

## AGENDA



Garden Grove City  
Council

Tuesday, November 14,  
2023

6:30 PM

Community Meeting  
Center 11300 Stanford  
Avenue Garden Grove  
California 92840

**Steve Jones**

Mayor

**George S. Brietigam**

Mayor Pro Tem - District 1

**John R. O'Neill**

Council Member - District 2

**Cindy Tran**

Council Member - District 3

**Joe DoVinh**

Council Member - District 4

**Stephanie Klopfenstein**

Council Member - District 5

**Kim B. Nguyen-Penalosa**

Council Member - District 6

---

**Meeting Assistance:** Any person requiring auxiliary aids and services, due to a disability, to address the City Council, should contact the City Clerk's Office 72 hours prior to the meeting to arrange for accommodations. Phone: (714) 741-5040.

**Agenda Item Descriptions:** Are intended to give a brief, general description of the item. The City Council may take legislative action deemed appropriate with respect to the item and is not limited to the recommended action indicated in staff reports or the agenda.

**Documents/Writings:** Any revised or additional documents/writings related to an item on the agenda distributed to all or a majority of the Council Members within 72 hours of a meeting, are made available for public inspection at the same time (1) in the City Clerk's Office at 11222 Acacia Parkway, Garden Grove, CA 92840, during normal business hours; (2) on the City's website as an attachment to the City Council meeting agenda; and (3) at the Council Chamber at the time of the meeting.

**Public Comments:** Members of the public who attend the meeting in-person and would like to address the City Council are requested to complete a pink speaker card indicating their name and address, and identifying the subject matter they wish to address. This card should be given to the City Clerk before the meeting begins. General comments are made during "Oral Communications" and should be limited to matters under consideration and/or what the City Council has jurisdiction over. Persons wishing to address the City Council regarding a Public Hearing matter will be called to the podium at the time the matter is being considered.

**Manner of Addressing the City Council:** After being called by the Mayor, you may approach the podium, it is requested that you state your name for the record, and proceed to address the City Council. All remarks and questions should be addressed to the City Council as a whole and not to individual Council Members or staff members. Any person making impertinent, slanderous, or profane remarks or who becomes boisterous while addressing the City Council shall be called to order by the Mayor. If such conduct continues, the Mayor may order the person barred from addressing the City Council any further during that meeting.

**Time Limitation:** When any group of persons wishes to address the City Council on the same subject matter, the Mayor may request a spokesperson be chosen to represent the group, so as to

avoid unnecessary repetition. At the City Council's discretion, a limit on the total amount of time for public comments during Oral Communications and/or a further limit on the time allotted to each speaker during Oral Communications may be set.

**PLEASE SILENCE YOUR CELL PHONES DURING THE MEETING.**

## AGENDA

COUNCIL MEMBER O'NEILL, COUNCIL MEMBER TRAN, COUNCIL MEMBER DOVINH, COUNCIL MEMBER KLOPFENSTEIN, COUNCIL MEMBER K. NGUYEN-PENALOZA, MAYOR PRO TEM BRIETIGAM, MAYOR JONES

### INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

#### 1. PRESENTATIONS

- 1.a. Community Spotlight in recognition of Abigail Dinh for winning a gold medal with Team USA at the 16th International Dragon Boat Federation World Dragon Boat Racing Championships in Pattaya, Thailand.

#### 2. ORAL COMMUNICATIONS (to be held simultaneously with other legislative bodies)

#### 3. WRITTEN COMMUNICATIONS

- 3.a. Consideration of a request from the King Shocks Technology, Inc., for a Holiday Toy Drive. (*Action Item*)

### RECESS

### CONDUCT OTHER LEGISLATIVE BODIES' BUSINESS

### RECONVENE

#### 4. CONSENT ITEMS

*(Consent Items will be acted on simultaneously with one motion unless separate discussion and/or action is requested by a Council Member.)*

- 4.a. Adoption of a Resolution and approval of other related documents to authorize the defeasance of the Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A. (*Joint Action Item with the Public Financing Authority*)
- 4.b. Adoption of a Resolution certifying commitment to projects submitted in Fiscal Years 2024/25 through 2029/30 for the Federal Transportation Improvement Program. (*Action Item*)
- 4.c. Adoption of a Resolution approving a City-wide Public Records

Retention and Destruction Manual and Schedule. (*Action Item*)

- 4.d. Approval to extend the lease Agreement with Credit Union of Southern California for property located at 11390 Stanford, Garden Grove. (Revenue \$71,813.88) (*Action Item*)
- 4.e. Approval of Final Parcel Map No. PM-2022-167 for the properties located at 7390 and 7440 Lincoln Way, Garden Grove. (*Action Item*)
- 4.f. Acceptance of Interior Office Improvements Project, 11277 Garden Grove No. 03-2023 as complete. (*Action Item*)
- 4.g. Acceptance of Project No. S-3102-A Civic Center Bridge and Landscape Renovation located at 11300 Stanford Avenue, Garden Grove, as complete. (*Action Item*)
- 4.h. Receive and file minutes from the meeting held on October 24, 2023. (*Action Item*)
- 4.i. Receive and file warrants. (*Action Item*)
- 4.j. Approval to waive full reading of Ordinances listed. (*Action Item*)

## 5. PUBLIC HEARINGS

*(Motion to approve will include adoption of each Resolution unless otherwise stated.)*

- 5.a. Adoption of a Resolution approving an amendment to the Amended and Restated Agreement with AAA Oil, Inc. dba California Fuels and Lubricants. (*Action Item*)
- 5.b. Introduction and first reading to consider adopting Ordinances approving Amendment No. A-038-2023(a) and A-038-2023(b)  
Entitled:  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE APPROVING A ZONING TEXT AMENDMENT TO CHAPTER 9.52 OF TITLE 9 OF THE GARDEN GROVE MUNICIPAL CODE PERTAINING TO RETAIL SALE BY DELIVERY OF MEDICINAL CANNABIS; and

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE APPROVING AMENDMENT NO. A-038-2023(B), A ZONING TEXT AMENDMENT TO PORTIONS OF CHAPTERS 9.08, 9.12, 9.16, AND 9.18 OF TITLE 9 OF THE CITY OF GARDEN GROVE MUNICIPAL CODE ESTABLISHING ENHANCED STANDARDS FOR THE SCREENING OF MECHANICAL EQUIPMENT WITHIN AN EXTERIOR EQUIPMENT ENCLOSURE IN RESIDENTIAL ZONES; CLARIFYING HOW THE MAXIMUM PERMITTED HARDSCAPE COVERAGE IN THE FRONT YARD SETBACK IN RESIDENTIAL, COMMERCIAL, INDUSTRIAL, AND OPEN SPACE ZONES IS CALCULATED; AND UPDATING THE STANDARDS FOR ARTIFICIAL TURF IN ALL

ZONES. (*Action Item*)

6. COMMISSION/COMMITTEE MATTERS

- 6.a. Receive and file the Measure O Citizen's Oversight Committee Annual Report for Fiscal Year 2022-23. (*Action Item*)

7. ITEMS FOR CONSIDERATION

- 7.a. Authorization of the issuance of a purchase order to PB Loader for one (1) new Police Department Command Post.  
(Cost: \$1,199,660.40) (*Continued Action Item from October 24, 2023.*)
- 7.b. Adoption of a Resolution authorizing the submittal of an application to the Orange County Transportation Authority for the Construction Phase of the Harbor/Garden Grove Intersection Improvement Project. (*Grant Amount \$3,704,967.50*) (*Action Item*)
- 7.c. Adoption of a Resolution authorizing the City Manager to take actions necessary to finance the Public Safety Facility and Civic Center Revitalization Project through the issuance of debt by the Garden Grove Public Financing Authority. (*Action Item*)
- 7.d. Introduction and first reading of an Ordinance amending the Municipal Code pertaining to the regulation of the sale of tobacco products  
Entitled:  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE AMENDING CHAPTER 6.44 OF TITLE 6 OF THE GARDEN GROVE MUNICIPAL CODE PERTAINING TO REGULATION OF THE SALE OF TOBACCO PRODUCTS. (*Action Item*)

8. ORDINANCES PRESENTED FOR SECOND READING AND ADOPTION

- 8.a. Second reading and adoption of Ordinance No. 2944  
Entitled:  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE ADOPTING THE GARDEN GROVE POLICE DEPARTMENT MILITARY EQUIPMENT USE POLICY PURSUANT TO GOVERNMENT CODE 7071 AND RESCINDING ORDINANCE NO. 2935. (*Action Item*)

9. MATTERS FROM THE MAYOR, CITY COUNCIL MEMBERS, AND CITY MANAGER

- 9.a. Update on the Civic Center Revitalization Project as requested by City Manager Kim.

10. ADJOURNMENT

The next Regular City Council Meeting is scheduled for Tuesday, November



28, 2023, at 5:30 p.m. in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California 92840.

***Happy Birthday Council Member O'Neill***

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	John Montanez
Dept.:	City Manager	Dept.:	Community Services
Subject:	Consideration of a request from the King Shocks Technology, Inc., for a Holiday Toy Drive. ( <i>Action Item</i> )	Date:	11/14/2023

---

**OBJECTIVE**

To transmit a letter from King Shocks Technology, Inc. requesting approval of temporary closure of city streets for a Holiday Toy Drive on Saturday, December 16, 2023.

**BACKGROUND**

Staff met with the business owner of King Shocks Technology, located in Garden Grove, to discuss a Holiday Toy Drive that unites the Off-Road, Overland, and Outdoor community to collect toy donations that would be delivered to the Children's Hospital of Orange County. The proposed event would require street closures beginning on Lampson Avenue and Edison Way, then east on Belgrave Avenue, to south on Industry Street, ending on Lampson Avenue. Attached is a map that outlines the street closures.

Staff explained the community event and street closure permit process for the proposed Holiday Toy Drive. Requirements include partnership with a local non-profit organization in good standing, insurance coverage, street closure approval from the City Council, and reimbursement for any direct costs to provide city support.

**DISCUSSION**

King Shocks Technology, Inc., would like to request City Council approval for the closure of City streets for a Holiday Toy Drive on Saturday, December 16, 2023. The street closures would be effective from 6:00 a.m. to 1:00 p.m.

King Shock Technology, Inc., has received approval from the Garden Grove Community Foundation, to serve as the non-profit organization to apply for the community event permit.

The attached event route has been reviewed by the Police Department Traffic Division, who has agreed to provide staff support for the closure of city streets during the event.

#### FINANCIAL IMPACT

Approval of the proposed Holiday Toy Drive event will not have an impact on the City's General Fund. King Shocks Technology, Inc. will reimburse the City for direct costs associated with police support for this event. The estimated cost for staff support is approximately \$3,000, and is expected to be fully reimbursed.

#### RECOMMENDATION

It is recommended that the City Council:

- Consider the written request from Kings Shock Technology, Inc. for a Holiday Toy Drive on Saturday, December 16, 2023.

By: Janet Pelayo, Deputy Director

#### ATTACHMENTS:

Description	Upload Date	Type	File Name
King Shock Technology - Written Request	10/26/2023	Letter	King_Shocks_City_Request_Charity.pdf
King Shock Holiday Toy Drive Map	11/2/2023	Backup Material	King_Shocks_Map.pdf



To Mayor Jones and City Council,

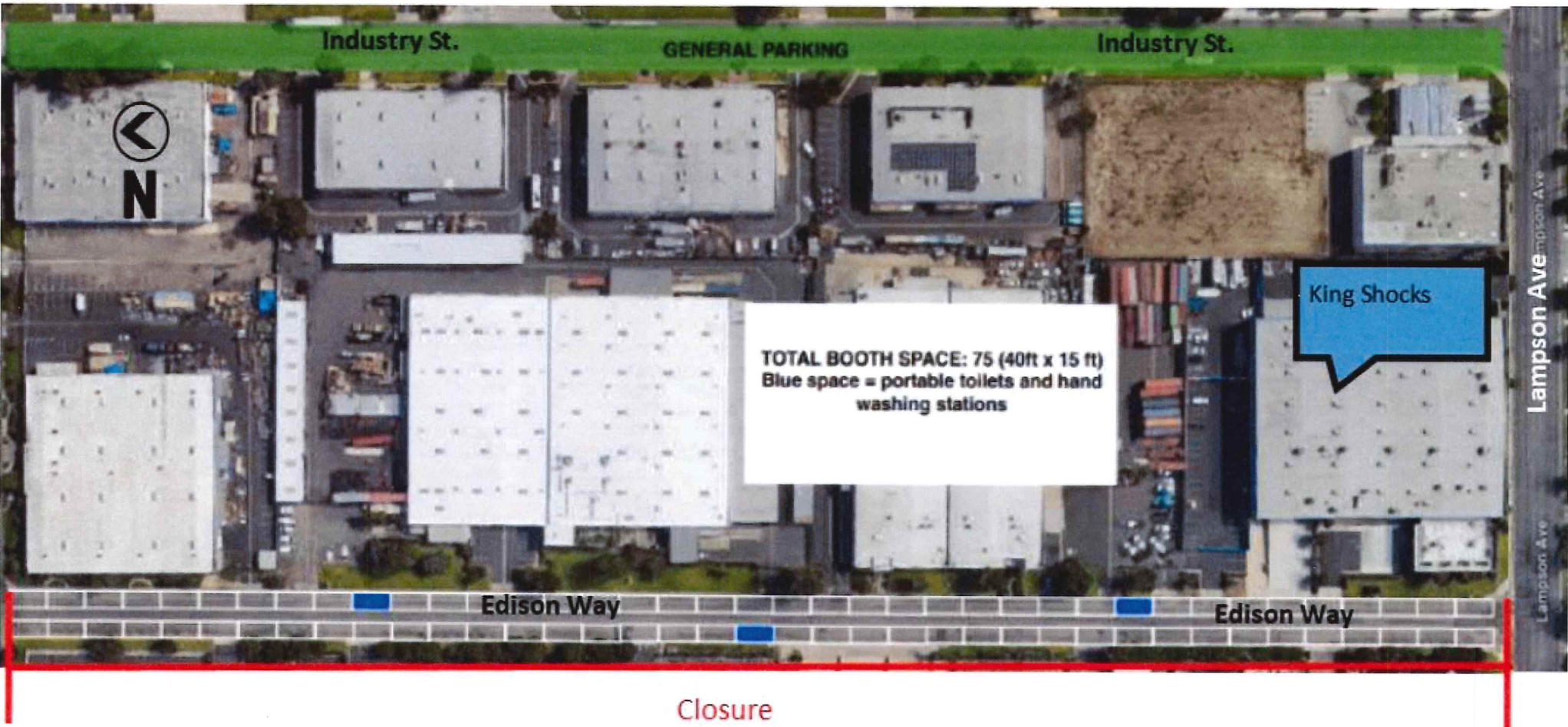
My name is Brett King and I would like to request a street closure around my business (12472 Edison Way, Garden Grove, Ca 92841) for a Christmas event benefitting a charitable organization on 12/16/23 from the hours of 0600 to 1300. The event will be free and open to the public.

The street closure would begin on Lampson Ave. and Edison Way. It would head north on Edison Way and continue east on Belgrave ave., to south on Industry st., ending back at Lampson ave. (See attached map for details). This map shows details on how the street closure will be sectioned off for booths of local businesses, portable public restrooms, hand washing stations, a 12 foot wide lane for emergency vehicles and general parking.

This is a special event since it unites the Off-Road, Overland and Outdoor community together for a great cause. The goal is to work alongside a non-profit organization and local businesses to collect toy donations from the public and deliver them to The Children's Hospital of Orange County. We believe it's important to give back to our community and with your help, this can become an annual event for the city of Garden Grove.

Respectfully,

Brett King  
King Shocks



**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Patricia Song

Dept.: City Manager/Executive Director Dept.: Finance

Subject: Adoption of a Resolution and Date: 11/14/2023  
approval of other related  
documents to authorize the  
defeasance of the Garden  
Grove Public Financing  
Authority Lease Revenue  
Bonds, Series 2015A.  
*(Joint Action Item with the  
Public Financing Authority)*

---

**OBJECTIVE**

For the City Council to adopt a resolution authorizing the defeasance of the Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A, and approve the execution of an escrow agreement and a termination agreement, and additional actions related thereto.

**BACKGROUND**

On November 10, 2015, the Garden Grove Public Financing Authority issued \$24,790,000 of Lease Revenue Bonds, Series 2015A (the Bonds). The Bonds were issued to refund the outstanding balance of the 2002 Certificates of Participation Series A in the amount of \$17,100,000, and to finance the acquisition and construction of a fire station, the renovation of the police facility, and other public capital improvement projects. The Bonds carry an interest rate ranging from 2.0% to 5.0% over a 30-year term, with maturity date of March 1, 2045. The City has been making debt service payments on a semi-annual basis. As of September 30, 2023, the Bonds carry a principal balance of \$20,715,000, with interest rate of 5.0% for the remaining term of the Bonds.

In June 2022, the City initiated the Civic Center Revitalization Project, with the purpose of improving the civic center area and replacing the police safety facilities to better meet the needs of the community for all current and future residents.

Several parcels in the civic center area are pledged for the Bonds. To facilitate the

Civic Center Revitalization Project and ensure its delivery feasibility and cost efficiency, it is in the best interest of the City to remove the liens pledged for the Bonds.

In June 2023, the City and the Garden Grove Housing Authority executed a purchase and sale agreement to convey certain parcels in the civic center area located at 11390-11400 Stanford Avenue to the Housing Authority. Acquiring the property is necessary for the Housing Authority to explore future housing production opportunities. The sale of the property is contingent upon the removal of the lien.

## DISCUSSION

Staff has been working with the City's bond counsel and municipal advisor searching for the best approach to remove the liens pledged for the Bonds. Several alternatives were discussed, including replacing the pledged properties with other unencumbered City properties with equal value, cash fund a portion of the outstanding debt to release the properties pledged, and defease the Bonds in its entirety. Taking consideration of the cost, timeline, future impact on the Civic Center Area, current cash position of the City, and the current market condition, staff and consultants reached consensus that defeasing the Bonds in its entirety is the best alternative.

The Bonds are call-protected until March 2026. Therefore an escrow account is required to defease the Bonds. Securities will be purchased so that interest earnings will be available between now and March 2026 to fund for partial debt service payment from March 2024 to September 2025. An Escrow Agreement and a Termination Agreement have been prepared by the City's bond counsel accordingly. If the City Council approves to proceed with the defeasance, the Bonds will be considered fully redeemed on December 5, 2023.

