

From: Alexander, Linda
Sent: Friday, May 18, 2018 9:56 AM
To: Trinh, Elaine
Cc: Pena, Roberto; Zarate, Marti; San Miguel, Michelle
Subject: RE: 11/28/18- 12/31/18 Construction In Committee Rooms
Importance: High

Hi Elaine,

We will hold both FED & PF meetings at the ORS in December. Thank you for the heads up!

Happy Friday!

Linda Alexander 😊

Assistant to the Chief Executive Officer
 Supervisor, Administration Group
 Office of Retirement Services
 1737 N. First Street, Suite 600
 San Jose, CA 95112
 408-794-1000- Ofc
 408-794-1005-Direct
 Visit us at www.sjretirement.com

From: Trinh, Elaine
Sent: Friday, May 18, 2018 8:28 AM
To: Alexander, Linda <Linda.Alexander@sanjoseca.gov>
Subject: Fw: 11/28/18- 12/31/18 Construction In Committee Rooms
Importance: High

Hi Linda!

There is more construction in the Wing Committee Rooms. Please see below for the impacted Retirement Board Meetings. Is there another room you would like me to book?

Thanks!

Elaine Trinh | Deputy City Clerk
 City of San José | Office of the City Clerk
 200 E. Santa Clara Street, T-14th | San Jose, CA 95113
 408-535-1252 | www.sanjoseca.gov/clerk
 How is our service? [Please take our short survey.](#)

From: Espino, Guadalupe

Sent: Thursday, May 17, 2018 06:20 PM

To: Cranford, Sandra; Hurley, Melrose; Krause, Warren; Rojas, Vanessa; Rogers, Lynn; Meyer-Calvert, Teresa; Provedor, Jennifer; Morton, Amy; McDaniel, Cecilia; Iv, Tina; Trinh, Elaine

Cc: Garcia, Jennifer; Chheuy, Melissa; Evens, Leslie

Subject: 11/28/18- 12/31/18 Construction In Committee Rooms

Hello All,

There is going to be construction in the committee rooms starting November 28th through December 31st, 2018. The following meetings cannot take place in the committee rooms:

- 11/28/18: Issues Working Group/ Agenda Review
- 11/28/18: Rules & Open Government Committee
- 11/29/18: PBCE- CASP Training
- 12/03/18: HR New
- 12/03/18: Transportation & Environment Committee
- 12/04/18 City Council Meeting (only overflow in W- 120)
- 12/04/18: Public Art Committee
- 12/05/18: Issues Working Group/ Agenda Review
- 12/05/18: Rules & Open Government Committee
- 12/05/18: Parks and Recreation Committee Meeting
- 12/05/18: Historic Landmark Commission
- 12/06/18: Police and Fire Retirement Board
- 12/10/18: Deferred Compensation Advisory Committee (DCAC)
- 12/11/18: City Council Meeting (only overflow in W- 120)
- 12/12/18: Issues Working Group/ Agenda Review
- 12/12/18: Rules & Open Government Committee
- 12/12/18: Board of Fair Campaign & Political Practices
- 12/13/18: Neighborhood Services & Education Committee
- 12/17/18: Art Commission
- 12/18/18: Building Inspector Training
- 12/18/18 City Council Meeting (only overflow in W- 120)
- 12/19/18: Issues Working Group/ Agenda Review
- 12/19/18: Rules & Open Government Committee
- 12/20/18: Federated Retirement Board

We apologize in advance for any inconvenience. Please contact our office if you need assistance with your reservation. Otherwise your reservations will be removed by May 30th, 2018.

Feel free to email my supervisor, Jennifer.Garcia@sanjoseca.gov , or event.services@sanjoseca.gov if you have any questions.

Thank You,

Guadalupe Espino

Assistant

Office of Event Services | Department of Public Works

200 E. Santa Clara St, Tower 1st floor, T116a | San Jose, CA 95113

408.535.8326 Guadalupe.espino@sanjoseca.gov