

Message

**From:** Mindala Wilcox [/O=INGLEWOOD/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B46BFD8A1E12482FB4F973BEA21D23C4-MINDALA WILCOX]  
**Sent:** 12/16/2019 2:39:44 PM  
**To:** Cynthia Robinson [/o=Inglewood/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e41ffdde22854399b88fa7947a3f9c50-Cynthia Robins]  
**Subject:** FW: LA Times Contact  
**Flag:** Follow up

Please contact Katie and advise that we will be submitting a 10 page legal ad this week for publication on Friday. Please find out if the City currently has an account that they can charge the bill to. I need to know if we're going to need to coordinate payment with Purchasing prior to this Friday or if we can just process the bill like usual. Thanks.

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

 PLEASE CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL.

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**From:** Lisa Maier [mailto:[LMaier@esassoc.com](mailto:LMaier@esassoc.com)]  
**Sent:** Monday, December 16, 2019 1:31 PM  
**To:** Cynthia Robinson <[crobinson@cityofinglewood.org](mailto:crobinson@cityofinglewood.org)>; Mindala Wilcox <[mwilcox@cityofinglewood.org](mailto:mwilcox@cityofinglewood.org)>  
**Cc:** IBECproject <[IBECproject@esassoc.com](mailto:IBECproject@esassoc.com)>; Addie Farrell <[AFarrell@esassoc.com](mailto:AFarrell@esassoc.com)>  
**Subject:** LA Times Contact

Hi Mindy and Cynthia,

I have been working with Katie Gundell, below is her contact information. For publication, a legal ad would need to be finalized by 10AM the day prior to publication (i.e., 10AM Thursday for publication Friday). This includes: submission to LA Times, verification of draft, and completion of payment. Please let me know if you have any questions.

*Katie Gundell*  
Inside Sales Associate  
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**E-mail:** [katherine.gundell@latimes.com](mailto:katherine.gundell@latimes.com)  
**Los Angeles Times**

Respectfully,

Lisa

**Lisa Maier**  
Associate

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