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Countdown Begins For 7th Annual Joint Trade Show

T-minus 71 days and counting...The 7th Annual SABOMA/SAABE Trade Show is just around the corner! This joint exhibition is San Antonio's best trade show for commercial real estate professionals. The show will be held at the Airport Convention Center on May 10, 2001 from 4:30 to 8:00 p.m. This year's theme is "2001 — A Space Odyssey" and participants are encouraged to have fun with this theme in their exhibitions.

Display areas are reserved on a first paid, first served basis. Payment must accompany your selection — no exceptions. You may choose from two display types. Both have a floor area of 10' x 10', but differ in height. The first exhibit option has a 5-foot drape on all three sides and a maximum display height of six feet from the floor, which will be strictly enforced. The other option has an 8-foot drape on all three sides and no height restrictions.

<u>Exhibit Selections:</u>	<u>Member Price</u>	<u>Non-Member Price</u>
Standard Locations with 8-foot drape:	\$425	\$525
Premium Locations with 8-foot drape:	\$475	\$575
Extra-Large Corner Display:	\$750	\$850
Locations with 5-foot drape: (Height limitation applies)	\$325	\$425

There is an additional \$30 charge for electricity usage which must be pre-paid.

Please refer to the insert in this newsletter for a layout of available exhibit spaces. Questions? Call the BOMA office at (830) 981-5223.

President's Letter —

Washington D.C. and Advocacy

Well, invariably, yours truly here continues to learn and expand my appreciation of BOMA and its ever-expanding sphere of influence. Latest “learning ground”, Washington D.C., our nation’s capital. What a trip. The history, museums, fine restaurants and the political aura were, at times, a little overwhelming for this south Texas boy. I really enjoyed it (one of the nice perks of this job!) However, all the site seeing and dining aside, I was also impressed with the focus, organization and professionalism of BOMA’s advocacy (lobbying) efforts. Let me tell you, knowing what I know now, every commercial property owner should not only give a big thanks to BOMA and its hard working professionals, but join. Wholeheartedly. The membership fees paid pale in comparison to the benefits received. There is a highly organized and highly energized lobbying effort. The BOMA leaders provided Susan Shepard, Eileen Kondoff and me with all the tools necessary to go to “The Hill” and make our pitch. I never knew Susan Shepard could talk so much. I accused her of eating a bowl of Energizer batteries and milk for breakfast, and as far as Eileen’s concerned... well, I don’t believe anybody had any doubts about her ability



to speak her mind! It was fun and I believe we made an impact on our congressmen and representatives.

While BOMA has had an increasingly successful past in its lobbying efforts, our plate has probably never been any fuller than it is now. While there are numerous issues on our agenda, the “big three” in our crosshairs are:

- Taxation – specifically the inequity in the current leasehold depreciation schedule,
- Telecommunications – forced entry is unnecessary, unmanageable and unconstitutional, and
- Energy – support the enactment of a national Energy Policy to ensure access to adequate supplies of reasonably priced energy.

I left Washington D.C. with a much stronger belief and appreciation for the voice of BOMA and what it means to all of us in this challenging industry. Now more than ever, I realize *we* are the strongest voice representing the interests of the commercial real estate industry. Don’t underestimate it. Appreciate it.

Deadline March 21st • 2001 EER Survey • Deadline March 21st

Did You Forget?



Dear Colleague,

BOMA International would like to remind you to return the 2001 Experience Exchange Report (EER) Survey as soon as possible. Your participation is imperative to the success of the EER. The deadline is March 21, 2001.

In return for your participation, BOMA will send you a detailed income and expense comparison report for each building you submit plus an opportunity to purchase the publication at a greatly discounted price.

There are several electronic options available this year from the research & statistics page of www.boma.org, including – a web based survey form, an electronic data entry program; and a copy of the booklet in Adobe Acrobat.

If you would like additional hard copies of the survey please call our fax on demand service at (732)544-2515 and select document #7000 (entire booklet) or #7001 (form only).