## FINANCIAL IMPACT

The City is currently paying 5.0% interest on the Bonds. The defeasance escrow requirement is \$22.1 million, with the purchase of securities to fund for the escrow, cash flow requirement would be \$20.8 million, equivalent to the outstanding principal amount. In addition, the City will be saving \$10.6 million in interest cost over the remaining life of the Bonds by paying it off early. Net against a potential loss of investment earning in the amount of \$6.7 million, assuming the funds were invested at the current two-year constant maturity treasury rate, the benchmark of the City's investment portfolio, there will be net cash flow savings of approximately \$3.9 million by defeasing the Bonds.

The recommended actions will authorize staff and consultants to initiate the proceedings to defease the Bonds which will remove all the liens against the properties within the civic center area. This not only will allow the Housing Authority to purchase the parcels located at 11390-11400 Stanford Avenue from the City, it will also remove potential challenges related to parcel encumbrances for the Civic Center Revitalization Project.

The defeasance of the Bonds will not result in additional taxes or fees to our tax

payers.

## **RECOMMENDATION**

It is recommended that the City Council in a joint action with the Garden Grove Public Financing Authority:

- Adopt the Resolution authorizing the defeasance of the Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A, the execution of an escrow agreement and a termination agreement, and approving certain acts in connection therewith and certain other matters (Attachment 1);
- Approve the form and authorize the City Manager/Executive Director to execute the Escrow Agreement by and among the City of Garden Grove, the Garden Grove Public Financing Authority, and U.S. Bank Trust Company, as escrow agent (Attachment 2); and
- Approve the form and authorize the City Manager/Executive Director to execute the Termination Agreement by and among the City of Garden Grove, the Garden Grove Public Financing Authority, and U.S. Bank Trust Company, as 2015 Trustee (Attachment 3).

### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Attachment 1 - Resolution	11/2/2023	Resolution	ResolutionToDefease-City.pdf
Attachment 2 - Escrow Agreement	11/2/2023	Agreement	Escrow_Agreement.pdf
Attachment 3 - Termination Agreement	11/2/2023	Agreement	Termination_Agreement.pdf



GARDEN GROVE CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ -23

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE AUTHORIZING THE DEFEASANCE OF THE GARDEN GROVE PUBLIC FINANCING AUTHORITY LEASE REVENUE BONDS, SERIES 2015A, THE EXECUTION OF AN ESCROW AGREEMENT AND A TERMINATION AGREEMENT, AND APPROVING CERTAIN ACTS IN CONNECTION THEREWITH AND CERTAIN OTHER MATTERS

WHEREAS, the City of Garden Grove (the "City"), a California municipal corporation and general law city, proposes to undertake the defeasance of certain bonds;

WHEREAS, the City Council of the City (the "City Council") has previously approved the issuance of the Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A (the "Series 2015A Bonds") to be issued pursuant to an Indenture, dated as of November 1, 2015 (the "Indenture"), by and among the Garden Grove Public Financing Authority (the "Authority"), the City, and U.S. Bank Trust Company, National Association (the "Trustee"), as successor trustee thereunder;

WHEREAS, the City Council has determined that it is in the best interest of the City to cause the defeasance of the Series 2015A Bonds and to approve an escrow agreement and termination agreement in connection therewith;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Escrow Agreement (the "Escrow Agreement") providing for the defeasance of the Series 2015A Bonds, in substantially the form submitted herewith, is hereby approved. The City Manager or the designee thereof (the "Authorized Officers"), are each hereby authorized and directed, for and in the name and on behalf of the City, to execute and deliver the Escrow Agreement with such changes, insertions and omissions as may be recommended by the City's General Counsel or Stradling Yocca Carlson & Rauth, as Special Counsel, and approved by the Authorized Officer executing the same, said execution being conclusive evidence of such approval.

SECTION 2. The Termination Agreement (the "Termination Agreement") terminating the Ground Lease, the Lease Agreement, the Memorandum of Lease Agreement, and the Assignment Agreement (each as defined in the Indenture) executed and delivered in connection with the issuance of the Series 2015A Bonds, in substantially the form submitted herewith, is hereby approved. Each Authorized Officer is hereby authorized and directed, for and in the name and on behalf of the City, to execute and deliver the Termination Agreement with such changes, insertions and omissions as may be recommended by the City's General Counsel or Special Counsel, and approved by the Authorized Officer executing the same, said execution being conclusive evidence of such approval.

SECTION 3. The Authorized Officers are hereby authorized and directed to execute and deliver any and all documents and instruments and to do and cause to be done any and

all acts and things necessary or proper for carrying out the defeasance of the Series 2015A Bonds, the Escrow Agreement, the Termination Agreement and this resolution.

SECTION 4. Stradling Yocca Carlson & Rauth is hereby appointed and retained as Special Counsel and Fieldman, Rolapp & Associates, Inc. is hereby appointed and retained as Municipal Advisor in connection with the defeasance of the Series 2015A Bonds. Each Authorized Officer is hereby authorized and directed to enter into contracts or to sign such other documentation as is necessary or appropriate to evidence such engagement and retain such services in connection with the defeasance of the Series 2015A Bonds.

SECTION 5. This resolution shall take effect immediately.

Adopted this 14th day of November 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF CALIFORNIA                    )  
COUNTY OF ORANGE                    ) SS:  
CITY OF GARDEN GROVE )

I, TERESA POMEROY, City Clerk of the City of Garden Grove, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Garden Grove, California, at a meeting held on November 14, 2023, by the following vote:

AYES:

NOES:

ABSENT:

---

CITY CLERK

**GARDEN GROVE PUBLIC FINANCING AUTHORITY  
LEASE REVENUE BONDS, SERIES 2015A**

**ESCROW AGREEMENT**

This ESCROW AGREEMENT (the "Escrow Agreement") is made and entered into as of \_\_\_\_\_, 2023, by and among the City of Garden Grove (the "City"), the Garden Grove Public Financing Authority (the "Authority"), and U.S. Bank Trust Company, National Association, a national banking association organized and existing under the laws of the United States of America and being qualified to accept and administer the escrow hereby created, as escrow agent (the "Escrow Agent").

*WITNESSETH:*

**WHEREAS**, the Authority has heretofore issued its Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A (the "2015 Bonds"), pursuant to the terms of that certain Indenture dated as of November 1, 2015 (the "2015 Indenture"), by and among the Authority, the City and U.S. Bank Trust Company, National Association, as successor trustee to U.S. Bank National Association (the "2015 Trustee");

**WHEREAS**, the City has decided to prepay in full the Base Rental Payments as defined in and pursuant to that certain Lease Agreement dated as of November 1, 2015 by and between the City and the Authority (the "Lease Agreement");

**WHEREAS**, the Authority will apply the prepaid Base Rental Payments to redeem and defease the 2015 Bonds in full on \_\_\_\_\_, 2023;

**WHEREAS**, the prepaid Base Rental Payments received from the City and amounts on deposit with the 2015 Trustee under the 2015 Indenture will be sufficient to pay the principal and interest due on the 2015 Bonds through and including March 1, 2025, and to redeem on March 1, 2025 the 2015 Bonds maturing on and after March 1, 2026 at a redemption price equal to the principal amount to be redeemed, without premium (the "Redemption Price"); and

**WHEREAS**, pursuant to Section 2 of this Escrow Agreement, the Authority will cause the Base Rental Payments received from the City plus amounts on deposit in the funds and accounts under the 2015 Indenture, and certain securities purchased therefrom, to be set aside with the Escrow Agent, in order to provide for the payment of the principal and interest due on the 2015 Bonds through and including March 1, 2025, and to pay on March 1, 2025, the Redemption Price of the 2015 Bonds (collectively, the "Escrow Requirement"), such proceeds and funds to be deposited in an escrow fund to be created hereunder designated as the "Garden Grove Public Financing Authority 2015A Bonds Escrow Fund" to be maintained by the Escrow Agent (the "Escrow Fund") which moneys will be used to purchase securities as described on Schedule II hereto (the "Federal Securities"), the principal of and the interest on which when paid will provide money which, together with the moneys deposited with the Escrow Agent at the same time pursuant to this Escrow Agreement, will be sufficient to pay the Escrow Requirement, as set forth in Schedule III hereto;

**NOW, THEREFORE**, the City, the Authority and the Escrow Agent hereby agree as follows:

SECTION 1. Establishment and Maintenance of Escrow Fund. The Escrow Agent agrees to establish and maintain, until the 2015 Bonds have been paid and redeemed in full, the Escrow Fund, and to hold the moneys and securities therein at all times as a special and separate escrow fund (wholly segregated from all other securities, investments or moneys on deposit with the Escrow Agent). All moneys in the Escrow Fund are hereby irrevocably pledged, subject to the provisions of Section 2 hereof, to secure the payment when due of the principal of and interest on the 2015 Bonds and the Redemption Price of the 2015 Bonds.

SECTION 2. Funding of the Escrow Fund.

(a) The Authority agrees that, not later than \_\_\_\_\_, 2023 (the "Closing Date"), the Authority will cause to be transferred to the Escrow Agent for deposit in the Escrow Fund \$\_\_\_\_\_ from the prepaid Base Rental Payments and \$\_\_\_\_\_ from funds held by the 2015 Trustee under the 2015 Indenture.

(b) The Authority hereby directs the Escrow Agent to immediately apply \$\_\_\_\_\_ of such amounts to acquire, on the Closing Date, the Federal Securities set forth in Schedule II and to hold \$\_\_\_\_\_ uninvested as cash.

SECTION 3. Investment of Moneys. The Escrow Agent acknowledges receipt of the moneys described in Section 2 and agrees immediately to invest such moneys in the Federal Securities listed on Schedule II hereto and to deposit such Federal Securities in the Escrow Fund. The Escrow Agent shall be entitled to rely upon the conclusion of Robert Thomas, CPA (the "Verification Agent"), that the Federal Securities listed on Schedule II hereto mature and bear interest payable in such amounts and at such times as, together with cash on deposit in the Escrow Fund, will be sufficient to pay the principal and interest due on the 2015 Bonds through and including March 1, 2025 and to pay the Redemption Price on March 1, 2025.

SECTION 4. Investment of Any Remaining Moneys. At the written direction of the Authority, the Escrow Agent shall reinvest any other amount of principal and interest, or any portion thereof, received from the Federal Securities prior to the date on which such payment is required for the purposes set forth herein, in noncallable Federal Securities maturing not later than the date on which such payment or portion thereof is required for the purposes set forth in Section 6, at the written direction of the Authority, as verified in a report prepared by an independent certified public accountant or firm of certified public accountants of favorable national reputation experienced in the refunding of obligations of political subdivisions to the effect that the reinvestment described in said report will not adversely affect the sufficiency of the amounts of securities, investments and money in the Escrow Fund to pay the principal and interest due on the 2015 Bonds through and including March 1, 2025 and to pay the Redemption Price on March 1, 2025, and provided that the Authority has obtained and delivered to the Escrow Agent an unqualified opinion of Stradling Yocca Carlson & Rauth, a Professional Corporation, that such reinvestment will not adversely affect the exclusion from gross income for federal income tax purposes of the interest on the 2015 Bonds. In the absence of such written direction such other amounts shall be held uninvested. Any interest income resulting from investment or reinvestment of moneys pursuant to this Section 4 which

is not required for the purposes set forth in Section 6, as verified in the letter of the Verification Agent originally obtained by the Authority with respect to the defeasance of the 2015 Bonds or in any other report prepared by an independent certified public accountant or firm of certified public accountants of favorable national reputation experienced in the refunding of tax-exempt obligations of political subdivisions, shall be paid to the City promptly upon the receipt of such interest income by the Escrow Agent. The determination of the Authority as to whether an accountant qualifies under this Escrow Agreement shall be conclusive. The Escrow Agent is hereby authorized, in making or disposing of any investment permitted by this Escrow Agreement, to deal with itself (in its individual capacity) or with any one or more of its affiliates, whether it or any such affiliate is acting as agent of the Escrow Agent or for any third person or dealing as principal for its own account.

SECTION 5. Substitution of Securities. Upon the written request of the Authority, and subject to the conditions and limitations herein set forth and applicable governmental rules and regulations, the Escrow Agent shall sell, redeem or otherwise dispose of the Federal Securities, provided that there are substituted therefor from the proceeds of the Federal Securities other Federal Securities, but only after the Authority has obtained and delivered to the Escrow Agent: (i) an unqualified opinion of Stradling Yocca Carlson & Rauth, a Professional Corporation, to the effect that the substitution of securities is permitted under the legal documents in effect with respect to the 2015 Bonds and that such reinvestment will not adversely affect the exclusion from gross income for federal income tax purposes of the interest on the 2015 Bonds; (ii) a report by a firm of independent certified public accountants to the effect that the reinvestment described in said report will not adversely affect the sufficiency of the amounts of securities, investments and money in the Escrow Fund to pay the principal and interest due on the 2015 Bonds through and including March 1, 2025 and to pay the Redemption Price on March 1, 2025; and (iii) the prior written consent of the Bond Insurer. The Escrow Agent shall not be liable or responsible for any loss resulting from any reinvestment made pursuant to this Escrow Agreement and in full compliance with the provisions hereof.

SECTION 6. Payment and Redemption of the 2015 Bonds. The Authority hereby requests and irrevocably instructs the Escrow Agent to pay the principal and interest due on the 2015 Bonds through and including March 1, 2025 and to pay the Redemption Price on March 1, 2025. Upon payment in full of the 2015 Bonds, the Escrow Agent shall transfer any moneys remaining in the Escrow Fund to the City and, after provision for payment of amounts due to the 2015 Trustee and the Escrow Agent pursuant to Section 6 and 9 hereof, this Escrow Agreement shall terminate. The Escrow Agent shall disburse moneys from the Escrow Fund for payment and redemption for the 2015 Bonds as set forth in Schedule III attached hereto.

SECTION 7. Notices of Defeasance and Redemption of the 2015 Bonds. The Authority hereby instructs the Escrow Agent to mail, first class, postage prepaid, a notice to the owners of the 2015 Bonds in the form attached hereto as Schedule I-A stating that the defeasance of the 2015 Bonds has occurred, in accordance with Section 10.02 of the 2015 Indenture. The Authority hereby further instructs the Escrow Agent to provide a notice of redemption in substantially the form attached hereto as Schedule I-B with respect to the 2015 Bonds in accordance with Sections 4.01 and 10.02 of the 2015 Indenture.

SECTION 8. Notice of Possible Deficiencies. If at any time the Escrow Agent has actual knowledge that the moneys and securities in the Escrow Fund will not be sufficient to make all payments required by Section 6 hereof, the Escrow Agent shall notify the Authority in writing as soon as is reasonably practicable, of such fact, the amount of such deficiency and if known, the reason therefor; provided, however, that the Authority shall have no liability for any such deficiency.

SECTION 9. Fees and Costs. The Escrow Agent shall receive its reasonable fees and expenses as previously agreed to by the Escrow Agent and the Authority, and any other reasonable fees and expenses of the Escrow Agent (including attorneys' fees) approved by the Authority. The parties hereto agree that the duties and obligations of the Escrow Agent shall be as expressly provided herein, and no implied duties or obligations shall be read into this Escrow Agreement against the Escrow Agent. The fees of and the costs incurred by the Escrow Agent shall in no event be deducted or payable from, or constitute a lien against, the Escrow Fund.

SECTION 10. Merger or Consolidation. Any company into which the Escrow Agent may be merged or converted or with which it may be consolidated or any company resulting from any merger, conversion or consolidation to which it shall be a party or any company to which the Escrow Agent may sell or transfer all or substantially all of its corporate trust business, provided such company shall be eligible under this Escrow Agreement, shall be the successor of such Escrow Agent without the execution or filing of any paper or any further act, notwithstanding anything herein to the contrary.

SECTION 11. Entire Agreement; Severability. This Escrow Agreement and the exhibits hereto set forth the entire agreement and understanding of the parties related to this transaction and supersedes all prior agreements and understandings, oral or written. If any section, paragraph, sentence, clause or provision of this Escrow Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, sentence, clause or provisions shall not affect any of the remaining provisions of this Escrow Agreement.

SECTION 12. Execution of Counterparts. This Escrow Agreement may be executed in any number of counterparts, each of which shall for all purposes be deemed to be an original and all of which shall together constitute but one and the same instrument.

SECTION 13. Applicable Law. This Escrow Agreement shall be governed by and construed in accordance with the laws of the State of California. The parties hereby (i) irrevocably submit to the exclusive jurisdiction of any federal or state court sitting in the State of California, (ii) waive any objection to laying of venue in any such action or proceeding in such courts, and (iii) waive any objection that such courts are an inconvenient forum or do not have jurisdiction over any party.

SECTION 14. Indemnification. The Authority agrees to indemnify, hold harmless and defend the Escrow Agent, its officers, employees, directors, and agents, to the extent permitted by law from and against any and all losses, damages, claims, actions, liabilities, costs and expenses of whatever nature, kind or character (including, without limitation, attorneys' fees, litigation and court costs, amounts paid in settlement and amounts paid to discharge judgments) which may be imposed on, or incurred by or asserted against the Escrow Agent directly or indirectly arising out of or related to any claim, suit, investigation,

proceeding or action commenced or threatened as a result of the execution by the Escrow Agent of this Escrow Agreement, the performance of its obligations hereunder, or of the payment of the 2015 Bonds; provided, however, that this indemnification shall not cover any losses or expenses incurred by the Escrow Agent as a result of its negligence or willful misconduct. The agreements of the Authority hereunder shall survive the discharge of the 2015 Indenture and the payment of the Redemption Price and the resignation or removal of the 2015 Trustee.

SECTION 15. Immunities and Liability of Escrow Agent.

(a) The Escrow Agent undertakes to perform only such duties as are expressly and specifically set forth in this Escrow Agreement, and no implied duties or obligations shall be read into this Escrow Agreement against Escrow Agent. The permissive rights of the Escrow Bank to do the things enumerated in this Escrow Agreement shall not be construed as a duty and, with respect to such permissive rights, the Escrow Bank shall not be answerable for other than its negligence or willful misconduct.

