

Message

From: Mindala Wilcox [mwilcox@cityofinglewood.org]
Sent: 4/26/2019 5:24:18 PM
To: Christina Erwin [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4dddbff2e8414460abdcaefc2d500dd-Christina E]
CC: Cynthia Robinson [crobinson@cityofinglewood.org]
Subject: RE: IBEC: Meeting locations

Hi Christina, please note the reserved room locations below:

Respectfully,


Mindy Wilcox, AICP : Planning Manager : City of Inglewood

Economic and Community Development Department

Planning Division : One Manchester Boulevard : Inglewood, CA 90301

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EXCELLENCE in Public Service. **C**OMMITMENT to Problem Solving. **D**ETERMINATION to Succeed.

 PLEASE CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL.

From: Christina Erwin [mailto:CErwin@esassoc.com]
Sent: Wednesday, April 24, 2019 2:55 PM
To: Mindala Wilcox <mwilcox@cityofinglewood.org>
Subject: IBEC: Meeting locations

Hi Mindy,

Based on the current schedule, we will be meeting in person on the following dates. Can you please indicate whether the City of Inglewood can host these meetings, or whether we should hold them in ESA's Downtown LA office?

- Monday, June 3 (City Hall, 1st Floor Community Room)
- Tuesday, June 4 (City Hall, 1st Floor Community Room)

- Thursday, June 27 (City Hall, 1st Floor Community Room)
- Friday, June 28 (City Hall, 1st Floor Community Room)

We propose to hold meetings on the following dates in the ESA Downtown LA office.

- Monday, July 29 (City Hall, 1st Floor Community Room)
- Tuesday, July 30 (City Hall, 1st Floor Community Room)
- Wednesday, July 31 (Senior Center, 111 S. Locust, 2nd Floor Conference Room) (we need to be out by 5pm, alternatively we can shift to Community Room in afternoon if we think we'll need to go past 5pm, it's 2 blocks from City Hall)
- Thursday, August 1 (City Hall, 1st Floor Community Room)
- Friday, August 2 (City Hall, 1st Floor Community Room)

Please let me know your feedback on the City's room availability for the four dates listed. Once I hear back from you regarding location, I'll revise the schedule and send it out to the team, and revise the Outlook meeting invitations.

Thanks,
Christina

Christina Erwin
Environmental Planning Program Manager
ESA | Environmental Science Associates

Celebrating 50 Years of Work that Matters!

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