BOMA International
Building Owners and Managers
Association (BOMA) International
1201 New York Avenue, NW • Suite 300
Washington, DC 20005

Deadline March 21st • 2001 EER Survey

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Awards Luncheon Highlights

San Antonio BOMA Manager of the Year

Our Colonel Richard C. Singer Manager of the Year Award is a special award presented to a truly outstanding property management professional. The Singer Award is presented to a BOMA member who has:



- Demonstrated professional excellence and leadership skills
- Demonstrated a desire to better themselves through advanced education
- Participated in association activities, and
- Played an active role in local community programs

We are very pleased to announce Eileen Kondoff, CPM as the recipient of this special award. Eileen manages Skyport Office Building, Boerne Gateway, Northwood Executive Building, Isom Trade Center, American Payroll Building, 9725 Datapoint, 1331 N. Pine Street, Scobey Warehouse and Santa Rosa Professional Building for Cross & Company. She has been in property management for 17 years and a member of San Antonio BOMA for 10 years. Eileen is currently serving as the Secretary/Treasurer of our association.

Congratulations, Eileen, and thank you for your dedication to San Antonio BOMA and the commercial real estate industry!

BOMA Achievement Award

Pam Brant of Plant Interscapes is this year's recipient of the Special BOMA Achievement Award. This award is presented to a member who has gone above and beyond the call of duty for BOMA. Pam is a constant presence at our functions and is always willing to lend a helping hand by volunteering her time. She currently serves as co-chair of our newsletter committee. Thank you, Pam, for your support and dedication to San Antonio BOMA.



A Very Special Recognition

The door prize at last month's luncheon was a gorgeous plant donated by Plant Interscapes. Instead of drawing names for the prize, we decided to award the plant to the member who has served the most years with San Antonio BOMA. To our delight, that person was Bob Cherniss with Sanitors. Bob has been a member of San Antonio BOMA for 32 years!



News Roundup —

Koontz McCombs is now managing Mockingbird Plaza and Towers. Rebecca Lopez remains the property manager.

Koontz McCombs has purchased Trinity Plaza One. Gayle McGuire is the Property Manager.

In a construction update, McCombs Plaza topped out in mid-February.

Tyco International, the parent company of Grinell Fire Protection, has acquired Simplex Time Recorder Company.

Wheresit?



The first person to call the BOMA office at (830) 981-5223 with the name of this building will win a free BOMA luncheon!

Congratulations to Judy Garcia of City Public Service! Last month's wheresit was a really tough one. She came the



closest to guessing the item — which was a bearing press, for those of you still scratching your heads! Good luck to all on this month's contest!

BOMA Helps Property Professionals Plan for the Unexpected

Emergencies and security incidents can strike anywhere, any time and with little to no warning. In the last year alone, downtown Fort Worth was hit by a tornado, and Calgary, Minneapolis, Philadelphia, Seattle and Washington, D.C. felt the force of protestors and rioters. To help property owners and managers prepare for potential emergencies and security incidents like these, the Building Owners and Managers Association (BOMA) International introduces its newest publication, *Are Your Tenants Safe? BOMA's Guide to Security and Emergency Planning*.

The new book combines information from BOMA's two previous guidebooks, *Security Planning Guidebook* and *Emergency Planning Guidebook: A Blueprint for Preparing Your Building's Response* and features new and updated information.

"No property should be without detailed security and emergency plans," said BOMA President Richard D. Baier, managing director of CB Richard Ellis in Kansas City, Mo. "Recent incidents have clearly shown us that you can never be too careful about planning. Depending on where your building is located, you could be at risk for any number of man-made or natural disasters. If and when an emergency or security incident strikes, tenants and employees will be

less likely to panic if a comprehensive plan is in place and they are properly trained in how to respond. Physical damage to the building and its contents can also be significantly reduced by an effective plan."

