

**From:** [Hill, Shannon](#)  
**To:** [Downtown West Project](#)  
**Subject:** FW: 11/7 Scoping Meeting Plan  
**Date:** Wednesday, September 9, 2020 12:14:56 AM

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**From:** Le, Thai-Chau  
**Sent:** Tuesday, November 5, 2019 2:39 PM  
**To:** Severino, Lori <[Lori.Severino@sanjoseca.gov](mailto:Lori.Severino@sanjoseca.gov)>; Reid, Tara <[Tara.Reid@sanjoseca.gov](mailto:Tara.Reid@sanjoseca.gov)>  
**Cc:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Subject:** FW: 11/7 Scoping Meeting Plan

Hi Lori and Tara,

I was going through the reservation and meeting notes again and I don't think we have a specific A/V contact for that room or day, right?

Is there anyone that may be available during the reservation period in case we have technical issues with the room?

Best regards,  
Thai

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**From:** Pete Choi [<mailto:PChoi@esassoc.com>]  
**Sent:** Tuesday, November 5, 2019 2:24 PM  
**To:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>; Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Cc:** Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>; Hillary Gitelman <[HGitelman@esassoc.com](mailto:HGitelman@esassoc.com)>  
**Subject:** RE: 11/7 Scoping Meeting Plan

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Shannon and Thai,

The court reporter (Debbie Fuqua) will arrive between 5:30 – 6 pm on Thursday. Debbie will need to plug into the A/V system to get setup. Just in case she needs help; can you provide us an A/V contact person for her?

Also, please let us know if you need any help from ESA for setup, including sign-in sheets, comment cards, signage, etc.

Thank you

**Pete Choi**

Senior Managing Associate

ESA | Environmental Science Associates

415.962.8419

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**From:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>

**Sent:** Tuesday, November 5, 2019 9:48 AM

**To:** Hillary Gitelman <[HGitelman@esassoc.com](mailto:HGitelman@esassoc.com)>; Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>

**Cc:** Pete Choi <[PChoi@esassoc.com](mailto:PChoi@esassoc.com)>; Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>

**Subject:** RE: 11/7 Scoping Meeting Plan

Thank you, Hillary!

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**From:** Hillary Gitelman [<mailto:HGitelman@esassoc.com>]

**Sent:** Tuesday, November 5, 2019 9:47 AM

**To:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>; Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>

**Cc:** Pete Choi <[PChoi@esassoc.com](mailto:PChoi@esassoc.com)>; Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>

**Subject:** RE: 11/7 Scoping Meeting Plan

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good Morning Thai,

I don't think Heidi would mind if you shorten her title and explain our role:

Heidi Rous, Air Quality and Noise Group Director with Environmental Science Associates, the City's EIR consultant for this project

Hillary

**Hillary Gitelman**

ESA | Environmental Science Associates

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**From:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>  
**Sent:** Tuesday, November 5, 2019 9:22 AM  
**To:** Hillary Gitelman <[HGitelman@esassoc.com](mailto:HGitelman@esassoc.com)>; Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Cc:** Pete Choi <[PChoi@esassoc.com](mailto:PChoi@esassoc.com)>; Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>  
**Subject:** RE: 11/7 Scoping Meeting Plan

Whoops. Sorry, “associates” not associations.

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**From:** Le, Thai-Chau  
**Sent:** Tuesday, November 5, 2019 9:21 AM  
**To:** 'Hillary Gitelman' <[HGitelman@esassoc.com](mailto:HGitelman@esassoc.com)>; Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Cc:** Pete Choi <[PChoi@esassoc.com](mailto:PChoi@esassoc.com)>; Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>  
**Subject:** RE: 11/7 Scoping Meeting Plan

Hi Hilary,

We were asked to submit name and title of the speakers at the 11/7 meeting for Television/Webcast purposes. I have “Heidi Rous, Air Quality, Climate and Acoustics Services Director with Environmental Science Associations.”

Is that correct?

Best regards,  
Thai

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**From:** Hillary Gitelman [<mailto:HGitelman@esassoc.com>]  
**Sent:** Monday, November 4, 2019 12:46 PM  
**To:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Cc:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>; Pete Choi <[PChoi@esassoc.com](mailto:PChoi@esassoc.com)>; Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>  
**Subject:** RE: 11/7 Scoping Meeting Plan

Hi Shannon,

Thanks. Yes, we are bringing hard copies of the NOP to the meeting!

I’m glad the meeting format will be a traditional scoping meeting. Heidi Rous, from ESA, will give our presentation after yours and we’re hoping it can be introduced and referred to as a presentation about the project description rather than “the applicant’s presentation.” We want to be clear that ESA is conducting an objective review of the applicant’s proposal on the City’s behalf.

Also, Pete Choi is going to follow-up with you today about the NOP mailing – we want to make sure it included the transportation agencies and that we get notices out to any that we missed. I think this is a subject that the Google folks brought up with Thai in your absence.

See you Thursday!

Hillary

### Hillary Gitelman

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**From:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Sent:** Monday, November 4, 2019 12:38 PM  
**To:** Hillary Gitelman <[HGitelman@esassoc.com](mailto:HGitelman@esassoc.com)>  
**Cc:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>  
**Subject:** 11/7 Scoping Meeting Plan

Hi Hillary,

Based on your meeting with Thai, etc. last week, I just want to confirm that we are going with the original meeting structure (i.e., collecting speaker cards and allowing attendees to voice comments to the group with a microphone). We will also have City staff writing comments on boards for the key resource areas as well.

Also, we want to confirm that ESA is still planning on printing out hard copies of the NOP for the meeting.

Thanks!

Shannon Hill, Planner  
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