



Jason McCrea <jason.mccrea@lacity.org>

Paperless Billing

8 messages

Kristi Steffen <Kristi.Steffen@midfirst.com>
To: "Jason.mccrea@lacity.org" <Jason.mccrea@lacity.org>

Thu, Apr 9, 2020 at 10:04 AM

SPBB, LLC & 1724 Cahuenga, LLC

Good afternoon,

In light of the COVID-19 epidemic, my employer was hoping there is now a way to receive all communications (including updates and meeting notices) by digital copy only, and to cease hard copy mail deliveries entirely. Would you be able to assist with this?

Moving forward, it would be preferable to receive all communications to the following email address:
shareholderservices@midfirst.com

Thank you,

Kristi Steffen

Shareholder Services

Midland Financial Co.

[501 NW Grand Blvd, Ste 600](#)

PO Box 54390

Oklahoma City, OK 73118

Privileged/Confidential information may be contained in this message. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you may not copy or deliver this message to anyone. In such case, you should destroy this message and kindly notify the sender by reply email. Please advise immediately if you or your employer does not consent to Internet email for messages of this kind.

Opinions, conclusions, and other information in this message that do not relate to the official business of my firm shall be understood as neither given nor endorsed by it.

Jason McCrea <jason.mccrea@lacity.org>

Thu, Apr 9, 2020 at 10:17 AM

To: Kristi Steffen <Kristi.Steffen@midfirst.com>

Hi Kristi,

Could you clarify with case this is in reference to?

Also could you clarify if this request is for billing materials or for hearing notices and other communication.

Thank you.

[Quoted text hidden]

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Jason McCrea

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Kristi Steffen <Kristi.Steffen@midfirst.com>
To: Jason McCrea <jason.mccrea@lacity.org>

Thu, Apr 9, 2020 at 10:24 AM

Thank you for your assistance.

I have attached the most recent communication we have received from your office for your reference. We received two copies, one addressed to SPBB, LLC and the other to [1724 Cahuenga, LLC](#). Our goal is to cut down on as much paper mail as possible, so ideally all mail you would send to our offices would instead go shareholderservices@midfirst.com. Is there any other information you need?

[Quoted text hidden]

[Quoted text hidden]

COVID Communication.pdf
1551K

Jason McCrea <jason.mccrea@lacity.org>
To: Kristi Steffen <Kristi.Steffen@midfirst.com>

Thu, Apr 9, 2020 at 10:33 AM

Hi Kristi,

I will add you to the electronic mailing list for this project. I'll make sure you are removed from the physical mailing list.

Thanks.

[Quoted text hidden]

Kristi Steffen <Kristi.Steffen@midfirst.com>
To: Jason McCrea <jason.mccrea@lacity.org>

Thu, Apr 9, 2020 at 10:34 AM

Thank you!

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Jason McCrea <jason.mccrea@lacity.org>
To: Kristi Steffen <Kristi.Steffen@midfirst.com>

Thu, Apr 9, 2020 at 10:40 AM

Kristi,

I apologize, I do need some additional information.

Do you own property near the intersection of Hollywood and Wilcox? I do not see you on the interested parties list, and if you are a property owner within a 500 foot radius of the Project Site (in this case the parcel at the south east corner of Hollywood Blvd. and Wilcox Ave.), we are legally required to send you a hard copy of all communication for the Project.

I can send you electronic communications, but if the above is the case, legally I am required to have you noticed by mail at a minimum.

Please let me know if you have any questions.

Thank you.

[Quoted text hidden]

Kristi Steffen <Kristi.Steffen@midfirst.com>
To: Jason McCrea <jason.mccrea@lacity.org>

Thu, Apr 9, 2020 at 10:43 AM

No, we owned (but recently sold) the following properties:

[1716 N Cahuenga Blvd](#)

[1720 N Cahuenga Blvd](#)

[1724 N Cahuenga Blvd](#)

[1726 N Cahuenga Blvd](#)

[6381 Hollywood Blvd](#)

Thank you,

Kristi Steffen

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[Quoted text hidden]

Jason McCrea <jason.mccrea@lacity.org>
To: Kristi Steffen <Kristi.Steffen@midfirst.com>

Thu, Apr 9, 2020 at 10:47 AM

Hi Kristi,

We periodically update our ownership mailing lists. Once that list is updated you will no longer receive hard copies of communication. As it appears all of those properties are within a 500 foot radius of the Project Site (6436 Hollywood Blvd.) and we are legally obligated to notify occupants and owners via mail.

The next update for this Project would be required in October. I will add you to the interested parties list for digital communication, but I can not remove you from the list for noticing until this yearly update of the mailing list is triggered.

Please let me know if you have any questions.

Thank you.

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