The emergency planning section of the book details the necessary steps to create a custom plan for any building, as well as instructions on how to assemble and assign tasks for emergency team members, types of emergencies to plan for, checklists and a sample fire emergency plan.

The security planning section deals with potential security concerns and how to evaluate a building's security risk. It also discusses the pros and cons of outsourcing security versus an in-house security team and provides checklists for creating a comprehensive security plan. The book includes a crisis communications section that details how to deal with the media in crisis situations.

To order the *Are Your Tenants Safe? BOMA's Guide to Security and Emergency Planning*, visit <http://www.boma.org/pubs/epg.htm> or call 1-800-426-6292 and request order number 183-EMERGE-029. The member price is \$45 and the list price is \$75.



Is your building prepared?

BOMA's New Security and Emergency Planning Guide

BOMA International

BOMA has updated and combined its bestselling emergency and security planning guidebooks into one comprehensive reference. Our new publication, *Are Your Tenants Safe? BOMA's Guide to Security and Emergency Planning*, contains everything you need to create and maintain an emergency/security plan.

This new edition contains:

- Expanded guidance on workplace violence;
- Complete evacuation procedures for people with disabilities;
- Material on disaster recovery;
- New information on electronic defibrillators;
- Updated crisis communications plan.

Order #183-EMERGE-815 Member Price: \$47.25* List Price: \$78.75*

*prices do not include shipping & handling

Visit our Web site at www.boma.org/pubs/epg.htm for more information including a copy of the book's introduction.

To order, call 800-426-6292 or order online at www.boma.org

BOMA Regional Conferences

2001 Event in Austin

Be sure to mark your calendar for the upcoming Regional Conference scheduled for April 18-22 at Lakeway Inn Resort. Highlights of this year's conference include a Legislative Day, 15 hours of education (MCE credit from TREC is pending), a boat cruise on Lake Travis, and the popular TOBY banquet which culminates in the much-anticipated announcement of regional winners in the Office Building of the Year competition.

Attendees from Texas, Oklahoma, Colorado, Louisiana, Arkansas and New Mexico will enjoy Lakeway's outdoor activities including tennis, golf, sailing and access to an outstanding spa with full pampering facilities. Please note that the BOMA room block will be released on March 19, so make your room reservations soon. See the insert in this issue for more details.

2002 Event in San Antonio

The 2002 BOMA Southwest Regional Conference has been scheduled for April 10-14 at the Sheraton Gunter Hotel in San Antonio. Sponsorships of the conference are available. Call Eileen Kondoff at 824-9080 for more information.

We're On The Web!



San Antonio BOMA's website is now available for member use! Get up-to-date legislative information, calendar of events, useful links and much more with a simple click of the mouse. Log on now at www.saboma.org

People Tracks —

- Kevin Kirkpatrick is now the BOMA representative for Marvin F. Poer & Company.
- Bill Crisp is now the BOMA representative for McLemore Building Maintenance.

San Antonio BOMA Welcomes New Members

Regular:

Travis Commercial Real Estate Services

Kelly Mizell

9601 McAllister Frwy, Suite 1100

San Antonio, Texas 78216

(210) 308-9888

Sponsor: Gene Bartosh

Allied:

A-1 Automatic Door Systems, Inc

Brad Maze and Scott Rogers

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San Antonio, Texas 78212

(210) 732-1214

Sponsors: Brenda Bagwell, Kim Speer, Diane Towery

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San Antonio, Texas 78233

(210) 656-5511

Sponsors: David Held, Ron Osborn, Veronica Rios

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2375 Walsh Rd.

