

Hwang, Jin

From: Moosbrugger, Earl
Sent: Friday, April 15, 2016 7:02 AM
To: Kwan, Delon
Subject: RE: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

OK.

Thanks

From: Kwan, Delon
Sent: Friday, April 15, 2016 7:02 AM
To: Moosbrugger, Earl
Subject: RE: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

[Have them send new one](#)

From: Moosbrugger, Earl
Sent: Friday, April 15, 2016 7:00 AM
To: Kwan, Delon
Subject: FW: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

Delon,

Planning called me directly yesterday before I left; I told him we would resolve this morning.

They need to know if they should cancel check and send new one with new request.

No one can find Request, and Vivian said she opened envelope and never saw check, according to Jin, so maybe it was thrown away.

Could request be in David's inbox?

I recommend we have check cancelled and send new; if we find old one, we can tear it up or return it.

Thanks

From: Hwang, Jin
Sent: Thursday, April 14, 2016 11:51 AM
To: Kwan, Delon; Moosbrugger, Earl
Subject: RE: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

[I was in the middle of leaving a phone message for the EIR consultant, but got this email from you, so I said I'll call her back.](#)

[I'll find out more from Vivian. By the way, she told me she didn't see a check in the package.](#)

From: Kwan, Delon
Sent: Thursday, April 14, 2016 11:41 AM
To: Hwang, Jin; Moosbrugger, Earl
Subject: RE: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

Hold off for a little, make sure it's due to backlog of mail distribution

From: Hwang, Jin
Sent: Thursday, April 14, 2016 11:35 AM
To: Kwan, Delon; Moosbrugger, Earl
Subject: RE: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

Vivian remembers getting the WSA request letter in mail, and she says she would normally give it to Delon or Yvonne.

Delon doesn't remember getting it, and Yvonne says she didn't receive it either while she was on vacation.

I will ask the EIR consultant to resend it (by email and mail/hand deliver), and cancel the check if a check was included.

From: Kwan, Delon
Sent: Thursday, April 14, 2016 10:26 AM
To: Hwang, Jin
Cc: Moosbrugger, Earl
Subject: RE: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

I don't have it and don't remember getting it. If I did get it, I passed it on to Earl.

If we can't find it, need to let them know to resend and if there was a check, to cancel it and send new.

From: Hwang, Jin
Sent: Thursday, April 14, 2016 10:23 AM
To: Kwan, Delon
Cc: Moosbrugger, Earl
Subject: FW: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

Delon,

Vivian says she remembers giving you the new WSA request letter she received in mail. Do you have it? She received it on 3/31/16.

Jin Hwang
Civil Engineering Associate
Los Angeles Department of Water and Power
Water Executive / Water Resources
111 N. Hope St. Room 1468
Los Angeles, CA 90012
213-367-4845

From: Laura Rodriguez [<mailto:l.rodriguez@eyestoneeir.com>]
Sent: Wednesday, April 13, 2016 9:36 AM
To: alejandro.huerta@lacity.org; Hwang, Jin
Subject: Fwd: Crossroads WSA Request Letter Fed Ex Package - Proof of Delivery attached

Hi Jin - please see attached proof of delivery of the WSA request letter. It was received on 3/31 and was signed by M. Flores at the address provided.

Thank you

Laura Rodriguez

Principal Planner

6701 Center Drive West, Suite 900

Los Angeles, California 90045

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F (424) 207-5349

DIRECT (424) 207-5339

EMAIL l.rodriguez@eyestoneEIR.com

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