

Project Name: City of Inglewood EIR NOP

Last Update: 1/25/18

NOTICE OF PREPARATION				
NOP Release Date:	2/20/2018			
Comment Due Date:	3/21/2018			
TASK	PERSON ASSIGNED	DUE DATE	STATUS	NOTES
NOP DISTRIBUTION				
Complete Initial Study for NOP	ESA	N/A	Initial Study will not be included	
Complete Draft NOP Distribution List for Review	TC	Fri 1/26/18		Need additional agencies from applicant via project description, and need to confirm if an existing interested parties list is available
Secure Meeting Location for Scoping Meeting(s)	TC	Fri 2/2/18 - Wed 2/7/18	To be coordinated with applicant and City	
Complete the following to include in the Draft NOP: - Project Location with Project Map - Project Description and Objectives - Anticipated Discretionary Approvals and Actions - Probable Environmental Effects - Scoping meeting(s) dates, times and locations - Comment due date - Point of contact with mailing address - Exhibits	ESA	Fri 2/2/18	Awaiting completion of draft project description	List of anticipated discretionary approvals and actions from client will inform update to NOP distribution list
Updated and Complete NOP Distribution List	TC	Fri 2/2/18		
Determine if One-Page Mailer will be Required for Distribution to Interested Parties, and if so, prepare One-Page Mailer	TC/Inglewood	Week of 2/5/18		Agencies will receive full NOP via certified mail and not one-page mailer
Create Website Landing Page and Comment Function with Inglewood IT	TC/Inglewood	Week of 2/5/18		
City of Inglewood Review Draft NOP and Approve Final NOP	Inglewood	Thu 2/8/18		
Obtain Certified Mailing Labels	TC/Inglewood	Fri 2/9/18		
Publish NOP in Local Newspapers for advertisement on 2/20/18	TC	Fri 2/9/18		Anticipate needing to request, pay and submit for advertisement 7-10 days in advance of run date; due date subject to change per confirmation with newspapers; need to confirm City budget as well
Print Approved NOP Documents and Prepare Certified Mailers	TC/Inglewood	Week of 2/12/18		
Obtain Signature for NOP Form	TC	2/19/2018		
File Signed NOP with Inglewood City Clerk	TC	2/19/2018		Need to confirm logistics with Inglewood City Clerk and internal policy for providing case number on final NOP that is distributed
File Signed NOP with State Clearinghouse	TC	2/19/2018		Overnight shipping with 15 hardcopies and NOC; must arrive by 12p 2/20/18
Transmit Signed NOP to Distribution List via Certified Mail	TC	2/19/2018		Postmarked on 2/19/18 to arrive by 2/20-2/21
File Signed NOP with Los Angeles County Clerk	TC	2/20/2018		Includes \$75 filing fee and NOC; obtain proof of filing for admin record
Post Signed NOP onto City Website and Activate Comment Function	TC/Inglewood	2/20/2018		Requires web-ready locked PDF version of NOP documents

Send E-Mail Blast of Signed NOP to Interested Parties	TC/Inglewood	2/20/2018		Requires list of parties that have signed up with City of Inglewood to stay informed on proposed development projects or other list
Follow Up Logistics				
Prepare Scoping Meeting boards, handouts and other collateral materials (sign-in sheets, comment/speaker cards, etc.)	ESA/TC			
Scan and upload comments received onto file sharing system	ESA			

Cell: C7

Comment: Mindala Wilcox:
Will vary depending on date of receipt.

Cell: F12

Comment: Mindala Wilcox:
Let City know specific date/time and what room needs are so we can arrange for set up.

Cell: F13

Comment: Mindala Wilcox:
We should give the applicant a deadline by which we need their final description in order to meet our NOP timeline.

Cell: F15

Comment: Mindala Wilcox:
Just send NOP to all that we are sending to, no separate one page mailer.

Cell: F17

Comment: Mindala Wilcox:
Date needs to be revised, not received yet by City.

Cell: F19

Comment: Mindala Wilcox:
City does not typically publish in newspaper so would suggest that we not do this.

Cell: F25

Comment: Mindala Wilcox:
City does not typically do because not required by CEQA.

Cell: F26

Comment: Mindala Wilcox:
We typically post NOP on website but w/o a comment function.

#	Agency
1	Inglewood Unified School District
2	Inglewood Public Works Department
3	Inglewood Parks, Recreation and Public Library Services Department
4	City of Los Angeles, City Administrative
5	City of Los Angeles
6	City of Los Angeles
7	Los Angeles World Airports
8	City of Hawthorne
9	City of Hawthorne
10	City of Gardena
11	County of Los Angeles, Chief Executive Office
12	County of Los Angeles, Department of Regional Planning
13	Los Angeles County Fire Department
14	Sanitation Districts of Los Angeles County
15	Los Angeles County Metropolitan Transportation Authority
16	Los Angeles County Metropolitan Transportation Authority
17	Southern California Association of Governments
18	South Coast Air Quality Management District
19	Gabrielino Band of Mission Indians-Kizh Nation
20	Caltrans
21	Federal Aviation Administration
22	Caltrans, Division of Aeronautics
23	Southern California Edison
24	Golden State Water
25	LA County Department of Public Works Water Resources Division (LA County Flood District)
26	Regional Water Quality Control Board
27	Chatten-Brown & Carstens LLP