San Antonio, Texas 78224

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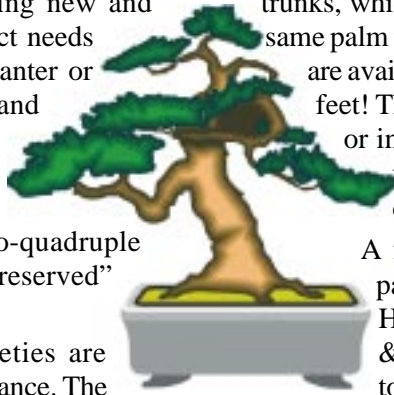
Grinnell Fire Protection

Preserved Plants - An Exciting Alternative

by Pam Brant, Plant Interscapes

As we move into the second year of the new millennium, the world of interiorscaping has something new and exciting to offer. This revolutionary product needs no light, can fit into a small space in a planter or planter bed, needs no irrigation system, and offers extraordinary beauty that could previously be found only in exterior plant varieties. Several varieties of palms, topiaries (spiral, double spiral, cone, and single-to-quadruple ball) and even bonsai are available in “preserved” condition.

The features of these preserved varieties are limitless, and they require very little maintenance. The fronds of the palms should be removed and swept every six months or so, and the bark is so tough it should last indefinitely. Preserved topiaries are cleaned with a hand vacuum. Selecting and matching plant material is eliminated because the palms



are ordered by the foot and created with straight or curved trunks, whichever is preferred. Skilled artisans create the same palm that is submitted in a simple drawing. Topiaries are available in heights ranging from 20 inches to seven feet! They are truly stunning in an entry, by elevators, or in a boring hallway. The bonsai is a lovely and unusual reception desk, conference table or credenza piece.

A few places in San Antonio where preserved palms can be viewed are the Westin Riverwalk Hotel, the San Antonio Convention Center, Dave & Buster’s and the Nowlin Building. Preserved topiaries and bonsai will be installed this month in the American Payroll renovation of the old Compass Bank Building. If you feel that preserved material could be an asset to your building, be adventurous and find out more about it!

Education Committee Report

by Billy Pitts, Education Committee Chair

We’re off to a running start in 2001. In the exciting, challenging, and fast paced world of property management it is essential that we all keep our skills current. Many SABOMA members have heard the call and are currently enrolled in BOMI classes.

Twelve students are taking the BOMI course for RPA’s and FMA’s, “Design, Operation and Maintenance of Building Systems I.” The instructor is Mel Trachta, CPM, RPA. The recent course Ethics is Good Business, had twenty-four students. The instructor was attorney Gay Gueringer. Thanks, Mel and Gay.

WOW! Clearly the members of SABOMA understand the value of education. Keep up the great work!

Have you been wondering...

Q: What is BOMI Institute?

A: Since its founding in 1970, BOMI Institute has been a leading provider of adult education programs for commercial property professionals. Throughout its 30 years, the Institute has remained true to its original charter, under which it is operated as a non-profit 501(c)(3) organization, existing exclusively for educational purposes. BOMI’s efforts are rooted in the desire to help students advance in their professions and, ultimately, improve their quality of life.

Today, the Institute’s educational offerings have grown from its initial property management-focused curriculum to include training for facilities managers, building engineers, and building technicians. The Institute offers specialized individual courses and four professional designation programs: the Real Property Administrator (RPA®), Facilities Management Administrator (FMA®), Systems Maintenance Administrator (SMA®), and Systems Maintenance Technician (SMT®). More than 16,000 professionals hold one — or more — BOMI designations and nearly 10,000 students register for individual courses each year.

Q: What is the relationship between BOMI and BOMA?

A: BOMI Institute and BOMA International are two separate organizations. BOMI Institute, located in Arnold, MD, is a nonprofit organization that develops and provides education programs for commercial property professionals. BOMA International is a nonprofit membership association located in Washington, DC. Many BOMA Local associations deliver BOMI Institute courses, providing some 60 classroom opportunities for BOMI students throughout North America.

