

HOLLY L. WOLCOTT
CITY CLERK

SHANNON D. HOPPE
EXECUTIVE OFFICER

When making inquiries relative to
this matter, please refer to the
Council File No. **18-0832**

City of Los Angeles
CALIFORNIA



ERIC GARCETTI
MAYOR

OFFICE OF THE
CITY CLERK

Council and Public Services Division
200 N. Spring Street, Room 395
Los Angeles, CA 90012
General Information - (213) 978-1133
FAX: (213) 978-1040

PATRICE LATTIMORE
DIVISION MANAGER

clerk.lacity.org

September 12, 2018

(Sent via email to:)

Mr. Gary Lee Moore, City Engineer
Public Works / Bureau of Engineering
1149 South Broadway, Suite 700
Mail Stop 490

Ms. Seleta J. Reynolds, General Manager
Department of Transportation
100 South Main Street, 10th Floor
Mail Stop 725

Mr. Vince Bertoni, Director of Planning
Department of City Planning
City Hall, Room 525
Mail Stop 395

**SUBJECT: NAMING / RENAMING OF A COMMUNITY – WALNUT ACRES REQUEST FOR
DEPARTMENT EVALUATION**

Dear Department Heads:

The Los Angeles City Council, at its meeting on January 31, 2006 (Council File 02-0196), adopted a policy for the naming and renaming of a community. Part of that policy requires various City departments to review and evaluate whether the proposed name reflects the historical and cultural significance of the community. If your department may have previously been instructed by a Council office, or other entity, to install signs or establish community boundaries within the proposed boundaries of this pending application, please include a copy of the request along with the actual location of the sign placement and/or boundaries of the community with your evaluation.

The Council file and all related documents relative to the application for naming a community **Walnut Acres** can be viewed via the following link: www.lacouncilfile.com (enter **Council file No. 18-0832**). Due to the six-month deadline to schedule a public hearing on the application, it is imperative that your department's evaluation be received no later than 4:30 p.m., **Thursday, February 28, 2019**, to the Office of the City Clerk, Room 395, City Hall, Mail Stop 160. The evaluation will be considered, together with findings received from your department, prior to the public hearing(s).

If you have any questions or require additional information, please contact me at (213) 978-1075 or via e-mail at eric.villanueva@lacity.org.

Sincerely,

Eric Villanueva
Legislative Assistant
Health, Education, and Neighborhood Councils Committee

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