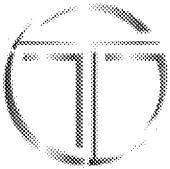


Cardell Hurt

From: Catherine Aguilar <catherine@trifiletticonsulting.com>
Sent: Friday, February 01, 2019 2:27 PM
To: Cardell Hurt
Cc: Mindala Wilcox
Subject: RE: IBEC: EIR Coordination Public Admin Records Collection - Weekly Check in

Thank you for confirming with me.

No the check in emails don't need to be copied in, only the Clippers emails and documents that were sent to your department.



Catherine Aguilar

Environmental Policy and Planning Associate
Trifiletti Consulting, Inc
Office: 213-315-2121 ext 106
Cell: 562-900-5270

This communication may contain privileged and/or confidential information and is intended for the sole use of addressee. If you are not the addressee you are hereby notified that any dissemination of this communication is strictly prohibited. Please promptly notify the sender by reply email and immediately delete this message from your system. Trifiletti Consulting, Inc. does not accept responsibility for the content of any email transmitted for reasons other than approved business purposes.

From: Cardell Hurt <churt@cityofinglewood.org>
Sent: Friday, February 1, 2019 1:16 PM
To: Catherine Aguilar <catherine@trifiletticonsulting.com>
Subject: RE: IBEC: EIR Coordination Public Admin Records Collection - Weekly Check in

Do I need to copy all the weekly check in emails too?

I placed two emails in the folder, I hope it's what you are looking for.

From: Catherine Aguilar [<mailto:catherine@trifiletticonsulting.com>]

Sent: Thursday, January 31, 2019 11:46 PM

To: Cynthia Robinson <crobinson@cityofinglewood.org>; Sharon Koike <skoike@cityofinglewood.org>; Cardell Hurt <churt@cityofinglewood.org>; Maurice Hernandez <mhernandez@cityofinglewood.org>

Cc: Mindala Wilcox <mwilcox@cityofinglewood.org>; Lisa Trifiletti <lisa@trifiletticonsulting.com>; Marietta Torriente <marietta@trifiletticonsulting.com>; Perla Solis <perla@trifiletticonsulting.com>

Subject: IBEC: EIR Coordination Public Admin Records Collection - Weekly Check in

Hello,

This is my weekly check-in reminder regarding record of proceedings for the Inglewood Basketball & Entertainment Center (IBEC/Clippers).

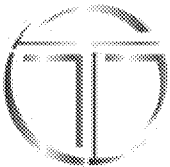
Please confirm that your department has copied/stored all relevant IBEC/Clippers files to the following City shared file storage location: \\ing-rds1\MURPHY'S BOWL. In this shared file you will find a folder for each Department. We ask that once a week, any and all IBEC/Clippers files from the previous week be copied to this location.

Most folks did not respond to my email last week. **IT IS IMPORTANT FOR THE CITY TO PROPERLY FILE ALL RELEVANT IBEC/CLIPPERS DOCUMENTS.**

If you, or anyone in your department, has any issues accessing the shared file folder location, please contact Maurice Hernandez in ITC at mhernandez@cityofinglewood.org or x5526.

I will be in touch with each of you by phone to once again follow up and confirm any and all related files have been properly transferred to the shared folder.

Thank you!



Catherine Aguilar

Environmental Policy and Planning Associate

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