(b) The Escrow Agent shall not have any liability hereunder except to the extent of its own negligence or willful misconduct. In no event shall the Escrow Agent be liable for any special, indirect, punitive, incidental or consequential loss or damages of any kind whatsoever, (including, but not limited to, loss of profit), even if the Escrow Agent or the Authority knows of the possibility of such damages and regardless of the form of action. The Escrow Agent shall have no duty or responsibility under this Escrow Agreement in the case of any default in the performance of the covenants or agreements contained in the resolutions, indenture and fiscal agent agreement relating to the 2015 Bonds. The Escrow Agent is not required to resolve conflicting demands to money or property in its possession under this Escrow Agreement. The Escrow Agent shall not be liable for any action taken or omitted by it or any of its officers, employees or agents in good faith and believed by it to be authorized or within the discretion or rights or powers conferred upon it by this Indenture. The Escrow Agent shall not be liable for any actions taken or errors of judgement made in good faith by a responsible officer, unless it shall be proved that the Escrow Agent was negligent in ascertaining the pertinent facts. The Escrow Agent shall neither be responsible for, nor chargeable with, knowledge of the terms and conditions of any other agreement, instrument, or document other than this Escrow Agreement, whether or not an original or a copy of such agreement has been provided to the Escrow Agent. The Escrow Agent shall have no duty to know or inquire as to the performance or nonperformance of any provision of any other agreement, instrument, or document other than this Escrow Agreement.

(c) The Escrow Agent may act through attorneys or agents and shall not be responsible for the acts or omissions of any such attorney or agent appointed with due care. The Escrow Agent may consult with counsel and other professionals of its own choice. The Escrow Agent shall be entitled to rely on and shall not be liable for any action taken or omitted to be taken by the Escrow Agent in accordance with the advice of counsel or other professionals retained or consulted by the Escrow Agent, and the opinion of such counsel or other professionals shall be full and complete authorization to take or suffer any action hereunder in accordance with such opinion.

(d) The Escrow Agent shall not be responsible for any of the recitals or representations contained herein.



(e) The Escrow Agent may become the owner of, or acquire any interest in, any of the 2015 Bonds with the same rights that it would have if it were not the Escrow Agent and may engage or be interested in any financial or other transaction with the Authority.

(f) The Escrow Agent shall not be liable for the accuracy of any calculations provided as to the sufficiency of the moneys and securities deposited with it to pay the prescribed 2015 Bonds.

(g) The Escrow Agent shall not be liable for any action or omission of the Authority under this Escrow Agreement.

(h) Whenever in the administration of this Escrow Agreement the Escrow Agent shall deem it necessary or desirable that a matter be proved or established prior to taking or suffering any action hereunder, such matter (unless other evidence in respect thereof be herein specifically prescribed) may be deemed to be conclusively proved and established by a certificate of any authorized representative of the Authority and/or opinion of counsel, and such certificate or opinion shall, in the absence of negligence or willful misconduct on the part of the Escrow Agent, be full warrant to the Escrow Agent for any action taken or suffered by it under the provisions of this Escrow Agreement.

(i) The Escrow Agent shall be entitled to request and receive written instructions hereunder and shall have no responsibility or liability for any losses or damages of any nature that may arise from any action taken or not taken by the Escrow Agent in accordance with such written direction. The Escrow Agent may conclusively rely, as to the truth and accuracy of the statements and correctness of any written notice, instruction, request, certificate, document, order, judgment, decree or opinion furnished to it and the calculations provided to it in connection with this Escrow Agreement and shall be protected in acting, or refraining from acting, upon any written notice, instruction, request, certificate, document, calculations or opinion furnished to the Escrow Agent in compliance with this Escrow Agreement and reasonably believed by the Escrow Agent to have been signed or presented by the proper party, not only as to due execution, validity and effectiveness, but also as to the truth and accuracy of any information contained therein, and it need not investigate any fact or matter stated in such notice, instruction, request, certificate or opinion.

(j) The Escrow Agent shall incur no liability for losses arising from any investment made pursuant to this Escrow Agreement. The parties hereto acknowledge that the Escrow Agent is not providing investment supervision, recommendations, or advice.

(k) No provision of this Escrow Agreement shall require the Escrow Agent to expend or risk its own funds or otherwise incur any financial liability in the performance or exercise of any of its duties hereunder, or in the exercise of its rights or powers.

(l) The liability of the Escrow Agent to make the payments required by this Escrow Agreement shall be limited to the moneys and securities in the Escrow Fund.

(m) The Escrow Agent shall furnish the Authority periodic cash transaction statements which include detail for all investment transactions effected by the Escrow Agent or brokers selected by the Authority. Upon the Authority's election, such statements will be

delivered via the Escrow Agent's online service and upon electing such service, paper statements will be provided only upon request. The Authority waives the right to receive brokerage confirmations of security transactions effected by the Escrow Agent as they occur, to the extent permitted by law. The Authority further understands that trade confirmations for securities transactions effected by the Escrow Agent will be available upon request and at no additional cost and other trade confirmations may be obtained from the applicable broker.

(n) The Escrow Agent shall not be responsible or liable for any failure or delay in the performance of its obligations under this Escrow Agreement arising out of or caused, directly or indirectly, by circumstances beyond its control, including without limitation, any act or provision of any present or future law or regulation or governmental authority; acts of God; earthquakes; fires; floods; wars; terrorism; civil or military disturbances; sabotage; epidemics; quarantine restrictions; riots; interruptions, loss or malfunctions of utilities, computer (hardware or software) or communications service; accidents; labor disputes; acts of civil or military authority or governmental actions; or the unavailability of the Federal Reserve Bank wire or telex or other wire or communication facility.

(o) The Escrow Agent shall be under no obligation to exercise any of the rights or powers vested in it by this Escrow Agreement at the request or direction of the Authority, pursuant to the provisions of this Escrow Agreement, unless such parties shall have offered to the Escrow Agent security or indemnity (satisfactory to the Escrow Agent in its sole and absolute discretion) against the costs, expenses and liabilities which may be incurred by it in compliance with such request or direction. The Escrow Agent may resign and be discharged from its duties and obligations hereunder at any time by giving no less than thirty (30) calendar days' prior written notice of such resignation to the Authority, specifying the date when such resignation shall take effect.

SECTION 16. Termination and Modification of Agreement. Upon final payment in full of the principal of and interest on the 2015 Bonds pursuant to this Escrow Agreement, all obligations of the Escrow Agent under this Escrow Agreement shall cease and terminate, except for the obligation of the Escrow Agent to pay or cause to be paid to the owners of the 2015 Bonds not presented for payment all sums due thereon and the obligation of the Authority to pay to the Escrow Agent any amounts due and owing to the Escrow Agent hereunder. This Escrow Agreement may not be amended or modified in any manner which is materially adverse to the Owners of the 2015 Bonds without the unanimous prior written consent of the Owners of the 2015 Bonds and the Bond Insurer.

SECTION 17. Termination of Lease Agreement, Memorandum of Lease Agreement, Ground Lease, and Assignment Agreement. The parties hereto agree that the deposit of the moneys in the Escrow Fund contemplated by this Escrow Agreement will result in the termination of the Lease Agreement, that certain Memorandum of Lease Agreement, dated as of November 1, 2015 by and between the City and the Authority, that certain Ground Lease, dated as of November 1, 2015 by and between the City and the Authority, and that certain Assignment Agreement, dated as of November 1, 2015 by and between the Authority and the 2015 Trustee. Therefore, upon the effectiveness of this Escrow Agreement, the Authority, the City and the 2015 Trustee hereby acknowledge and agree that the agreements set forth in the prior sentence shall be terminated and discharged, and shall be of no further force or effect and the Authority and 2015 Trustee have no further interest in the premises

that are the subject of the foregoing agreements (the "Leased Premises") and title to the Leased Premises has vested in the City.

SECTION 18. No Optional Redemption or Amendments. Except as provided in this Escrow Agreement, (a) the Authority hereto agrees it will not exercise any prior optional redemption of 2015 Bonds secured by this Escrow Agreement or any other redemption other than mandatory sinking fund redemptions unless (i) the right to make any such redemption has been expressly reserved in the Escrow Agreement and such reservation has been disclosed in detail in an official statement for the refunding of bonds, and (ii) as a condition to any such redemption, there shall be provided to the Bond Insurer a verification report as to the sufficiency of escrow receipts without reinvestment to meet the Escrow Requirements remaining following any such redemption; and (b) the Authority shall not amend the Escrow Agreement or enter into a forward purchase agreement or other agreement with respect to rights in escrow without the prior written consent of the Bond Insurer.

IN WITNESS WHEREOF, the City of Garden Grove, the Garden Grove Public Financing Authority and U.S. Bank Trust Company, National Association, as Escrow Agent, have caused this Escrow Agreement to be executed each on its behalf by duly authorized officers as of the day and year first above written.

CITY OF GARDEN GROVE

By: \_\_\_\_\_  
City Manager

ATTEST:

\_\_\_\_\_  
City Clerk

GARDEN GROVE PUBLIC FINANCING  
AUTHORITY

By: \_\_\_\_\_  
Executive Director

ATTEST:

\_\_\_\_\_  
Secretary

*[SIGNATURES CONTINUED ON NEXT PAGE.]*

*[SIGNATURE PAGE CONTINUED.]*

U.S. BANK TRUST COMPANY, NATIONAL  
ASSOCIATION, as Escrow Agent

By: \_\_\_\_\_  
Authorized Officer

## SCHEDULE I-A

### FORM OF NOTICE OF DEFEASANCE

#### NOTICE OF DEFEASANCE OF

**\$24,790,000**

#### **GARDEN GROVE PUBLIC FINANCING AUTHORITY LEASE REVENUE BONDS, SERIES 2015A**

**BASE CUSIP NO. 36527R**

<i><b>CUSIP*</b></i>	<i><b>Maturity (March 1)</b></i>	<i><b>Amount</b></i>
AJ7	2024	\$ 565,000
AK4	2025	595,000
AL2	2026	625,000
AM0	2027	655,000
AN8	2028	690,000
AP3	2029	725,000
AQ1	2030	760,000
AR9	2040*	9,580,000
AS7	2045*	6,520,000

\* Term Bond

Notice is hereby given to the holders of all of the outstanding Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A, maturing on and after March 1, 2024, as listed above (the "Defeased Bonds") (i) that there has been deposited with U.S. Bank Trust Company, National Association, as Escrow Agent (the "Escrow Agent"), moneys and securities under the Escrow Agreement, dated as of \_\_\_\_\_, 2023 (the "Escrow Agreement"), by and among the City of Garden Grove (the "City"), the Garden Grove Public Financing Authority (the "Authority") and the Escrow Agent, which will provide moneys sufficient and available to pay scheduled payments of principal and interest on the Defeased Bonds through and including March 1, 2025, and to redeem on March 1, 2025 the Defeased Bonds maturing on and after March 1, 2026, at a redemption price equal to the principal amount of the Defeased Bonds to be redeemed, without premium; (ii) that the Escrow Agent has been irrevocably instructed to redeem on March 1, 2025 the Defeased Bonds maturing on and after March 1, 2026; and (iii) that the Defeased Bonds are deemed to be paid in accordance with Section 10.01 of the Indenture by and among the Authority, the City and U.S. Bank Trust Company, National Association, as Successor Trustee, dated as of November 1, 2015, pursuant to which the Defeased Bonds were issued.

**CONTINUING DISCLOSURE FILINGS:** As a consequence of the defeasance of the Defeased Bonds listed herein, the City will no longer file annual reports or notices of certain enumerated events for the Defeased Bonds pursuant to the continuing disclosure undertaking for the Defeased Bonds.

\* The CUSIP numbers are included solely for the convenience of the Holders of the Defeased Bonds. None of the City, the Authority or the Escrow Agent shall be responsible for any error of any nature relating to such numbers.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

CITY OF GARDEN GROVE

GARDEN GROVE PUBLIC FINANCING  
AUTHORITY

U.S. BANK TRUST COMPANY, NATIONAL  
ASSOCIATION  
as Escrow Agent

## SCHEDULE I-B

### FORM OF NOTICE OF REDEMPTION

**\$24,790,000**  
**GARDEN GROVE PUBLIC FINANCING AUTHORITY**  
**LEASE REVENUE BONDS, SERIES 2015A**

**BASE CUSIP NO. 36527R**

NOTICE IS HEREBY GIVEN to the owners of the above-captioned Bonds (the "Bonds") of the Garden Grove Public Financing Authority (the "Authority") issued on November 24, 2015, pursuant to the Indenture, dated as of November 1, 2015 (the "Indenture"), by and among the Authority, the City of Garden Grove and U.S. Bank Trust Company, National Association, as successor trustee (the "Trustee"), that the Bonds listed below in the amount of \$19,555,000.00 have been selected for redemption on March 1, 2026 (the "Redemption Date").

<i><b>CUSIP**</b></i>	<i><b>Maturity (March 1)</b></i>	<i><b>Rate</b></i>	<i><b>Amount</b></i>	<i><b>Redemption Price</b></i>
AL2	2026	5.000%	\$ 625,000	116.339
AM0	2027	5.000	655,000	115.288
AN8	2028	5.000	690,000	114.507
AP3	2029	5.000	725,000	113.476
AQ1	2030	5.000	760,000	112.709
AR9	2040*	4.000	9,580,000	99.500
AS7	2045*	5.000	6,520,000	108.482

\* Term Bond

The Bonds will be payable on the Redemption Date at a redemption price equal to the principal amount to be redeemed plus interest accrued to the Redemption Date (the "Redemption Price"), without premium. The Redemption Price of the Bonds will become due and payable on the Redemption Date. Interest with respect to the Bonds to be redeemed will cease to accrue on and after the Redemption Date, and such Bonds will be surrendered to the Trustee.

All Bonds are required to be surrendered to the principal corporate trust office of the Trustee, on the Redemption Date at the following location. If the Bonds are mailed, the use of registered, insured mail is recommended:

U.S. Bank Trust Company, National Association  
1 California Street, Suite 1000  
San Francisco, California 94111  
Attention: Global Corporate Trust

If the Owner of any Bond subject to optional redemption fails to deliver such Bond to the Trustee on the Redemption Date, such Bond shall nevertheless be deemed redeemed



on the Redemption Date and the Owner of such Bond shall have no rights in respect thereof except to receive payment of the Redemption Price from funds held by the Trustee for such payment.

A form W-9 must be submitted with the Bonds. Failure to provide a completed form W-9 will result in 31% backup withholding pursuant to the Interest and Dividend Tax Compliance Act of 1983. Under the Jobs and Growth Tax Relief Reconciliation Act of 2003, 28% will be withheld if the tax identification number is not properly certified.

\*\* The CUSIP numbers are included solely for the convenience of the Holders of the Bonds. Neither the Authority nor the Trustee shall be responsible for any error of any nature relating to such numbers.

U.S. Bank Trust Company, National Association,  
as Trustee

DATED this \_\_\_\_ day of \_\_\_\_\_, 2023.

**SCHEDULE II**  
**FEDERAL SECURITIES**

<b><i>Security</i></b>	<b><i>Maturity</i></b>	<b><i>Principal Amount</i></b>	<b><i>Interest Rate</i></b>	<b><i>Price</i></b>
		\$	%	%

**SCHEDULE III**  
**ESCROW FUND CASH FLOW**

<b><i>Date</i></b>	<b><i>Escrow Requirement</i></b>	<b><i>Net Escrow Receipts</i></b>	<b><i>Excess Receipts</i></b>	<b><i>Excess Balance</i></b>
	\$	\$	\$	\$

Cash deposited on \_\_\_\_\_, 2023 in the Escrow Fund in the amount of \$\_\_\_\_\_ of which \$\_\_\_\_\_ will be used to purchase the Federal Securities listed in Schedule II hereto and \$\_\_\_\_\_ will be held uninvested.

**RECORDING REQUESTED BY:**

City of Garden Grove

**AND WHEN RECORDED MAIL TO:**

Stradling Yocca Carlson & Rauth  
660 Newport Center Drive, Suite 1600  
Newport Beach, California 92660  
Attn: Vanessa S. Legbandt

[Space above for Recorder's use.]

**TERMINATION AGREEMENT**

**by and among**

**CITY OF GARDEN GROVE,**

**GARDEN GROVE PUBLIC FINANCING AUTHORITY,**

**and**

**U.S. BANK TRUST COMPANY, NATIONAL ASSOCIATION,  
as 2015 Trustee**

**Dated as of \_\_\_\_\_, 2023**

**Relating to**

**\$24,790,000**

**GARDEN GROVE PUBLIC FINANCING AUTHORITY  
LEASE REVENUE BONDS, SERIES 2015A**

## TERMINATION AGREEMENT

This TERMINATION AGREEMENT is dated as of \_\_\_\_\_, 2023 (this “Agreement”), and is by and among the CITY OF GARDEN GROVE, a municipal corporation and a general law city duly organized and existing under the Constitution and laws of the State of California (the “City”), the GARDEN GROVE PUBLIC FINANCING AUTHORITY, a joint exercise of powers authority duly organized and existing under the laws of the State of California (the “Authority”), and U.S. BANK TRUST COMPANY, NATIONAL ASSOCIATION.

