

From: Mindy Nguyen <Mindy.Nguyen@lacity.org>
Sent time: 02/18/2020 04:22:17 PM
To: Meghan Luera <meghan.luera@lacity.org>
Subject: Re: Hollywood Center Project Correspondence Request

Yes, that works. Thank you.

On Tue, Feb 18, 2020 at 3:00 PM Meghan Luera <meghan.luera@lacity.org> wrote:

Hi Mindy,

I'll need some more time to gather the correspondences. Can I submit this Thursday by EOD?

Meghan Luera

Management Analyst

Department of Recreation and Parks

Planning, Maintenance and Construction

221 North Figueroa St., Suite 400

Los Angeles, CA 90012

On Tue, Feb 18, 2020 at 12:17 PM Mindy Nguyen <Mindy.Nguyen@lacity.org> wrote:

Hello Meghan,

This email is being sent to you as you have been identified as possibly having either email or written correspondence regarding the **Hollywood Center Project**, located at **1720-1770 North Vine Street; 1746-1760 Ivar Avenue; 1733 and 1741 Argyle Avenue; and 6236, 6270, and 6334 West Yucca Street**.

The Department of City Planning is preparing to release a Draft Environmental Impact Report (EIR) for this Project, which has been designated by the State as an Environmental Leadership Development Project (ELDP). As part of this process, the City is required to collect and upload all relevant public records of proceedings regarding the Project at the time the Draft EIR is published, and thereafter, including electronic communications, such as emails (including personal emails) and text messages.

Therefore, we'd like to request that you submit any written or email correspondence either **from, to, or between** any City staff relating to the Hollywood Center Project, dating back **from October 12, 2017 to present**.

1. All **email (digital) correspondence** should be submitted via a single **Dropbox or Google Drive link**. Per the Office of the City Attorney's request, emails shall be submitted in the format outlined in the [instructions attached to this email](#).
2. Any **written (non-digital) correspondence** should be submitted via a scanned PDF file.
3. Any **text messages** should be screenshot and forwarded to your "lacity.org" email address and compiled based on the [instructions attached to this email](#).

Please **DO NOT** send PDFs of your emails. Instructions for email collection are attached.

At a minimum, please conduct a search using the following key words/phrases:

- *CPC-2018-2114*
- *CPC-2018-2115*
- *ENV-2018-2116*
- *VTT-82152*
- *Tract Map 82152*
- *Hollywood Center Project*
- *Hollywood Center*
- *HCP*
- *Millennium*
- *1720-1770 North Vine Street (any address in the range)*
- *1746-1760 Ivar Avenue (any address in the range)*

- 1733 and 1741 Argyle Avenue (any address in the range)
- 6236, 6270, and 6334 West Yucca Street (any address in the range)
- MCAF Vine LLC

The original deadline to submit was **Tuesday, February 18, 2020**; however, I was just notified today that you may have correspondence, so if you need more time, please let me know.

If you are aware of other City staff who may have worked on this Project but has not been included in this email, please also let me know as soon as possible.

Thank you in advance for your time and cooperation.

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Mindy Nguyen

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