

From: [Hill, Shannon](#)
To: [Downtown West Project](#)
Subject: FW: Nov 7 meeting - recording
Date: Wednesday, September 9, 2020 12:21:27 AM

From: Jutson, Craig
Sent: Tuesday, November 5, 2019 9:13 AM
To: Le, Thai-Chau <Thai-Chau.Le@sanjoseca.gov>; Hill, Shannon <Shannon.Hill@sanjoseca.gov>
Cc: Severino, Lori <Lori.Severino@sanjoseca.gov>
Subject: Re: Nov 7 meeting - recording

I realized an additional ask from broadcast.

We need a list of any city or outside representatives who are official speakers at the event. We need full name and job title/firm so that they can have identifying graphics. It does not need to be exhaustive, just what speakers may be on the agenda.

Craig

From: "Le, Thai-Chau" <Thai-Chau.Le@sanjoseca.gov>
Date: Tuesday, November 5, 2019 at 9:00 AM
To: "Jutson, Craig" <craig.jutson@sanjoseca.gov>, "Hill, Shannon" <Shannon.Hill@sanjoseca.gov>
Cc: "Severino, Lori" <Lori.Severino@sanjoseca.gov>
Subject: RE: Nov 7 meeting - recording

Got it.

It will likely be Thursday morning as we are waiting for some final edits on the full agenda package.

Best regards,
Thai

From: Jutson, Craig
Sent: Tuesday, November 5, 2019 8:59 AM
To: Le, Thai-Chau <Thai-Chau.Le@sanjoseca.gov>; Hill, Shannon <Shannon.Hill@sanjoseca.gov>
Cc: Severino, Lori <Lori.Severino@sanjoseca.gov>
Subject: Re: Nov 7 meeting - recording

The event is posted now, so the sooner the better. But must have by Thursday morning.
Craig

From: "Le, Thai-Chau" <Thai-Chau.Le@sanjoseca.gov>
Date: Tuesday, November 5, 2019 at 8:57 AM
To: "Jutson, Craig" <craig.jutson@sanjoseca.gov>, "Hill, Shannon" <Shannon.Hill@sanjoseca.gov>
Cc: "Severino, Lori" <Lori.Severino@sanjoseca.gov>
Subject: RE: Nov 7 meeting - recording

Craig,

When do you need the final agenda by?

From: Jutson, Craig
Sent: Tuesday, November 5, 2019 8:51 AM
To: Le, Thai-Chau <Thai-Chau.Le@sanjoseca.gov>; Hill, Shannon <Shannon.Hill@sanjoseca.gov>
Cc: Severino, Lori <Lori.Severino@sanjoseca.gov>
Subject: Re: Nov 7 meeting - recording

As a placeholder, I have uploaded the NOTICE OF PREPARATION OF AN ENVIRONMENTAL IMPACT REPORT FOR THE DOWNTOWN WEST MIXED-USE PLAN (GOOGLE PROJECT) as an agenda for the EIR meeting.

Unless your group provides something different, it provides lots of info to the public.

Craig

From: "Jutson, Craig" <craig.jutson@sanjoseca.gov>
Date: Tuesday, November 5, 2019 at 8:19 AM
To: "Le, Thai-Chau" <Thai-Chau.Le@sanjoseca.gov>, "Hill, Shannon" <Shannon.Hill@sanjoseca.gov>
Cc: "Severino, Lori" <Lori.Severino@sanjoseca.gov>
Subject: Re: Nov 7 meeting - recording

Hello Thai and Shannon,

Television/Webcast all set for Thursday night EIR meeting.

We need from you for public display:
Agenda document

We need from you to help us understand what we are covering:
Simple description of likely participants and format, ie, this is a 5-person panel discussion with a moderator and public questions, or it's a 10 person committee or a 2 speaker presentation.... Some description that tells us what we are covering.

Thanks,

Craig

From: "Severino, Lori" <Lori.Severino@sanjoseca.gov>
Date: Monday, November 4, 2019 at 7:37 PM
To: "Jutson, Craig" <craig.jutson@sanjoseca.gov>
Cc: "Le, Thai-Chau" <Thai-Chau.Le@sanjoseca.gov>, "Hill, Shannon" <Shannon.Hill@sanjoseca.gov>
Subject: RE: Nov 7 meeting - recording

Hi Craig,

Wanted to connect you with Shannon and Thai who are leading the meeting this Thursday. I won't be there.

Please let them know us there is anything you need, and send us the link to the recording once it's available.

Thanks!!
Lori