### WITNESSETH:

WHEREAS, the City and the Authority have heretofore entered into a Ground Lease dated as of November 1, 2015 and recorded in the Official Records of Orange County, California (the “County”) on November 23, 2015 as Document No. 2015000599705 (the “Ground Lease”), pursuant to which the City agreed to lease certain real property described in Exhibit A hereto including the improvements thereon to the Authority (the “Property”); and

WHEREAS, the City and the Authority have heretofore entered into a Lease Agreement dated as of November 1, 2015 (the “Lease”), and the Memorandum of Lease Agreement, dated as of November 1, 2015 by and between the City and the Authority (the “Memorandum of Lease Agreement”), which was recorded on November 23, 2015 in the Official Records of the County as Document No. 2015000599706, pursuant to which the Authority agreed to lease the Property back to the City, and the City agreed to make certain Base Rental Payments (the “Base Rental Payments”) to the Authority; and

WHEREAS, pursuant to an Assignment Agreement dated as of November 1, 2015 and recorded in the Official Records of the County on November 23, 2015 as Document No. 2015000599707 (the “Assignment Agreement”), by and between the Authority and the 2015 Trustee (as defined below), the Authority assigned to the 2015 Trustee, among other things, its rights to receive the Base Rental Payments from the City under the Lease and the right to exercise such rights and remedies conferred on the Authority under the Lease to enforce payment of the Base Rental Payments; and

WHEREAS, the City, the Authority and U.S. Bank Trust Company, National Association, as successor trustee to U.S. Bank National Association (the “2015 Trustee”), entered into that certain Indenture dated as of November 1, 2015 (the “Indenture”), providing for the issuance of the Garden Grove Public Financing Authority Lease Revenue Bonds, Series 2015A (the “2015 Bonds”); and

WHEREAS, the City has notified the Authority of its intention to exercise its option to prepay all of the Base Rental Payments due under the Lease, pursuant to the terms of Section 7.02(b) of the Lease; and

WHEREAS, the Authority has notified the Trustee of its intention to exercise its option to pay all maturing principal of and interest on the 2015 Bonds through and including March 1, 2025 (the “Redemption Date”), and to redeem on the Redemption Date, all of the 2015 Bonds maturing after the Redemption Date, pursuant to the terms of Section 10.02 of the Indenture; and

WHEREAS, the Authority and the City hereby certify that there has been caused to be delivered a security deposit consisting of moneys and federal securities as described in Section 7.02(b) of the Lease and in Section 10.02 of the Indenture, which in the opinion of an independent certified public accountant will be sufficient to pay the principal of and interest on the 2015 Bonds coming due through and including the Redemption Date, and to prepay on the Redemption Date all 2015 Bonds maturing after the Redemption Date, to U.S. Bank Trust Company, National Association, as escrow agent (the “Escrow Agent”), under that certain Escrow Agreement, dated as of \_\_\_\_\_, 2023 (the “Escrow Agreement”), by and between the Authority and the Escrow Agent, in order to effect such payment and prepayment; and

WHEREAS, concurrently with the defeasance and redemption of the 2015 Bonds pursuant to the Escrow Agreement, the City and the Authority now desire to terminate and discharge the Ground Lease, the Lease, the Memorandum of Lease Agreement, and the Assignment Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto do hereby agree as follows:

1. Effective Date and Recordation. This Agreement shall become effective on \_\_\_\_\_, 2023, which is the date on which the Authority and the City deposited sufficient moneys and securities to pay and prepay the Base Rental Payments and defease and redeem the 2015 Bonds, and this Agreement shall not be recorded until such amounts have been deposited with the Escrow Agent.

2. Termination of Ground Lease, Lease, Memorandum of Lease Agreement, and Assignment Agreement. Upon the effectiveness of this Agreement as described in Section 1 hereof, the Authority, the City and the 2015 Trustee hereby acknowledge and agree that the Ground Lease, the Lease, the Memorandum of Lease Agreement, and the Assignment Agreement shall be terminated and discharged, and shall be of no further force or effect and the Authority and 2015 Trustee, as assignee, shall have no further interest in the Property and upon such effectiveness, which shall be conclusively evidenced by recordation of this Agreement in the Official Records of the County, title to the Property shall be vested in the City.

3. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which, when taken together, shall constitute one agreement. The signature and acknowledgment pages from each counterpart may be removed and attached to a single document in order to create one original instrument.

*[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]*

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Termination Agreement by their officers thereunto duly authorized as of the day and year first above written.

CITY OF GARDEN GROVE

By: \_\_\_\_\_  
Lisa L. Kim  
City Manager

ATTEST:

\_\_\_\_\_  
Teresa Pomeroy  
City Clerk

GARDEN GROVE PUBLIC FINANCING  
AUTHORITY

By: \_\_\_\_\_  
Lisa L. Kim  
Executive Director

ATTEST:

\_\_\_\_\_  
Teresa Pomeroy  
Secretary

*[SIGNATURES CONTINUED ON NEXT PAGE.]*

*[SIGNATURE PAGE CONTINUED.]*

U.S. BANK TRUST COMPANY, NATIONAL  
ASSOCIATION, as 2015 Trustee

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Authorized Officer



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

)

)

ss.

COUNTY OF \_\_\_\_\_

)

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public,

personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

)

)

ss.

COUNTY OF ORANGE

)

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public,

personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC

## **EXHIBIT A**

### **DESCRIPTION OF THE PROPERTY**

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF GARDEN GROVE, IN THE COUNTY OF ORANGE, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

#### **PARCEL A: (GARDEN GROVE PARK)**

THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 6, TOWNSHIP 5 SOUTH, RANGE 10 WEST IN THE RANCHO LAS BOLSAS, CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP RECORDED IN BOOK 51, PAGE 12 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID SOUTHWEST QUARTER SAID POINT BEING DISTANT THEREON SOUTH 89° 22' 15" WEST 640.00 FEET FROM THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER; THENCE NORTH 0° 27' 09" WEST 2202.72 FEET PARALLEL WITH THE EAST LINE OF SAID SOUTHWEST QUARTER TO A LINE PARALLEL WITH AND DISTANT 440.00 FEET FROM THE NORTH LINE OF SAID SOUTHWEST QUARTER; THENCE SOUTH 89° 25' 17" WEST ALONG SAID PARALLEL LINE 599.96 FEET; THENCE SOUTH 86° 52' 09" WEST 204.29 FEET TO THE NORTHEAST CORNER OF THE LAND CONVEYED BY THE UNITED STATES OF AMERICA TO GUY GADBOIS, E. STANLEY ANDERSON AND BONNIE ANDERSON, DATED OCTOBER 15, 1957 AND RECORDED FEBRUARY 21, 1958 IN BOOK 4204, PAGE 36, OFFICIAL RECORDS OF ORANGE COUNTY, CALIFORNIA; THENCE SOUTH 0° 27' 09" EAST 2194.31 FEET, TO THE SOUTH LINE OF SAID SOUTHWEST QUARTER; THENCE NORTH 89° 22' 15" EAST ALONG SAID SOUTH LINE 806.00 FEET TO THE POINT OF BEGINNING.

A PORTION OF SAID LAND IS INCLUDED WITHIN THE AREA SHOWN ON A MAP FILED IN BOOK 5, PAGE 39 OF RECORD OF SURVEYS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT ANY RIGHTS TO OIL, GAS OR OTHER HYDROCARBON PRODUCTS IN SAID LAND, AS EXCEPTED IN THE DECLARATION OF TAKING, RECORDED FEBRUARY 24, 1943 IN BOOK 1177, PAGE 538, OFFICIAL RECORDS AND RECORDED MARCH 25, 1943 IN BOOK 1161, PAGE 585, OFFICIAL RECORDS WHEREIN THE UNITED STATES OF AMERICA, ACQUIRED SAID LAND FROM RICHARD HASTER AND ESTHER HASTER, HUSBAND AND WIFE AND WHICH DECLARATION OF TAKING, PROVIDED, THAT NO OPERATIONS ON THE SURFACE OF SAID LAND, SUCH AS DRILLING, EXPLORATION OR EXTRACTION OF SUCH MINERALS MAY BE HAD, WITHOUT THE WRITTEN CONSENT OF THE UNITED STATES.

#### **PARCEL B: (COMMUNITY CENTER AND RELATED PROPERTY)**

PARCEL 1:

LOTS 6 TO 11 INCLUSIVE OF TRACT NO. 126, IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP THEREOF RECORDED IN BOOK 11, PAGE 19 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, TOGETHER WITH THAT PORTION OF THAT CERTAIN ALLEY WHICH LIES BETWEEN SAID LOTS 6 AND 7, VACATED BY RESOLUTION NO. 3430-67 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED DECEMBER 26, 1967 IN BOOK 8475, PAGE 581 OF OFFICIAL RECORDS, AND THAT PORTION OF FOURTH STREET WHICH LIES SOUTH OF THE EASTERLY PROLONGATION OF THE NORTHERLY LINE OF SAID LOT 11 AND NORTHERLY OF THE EASTERLY PROLONGATION OF THE NORTHERLY LINE OF THE SOUTHERLY 10 FEET OF SAID LOT 6, VACATED BY RESOLUTION NO. 5280-77 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED MARCH 24, 1977 IN BOOK 12116, PAGE 1939 OF OFFICIAL RECORDS.

EXCEPT THAT PORTION OF SAID LAND WHICH LIES WEST OF THE EASTERLY BOUNDARY OF EUCLID STREET, 100 FEET WIDE, AS DESCRIBED IN RESOLUTION NO. 3246-66 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED NOVEMBER 1, 1966 IN BOOK 8092, PAGE 241 AND RE-RECORDED JULY 20, 1967 IN BOOK 8317, PAGE 287 OF OFFICIAL RECORDS.

ALSO EXCEPT THAT PORTION OF SAID LOT 6 DESCRIBED IN RESOLUTION NO. 3397-67 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED SEPTEMBER 11, 1967 IN BOOK 8369, PAGE 67 OF OFFICIAL RECORDS.

PARCEL 2:

LOTS 1 TO 11 INCLUSIVE AND LOTS 22 TO 26 INCLUSIVE OF TRACT NO. 240, IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP THEREOF RECORDED IN BOOK 13, PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PARCEL 3:

BLOCK 9 OF GARDEN GROVE HOME TRACT, IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP THEREOF RECORDED IN BOOK 4, PAGE 57 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, TOGETHER WITH THAT PORTION OF FIFTH STREET WHICH LIES SOUTH OF THE WESTERLY PROLONGATION OF THE SOUTHERLY LINE OF STANFORD AVENUE, AS SHOWN AS PARCEL 153-31, IN RESOLUTION NO. 4612-74 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED JULY 25, 1974 IN BOOK 11204, PAGE 1784 OF OFFICIAL RECORDS, AND NORTH OF THE EASTERLY PROLONGATION OF THE NORTHERLY LINE OF THE SOUTHERLY 10 FEET OF LOT 6 OF SAID TRACT 240, VACATED BY RESOLUTION NO. 5280-77 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED MARCH 24, 1977 IN BOOK 12116, PAGE 1939 OF OFFICIAL RECORDS, AND THAT PORTION OF THE WEST HALF OF SIXTH STREET WHICH

LIES SOUTH OF A LINE PARALLEL WITH AND 44 FEET SOUTHERLY OF THE CENTERLINE OF STANFORD AVENUE AS SHOWN ON THE MAP OF TRACT NO. 329, RECORDED IN BOOK 15, PAGE 1 OF MISCELLANEOUS MAPS, AND NORTH OF A LINE PARALLEL WITH AND 40 FEET NORTHERLY OF THE CENTERLINE OF ACACIA STREET AS SHOWN ON THE MAP OF SAID GARDEN GROVE HOME TRACT, VACATED BY RESOLUTION NO. 3979-70 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED DECEMBER 17, 1970 IN BOOK 9493, PAGE 368 OF OFFICIAL RECORDS, AND RESOLUTION NO. 4404-73 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED JUNE 1, 1973 IN BOOK 10728, PAGE 649 OF OFFICIAL RECORDS.

EXCEPT THAT PORTION OF SAID FIFTH STREET AS SHOWN ON MAP OF THE ABOVE MENTIONED GARDEN GROVE HOME TRACT, WHICH LIES SOUTH OF THE EASTERLY PROLONGATION OF THE SOUTHERLY BOUNDARY OF STANFORD AVENUE, 80 FEET WIDE, DESCRIBED AS PARCEL O IN RESOLUTION NO. 3246-66 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED NOVEMBER 1, 1966 IN BOOK 8092, PAGE 241 AND RE-RECORDED JULY 20, 1967 IN BOOK 8317, PAGE 287 OF OFFICIAL RECORDS AND NORTH OF THE EASTERLY PROLONGATION OF THE NORTHERLY LINE OF LOT 11 OF SAID TRACT 240 AND WEST OF THE CENTERLINE OF SAID FIFTH STREET.

ALSO EXCEPT THE WEST HALF OF THE NORTHERLY 264 FEET (MEASURED TO THE CENTER OF THE ADJOINING STREETS) OF SAID BLOCK 9, EXCEPTING THE EASTERLY 48.55 FEET OF THE NORTHERLY 142 FEET THEREOF.

ALSO EXCEPT THE SOUTHERLY 170 FEET THEREOF.

#### PARCEL 4:

LOTS 1 TO 16 INCLUSIVE OF TRACT NO. 329, IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP THEREOF RECORDED IN BOOK 15, PAGE 1 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, TOGETHER WITH THAT PORTION OF THE EAST HALF OF SIXTH STREET WHICH LIES SOUTH OF A LINE PARALLEL WITH AND 44 FEET SOUTHERLY OF THE CENTERLINE OF STANFORD AVENUE AS SHOWN ON THE MAP OF SAID TRACT NO. 329, AND NORTH OF THE WESTERLY PROLONGATION OF THE SOUTH LINE OF SAID TRACT NO. 329, VACATED BY RESOLUTION NO. 3979-70 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED DECEMBER 17, 1970 IN BOOK 9493, PAGE 368 OF OFFICIAL RECORDS, AND RESOLUTION NO. 4404-73 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED JUNE 1, 1973 IN BOOK 10728, PAGE 649 OF OFFICIAL RECORDS, AND THAT PORTION OF THE WEST HALF OF SEVENTH STREET WHICH LIES SOUTH OF A LINE PARALLEL WITH AND 44 FEET SOUTHERLY OF THE CENTERLINE OF STANFORD AVENUE AS SHOWN ON THE MAP OF SAID TRACT NO. 329, AND NORTH OF THE EASTERLY PROLONGATION OF THE SOUTH LINE OF SAID TRACT NO. 329, VACATED BY RESOLUTION NO. 3979-70 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED DECEMBER 17, 1970 IN BOOK 9493, PAGE 368 OF OFFICIAL RECORDS, AND RESOLUTION NO. 4404-73 OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, RECORDED JUNE 1, 1973 IN BOOK 10728, PAGE 649 OF OFFICIAL RECORDS.

PARCEL 5:

PARCEL 1 OF PARCEL MAP NO. 97-149, IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP THEREOF RECORDED IN BOOK 300, PAGES 9 AND 10 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT THAT PORTION DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST LINE OF SAID PARCEL 1, DISTANT NORTHERLY THEREON 80.00 FEET FROM THE SOUTHWESTERLY CORNER THEREOF; THENCE EAST PARALLEL WITH THE SOUTHERLY LINE OF SAID PARCEL 100.00 FEET; THENCE NORTH PARALLEL WITH THE WEST LINE OF SAID PARCEL 100.00 FEET; THENCE WEST PARALLEL WITH THE SOUTH LINE OF SAID PARCEL 100.00 FEET; THENCE SOUTH ALONG SAID WEST LINE 100.00 FEET TO THE POINT OF BEGINNING.

APN: 098-090-29 & 38

090-143-05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 27 (Portion) & 28; 090-154-49, 56 (Portion) & 58 (Portion)

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	William E. Murray
Dept.:	City Manager	Dept.:	Public Works
Subject:	Adoption of a Resolution certifying commitment to projects submitted in Fiscal Years 2024/25 through 2029/30 for the Federal Transportation Improvement Program. ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

To maintain eligibility with the fiscal year 2024/25 Federal Transportation Improvement Program (FTIP) by adopting a resolution certifying the City's financial commitment for existing and future FTIP projects.

**BACKGROUND**

The FTIP is the primary means of implementing the Regional Transportation Plan, which includes regionally significant projects funded with state and federal funds. The base FTIP is updated every two (2) years and the 2025 FTIP covers fiscal years 2024/25 through 2029/30.

**DISCUSSION**

The Orange County Transportation Authority requires a City Council resolution certifying that funding listed in current and future City projects are available and committed from each local agency. Further, the City ensures capital funding is available for state and federal matching requirements in developing the annual capital improvement program.

**FINANCIAL IMPACT**

There is no impact to the General Fund. The attached resolution is required for future state or federal grant funding.

**RECOMMENDATION**

It is recommended that the City Council:

- Adopt the attached Resolution certifying a commitment to fund projects submitted for inclusion in Fiscal Years 2024/25 through 2029/30 Transportation Improvement Program.

By: Alexa Viramontes, Sr. Administrative Analyst

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Resolution	10/31/2023	Resolution	11-14-23_FTIP_Resolution.pdf



GARDEN GROVE CITY COUNCIL

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE CERTIFYING THAT RESOURCES ARE AVAILABLE TO FUND PROJECTS IN THE FISCAL YEARS 2024/25 THROUGH 2029/30 TRANSPORTATION IMPROVEMENT PROGRAM AND AFFIRMS ITS COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE PROGRAM

WHEREAS, The City of Garden Grove (CITY) is located within the metropolitan planning boundaries of the Southern California Association of Governments;

WHEREAS, the Garden Grove City Council has authorized projects for submittal to the Federal Transportation Improvement Program (FTIP);

WHEREAS, CITY is the lead agency for projects and will comply with applicable local, state, and federal provisions including but not limited to the Federal Transportation Improvement Program, California Environmental Quality Act, National Environmental Policy Act, Americans with Disabilities Act, and Build America Buy America; and

WHEREAS, CITY agrees to construct Transportation Control Measures projects as noted in the amendments in a timely manner or to assist with finding a substitute project.

NOW, THEREFORE, the City Council of the City of Garden Grove, does hereby resolve, certify, and affirm the CITY's commitment to the projects submitted in the 2025 Federal Transportation Improvement Program.

Adopted this 14th day of November 2023.

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	Teresa Pomeroy
Dept.:	City Manager	Dept.:	City Clerk
Subject:	Adoption of a Resolution approving a City-wide Public Records Retention and Destruction Manual and Schedule. ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

For the City Council to adopt a Resolution approving the Records Retention and Destruction Manual and Schedule for City-wide public records, and to rescind Resolution No. 9321-15.

**BACKGROUND**

On September 22, 2015, City Council adopted Resolution No. 9321-15, approving a city-wide retention schedule for public records. On August 13, 2019, Resolution No. 9580-19 was adopted, amending Resolution No. 9321-15, approving a retention schedule for the Garden Grove Fire Department's records to be retained following the approval of contracting with the Orange County Fire Authority (OCFA), thereby making the distinction between records from the former Garden Grove Fire Department to be maintained by the City, and records under the control of OCFA. Also, the current retention schedule does not address financial records since the implementation of the FE system that went live in July 2021.

**DISCUSSION**

A current and updated retention schedule ensures compliance with Section 34090 of the California Government Code and Federal Law, maximizes organizational efficiency, and provides for a comprehensive resource for City staff as it pertains to the maintenance and destruction of public records in accordance with law. The attached Records Retention and Destruction Manual contains a list of records maintained by each City Department with the recommended retention, which may exceed but not be less than the retention for public records per the State Law, State guidelines, and Federal Law.

**FINANCIAL IMPACT**

There is no financial impact by this action.

### RECOMMENDATION

It is recommended that the City Council:

- Adopt the attached Resolution rescinding Resolution No. 9231-15 and adopting the 2023 Records Retention and Destruction Manual.

