

Message

**From:** Mike Samuelson [M.Samuelson@fehrandpeers.com]  
**Sent:** 5/15/2018 4:26:35 PM  
**To:** Mindala Wilcox [mwilcox@cityofinglewood.org]; Netai Basu [N.Basu@fehrandpeers.com]  
**CC:** Louis A. Atwell [latwell@cityofinglewood.org]; Peter Puglese [ppuglese@cityofinglewood.org]; Christina Erwin [/o=ESA/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=Christina Erwin70]; Tom Gaul [T.Gaul@fehrandpeers.com]; Christopher E. Jackson [cejackson@cityofinglewood.org]  
**Subject:** RE: Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Hi Mindy,

We are going to have technicians out counting again at the Forum on Friday, June 1 from 5-9 PM. Can you provide an updated letter for that date/time and inform PD?

Thanks,  
Mike

**Mike Samuelson**  
Transportation Planner

**FEHR + PEERS**

**Los Angeles**

600 Wilshire Blvd, Suite 1050  
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(213) 261-3050

[M.Samuelson@fehrandpeers.com](mailto:M.Samuelson@fehrandpeers.com)  
[www.fehrandpeers.com](http://www.fehrandpeers.com)

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**From:** Mindala Wilcox [mailto:mwilcox@cityofinglewood.org]  
**Sent:** Thursday, April 26, 2018 6:15 PM  
**To:** Netai Basu <N.Basu@fehrandpeers.com>  
**Cc:** Louis A. Atwell <latwell@cityofinglewood.org>; Peter Puglese <ppuglese@cityofinglewood.org>; cerwin@esassoc.com; Tom Gaul <T.Gaul@fehrandpeers.com>; Mike Samuelson <M.Samuelson@fehrandpeers.com>; Christopher E. Jackson <cejackson@cityofinglewood.org>  
**Subject:** RE: Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Hi Netai,

One more version of the letter and please distribute this one, as this is the one that the Police Department will be receiving. Thanks.

Respectfully,

**Mindy Wilcox, AICP** : Planning Manager : City of Inglewood  
Economic and Community Development Department  
Planning Division : One Manchester Boulevard : Inglewood, CA 90301  
V(310) 412-5230 : F(310) 412-5681 : [mwilcox@cityofinglewood.org](mailto:mwilcox@cityofinglewood.org)

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



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**From:** Netai Basu [<mailto:N.Basu@fehrandpeers.com>]  
**Sent:** Thursday, April 26, 2018 5:41 PM  
**To:** Mindala Wilcox <[mwilcox@cityofinglewood.org](mailto:mwilcox@cityofinglewood.org)>  
**Cc:** Louis A. Atwell <[latwell@cityofinglewood.org](mailto:latwell@cityofinglewood.org)>; Peter Puglese <[ppuglese@cityofinglewood.org](mailto:ppuglese@cityofinglewood.org)>;  
[cerwin@esassoc.com](mailto:cerwin@esassoc.com); Tom Gaul <[T.Gaul@fehrandpeers.com](mailto:T.Gaul@fehrandpeers.com)>; Mike Samuelson <[M.Samuelson@fehrandpeers.com](mailto:M.Samuelson@fehrandpeers.com)>;  
Christopher E. Jackson <[cejackson@cityofinglewood.org](mailto:cejackson@cityofinglewood.org)>  
**Subject:** RE: Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Thanks very much, Mindy. We'll pass it on now.

-Netai

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**From:** Mindala Wilcox [<mailto:mwilcox@cityofinglewood.org>]  
**Sent:** Thursday, April 26, 2018 5:40 PM  
**To:** Netai Basu <[N.Basu@fehrandpeers.com](mailto:N.Basu@fehrandpeers.com)>  
**Cc:** Louis A. Atwell <[latwell@cityofinglewood.org](mailto:latwell@cityofinglewood.org)>; Peter Puglese <[ppuglese@cityofinglewood.org](mailto:ppuglese@cityofinglewood.org)>;  
[cerwin@esassoc.com](mailto:cerwin@esassoc.com); Tom Gaul <[T.Gaul@fehrandpeers.com](mailto:T.Gaul@fehrandpeers.com)>; Mike Samuelson <[M.Samuelson@fehrandpeers.com](mailto:M.Samuelson@fehrandpeers.com)>;  
Christopher E. Jackson <[cejackson@cityofinglewood.org](mailto:cejackson@cityofinglewood.org)>  
**Subject:** RE: Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Hi Netai,  
Here is an updated letter with a 24-hour contact number.