28	Latham & Watkins LLP
29	West Basin Municipal Water District
30	US Fish and Wildlife Service
31	California Dept Water Resources

#	Location
1	Inglewood Main Library
2	Inglewood Crenshaw-Imperial Branch Library

Agency/Stakeholder Distribution List

Contact Name, Title	Address Line 1
Raphael Guzman, Director of Fiscal Services	Inglewood Unified School District
Louis Atwell, Public Works Director	Inglewood Public Works Department
Sabrina Barnes, Director	Inglewood Parks, Recreation and Public Library Services Department
Richard Llewellyn, Interim City Administrative Officer	City Administrator
Vince Bertoni, Planning Director	Los Angeles Department of City Planning
Seleta Reynolds, General Manager	Los Angeles Department of Transportation
Samantha Bricker, Deputy Executive Director	Project Development and Coordination, Environmental Programs Group
Brian James, Director of Planning and Community Development	Planning Department
Arnold Shadbehr, Interim City Manager/ Director of Public Works / City Engineer	Office of the City Manager
Ed Medrano, Assistant Director	Community Development Department
Sachi Hamai, Chief Executive Officer	Chief Executive Office
Amy Bodek, Director of Planning	Los Angeles County Department of Regional Planning
Annie Duong	Forestry Division
Grace Robinson Hyde	Sanitation Districts of LA County
David Mieger, Executive Officer	Transit Corridors Planning
Emmanuel 'Cris' Liban, Executive Officer	Environmental Services Department
Hasan Ikhata, Executive Director	Southern California Association of Governments
Michael O'Kelly, Acting Executive Officer	South Coast Air Quality Management District
Andrew Salas, Chairman	
Planning Division	California Department of Transportation
Dennis Roberts, Regional Administrator Federal Aviation Administration Western-Pacific Region	U.S Federal Aviation Administration, Department of Transportation
Jeff Brown, Chief	Department of Transportation Division of Aeronautics
Christopher Thompson, Vice President, Local Public Affairs	Southern California Edison South Bay Service Center
Robert J. Sprawls, President and Chief Executive Officer	Golden State Water Company
Angela R. George-Moody, Deputy Director, Water Resources	LA County Flood Division
Renne Purdy, Supervisor, Environmental Program Manager I	Regional Water Quality Control Board
Douglas P. Carstens	Chatten-Brown & Carstens LLP

Maria P. Hoye	Latham & Watkins LLP
Shivaji Deshmukh, Assistant General Manager	West Basin Municipal Water
John Hell, Assistant Regional Director, External Affairs	Sacramento Fish and Wildlife Office
Karla Nemth, Director	California Department of Water Resources

Hard Copies Made Available at the Following Locations

Contact Name, Title	Address Line 1
Frances Tracht, Library Manager & Head of Technical Services	
Kerri Arroyo, Principal Librarian	

Address Line 2	Address Line 3	Notes
401 S. Inglewood Avenue	Inglewood, CA 90301	
One Manchester Blvd	Inglewood, CA 90301	Please do not mail. City staff will hand deliver these notices.
One Manchester Blvd	Inglewood, CA 90301	
200 N. Main Street	Los Angeles, CA 90012	
200 N. Spring Street	Los Angeles, CA 90012	
100 S. Main Street	Los Angeles, CA 90012	
1 World Way, Rm 218	Los Angeles, CA 90045	
4455 W. 126th Street	Hawthorne, CA 90250	
4455 W. 126th Street	Hawthorne, CA 90250	
1700 W. 162nd Street	Gardena, CA 90247	
500 W. Temple Street	Los Angeles, CA 90012	
320 W. Temple Street, 13th Floor	Los Angeles, CA 90012	
5823 Rickenbacker Road	Commerce, CA 90040	
1955 Workman Mill Road	Whittier, CA 90601	
One Gateway Plaza - Mail Stop 99-23-4	Los Angeles, CA 90012	
One Gateway Plaza	Los Angeles, CA 90012	
900 Wilshire Blvd., Suite 1700	Los Angeles, CA 90017	
21865 Copley Drive	Diamond Bar, CA 91765	
PO Box 393	Covina, CA 91723	
100 South Main Street, MS #16	Los Angeles, CA 90012	
15000 Aviation Blvd	Lawndale, CA 90261	
MS 40 PO Box 942874	Sacramento, CA 94274-0001	
505 Maple Ave	Torrance, CA 90503	
5839 Green Valley Circle, Suite #106	Culver City, CA 90230	
Water Resources Division P.O. Box 1460	Alhambra CA 91802-1460	
320 W 4th St #200	Los Angeles, CA 90013	
2200 Pacific Coast Highway, Suite 318	Hermosa Beach, CA 90254	

355 South Grand Avenue, Suite 100	Los Angeles, CA 90254	
17140 S Avalon Blvd #210	Carson, CA 90746	
2800 Cottage Way, Rm W-2605	Sacramento, CA 95825-1846	
P.O. Box 942836, Room 1115-1	Sacramento, CA 94236-0001	

Address Line 2	Address Line 3	Notes
101 West Manchester Boulevard	Inglewood, CA 90301	Please do not mail. City staff will hand deliver these notices.
11141 South Crenshaw Boulevard	Inglewood, CA 90303	