### ATTACHMENTS:

Description	Upload Date	Type	File Name
Resolution Adopting Records Retention and Destruction Manual	9/21/2023	Resolution	Resolution_Adotping_2023_Records_Retention_and_Destruction_Manual.docx
2023 Records Retention and Destruction Manual	11/8/2023	Backup Material	2023_Retention_and_Destruction_Guidelines.pdf

GARDEN GROVE CITY COUNCIL

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, ADOPTING THE RECORDS RETENTION AND DESTRUCTION MANUAL FOR CITY RECORDS AS PROVIDED BY THE GOVERNMENT CODE OF THE STATE OF CALIFORNIA, AND RESCINDING RESOLUTION NO. 9321-15

WHEREAS, the keeping of numerous records is expensive, slows document retrieval, and is not necessary after a certain period of time for the effective and efficient operation of the government of the City of Garden Grove;

WHEREAS, Section 34090 of the Government Code of the State of California provides a procedure whereby any City record that has served its purpose and is no longer required may be destroyed, and the destruction of said records will not interfere with the services and functions of the City;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Garden Grove does rescind Resolution No. 9321-15.

BE IT FURTHER RESOLVED that the City Council of the City of Garden Grove does resolve and establish the following:

SECTION 1. The City of Garden Grove Records Retention and Destruction Manual ("Manual") attached hereto as Exhibit "A" and incorporated herein by this reference, is hereby adopted as the official records retention schedule for the City and authorized to be managed as provided by Section 34090 et seq. of the Government Code of the State of California and in accordance with the provisions of said schedule.

SECTION 2. With the consent of the City Clerk, City Manager, and City Attorney, updates are hereby authorized to be made to the Manual and retention schedules without further action by the City Council when necessary to maintain compliance with State or Federal laws and regulations.

SECTION 3. The City Clerk's Office may destroy records per the schedule in the Manual upon the request of the Department Director and with the consent in writing of the City Attorney, without further action by the City Council.

SECTION 4. Duplicates of records not less than two (2) years old that are no longer required are hereby authorized to be destroyed as set forth in the Manual.

SECTION 5. Paper records retained for longer than two (2) years may be destroyed if there is an electronic copy, whereas the electronic copy will become the original permanent copy.

SECTION 6. The destruction of any record as provided for herein shall be by shredding or other effective method of destruction.

SECTION 7. The term "records" as used herein shall include documents, instruments, books, microfilm, emails, electronic files and documents, thumb drives, CD's or paper.

SECTION 8. Records not identified on the schedule in the Manual will follow State or Federal statutes, regulations, or guidelines.

SECTION 7. This Resolution is effective upon its adoption.

Exhibit A

City of Garden Grove Records Retention and Destruction Manual



# **CITY OF GARDEN GROVE**



## **RECORDS RETENTION AND DESTRUCTION MANUAL**

# INTRODUCTION

## **CALIFORNIA GOVERNMENT RECORDS MANAGEMENT PROGRAM**

In 1968 the Legislature passed the California Public Records Act (PRA) which is modeled after the federal Freedom of Information Act and details what government information is, and is not, available to the public. The PRA pursuant to Government Code Section 7920 gives access to public records unless the record is exempt from disclosure by law, as listed alphabetically under Government Code Section 7930.100-7930.215, and may include written or electronic information. The PRA applies to all records, in whatever form, maintained by either state or local public agencies. California Government Code Section 14740-14774 with the added Section 12236(a) requires every local government agency to create, use, maintain, retain, preserve, and dispose of records in accordance of the established Records Retention Schedule.

### **Sources**

This Manual was developed from multiple public agency sources including the State of California Records Management Handbook published in 2014; the California City Clerk's Association City Clerk's Handbook, and the City of Dixon California's Records Retention Manual adopted in 2019. The Retention Schedules were prepared in collaboration with each City Department.

Sources also include:

Secretary of State Local Government Records Management Guidelines  
[www.sos.ca.gov/archives/local-gov-program/pdf/records-management-8pdf](http://www.sos.ca.gov/archives/local-gov-program/pdf/records-management-8pdf) and  
[www.sos.ca.gov](http://www.sos.ca.gov);

August 2011 Supplement to the People's Business: A Guide to the California Public Records Act available from League of California Cities Open Government webpage:  
[www.cacities.org/.opengov](http://www.cacities.org/.opengov);

The State Department of General Services "Vital Records Protection and Disaster Recovery Handbook": [www.documents.dgs.ca.gov/osp/calrim/DisasterHandbk12-03.pdf](http://www.documents.dgs.ca.gov/osp/calrim/DisasterHandbk12-03.pdf);

The National Archives and Records Administration's – [www.archives.gov/records-mgmt/vital-records/](http://www.archives.gov/records-mgmt/vital-records/); Association of Records Manager and Administrators – [www.arma.org](http://www.arma.org);

Association of Information and Image Management – [www.aim.org](http://www.aim.org)



## **TABLE OF CONTENTS**

<b>RECORDS MANAGEMENT.....</b>	<b>4</b>
<b>GUIDELINES FOR USING THIS MANUAL.....</b>	<b>5</b>
<b>INTRODUCTION TO RETENTION SCHEDULES.....</b>	<b>10</b>
<b>LEGEND &amp; CODE ABBREVIATIONS .....</b>	<b>11</b>
<b>KEY REFERENCES.....</b>	<b>12</b>
<b>KEY TERMS.....</b>	<b>15</b>
<b>DEPARTMENT SCHEDULES.....</b>	<b>17-87</b>
<b>City Manager’s Office.....</b>	<b>17</b>
<b>Community Development.....</b>	<b>24</b>
<b>Community Services .....</b>	<b>31</b>
<b>Economic Development/Housing Authority.....</b>	<b>38</b>
<b>Finance .....</b>	<b>45</b>
<b>Fire.....</b>	<b>53</b>
<b>Human Resources .....</b>	<b>56</b>
<b>Information Technology.....</b>	<b>61</b>
<b>Police Department.....</b>	<b>64</b>
<b>Public Works .....</b>	<b>77</b>
<b>ADMIN REGULATIONS 1.7 .....</b>	<b>88</b>

## **RECORDS MANAGEMENT**

The retention schedules within this Records Retention and Destruction Manual incorporates the Secretary of State's Local Government Records Retention Guidelines, regulatory sources including the Government Code, California Code of Regulations, the United States Code, and the Code of Federal Regulations. Each Department reviewed their retention schedule, and the overall schedules were reviewed by the City Attorney's Office and the City Clerk's Office. Every effort has been made to avoid errors and/or omissions; however, the retention schedules will need to be continually reviewed and revised biennially to include additional records or to keep current with changes in the laws on retention periods and policy changes. When revisions are necessary, the City Manager shall present a resolution to the City Council authorizing any needed amendments to this Manual, except when necessary to maintain compliance with State or Federal laws and regulations. Updates and revisions may be made to maintain compliance subject to the consent of the City Clerk, City Manager, and City Attorney.

A records management program serves to apply efficient and economical management methods to the creation, use, management, retention, preservation, and disposal of records. Effective records management ensures records are kept as long as they have administrative, fiscal, or legal value. A sound records management program improves customer service, increases staff efficiency, and provides a legal foundation for conducting daily business.

Benefits include:

- Space saving;
- Reduced expenditures for storage;
- Increased efficiency in information retrieval;
- Compliance with legal, administrative, and fiscal retention requirements;
- Control over creation of new records; and
- Identification of records with research and/or historical value.

For records identified in the retention schedules that no longer fulfill the value for which they were created, they should be destroyed. The City of Garden Grove has established Administrative Regulation No. 1.7 (See Appendix A) that provides for direction for the storage and the destruction of records. Failure to maintain records for the requisite statutory or regulatory period can subject the City to evidentiary sanctions. The City's legal position in litigation may be influenced by how well or how poorly they comply with accepted records management practices.

## **GUIDELINES FOR USING THIS MANUAL**

### **Original Record**

For the purposes of this Manual, an "original record" includes the following: (1) original hardcopies; and (2) electronic reproductions that are fully legible in a medium that is a trusted system, and that does not permit modifications to the original hardcopy - Government Code 12168.7(c)(1). In the event that the original record is kept as an electronic reproduction, the following requirements must be met: Reproduction of the record is accurate and legible and contains all details of the paper document, and does not permit modifications to the document; and the electronic reproduction is made accessible to the public as the original hardcopies were.

### **Copies of Original Records**

Copies of original records may not be kept longer than the City's retention period unless legal counsel advises that it be kept, and may not be destroyed at any time on or prior to the end of the retention period unless approved by the Department Director and City Clerk, and consented to by the City Attorney.

### **Non-Record**

Extra copies or articles, periodicals, reports, documents, studies, vendor catalogs, and similar materials needed for reference, and are not part of an official file, are not a record. Such items should be destroyed as soon as they are no longer needed. Extra copies of documents as reminders of deadlines should be destroyed once the action has been completed. Written phone messages, notes, E-mail messages that are not substantive in nature should be destroyed when no longer needed. Telephone and Email messages that are substantive in nature such as memos summarizing substantive conversations, meetings, and telephone calls are a record. Drafts that are not circulated for comment or review can be destroyed when no longer needed. Drafts that contain substantive changes may be retained as supporting documentation. In most cases, however, it is sufficient to summarize the comments in a memo for the record. In the case of documents circulated for comment, keep an official full copy and then retain only the annotated pages of the copies with comments.

Materials not addressed in this Manual's retention schedule, nor in the Secretary of State's Local Government Records Retention Guidelines, should be identified as non-records. If a non-record is retained as an integral part of a file or in conjunction with original records, it shall be retained in accordance with the appropriate retention schedule. As non-records are not retained in the normal course of business, they may be disposed of at any time. However, retention for these files should be at least two (2) years unless specific laws, decisions, or opinions would apply to the record series.

### **Important note on Email and Social Media**

The definition of writings that constitute public records now expressly includes "transmitting by electronic mail," and are required by law to be retained as an official public record. Any electronic mail that: (1) relates or pertains to the formation or implementation of official public business, policies, and decisions; or (2) initiates, authorizes, or completes a transaction of official public business constitutes an official public record and should be retained in accordance with the appropriate retention schedule in conjunction with the original record it references. Otherwise, retention for electronic mail should be at least two (2) years unless specific laws, decisions, or opinions would apply to the record series.

It is the City's policy that City email systems are intended to be used as a medium of internal and external communication. City email systems are not intended to be, and may not be, used for the electronic storage or maintenance of City records. Email messages and attachments comparable to hard copy documents that would be retained pursuant to this Manual should be retained as follows: the document must be categorized in the appropriate record series and converted to appropriate electronic format or printed in hard copy and retained for the required time period as outlined in this Manual. No matter what form in which the record is retained, proper procedures as outlined in this Manual must be followed prior to the destruction of any record. Routine email messages, comparable to telephone communications, are deemed non-records, and as such, they are not intended to be retained in the ordinary course of City business, and the informational content of such communications is neither necessary nor intended to be preserved for future City use or reference. Backup copies are for system restoration, disaster recovery, and are not designed to facilitate retrieval of deleted messages. Each email user will be trained in the application and implementation of this procedure. This procedure does not prohibit employees from maintaining temporary working files or folders to allow for quick reference to recent emails.

Any content maintained on the City's social media sites related to City business, including a list of subscribers, posted communication and communication submitted for posting, may be considered a public record, subject to disclosure in response to a public records request, and subject to the City's retention schedule.

### **Record Keeping Responsibilities**

The City Council, City Manager, City Attorney, and City Clerk shall each be responsible for future records management policy development and procedural implementation as follows:

**City Council** – The City Council shall approve, by resolution, all records management policies, changes to retention schedules, and any amendments. The City Council has authorized revisions with the consent of the City Clerk, City Manager and City Attorney when necessary to maintain compliance with State and Federal law and regulations.

**City Manager** – The City Manager shall periodically confirm that all departments comply with the records management policies and guidelines; and present to the City Council recommendations for amendments to the Retention Schedules.

**City Attorney** – The City Attorney shall:

- Review recommendations to the City Council regarding amendments to records management policies, retention schedule, or destruction of records.
- Review and approve the Department Director's requests to dispose of records in accordance with this Manual's retention schedule.
- Provide legal guidance to the City Clerk with the review and amendment to the retention schedule.
- Notify the City Clerk's Office of all document discovery requests or any other situations that would require the City to refrain from destroying records.
- Provide written approval or denial of each request for destruction of records related to original agreements, ongoing litigation, or litigation holds.

**City Clerk** – The City Clerk, or designee, shall be responsible for the following:

- In consultation with the City Attorney, present recommendations to the City Manager for amendments to records management policies or records retention schedules.

- Create, maintain, and distribute forms necessary to implement the records management program.
- Supervise the destruction of records, ensuring that confidential records are destroyed by shredding.
- Certify the destruction of records.

**Department Directors and Police Chief** – Each Department Director and the Chief of Police shall designate staff to:

- Create and maintain reliable and accurate filing systems to ensure the efficient maintenance, retrieval, and disposition of records under their control.
- On an ongoing basis, identify records for destruction.
- Ensure that no City records are destroyed prior the expiration of their required retention period or consent from the City Attorney.
- Submit requests to the City Clerk's Office for records management policy or retention schedule amendments. Following an approved DocuSign Certificate of Destruction with consent from the City Attorney, City records are authorized to be destroyed. Destruction of records shall be witnessed by the City Clerk or a designated representative. The City Clerk shall maintain a file of approved destruction certificates.

### **Records Pertaining to Litigation**

City documents which qualify as "records," but which pertain to pending, ongoing, or recently-concluded litigation, are exempt from the retention periods provided in this Manual. All such records are maintained by the City Attorney or designee, or by the legal counsel retained by the City for such litigation.

Upon conclusion of litigation actions, and the City Attorney's direction, records may be returned to the City's designated record-keeping department, at which time they shall be retained for the period directed by the City Attorney. However, in no event shall records be retained for a period less than the City's retention schedule. If the records are not identified in the retention schedule, nor in the Secretary of State's Local Government Records Retention Guidelines, such records shall be maintained by the City Attorney, or designee, for no less than two (2) years following litigation's conclusion.

In addition, should the City Attorney determine that it is legally necessary for records pertaining to concluded litigation to be maintained separately from other City records, the City Attorney may authorize that records be retained for a period longer than required; or be maintained confidential or subject to protective measures.

### **Destruction of City Documents**

At least annually, each Department is responsible for reviewing all records in its custody. Records that have reached the end of the retention period are to be destroyed based on the retention schedule, including electronic records. The City Council, by adopting the Retention and Destruction Schedule, authorizes Department Directors to destroy duplicate records less than two (2) years old, if the records are no longer required.

All original records to be destroyed must be listed. Requests for the destruction of original records must be approved by the responsible Department Director and the City Attorney prior to destruction. A Request for Records Destruction/Certificate of Destruction (Procedures listed in Administrative Regulations 1.7 - Appendix A) and listing of documents to be destroyed and copy of the appropriate page(s) from the records retention schedule shall be archived by the City Clerk's Office.

Shredding and recycling the paper produced from the destruction of records is the most appropriate method of disposal. The specific method used for destruction shall be at the discretion of the Department Director, and shall reflect a method of destruction that recycles any paper products and avoids the use of sanitary landfill sites. Once authority has been received to destroy records, all forms of that record must be destroyed (or deleted): paper, microfilm/fiche, electronic format.

**NOTE:** This section does not authorize the destruction of the following original records: records affecting the title to real property or liens thereon; records required to be kept by statute; records less than two years old; or minutes, ordinances, or resolutions of the City Council and associated legislative bodies as well as the City's commissions, committee and board.

### **Converting Hard Copy to Electronic Formats**

Government Code Section 34090.5 authorizes the conversion of hard copy materials and records onto other electronic mediums as long as the following conditions are met:

- The record, paper, or document is photographed, microphotographed, reproduced by electronically recorded video images, recorded in electronic data processing system, recorded on an optical disk, or any other medium that is a trusted system and that does not permit additions, deletions, or changes to the original document;
- The device or method used to reproduce the record, paper, or document reproduces the original in all details and does not permit additions, deletions, or changes to the original document images;
- The reproductions are made accessible for public reference as the original records were; and
- A true copy of archival quality shall be kept in a safe and separate place for security purposes.

If the above conditions are met, the public official having custody of the records (Department Director) may convert the hard copy to a permissible electronic format and destroy the hard copy, with the exception of those documents that are required to be kept permanently in their original format as outlined in this Manual's retention schedule. After converting the hard copy materials into the approved electronic format, the department converting the hard copy to electronic format shall save the "original" electronic record in the designated location on the City's system and meet the conditions as listed above.

### **Disclaimer**

Neither this document, nor the record descriptions, nor the retention periods provided herein, shall constitute acknowledgement of the existence or non-existence of any record. Neither this document, nor the record descriptions, nor the retention periods herein, shall constitute the public's right to view, inspect, copy, or otherwise access the records listed herein. Rather, such access is governed by the California Public Records Act, and other pertinent statutes and regulations governing public access to governmental records.

This document is intended only to assist the City in managing its records in a manner consistent with federal and state law. This document does not constitute City policy with regard to public access of the records listed herein. The City makes no warranty of any kind regarding material and information identified in this document, and shall not be responsible or liable for any inaccurate information, changes in document categorization or naming, or any errors or omissions which may arise from use of this document.

City shall not be liable for any actions taken or omissions made from reliance on any information contained herein from whatever source, nor shall City be liable for any other consequences from any such reliance. While every effort is made to keep such information accurate and up-to-date, City does not certify the authenticity of information that originates from third parties.

In the event that a record's retention is inconsistent with the Secretary of State's Local Government Records Retention Guidelines, retention provided by the Secretary of State shall govern.

This Manual establishes policies and procedures for the efficient and economical management of the creation, utilization, maintenance, retention, preservation, and disposal of City records, based on federal and state statutes governing public records; and, further, to ensure that a responsible program for records management is practiced within the City organization, serving the best interest of the City and its citizens.

## **INTRODUCTION TO RETENTION SCHEDULES**

The following retention schedules are presented departmentally and in some cases by subject matter that may apply in several departments, in alphabetical order, and have been developed to ensure that legal, regulatory, fiscal, historical, and administrative retention requirements are met.

### **A. LEGEND**

A legend with the initials, abbreviations used throughout the retention schedules, as well as a listing of the various state and federal codes addressing records retention.

