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**From:** Estela Lopez  
**Sent:** Tuesday, January 17, 2017 5:07 PM  
**To:** grayce.liu@lacity.org  
**Cc:** mike.fong@lacity.org  
**Subject:** Skid Row Neighborhood Council - Public records request

Dear Ms. Liu,

Please consider the following to be a request for public records:

- A copy of the stakeholder signatures submitted in support of the proposed Skid Row Neighborhood Council. I understand that these must include the stakeholder's first and last name, contact email and/or phone, type of stakeholder (live, work, own real property, or community interest) and the physical address associated with their stakeholderhip.
- Documentation of the Department's verification of these signatures for their validity.
- The Department's definition of "community interest."
- Procedures to be followed for this proposed new Neighborhood Council election (online, in-person or mail ballots; polling locations; stakeholder identification/verification)

Thank you.

*Cordially,*

*Estela Lopez  
Downtown Industrial District BID  
725 Crocker St.  
Los Angeles, CA 90021  
213-228-8484*