

From: [Maier, Bill](#)
To: [Tannenbaum, Anita](#)
Cc: [Morris, Scott](#)
Subject: Items for an ADAMS package
Date: Wednesday, September 12, 2018 4:58:55 PM
Attachments: [9-5-18 Letter from San Clemente Councilmember Steve Swartz.pdf](#)
[Received your letter.msg](#)

Hi Anita,

As I mentioned, the two attached items need to be placed into an ADAMS package as publicly available and non-sensitive. The attachment to the e-mail will also need to be included unless it can just be referenced (it already has an accession number).

Thanks,

Bill

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