### **B. CITY'S RETENTION REQUIREMENT**

Records listed in this Manual's retention schedule may have a recommended retention period that either mirrors or exceeds the state recommended retention period. Where the City's retention period is indicated, such staff recommendation shall control and all employees shall maintain responsive records accordingly. Where there is no City retention period indicated, the state recommended retention shall control. Where there is a statutorily required minimum retention period, the statute is listed for reference. **Remember, records cannot be retained less than the statutory minimum retention period.**

### **C. STATUTORY REQUIREMENT**

The fifth column is helpful to the reader in understanding the legal basis for the specific lengths of retention, if applicable. While general government code sections can be found in this Manual under "References," other statutes or regulations are record/document specific and the reader may wish to look those up.

### **D. RECORDS CAN BE ADDED TO THE SCHEDULES**

From time to time, departments may create or find records in their departments that are not listed on the following pages. These can be added to the schedules, as this is not a "permanent" document, but flexible in nature to accommodate legal, administrative, or fiscal policy changes.

Departments desiring to add or delete documents from retention schedules applicable to their respective departments shall prepare a memorandum signed by the Department Head, City Attorney, and City Clerk identifying the (i) records series title; (ii) state minimum retention period; (iii) City's retention period (if greater than state minimum); (iv) statute or regulation (if applicable); and (v) description of the record or records series. The City Clerk will present revisions to this Manual's retention schedule to the City Manager, as needed. Upon the approval of the City Manager, the City Clerk, in consultation with the City Attorney, shall present a resolution to the City Council authorizing the addition or deletion of documents from their respective retention schedules. However, revisions may be implemented without City Council approval when necessary to comply with State or Federal laws or regulations.



## **LEGEND & CODE ABBREVIATIONS**

Active (AC)	=	The period of time that a record has yet to fulfill its administrative, fiscal, and/or legal function/purpose.
Audit (AU)	=	The effective date of the annual audit (i.e., June 30). This term will generally be used in connection with financial documents.
Closed/Completed (CL)	=	The point in time which there is no further work to be done in connection with the task, project, or subject matter of the record.
Current (CU)	=	A record is current throughout the calendar year in which it was created.
Election (E)	=	Election shall mean the election for which the materials were created.
Life (L)	=	The period of time during which a record or document has administrative, fiscal or legal significance or effect.
Permanent (P)	=	Records that are required to be kept in perpetuity, usually identified by statute or other written guidance.
Supersede (S)	=	The point in time in which a record is replaced or made obsolete, useless in favor of a new record.
Termination (T)	=	The point in time constituting the end, conclusion, resolution, or decision not to continue a policy, condition or relationship.
Original may be stored electronically	=	A document which may be reproduced and stored electronically as the original record in compliance with Government Code section 34090.5. Following electronic conversion, the original hardcopy may be destroyed upon approval of Department Director, City Clerk, with consent from the City Attorney.

## **CODE ABBREVIATIONS**

B&P	=	California Business & Professional Code
CAC	=	California Administrative Code
CCP	=	Code of Civil Procedure
CCR	=	Code of California Regulations
CEQA	=	California Environmental Quality Act
CFR	=	Code of Federal Regulations
EC	=	California Elections Code
GC	=	California Government Code
H&S	=	California Health & Safety Code
HUD	=	Housing and Urban Development
OSHA	=	Occupational Safety & Health Agency
PC	=	California Penal Code
POST	=	Police Officers Standards Training
UFC	=	Uniform Fire Code
USC	=	United States Code
WIC	=	Welfare & Institutions Code

## **KEY REFERENCES**

### **Government Code Excerpts**

Government Code Section 34090 – Destruction of city records; excepted records; construction - Unless otherwise provided by law, with the approval of the legislative body by resolution and the written consent of the city attorney the head of a city department may destroy any city record, document, instrument, book or paper, under his charge, without making a copy thereof, after the same is no longer required.

This section does not authorize the destruction of: (a) Records affecting the title to real property or liens thereon. (b) Court records. (c) Records required to be kept by statute. (d) Records less than two years old. (e) The minutes, ordinances, or resolutions of the legislative body or of a city board or commission.

This section shall not be construed as limiting or qualifying in any manner the authority provided in Government Code Section 34090.5 for the destruction of records, documents, instruments, books and papers in accordance with the procedure therein prescribed.

Government Code Section 34090.5 – Destruction of city records; conditions - Notwithstanding the provisions of Section 34090, the city officer having custody of public records, documents, instruments, books, and papers, may, without the approval of the legislative body or the written consent of the city attorney, cause to be destroyed any or all of the records, documents, instruments, books, and papers, if all of the following conditions are complied with: (a) The record, paper, or document is photographed, micro photographed, reproduced by electronically recorded video images on magnetic surfaces, recorded in the electronic data processing system, recorded on optical disk, reproduced on film or any other medium that is a trusted system and that does not permit additions, deletions, or changes to the original document, or reproduced on film, optical disk, or any other medium in compliance with Section 12168.7 for recording of permanent records or nonpermanent records. (b) The device used to reproduce the record, paper, or document on film, optical disk, or any other medium is one which accurately and legibly reproduces the original thereof in all details and that does not permit additions, deletions, or changes to the original document images. (c) The photographs, microphotographs, or other reproductions on film, optical disk, or any other medium are made as accessible for public reference as the original records were. (d) A true copy of archival quality of the film, optical disk, or any other medium reproductions shall be kept in a safe and separate place for security purposes.

However, no page of any record, paper, or document shall be destroyed if any page cannot be reproduced with full legibility. Every unreproducible page shall be permanently preserved in a manner that will afford easy reference. For the purposes of this section, every reproduction shall be deemed to be an original record and a transcript, exemplification, or certified copy of any reproduction shall be deemed to be a transcript, exemplification, or certified copy, as the case may be, of the original.

Government Code Section 34090.6 - Destruction of recorded routine video monitoring, telephone, and radio communications - (a) Notwithstanding the provisions of Section 34090, the head of a department of a city or city and county, after one year, may destroy recordings of routine video monitoring, and after 100 days may destroy recordings of telephone and radio communications maintained by the department. This destruction shall be approved by the legislative body and the written consent of the agency attorney shall be obtained. In the event that the recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved. (b) For purposes of this section, "recordings of telephone and radio communications" means the routine daily recording of telephone communications to and from a city, city and county, or department, and all radio communications relating to the operations of the departments. (c) For purposes of this section, "routine video monitoring" means video recording by a video or electronic imaging system designed to record the regular and ongoing operations of the departments described in subdivision (a), including mobile in-car video systems, jail observation and monitoring systems, and building security recording systems. (d) For purposes of this section, "department" includes a public safety communications center operated by the city or city and county.

Government Code Section 34090.7 - Duplicate records less than two years old; destruction; video recording media - Notwithstanding the provisions of Section 34090, the legislative body of a city may prescribe a procedure whereby duplicates of city records less than two years old may be destroyed if they are no longer required.

For purposes of this section, video recording media, such as videotapes and films, and including recordings of "routine video monitoring" pursuant to Section 34090.6, shall be considered duplicate records if the city keeps another record, such as written minutes or an audiotape recording of the event that is recorded in the video medium. However, a video recording medium shall not be destroyed or erased pursuant to this section for a period of at least 90 days after occurrence of the event recorded thereon.

Government Code Section 7920.530 - "Public records" includes any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics. "Public records" in the custody of, or maintained by, the Governor's office means any writing prepared on or after January 6, 1975.

Government Code Section 7920.545 - "Writing" means any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored.

Government Code Section 12168.7. Standards for recording permanent and nonpermanent documents in electronic media, trusted system (a) The California Legislature hereby recognizes the need to adopt uniform statewide standards for the purpose of storing and recording permanent and nonpermanent documents in electronic media. (b) In order to ensure that uniform statewide standards remain

current and relevant, the Secretary of State shall approve and adopt appropriate standards established by the American National Standards Institute or the Association for Information and Image Management. (c) The standards specified in subdivision (b) shall include a requirement that a trusted system be utilized. For this purpose and for purposes of Sections 25105, 26205, 26205.1, 26205.5, 26907, 27001, 27322.2, 34090.5, and 60203, Section 102235 of the Health and Safety Code, and Section 10851 of the Welfare and Institutions Code, "trusted system" means a combination of techniques, policies, and procedures for which there is no plausible scenario in which a document retrieved from or reproduced by the system could differ substantially from the document that is originally stored. (d) In order to develop statewide standards as expeditiously as possible, and until the time that statewide standards are adopted pursuant to subdivision (b), state officials shall ensure that microfilming, electronic data imaging, and photographic reproduction are done in compliance with the minimum standards or guidelines, or both, as recommended by the American National Standards Institute or the Association for Information and Image Management for recording of permanent records or nonpermanent records.

**California Attorney General**

The Attorney General's definition of a record is "[a]ny writing or recording of an event or information which was made or retained for the purpose of preserving its information content for future reference." (64 Cal.Ops.Atty.Gen. 317,326 (1981)).

## **KEY TERMS**

To more accurately calculate retention periods for the documents listed in this manual, several of these definitions were developed by the Secretary of State's Office and extracted from the Local Government Records Management Guidelines.

### **Active Records**

In reference to retention periods for a Perpetual Record that remains "active" until some event occurs to change its status, at which time it has fulfilled its function.

### **Administrative Records**

Records created to help accomplish the functions for which the agency is responsible and have administrative value only as long as they assist the agency in performing current or future work. Their administrative use is exhausted when the transactions to which they relate are complete, and from that point on they lose value rapidly.

### **Archival Historical Records**

Records with enduring value because they reflect significant historical events, document the history and development of an agency, or contain accumulated data that can be useful for research purposes.

### **Audit**

As used in the City's retention schedules, audit refers to the annual auditing process conducted by the City's auditors following the close of the fiscal year, usually arranged through the Finance Department.

### **Discovery**

The pretrial disclosure of pertinent facts or documents by one or both parties to a civil action or proceeding. Anything requested during discovery must be disclosed if it exists—even non-records and records that should have been destroyed earlier. Discovery effectively freezes selected holdings until released by opposing attorney or the court.

### **Fiscal Records**

Fiscal records pertain to the financial transactions of the agency, such as the budget document, ledgers, allotments, payrolls and vouchers. After some records have served a basic administrative function, they may still have sufficient fiscal value to justify additional retention to protect the agency against court action and/or audits.

### **Inactive Record**

Any public record that is transferred to storage until it has met its specific retention requirement and may be destroyed. "Inactive record" does not include any public record which is permanent or historic in nature and which must be protected and preserved from destruction.

### **Inventory**

The process of examining records on hand to determine their function, content, and dates in order to assign retention/disposition information.

### **Legal Value**

Records with legal value contain evidence of legally enforceable rights or obligations of the agency. Examples are records that provide the basis for action. Such as legal decisions and opinions; fiscal documents representing agreements, such as leases, titles and contracts; and records of action in particular cases, such as claim papers and legal dockets.

### **Non-Record**

Materials not usually included within the definition of records, such as unofficial copies of documents kept only for convenience, working papers, appointment logs, stocks of publications and processed documents, transmittal letters, and acknowledgements. Also, documents such as rough notes, calculations or drafts assembled or created and used in the preparation or analysis of other documents. (See also Discovery)

### **Original Records**

The original or originally signed record. The original record may be a copy that acts as the original for the City if there is no other original on file.

### **Permanent Records**

Records that are required in perpetuity, usually identified by statute (such as Gov. Code, § 34090) or other written guidance. Examples include Council/Commission minutes, documents effecting real property (such as easement, grant deeds, assessment districts), general ledger, etc.

### **Program Records**

These are records that relate to the primary function of the agency in response to its daily mission. They represent the reason the office exists, and their retention is usually specified in some statute or regulation that established the program.

### **Records Series**

A record series is a group of similar records arranged under a single filing system or kept together as a unit. They deal with a particular subject (budgets, personnel, etc.), result from the same activity (assessment districts, code enforcement complaints, etc.), or have a special form (blueprints, maps, etc.). The title of each record series should be as accurate as possible, since future references to the records will be made via the record series name. This is the first left- hand column on the retention schedule pages.

### **Public Records**

Any information relating to the conduct of the public's business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristic.

### **Records Coordinator**

Each department assigns staff to ensure that the records within the department are indexed, stored, labeled, tracked, and logged. The Records Coordinator in the City Clerk's Office is the point of contact for the storage of non-permanent files to the City's Municipal Center Warehouse, for the destruction of records in compliance with the retention schedules and the procedures found in this manual, and for the retrieval of records stored at the Municipal Services Center in response to a records request.

### **Retention Period**

The length of time a record must be retained to fulfill its administrative, fiscal and/or legal function. The period of time usually begins at the close of a file or project, or from the date of the last entry in the file. There are other files that are created on a calendar or fiscal year basis, and in those cases the retention period begins at the end of that particular calendar or fiscal year. After the holding time (retention period) specified in the retention schedule has passed, the record should then be disposed of as soon as practicable, following the proper destruction procedures.

## City of Garden Grove Retention Guidelines

### CITY MANAGER'S OFFICE

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Administrative Regulations	S+5	S+5	Paper Electronic	GC34090	City's Administrative Policies and Procedures
Calendars	CU+2	CU+2	Paper Electronic	GC34090(d)	Appointment Calendars for City Manager, Mayor and Council Members
Correspondence	CU+2	CU+2	Paper Electronic	GC34090	Letters, memos, emails not attached to an agreement or project file to or from City Manager, Mayor and Council Members
Credit Card Statements/ Invoices	AU+4	CL+2	Paper Electronic	GC34090	Original Statements are maintained in the FE system. Department keeps a working copy only.
Department Employee Files	T+3	See Human Resources	Paper	Statutory requirements listed under Human Resources	Original files are maintained by Human Resources and all documentation transfers to Human Resources following termination.
Manager's Weekly Memo	CU+2	CU+2	Paper Electronic	GC34090(d)	Includes Articles, priority and council issues, department items, matters from the City Attorney, Social Media posts.
Manual	S+2	S+2	Paper Electronic	GC34090(d)	City Council Handbook.
<b>Central Management Meetings</b>					
Agendas/Minutes	CU+2	CU+2	Paper Electronic	GC34090	Weekly Central Management Meeting with Directors, Police Chief and OCFA Division Chief.
<b>Customer Service Coaches Committee</b>					
Agendas/Minutes	CU+2	CU+2	Paper Electronic	GC34090	Agendas and minutes for employee committee for planning events for employees.
Cash Flow Log	CU+2	CU+2	Paper Electronic	GC34090	Funds collected from employees for city employee funded special events.
<b>CITY CLERK'S OFFICE</b>					
<b>Administration</b>					
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, emails, memo, not attached to an agreement or project file.
Historical Documents	P	P	Paper Electronic	GC34090(e)	Documentation on Public Art, City Clock, City Flag, City Flower (Tropicana Rose), Articles of Incorporation (copy).

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
VIP Book		S+8	Electronic	GC34090	List of all Mayors, City Council Members, Commissioners, Committee and Board Members.
<b>Legislative Bodies – City Council/Successor Agency/Redevelopment Agency/Oversight Board/Sanitary District/Housing Authority/Industrial Development Authority/Public Finance Authority</b>					
Agendas – Affidavit of posting	CU+2	CU+2	Paper Electronic	GC34090(d)	Agendas with proof of posting including cancellation notices.
Bylaws/Sanitary District Code of Regulations	P	P	Paper Electronic	GC34090(e); CCP 337.2	Bylaws/Regulations adopted by Resolution by each Legislative Body.
Manuals	P	P	Electronic Archival Paper	GC34090(e) GC36814 GC40801	City Council Policy/City Council Procedure adopted by Resolution.
Ordinances, Resolutions, and Minutes	P	P	Archival Paper Electronic	GC34090(e) GC40801	Adopted and approved Ordinances, Resolutions and Minutes from all legislative bodies.
Recording of meetings	CU+3 mos	CU+15 years	Electronic	GC34090.7	Audio/Video of meetings kept for 15 years for research purposes.
Reports	CU+2	P	Electronic	GC34090(d)	Agenda Reports submitted to legislative bodies including supporting documentation archived in the City Clerk's Files for historical value and research purposes.
<b>Commissions, Committee, and Board</b>					
Appointed Members	T+5	T+5	Paper Electronic	29 CFR 1627.3; 29 CFR 1602.30.32; GC12946; GC34090	Applications, Personnel Action Forms (PAF's) Oaths of Office.
Applicants	CL+2	CL+2	Paper Electronic	GC34090	Applicants not appointed to a Commission, Committee, or Board
Commission Handbook	S+2	S+2	Electronic	GC34090	Internal handbook for staff
<b>Elections</b>					
Mayors Councilmembers	P	P	Paper Electronic	GC81009 GC84615	Campaign Statements, Oaths, filing documents. Paper statements can be discarded after two years when kept digitally on a space saving device.
Mayors Councilmembers Information	T+6	T+6	Paper Electronic	GC34090; GC53535.2; 29 USC 113	Personnel Action Forms, biographies, photo; Code of Ethics and Harassment Training Certificates.



Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Unsuccessful Nominated Candidates	CL+5	CL+5	Paper Electronic	GC81009 GC84615	Original campaign statements and filings.
Other Committees	CL+7	CL+7	Paper Electronic	GC81009 GC84615	Original campaign statements for ballot measure committees, PAC's, independent expenditure, and major donor committees.
Form 410	CL+4	CL+4	Paper/ Electronic	GC81009 GC84615	Copies of Form 410 received by a new committee.
Ballots Prop. 218 (Assessment Districts)	P	P	Paper	California Constitution Article XIII	Property related fees (Assessment Ballot Proceedings)
Municipal Elections	P	P	Paper/ Electronic	GC81009(a)(d)	Election materials kept permanently for historical value and research purposes.
<b>Fair Political Practices Required Filings</b>					
Committee Filings	P	P	Paper/ Electronic	GC81009(b)(g)	All required FPPC filings for elected and PAC's.
Committee Filings	E+7	E+7	Paper/ Electronic	GC81009	All required FPPC filings for unsuccessful candidates.
Statements of Economic Interests	T+7	T+7	Electronic	GC81009(e)	Original Form 700 for 87200 and designated filers.
Form 801	T+7	T+7	Paper Electronic	FPPC Regulation 19844 and 18950.1	Discloses payments, such as travel reimbursements, made to an agency from a third party.
Form 802	T+7	T+7	Paper Electronic	FPPC Regulation 18944.1	Identifies persons that receive tickets and passes to entertainment events. Describes public purpose.
Form 803	T+7	T+7	Paper Electronic	GC82004.5 GC84224	Disclosure of payments (\$5,000 or more) made at the behest of elected officials for legislative, governmental, or charitable purposes such as a request to make a contribution to charity.
Form 804	P	P	Paper Electronic	FPPC Regulation 18734	Identifies new positions not included by the conflict of interest code that must file a Statement of Economic Interests Form 700.
Form 805	P	P	Paper Electronic	FPPC Regulation 18700.3 and 18734	Identifies consultants determined to file a Form 700.
Form 806	S	S	Electronic On City Website	FPPC Regulation 18702.5	Additional compensation that an official receives when serving on outside governmental agency boards.
<b>Legal/Legislative</b>					

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Agreements excluding Capital Improvement Projects	T+5	T+5	Paper/ Electronic	CCP 337.2, 343	Lease, equipment, service, supplies, instructor, festivals, affordable housing; will include agenda report and supporting documents if approved legislatively.
Appeals	CU+3 P(Land Use Appeals)	CU+3 P(Land Use Appeals)	Paper/ Electronic	CCP 583.320(a)(3); GC34090	Appeals submitted to the City Clerk's Office that may include documentation; Rescinded Appeals included in Retention.
Claims Log	CU+7	CU+7	Electronic	GC34090 GC25105.5	Log of claims filed against the City.
Community Development Block Grants (CDBG) Sub-recipient Agreements	CL+4	CL+4	Paper Electronic	24 CFR 570.502(b)(3) 241 CFR 85.42 & OMB Cir. A-110, Attach. C; OMB Cir. A-102 & 128 HUD Regulations	CDBG incorporated into the Consolidated Annual Performance Report (CAPER) approved by City Council; grant funds distributed through Sub-recipient Agreements signed by the City Manager.
Legal Advertising	CU+4	CU+4 P for land use	Paper Electronic	GC34090	All mandated public legal notices.
Municipal Code	P	P	Paper Electronic	GC34090	Municipal Code incorporates ordinances and is updated online by a third-party.
Subpoenas	CU+2	CU+2	Paper Electronic	GC34090	Subpoenas for records and appearance of city staff; excludes subpoenas for Police Department.
Summons		CL+2	Paper Electronic	GC34090	Summons and Complaints for Claims.
<b>Property/Land</b>					
Acquisition/ Disposition	CL+10	P	Paper Electronic	GC34090(a)	Agreement and supporting documentation regarding sale, purchase, exchange, lease or rental of property by City.
Agreements/ Contracts including Capital Improvement Projects	P	P	Paper Electronic	2.08.110; GC34090; 4004; H&S 19850	Development, Disposition, Land Use, Construction, and Street & Sewer Contracts, may include deeds, easements, rights-of-ways; and supporting documents as necessary.
Annexation Case Files	P	P	Paper Electronic	GC34090(a)	Documentation as necessary including agenda reports, notices, agreements, and LAFCO documents.
Deeds & Promissory Notes	P	P	Paper Electronic	GC34090	Recorded Grant, Quitclaim, Easement, Street Deeds and Promissory Notes; Kept on file with the County.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Franchises	P	P	Paper Electronic	GC65864; GC65869.5; GC34090	Includes Subdivision Agreements; Purchase and Sale Agreements; Cable; Grant of Easements for construction improvements.
Relocation Files	CL+7	CL+7	Paper Electronic	GC34090	Development projects for City owned properties.
Street/Alley Abandonment/ Vacation	CL+2	P	Paper Electronic	GC34090(d)	Relinquishment of rights and fee title. Kept on file for research purposes.
<b>Records</b>					
Public Records Requests	CL+2	CL+10	Electronic	GC34090	Records requests; subpoenas; responses. Retention longer for research purposes.
Records Destruction Certificates	P	P	Paper Electronic	GC34090	Documentation of final disposition of records.
<b>Reports/Plans</b>					
Annual Housing Plan	P	P	Paper Electronic	GC34090	Annual Plan approved by the Housing Authority.
Assessment Districts	P	P	Paper Electronic	GC34090a	Garden Grove Street Lighting District, Street Lighting District No. 99-1, Park Maintenance District, Main Street Assessment District.
Budget	P	P	Archival Paper Electronic	GC34090	Biennial Budget adopted by City Council Resolution.
Bonds	L+3	L+3	Paper CD	8.36 Record keeping and retention – California Debt and Investment Advisory Commission	Bonds Indentured Agreement and related documents.
CAPER	CL+4	CL+4	Paper Electronic	Federal Guidelines	Consolidated Annual Performance and Evaluation Report.
CAFER	CL+2	AU+7	Paper Electronic	GC34090	Comprehensive Annual Financial Report and Auditor Analysis.
Consolidated Action Plan	AC+4	AC+4	Paper Electronic	Federal Guidelines	A summary of actions, activities, and the federal and non-federal resources that will be used to address the priority needs and goals identified in the Consolidated Plan.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
General Plan	P	P	Paper Electronic	GC34090I GC36814 GC40801	Goals and policies for land use, with consideration for the community, transportation, economic development, parks, conservation, safety, air quality, noise, and overall infrastructure; update every 20 years.
General Plan Amendments	P	P	Paper Electronic	GC34090I GC36814 GC40801	Amendments approved or denied.
General Plan Elements	P	P	Paper Electronic	GC34090I GC36814 GC40801	Components of the General Plan required updates every 10 years.
General Plan Annual Report	P	P	Paper Electronic	GC34090I	Annual report in compliance with the Housing Element.
Grants	CL+5	CL+5	Paper Electronic	GC34090	Grants provided to support the Action Plan.
Housing Element	P	P	Paper Electronic	GC34090I GC36814 GC40801	Part of the General Plan for existing and projected housing needs. Must be certified by the State and updated every eight years.
Master Plans	S+2	S+2	Electronic	GC34090	Special or long range program plans, e.g. Parks Master Plan.
Specific Plans	P	P	Paper Electronic	GC34090I	Harbor Corridor, Brookhurst Chapman, Community Center Specific Plans.
<b>OFFICE OF COMMUNITY RELATIONS</b>					
Newsletters	CU+2	CU+2	Electronic	GC34090	Brochures, Newsletters, Bulletins, Cityworks.
Community Spotlight	CU+2	CU+2	Paper Electronic	GC34090	Scripts for community recognition at council meetings.
DVD/Video Orders	CU+2	CU+2	Electronic CD/DVD	GC34090	Videos stored on DVD's CD's of community events.
Media Relations	CU+2	CU+2	Streaming	GC34090	Recordings of City Council Meetings; Annual State of the City, includes, department presentations on request. May have research value.
Press Releases	CU+4	CU+4	Paper Electronic	CCP 343, 349 et seq; GX 911.2; GC34090(d)	Various publishing medias of current events.
Photos	CU+2	P	Film or Digital Image	GC34090	Historical Value
Social Media	CU+2	CU+2	Electronic	GC34090	Retention for social media entries to coincide with the retention of records available in other series of records

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### COMMUNITY DEVELOPMENT DEPARTMENT

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Paper Electronic	CCP337.2, 343; B&P7042.5; PU7 7685; 48 CRF: 2; GC53066	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance, and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, emails, memos, miscellaneous, not attached to an agreement or project file.
Credit Card Statements	AU+7	CU+2	Electronic	GC34090	Copies of statements; Originals maintained in the FE system meeting SOS retention requirements.
Employee Files	T+3	See Human Resources	Paper	Statutory requirements listed under Human Resources.	Copies of Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Expense Reports	AU+4	CU+2	Paper	GC34090	Copies of reports; Originals maintained in the FE system meeting SOS retention requirements.
Invoices/Check Requests	AU+5	CL+2	Paper	GC34090; CP 337	Copies of invoices and check request; Originals maintained in the FE system meeting SOS retention requirements.
Managers Memo	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package.
Purchase Orders and Requisitions	AU+4	CL+2	Paper Electronic	GC34090 CCP 337	Copies of PO's and Requisitions; Originals maintained in the FE system meeting SOS retention requirements.
Subpoenas	CU+2	CU+2	Paper	GC34090	Subpoenas for appearance of department staff.
<b>Commissions and Committees</b>					
<b>ADMINISTRATIVE BOARD OF APPEALS</b>					
Agenda Reports	CU+2	P	Paper Electronic	GC34090(d)	Agenda reports submitted to Commission, may include supporting documentation. Included in Planning Case Files. Kept permanently for research purposes.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Agendas	CU+2	CU+2	Paper Electronic	GC34090(d)	Original agendas, special meeting notices, and certificates of posting.
Audio Files	CU+100 days	CU+100 days	Electronic	GC34090.7	Meeting recordings; recordings can be discarded 100 days following approval of minutes.
Commissioner Information	T+5	T+5	Electronic	GC34090; GC40801	Copies of contact information for Commissioner Members.
Minutes	P	P	Paper Electronic	GC34090I; GC36814; GC40801	Official minutes and hearing proceedings of Commission.
<b>GARDEN GROVE IMPROVEMENT CORPORATION</b>					
Minutes	P	P	Paper Electronic	GC34090I; GC36814; GC40801	Official minutes and hearing proceedings of Corporation.
<b>PLANNING COMMISSION</b>					
Agenda Reports	CU+2	P	Paper Electronic	GC34090(d)	Agenda reports submitted to Commission, may include supporting documentation. Included in Planning Case Files. Kept permanently for research purposes.
Agendas	CU+2	CU+2	Paper Electronic	GC34090(d)	Original agendas, special meeting notices, and cancellation notices, including certificates of posting.
Audio Files	CU+100 days	CU+100 days	Electronic	GC34090.7	Meeting recordings; recordings can be discarded 100 days following approval of minutes.
Commissioner Information	T+5	T+5	Electronic	GC34090; GC40801	Copies of contact information for Commissioner Members.
Minutes	P	P	Archival Paper Electronic	GC34090I; GC36814; GC40801	Official minutes and hearing proceedings of Commission.
Resolutions/ Decisions	P	P	Archival Paper Electronic	GC34090(d) GC40801	Official actions taken by the Planning Commission.
<b>PLANNING COORDINATING COMMITTEE (PCC)</b>					
Review	CU+2	CU+2	Electronic	GC34090	Multi-Department review submitted plans for land use applications.
<b>ZONING ATTORNEY POLICE (ZAP)</b>					

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Review	CU+2	CU+2	Electronic	GC34090	Internal preliminary business zoning review.
<b>ZONING ADMINISTRATOR</b>					
Agenda Reports	CU+2	P	Paper Electronic	GC34090(d)	Reports submitted to Zoning Administrator, may include supporting documentation. Included in Planning Case Files. May have research value.
Agendas	CU+2	CU+2	Electronic	GC34090	Agendas, special meeting notices and cancellation notices, including certificates of posting, affidavits.
Audio Files	CU+100 days	CU+100 days	Electronic	GC34090.7	Meeting recordings. Recordings can be discarded 100 days following approval of minutes.
Decisions	P	P	Archival Paper Electronic	GC34090(a); H&S 19850; 4003; 4004	Official Zoning Administrator Decisions.
Minutes	P	P	Archival Electronic	GC34090I; GC36814; GC40801	Official minutes of Zoning Administrator meeting.
<b>BUILDING SERVICES DIVISION</b>					
Blueprints	P	CL+2 P	Paper Electronic	GC34090a; H&S 1980; 4003; 4004	Major construction projects.
Blueprints	CL+2	CL+2 P	Paper Electronic	GC34090d	Minor projects. Example – room additions.
Building Abatement	CU+4	CU+4	Paper Electronic	Federal Guidelines	CDBG Investigation Documents; includes complaints, correspondence, appeals, inspection reports, liens, photos, and legal documents.
Certificates	L	P	Electronic	GC34090a	Certificate of Occupancy, Elevation Certificates.
Code Books	P	P	Paper	GC34090(e)	Uniform Building Codes adopted by City Ordinance.
General Subject Files	CU+2	CU+2	Paper Electronic	GC34090(d)	Internal working files including correspondence.
Inspection	CU+2	CL+2 P	Paper Electronic	GC34090(d)	Correspondence, appeal requests, reports, notes; may have research value.



Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Logs	CU+2	CU+5 P	Paper Electronic	GC34090(d)	Logs, registers or similar records listing permits; may include inspection, building activity, daily, plan check, utility; may have research value.
Permits	P	CU+2 P	Paper Electronic	GC34090(a); H&S 1950; 4003; 4004	Building, electrical, mechanical, plumbing, sign permits, including declarations and plot plans.
<b>Code Enforcement</b>					
Case Files	CL+2	CL+3 P	Paper Electronic	GC34090(d)	Municipal Code zoning violation records, includes inspections, citations, and correspondence. May have research value.
<b>PLANNING SERVICES DIVISION</b>					
Alcoholic Beverage Control (ABC) License Noticing	L+2	L+2	Paper	GC34090	Originals. Police Department has most recent copy.
Appeals	P	P	Paper Electronic	GC34909(a); H&S 19850; 4003; 4004	Appeals Director Review, Planning Commission or Zoning Administrator decisions.
Atlas Maps	P	P	Paper Vellum	GC34090	Historic to present on hanging racks.
Business License Applications for DMV related uses.	T+4	T+4	Paper Electronic	GC34090; CCP 337	Zoning verification and copy of DMV ID for registration service, vehicle dealer's license, driving school or traffic school license.
Case Files – scanned	P	P	CD Electronic Paper	GC34909(a); H&S 19850; 4003; 4004	Three sets of scanned case files: CD/Electronic/Paper.
Chronological Files	CU+2	CU+2	Paper Electronic	GC34090	Miscellaneous not related to cases. May include size maps or sketches.
Code Books	P	P	Paper	GC34090	Current state planning requirement books, e.g., CEQA
Development Agreements	P	P	Paper Electronic	CCP, 337, 337.1(a), 337.15; GC34090; 4 8 CFR 4.703	Infrastructure contract, franchises Original maintained for 7 years; Agreements approved by City Council digitally archived.
Director Review	P	P	Paper Electronic	GC34090	Director review and approval of minor deviations of Title 9 for duplexes, triplexes, and outdoor dining on Main Street.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Environmental Review	CL+2	P	Paper Electronic	GC34090(d)	Stand-alone version; may have research value.
Flood Maps	P	P	Paper	GC34090	Flood Hazards, zone, boundaries, elevation.
Flood Zone Verification Letters	CU+2	CU+2	Paper Electronic	GC34090	Letters requested by property owners identifying flood zone for insurance purposes.
General Plan Amendments	P	P	Paper Electronic	GC34090(e); GC36814; GC40801	Approved or denied – Submitted to the City Council.
General Plan and Elements	P	P	Paper Electronic	GC34090(e)	Includes sphere of influence. Updated every 10 years. Submitted to the City Council.
General Plan Annual Report	P	P	Paper Electronic	GC34090	Yearly report on Housing Element compliance – Submitted to City Council.
General Subject Files	CU+2	CU+2	Paper Electronic	GC34090	Internal working files including correspondence pertinent to future research, Housing Reports, Water Efficiency Reports.
Housing Element Plan	P	P	Paper Electronic	GC34090(e) GC36814; GC40801	Copy updated every 5 years – Submitted to the Housing Authority/City Council as part of the General Plan.
Land Use Restrictions	P	P	Paper Electronic	GC34090(a)	In connection with zoning regulations.
Logs	CU+2	P	Paper Electronic	GC34090	Planning Case logs with approved entitlement lists; may have research value.
Loma Fema letters	P	P	Paper Electronic	GC34090	FEMA Map amendment.
Maps, Plans, Drawings, Exhibits, Photos	P	P	Paper Electronic	PGC34090; H&S 1950; GC34090.7	Zoning, tentative subdivision, parcel, land use map, aerial photos, and specific plans.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Planning Case Files	P	P	Paper Electronic	GC34909(a); H&S 19850; 4003; 4004	Planning-related matters brought before legislative body, includes agenda reports and supporting documentation Files include: Alley Vacations, Code Amendments/Zone Change, Conditional Use Permits, Development Agreements, Directors Review, Environmental Impact Reports, Front Yard Determination, General Plan Amendment, Interpretation of Use, Lot Line Adjustment, Home Occupation Permit, Minor Modifications, Planned Unit Development, Site Plan, Street Vacation, Tentative Tract Map, tentative Parcel Map, Variance.
Projects, Not Completed or Denied	CL+2	P	Paper Electronic	GC34090	Case files submitted for land use entitlements either withdrawn or denied.
Reference Materials	P	P	Mylar Paper	GC34090	Historical Mylar Maps.
Covenants	P	P	Paper Electronic	GC34090	Copies of recorded 2 <sup>nd</sup> Unit/JDU/ADU covenants. Original with County.
Zoning Maps	P	P	Paper Electronic	GC34090; H&S 19850; GC34090.7	Zoning maps are kept and updated with Amendments to PUD's.
Zoning Verification Letters	CU+2	CU+2	Electronic	GC34090(d)	Letters done by request.

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### COMMUNITY SERVICES DEPARTMENT

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Accident and Incident Reports	CL+7	CL+7	Paper	CFR 14300; 8 CCR 10102	Copies of reports filed for injuries or damages sustained at a City facility, event or program.
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Electronic	CCP337.2, 343	Copies of lease, equipment, service, supply, consultant agreements, may include agenda report, insurance, and supporting documents.
Budget Preparation	AU+2	CL+2	Paper	GC34090	Copies of budget information; Budget documents submitted for approval by Finance.
Central Stores Orders	AU+4	CU+2	Electronic	GC34090 CCP337	Originals in the FE system under SOS retention.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, emails, memos, miscellaneous, not attached to an agreement or project file.
Credit Card Statements	AU+4	CU+2	Paper Electronic	GC34090	Originals in the FE system under SOS retention.
Daily Deposits	AU+4	CU+2	Electronic	GC34090	Report for daily cash deposits; originals in the FE system.
Employee Files	T+3	See Human Resources	Paper	Statutory Requirements listed under Human Resources.	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Grants	CL+5	CL+5	Paper Electronic	GC34090	Copies and originals of Grant applications and files.
Invoices/Check Requests	AU+4	CU+2	Paper Electronic	GC34090; CP 337	Originals in the FE system under SOS retention.
Manager Memos	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package.
Officemax Orders	AU+4	CU+2	Paper Electronic	GC34090 CCP337	Copies; Originals in the FE system.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Petty Cash Report	AU+4	CU+2	Paper Electronic	GC34090	Copies; Originals in the FE system.
Purchase Orders and Requisitions	AU+4	CU+2	Electronic	GC34090 CCP337	Copies; Originals in the FE system.
Special Event / Festival Permits	T+4	T+5	Paper Electronic	GC34090; CCP 337	Application, any related correspondence, permit. Special events include: block parties, festivals, sidewalk sales and banners.
Subpoenas	CL+2	CL+2	Paper	GC34090	Subpoenas for appearance of department staff.

