

**From:** [Peter Sims](#)  
**To:** [Carolyn Fong](#); [Soo, Kit, Env. Health](#)  
**Subject:** RE: Meeting Sept. 2, 2016 RO382-Bill Chun Service Station - 2301 Santa Clara, Alameda  
**Date:** Thursday, October 06, 2016 11:28:03 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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Hi Carolyn,

I spoke to Kit over the phone just now. I will be sending the 2Q16 report to her this week minus the System Evaluation and Optimization Plan so that she can issue a directive letter requesting that the 3Q16 report include a System Evaluation and Optimization Plan. This way the USTCF will have a clear chain of reports and directive letters in order to follow the work that is being performed.

Thanks,

**Peter D. Sims, LEED AP**  
Project Environmental Geologist

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**From:** Carolyn Fong [mailto:carolynfong1@sbcglobal.net]  
**Sent:** Thursday, October 06, 2016 9:25 AM  
**To:** Soo Kit Env. Health  
**Cc:** Peter Sims  
**Subject:** Meeting Sept. 2, 2016 RO382-Bill Chun Service Station - 2301 Santa Clara, Alameda

Good morning, Ms. Soo,

Attached is a summary of the notes that I and Peter Sims (Project Geologist) took during the meeting on September 2, 2016.

If the ACEH directive to submit a "System Evaluation and Optimization Strategy Plan" to be included in the 2nd Quarter 2016 GWM Report with a due date has been sent to me, please verify.

I have not seen anything by email or mail from ACEH, but may have missed the communication.

I appreciate you for checking on this as I need LOP directives for timely USTCF fiscal year budget planning.

Regards,

Carolyn C. Fong, Trustee

USTCF Claim 7147: Lily Angela Chun 1991 Living Trust