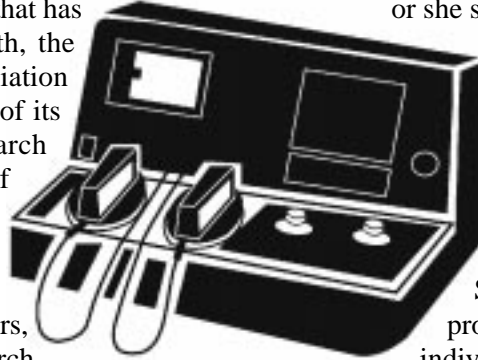


BOMA Begins Research Into Use of Automated External Defibrillators in Private Commercial Buildings

Last year, Congress passed legislation that effectively required the General Services Administration (GSA) - the nation's largest owner and lessor of office space - to stock its public buildings with Automated External Defibrillators (AEDs), devices that can restart a heart that has stopped beating effectively. Last month, the Building Owners and Managers Association (BOMA) International, at the direction of its membership, began a six-month research effort into the benefits and liabilities of proactively placing these devices in private commercial buildings.

BOMA's membership, through a unanimous vote by its Board of Governors, directed the association to begin research into the use of such devices during its annual Winter Business Meeting in Washington, DC on January 29. Advocates for AEDs pointed out that in addition to GSA, some states and localities require the presence of AEDs in public buildings. Preliminary recommendations will be made at the association's Annual Convention in Baltimore, MD, June 17-19, 2001.

An AED is designed to deliver an electric shock to the heart of a person suffering a heart attack; the shock helps the heart re-gain a regular beat. To work, the operator simply attaches the machine to the victim, and the machine determines if the victim's heart would benefit from a shock.



An operator does not need a medical background but is required to be trained on how to use the machine. Because the machine determines if the victim's heart needs to be shocked, the operator may hook the machine to a person he or she suspects of possibly suffering from a heart attack without endangering the victim's health. The machine will not deliver a shock unless the victim is in cardiac arrest.

"As we investigate this issue, we will not only look for the opportunity to develop education programs on the proper use of AEDs, but we will push for Good Samaritan legislation to provide liability protection for building personnel and other individuals using the equipment," said BOMA President Richard D. Baier, managing director of CB Richard Ellis in Kansas City, Mo. "Without the specter of a lawsuit should the equipment fail, we believe more building personnel would be willing to get the training, have the devices on-site and would jump in and try to save someone in a cardiac emergency."

During this six-month research period, BOMA International is seeking partners for research, education and training; interested parties should contact Marco Giamberardino, director of codes and standards for BOMA International, at (202) 326-6356 or at mgiamberardino@boma.org.

EER Deadline Approaching

The deadline to return Experience Exchange Report surveys is March 21, 2001. This is the first year of a joint BOMA/IREM data collection, and our goal is to break 1 billion square feet of space reported this year!

Surveys were mailed to all members in early January. You have several options to participate — hard copy, web-based surveys, and a downloadable electronic data-entry program (see <http://www.boma.org/research.htm> for details).

Mark Your Calendar

The BOMA OPEN Golf Tournament will be held on October 19, 2001 at Canyon Springs Golf Course.



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Mark Your Calendar —

March

- 1** Deadline for entering local TOBY competition
- 15** Membership Luncheon,
Oak Hills Country Club, 11:45 a.m.
- 21** Deadline for returning Experience Exchange
Report Surveys
- 27** Board of Directors Meeting, 12:00 p.m.
GPM Tower Conference Room

April

- 18-21** Southwest Regional Conference,
Austin, TX (Lakeway Inn Resort)
- 24** Board of Directors Meeting, 12:00 p.m.
GPM Tower Conference Room
- 26** Joint Luncheon with IREM

March Luncheon

Michael Clack, Assistant Director of Field Operations for the Department of Building Inspections, will speak on international codes, new code changes and inspections at our next luncheon.

Mr. Clack has served as the Chief Building Inspector since 1991. He received his "Certified Building Official" designation in 1992, and currently serves on the board of directors for ICBO – Evaluation Service. Mr. Clack is a 1978 graduate of Texas Tech University.