Respectfully,  
**Mindy Wilcox, AICP** : Planning Manager : City of Inglewood  
Economic and Community Development Department  
Planning Division : One Manchester Boulevard : Inglewood, CA 90301  
V(310) 412-5230 : F(310) 412-5681 : [mwilcox@cityofinglewood.org](mailto:mwilcox@cityofinglewood.org)

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**From:** Netai Basu [<mailto:N.Basu@fehrandpeers.com>]  
**Sent:** Thursday, April 26, 2018 3:21 PM  
**To:** Mindala Wilcox <[mwilcox@cityofinglewood.org](mailto:mwilcox@cityofinglewood.org)>  
**Cc:** Louis A. Atwell <[latwell@cityofinglewood.org](mailto:latwell@cityofinglewood.org)>; Peter Puglese <[ppuglese@cityofinglewood.org](mailto:ppuglese@cityofinglewood.org)>;  
[cerwin@esassoc.com](mailto:cerwin@esassoc.com); Tom Gaul <[T.Gaul@fehrandpeers.com](mailto:T.Gaul@fehrandpeers.com)>; Mike Samuelson <[M.Samuelson@fehrandpeers.com](mailto:M.Samuelson@fehrandpeers.com)>  
**Subject:** RE: Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Thanks Mindy!

Do you or Peter know if all five gates at the Forum are normally in use on event days?

It's best to give a phone number that would be answered during the time of the counts, since that's when the counters may be challenged. Since the Police Department will be aware that the counts are going on, perhaps you could give the number for the Police Department's front desk, since that would always be staffed. We've sent this letter on to the count company. If you want to make any changes to it, we'll forward that as well.

-Netai

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**From:** Mindala Wilcox [mailto:mwilcox@cityofinglewood.org]  
**Sent:** Thursday, April 26, 2018 2:40 PM  
**To:** Netai Basu <N.Basu@fehrrandpeers.com>; Peter Puglese <ppuglese@cityofinglewood.org>  
**Cc:** Louis A. Atwell <latwell@cityofinglewood.org>; cerwin@esassoc.com; Tom Gaul <T.Gaul@fehrrandpeers.com>; Mike Samuelson <M.Samuelson@fehrrandpeers.com>  
**Subject:** RE: Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Hi Netai,

Here is the letter. I included my work email address in addition to the office number. I'm working on finding someone who will be available by phone at that time. I would be available but I don't have a work cell number I can put on the letter.

Respectfully,

**Mindy Wilcox, AICP** : Planning Manager : City of Inglewood  
Economic and Community Development Department  
Planning Division : One Manchester Boulevard : Inglewood, CA 90301  
V(310) 412-5230 : F(310) 412-5681 : mwilcox@cityofinglewood.org

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**From:** Netai Basu [mailto:N.Basu@fehrrandpeers.com]  
**Sent:** Wednesday, April 25, 2018 5:13 PM  
**To:** Mindala Wilcox <mwilcox@cityofinglewood.org>; Peter Puglese <ppuglese@cityofinglewood.org>  
**Cc:** Louis A. Atwell <latwell@cityofinglewood.org>; cerwin@esassoc.com; Tom Gaul <T.Gaul@fehrrandpeers.com>; Mike Samuelson <M.Samuelson@fehrrandpeers.com>  
**Subject:** Murphy's Bowl: Request for City of Inglewood Letter - for Counts at the Forum (ref. 3002)

Mindy, Peter –

Do you know if the Forum normally uses all five driveways, or only the three with large white arches over them? We're getting ready for observations this Saturday and want to have the appropriate number of technicians there. For these counts we're using NDS, a data collection firm we often use for traffic counts.

Below in italics is the content of a letter we've drafted for the City to put onto its letterhead. We plan to give this to NDS' technicians. We put down your work number, Mindy, but considering the counts are taking place Saturday evening, you may want to include a different number or someone else who will be working at that time. Please notify any police and Traffic Control Officers who'll be working the event, so they are aware this data collection is taking place. Please prepare this letter and return it to us by email by the end of the day tomorrow (Thursday) so we can get it to the count company for their use.

*To Whom It May Concern:*

*The holder of this letter is collecting data to aid in transportation planning on behalf of the City of Inglewood. She/he is conducting vehicle counts and/or observing average vehicle occupancy for arriving cars at the Forum between 5:00 and 9:00 PM on Saturday, April 28, 2018.*

*If you have any questions, please contact me at 310-412-5230. Thank you.*

*Sincerely,*

*Mindy Wilcox, Planning Manager*

-Netai Basu, AICP CTP

# FEHR & PEERS

*Improving Communities Since 1985*

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