlanta, GA) has informed us that the new INS building will definitely not be located in the suburbs. The remaining issue is where in the downtown area it will be located. We made a strong case to GSA Director David Barram that the City's desire to have the building near the Enterprise Zone made a great deal of sense to us and fit with our redevelopment policies. We will continue to work on this issue.

Indian Country

- We met with many more tribes this week as we continue to fight the Gorton amendments to the Senate Interior appropriations bill. We have received word that Senator Gorton (R-WA) withdrew Section 118, the amendment regarding sovereignty immunity, which is a great victory for the Native American community. We will now focus upon Section 120, the means-testing section, which is still being negotiated.
- Your diligent support of the tribes and that of the Vice President is much appreciated by them. However, President Hale of the Navajo, pointed out that every victory we have had during this Congressional Session just leaves us at the status quo.
- Three representatives from Indian Country were included at the American Heritage Rivers event. Since these rivers originally belonged to their ancestors, their presence was appropriate; they were pleased to have been included.

III. INSULAR AFFAIRS

- Puerto Rico Status: House GOP Leaders agreed to try for a Floor vote this year on the bill to call upon Puerto Rico to choose among continuing 'Commonwealth,' nationhood, and

statehood but also to try to resolve controversies among Republicans beforehand. Rules Committee Chairman Gerald Solomon (R-NY) wants a stronger requirement for using English under statehood and reportedly also raised concerns about statehood as an option -- including Puerto Rico's likely-Democratic orientation and cost.

- Puerto Rico Prisons: A Federal court monitor recommended that insular prisons be placed under Federal control because of the extent of their control by drug-trafficking and prisoner gangs. In response to our inquiry, Justice Department officials confirmed the problem and are stepping up an effort to assist Governor Pedro Rossello's (NP/D) administration in reimposing insular official control, breaking-up gang members. We will work with them on options that they are exploring, as well as ensure consultation with Governor Rossello.
- Puerto Rico Unionization: We secured the support of Governor Pedro Rossello (NP/D) for Puerto Rico legislation allowing the unionization of public employees this year.
- Marianas Labor System: A national TV show, "Inside Edition" reported that alien temporary workers in the Northern Mariana Islands live a "slave-like existence," causing major U.S. clothing firms to reconsider their purchasing from factories in the islands. We continued work on a bill to enact Federal immigration and minimum wage laws for the Commonwealth.
- Guam: Governor Carl Gutierrez (D-GU) is expected to participate in a meeting next week that we are hosting with him and representatives from the Department of Defense to plan the transition of Defense Department children from Guam to Defense Department schools.

IV. OTHER ISSUES

Ethnic Outreach Round Table

- We were pleased to have four elected officials in the ethnic outreach meeting. We continue to believe that it is important to have our constituency represented at these sessions.

"Open Skies"

- We hosted a meeting at the request of the City of Chicago with Dan Tarullo and Malcolm Lee of NEC. They are very concerned about increasing the number of direct Chicago-Tokyo flights. Chicago is acting on behalf of several other Midwest cities to promote this.
- We also hosted a meeting for the City of Houston with Malcolm Lee of NEC. The City is making a case for direct Houston-Tokyo flights based on the fact that they are the largest city without a non-stop. With the addition of Continental Airlines, they now have capability to include the flights.

*Berman
Mtg - Friday
at 11:00
I'll need
this file*

THE WHITE HOUSE
WASHINGTON

renovation

July 7, 1993

MEMORANDUM FOR WHITE HOUSE SENIOR STAFF

FROM: BERNARD NUSSBAUM
COUNSEL TO THE PRESIDENT

CHERYL MILLS *CM*
ASSOCIATE COUNSEL TO THE PRESIDENT

SUBJECT: Reminder on Entertainment Fund Expenditures

This memorandum is a reminder about expenses that properly can be paid for out of the limited appropriations for the Entertainment Fund. Please refer to the March 1, 1993 Memorandum from David Watkins ("Guidelines for Expenditures of Entertainment Fund") for guidance on procedures to request such funds.

Entertainment funds are intended for the benefit of, and typically only may be used for, non-government guests. These funds cannot be used to pay for food (e.g., coffee, pastries, cookies, soft drinks) or expenses related to regular official meetings with government employees.

The Comptroller General has construed entertainment funds generally to be justified on the basis of "an agency's need to interact with various non-governmental individuals or organizations." GAO Appropriations Law, Vol. 1, at 4-112 (emphasis added). Therefore, these funds should not be used to pay food or expenses associated with meetings involving governmental employees who are conducting ordinary business.

Entertainment funds also may not be used for political events nor may these funds be used to pay for staff parties, employee birthday parties, and the like.

Please consider this memorandum before determining those costs you will incur for a meeting or reception of government employees or officers. Moreover, prior to committing to provide food at such a meeting, remember that the White House Administrative Office must authorize your expenditures. See March 1, 1993 Memorandum ("Guidelines for Expenditures of Entertainment Funds").

PHOTOCOPY
PRESERVATION