### Commission and Foundations

#### PARKS, RECREATION AND ARTS COMMISSION

Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090	Agenda reports submitted to Commission, may include supporting documentation.
Agendas	CU+2	CU+2	Paper Electronic	GC34090	Agendas, special meeting notices, and cancellation notices, including certificates of posting.
Commissioner Member Information	T+5	T+5	Paper Electronic	GC34090; GC40801	Commissioner Contact information
Minutes	P	P	Paper Electronic	GC34090(e); GC36814:	Official minutes and hearing proceedings of Commission, including agenda reports

#### GARDEN GROVE COMMUNITY FOUNDATION- 501(c)(3)-City Established

Action Item Consent Form	P	P	Paper Electronic	GC34090(e) GC36814	Board's approval of action items via email (not part of minutes).
Agenda Packet	P	P	Paper Electronic	GC34090(d); GC36814;	Includes agendas, agenda reports, supporting documentation and minutes.
Annual Report	CL+7	CL+7	Paper Electronic	GC34090	Overview of budget, events, & programs for the year.
Brochures & Publications	CU+2	S+2	Paper Electronic	GC34090	Fundraising campaigns & event flyers.
Bylaws	P	P	Paper Electronic	GC34090	Board Approved.
Correspondence	CU+2	CU+2	Electronic	GC34090	Communication with Board Members.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Resolutions	P	P	Paper Electronic	GC34090(d)	Board Approved.
Press Releases	CU+4	CU+4	Paper Electronic	GC34090(d)	Announcement of any GGCF- related news to media.
<b>VIETNAM WAR MUSEUM OF AMERICA FOUNDATION</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Agenda reports submitted to Foundation, may include supporting documentation.
Agendas	CU+2	CU+2	Paper Electronic	GC34090(d)	Agendas, special meeting notices, and cancellation notices, including certificates of posting.
Committee Member Information	T+5	T+5	Paper	GC34090	Contact information for Committee Members.
Minutes	P	P	Paper Electronic	GC34090(e) GC36814	Official minutes and hearing proceedings of Foundation, including agenda reports.
<b>Buena Clinton Youth and Family Center</b>					
Accident and Incident Reports	CL+7	CL+7	Paper	CCR 14300; 8 CCR 10102	Copies of reports filed for injuries or damages sustained at a City facility, event or program.
Agreements/ Contracts	T+5	T+5	Paper Electronic	CCP 337.2, 343	Lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance and supporting documentation.
Applications for Programs	CU+2	CU+2	Paper	GC34090	Pre applications for eligibility list. Kept on file until waiting list is exhausted or when program ends.
Client Files	CU+2	CU+2	Paper	GC34090	Counseling and Case Management <ul style="list-style-type: none"> <li>• BCYFC keeps a copy of the registration, consent forms, exchange of release;</li> <li>• In certain circumstances BCYFC may have the original at the time of initial referral.</li> </ul>
Emergency Roster	CU+2	CU+2	Electronic	GC34090	In house tracking spreadsheet with data from emergency cards.
FACT Funds Files	CU+5	CU+25	Paper		Copies of County grants prior to 2003
Photos/Videos	CU+2	P	Paper/CD Electronic	GC34090	Photos taken of people and events that may have Historical Value.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Receipts	AU+4	CU+4	Paper Electronic	GC 34090; CCP337	Copies – To track expenses. Originals in the FE system.
Registration/Waivers	CU+2	CU+2	Paper	GC34090	Youth and Adults.
Sign in Sheets	CU+2	CU+2	Paper	GC34090	Used to sign-in participants.
Youth and Teen Packets	T+2	T+2	Paper	GC34090	Health Forms/Emergency Cards Authorizations for a Minor Liability/transportation waiver Rules/Behavior guidelines Youth Emergency Contact Information Form/Limits of Confidentiality.
Volunteer Applications	T+3	T+3	Paper	GC34090	Volunteers' identification and contact information. Personal Action Form goes to Human Resources.
<b>Community Meeting Center</b>					
Expenditure Receipts	AU+4	AU+4	Paper	GC34090	Copies of receipts for purchases; originals in the FE system.
Facility Rentals/Use	CL+5	CL+5	Paper Electronic	CCP 337.2, 343	Contract, invoice, payment receipt (credit card slips), informal reservation, policy packet, diagram, correspondence.
Staff Schedules	CU+2	CU+2	Paper Electronic	GC34090	Work hours and dates.
<b>Magnolia Park Family Resource Center</b>					
Back to School and Holiday Drive Documentation	CU+2	CU+2	Paper	GC34090	Registration form and family information form for clients that participate in MPFRC's Back to School and Holiday Drive.
Case Management Team Paperwork	T+5	T+5	Paper	Per agreement with the County	Documentation of clients that are presented to case management team that includes: FaCT Registration Form; CMT Family Presentation Form; Confidentiality Form; Authorization to Exchange Information
Client files	T+5	T+5	Paper	Per agreement with the County	Counseling and Family Support Services case files with referral/intake forms, registration forms, assessment tools, contact logs and other documents related to the case.



<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Fiscal Files Information Documents	T+5	T+5	Paper Electronic	Per agreement with the County	Monthly Partner invoices All back up documents are kept at Magnolia FRC, original invoices in the FE System.
Participant Class Registration Forms	T+5	T+5	Paper	Per agreement with the County	Sign in sheets, registration forms and evaluation forms for classes and workshops offered at MPFRC.
Referrals Logs	T+5	T+5	Paper	Per agreement with the County	Referral/intake forms call or walk in for service.
Teen/OST Program (SOL Group)	T+5	T+5	Paper	Per agreement with the County	Registration Packet: FaCT Registration Forms; Consent to Treat Minor; Health Form; Authorization to Walk Home; Remind Consent Form; SOL Group Behavior Guidelines
Volunteer Applications	CU+2	CU+2	Paper	GC34090	Volunteers' identification and contact information
<b>Recreation Classes, Facilities and Programs</b>					
Atlantis Attendance Sheets	CU+2	CU+2	Paper	GC34090	Tally of number of attendants and revenue collected.
Atlantis Reservations	CU+2	CU+2	Paper Electronic	GC34090	Reservation forms for Atlantis parties, field trips.
Brochures, Publications, Newsletters, Bulletins	CU+2	CU+2	Paper Electronic	GC34090	City informational Brochures/Connections Cityworks.
Class Instructor Agreements	T+5	T+5	Paper	CCP 337.2, 343	Copies of Instructor agreements, including W-9 and insurance.
Class Surveys	CU+2	CU+2	Paper	GC34090	Aquatic class surveys
Class/Program Refunds	CU+2	CU+2	Paper Electronic	GC34090	Copies of refund requests for programs/classes.
Day Camp/C.I.T. Registrations	CU+2	CU+2	Paper Electronic	GC34090	Registration form, health forms, field trip permission slip and authorization to give medicine
Facility Refunds	AU+4	CU+2	Paper Electronic	GC34090	Copies of refund requests for facility and shelter rentals. Originals retained in the FE system.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Facility/Field Reservations	T+5	T+5	Paper Electronic	GC34090	Facility and field rental including exclusive use rentals.
Insurance Certificates	CL+7	CL+7	Electronic	GC34090	Insurance certificates for jumper companies.
Program Brochure	CU+2	P Historical Value	Paper Electronic	GC34090	Tertiary Parks and Recreation Guide class brochure
Program Flyers	CU+2	CU+2	Paper Electronic	GC34090	Flyers for Recreation programs.
Registration Forms	CU+2	CU+2	Paper Electronic	GC34090	Aquatics, Recreation Classes, Youth and Adult Sports.
Volunteer Applications	CU+2	CU+2	Paper	GC34090	Volunteers' identification and contact information.
<b>Senior Center</b>					
Brochures	CU+2	CU+2	Paper	GC34090	H. Louis Lake Scoop.
Class Sign-in sheets	CU+2	CU+4	Paper	GC34090	Classes/Activities – original
Emergency Cards		CL+2	Paper	GC34090	Address, phone number, prescriptions, emergency contact information.
Invoices/Check Requests	AU + 5	CU+2	Electronic	GC34090; CP 337	Copies of invoices and check requests, including supporting documentation.
<b>Meals on Wheels – Community SeniorServ</b>					
HDM Site Daily Communication Form	CU+4	CU+4	Paper	Per Comm. Senior Serv.	Home delivery information updates – original
Lunch Sign-in Sheets	CU+4	CU+4	Paper	Per Comm. Senior Serv.	Daily lunch log
Meals Order Form	CU+4	CU+4	Paper	Per Comm. Senior Serv.	Original
Volunteer Applications	T+2	T+2	Paper	GC34090	Volunteers' identification and contact information
Volunteer Drivers Log	CU+2	CU+2	Paper	GC34090	Original
Weekly Meals Served Report	CU+4	CU+4	Paper	Per Comm. Senior Serv.	Copy – Original to Community SeniorServ

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### ECONOMIC DEVELOPMENT DEPARTMENT/HOUSING AUTHORITY

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Electronic	CCP337.2, 343	Copies of lease, equipment, service, supply, consultant agreements, may include agenda report, insurance, and supporting documents.
Budget Preparation	AU+2	AU+2	Paper Electronic	GC34090	Copies of budget information.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, emails, memos, miscellaneous, not attached to an agreement or project file.
Credit Card Statements	AU+4	AU+4	Paper Electronic	GC34090	Copies of statements; Original in the FE System.
Employee Files	T+3	See Human Resources	Paper	Statutory Requirements listed under Human Resources.	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Invoices/Check Requests	AU+5	AU+5	Paper Electronic	GC34090; CP 337	Copies of invoices and check requests, including supporting documentation.
Manager Memos	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package.
Officemax Orders	AU+4	AU+4	Paper Electronic	GC34090 CCP337	Copies of orders.
Petty Cash Report	CU+2	CU+2	Paper Electronic	GC34090	Copies of petty cash reconciliations.
Purchase Orders and Requisitions	AU+4	AU+4	Electronic	GC34090 CCP337	Copies of purchase orders, requisitions, and invoices.

#### COMMITTEE, DISTRICT, AND COMMISSION

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Economic Development Improvement Committee</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Agenda reports submitted to Committee, may include supporting documentation.
Agendas	CU+2	CU+2	Electronic	GC34090	Agendas/Special meeting and Cancellation notices, and affidavit of posting.
Committee Member Information	T+5	T+5	Electronic	GC34090; GC40801	Contact information for Committee Members.
Minutes	P	P	Paper Electronic	GC34090(e); GC36814; GC40801	Official minutes and hearing proceedings of Committee.
<b>Garden Grove Tourism Improvement District</b>					
Articles of Incorporation	P	P	Paper Electronic	GC34090; CCP 337.2	GGTID Articles of Incorporation.
Budget	P	P	Paper Electronic	GC34090	Operating budget.
<b>Neighborhood Improvement and Conservation Commission</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Agenda reports submitted to Committee, may include supporting documentation
Agendas	CU+2	CU+2	Electronic	GC34090	Agendas, special meeting notices, and cancellation notices, including certificates of posting.
Committee Member Information	T+5	T+5	Electronic	GC34090; GC40801	Contact information for Committee Members
Minutes	P	P	Paper Electronic	GC34090(e); GC36814; GC40801	Official minutes and hearing proceedings of Committee
<b>HOUSING AUTHORITY</b>					
Administrative Plan	S+2	T+3	Paper	GC34090	Administration of Section 8 Program and the functions and responsibilities.
Annual Housing Plan	P	P	Electronic	GC34090(e) GC36814 GC40801	Annual Plan adopted by the Housing Authority and submitted to HUD.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Current Waiting list Happy Program	CU+2	CU+2	Paper Electronic	GC34090	Wait List for applicants.
EIV Certification	T+3	T+3	Paper	Federal Guidelines	Training and Access for HUD earned income verification system.
FSS Program and Escrow Accounts	T+3	T+3	Paper Electronic	Federal Guidelines	FSS graduates; FSS Grant applications, escrow calculations, deposits, withdrawals, balances.
GGHA Lock-in Report	T+3	T+3	Paper Electronic	Federal Guidelines	Reports are in the FE system.
Active and Terminated Housing Files	T+3	T+3	Paper Electronic	Federal Guidelines	HUD Form 50058; Inspection Packets; Request for Tenancy Approval; Owner information; HAP contract; rental lease; HAP contract amendment notice; FSS Addendum & supporting documentation; FSS contract, Term files, Clients finished goals or dropped out of the program or has been terminated.
HUD Annual Contribution Contracts	T+3	T+3	Paper	Federal Guidelines	Funding contracts with HUD.
HUD Audit	T+3	T+3	Paper	Federal Guidelines	Audit
Mobility Payment from other Agency	T+3	T+3	Paper	Federal Guidelines	Invoices for inspection fees
Monthly Status Report	T+3	P	Paper Electronic	Federal Guidelines	Monthly status report submitted to Housing Authority for approval and kept in the City Clerk's archived files.
Owner Director Deposit Authorization Form	T+3	T+3	Paper Electronic	Federal Guidelines	Forms are in the FE system.
Public Notices	CU+4	CU+4	Paper Electronic	CCP343, 349 et seq.; GC911.2; GC34090	Notices submitted to local adjudicated newspapers including any press released.
Reports	T+3	T+3	Paper	Federal Guidelines	Logic Model – grants
SEMAP	T+3	T+3	Paper	Federal Guidelines	Annual Internal Audit required by HUD that includes: Fair Market Rents; Payment Standards; Income Limits; Utility Allowances.
Single Audit	P	P	Paper Electronic	GC34090	City Audit – Auditors report to Finance.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
VMS Submission	T+3	T+3	Paper Electronic	Federal Guidelines	Monthly financial submission to HUD.
<b>NEIGHBORHOOD IMPROVEMENT DIVISION</b>					
Affordable Housing Agreements	T+5	T+5	Paper Electronic	Federal Regulations	Grant funds available through CDBG or HOME.
Applications for Loans	CL+4	CL+4	Paper Electronic	Federal Regulations	Applications ineligible for the program.
Audit Records	AU+4	AU+4	Paper Electronic	GC34090; OMB A-128	Records documenting HUD audits and follow-ups to HUD audits of the CDBG program.
CAPER	CL+4	CL+5	Paper Electronic	Federal Guidelines	Consolidated Annual Performance and Evaluation Report.
Community Development Block Grants (CDBG) Sub-recipient Agreements	CL+4	CL+5	Paper Electronic	24 CFR 570.502 (b) (3); 241 CFR 85.42 & OMB Cir. A-110, Attach. C; OMB Cir. A-102 & 128, HUD Regulations	Records documenting the application for approval of, and administration of CDBG grants including but not limited to applications, agreements, financial folders, goal measures, activity reports, award letters, and background information (due diligence).
Community Development Block Grants (CDBG), Denied Applications	4 Yrs after submission of adopted CAPER	4 Yrs After Submission of adopted CAPER	Paper Electronic	Federal Guidelines	Unsuccessful applications for CDBG grants and related documentation such as correspondence.
Consolidated Action Plan and Evaluation Report	4 Yrs after submission of CAPER	4 Yrs After Submission of CAPER	Paper Electronic	Federal Guidelines	CAPER adopted by the City Council. Kept in the City Clerk's archives.
Construction Loans/Conditional Grants	4 Yrs after submission of adopted CAPER	4 Yrs After Submission of adopted CAPER	Paper Electronic	Federal Guidelines	Records related to grants used for acquisition/rehabilitation of commercial property, including public facilities and community centers, and secured by those properties.
Consultant RFP (Non Accepted)	CU+2	CU+4	Paper Electronic	GC34090	Requests for Proposals that were not accepted.
First Time Home Buyer	T+5	T+5	Paper Electronic	Federal Guidelines	HOME, ADDI, NSP, CalHOME

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Grants, unsuccessful	CU+2	CU+5	Paper	GC34090	Grants applied for but were not successful.
Grants/Action Plan	CL+5	CL+5	Paper Electronic	GC34090	Copies of grants provided to support homeless services including but not limited to Emergency Shelter Grants (ESG), Housing Opportunities for Persons with AIDS (HOPWA), Homeless Prevention and Rapid Re-Housing Program (HPRP), Housing Trust Fund and other HUD and City programs, includes applications, contracts, financial, statistical, and supporting documentation pertinent to an award.
Labor Reports	CL+4	CL+4	Paper Electronic	Federal Guidelines	Section 3, WBE/MBE, Davis Bacon, and related documents.
Rehabilitation Single-Family Loans Underwriting	CL+5	CL+5	Paper Electronic	Federal Guidelines	Home Improvement, Infill Housing, Mobile home, Rental Housing Rehab, Housing Preservation Program, Emergency Repair, Loan Programs.
Relocation Files	CL+5	CL+5	Paper Electronic	Federal Guidelines	Tenant income certification, household status certification, replacement unit inspection report, relocation payments, and correspondence.
Rental Notifications	CL+5	CL+5	Paper Electronic	Federal Guidelines	Records documenting the notification of renters and/or landlords of decisions and actions including but not limited to Annual Mobile home Rent Increase Notices, Notices of Termination of Tenancies, and Annual Fee Exemptions. Included in Loan Files.
Single Family Loan Records	CL+5	CL+5	Paper Electronic	Federal Guidelines	Records of loans and their repayment for single family homes, including but not limited to first time home buyers, second mortgages, Teacher Housing Program, and exclusionary for sale.
<b>Real Property</b>					
Acquisitions/Dispositions	CL+10	CL+10	Paper Electronic	GC34090(a)	Agreements and supporting documents regarding sale, purchase, exchange, lease or rental of property by the City.



<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Appraisals	CL+2	CL+2	Paper Electronic	GC34090	Exempt until final acquisition or contract agreement obtained.
Deeds & Promissory Notes	P	P	Paper Electronic	GC34090a; 24 CFR 570.502(b)(3) 24 CFR 8342 & OMB Circ. SA-110	Copies of recorded deeds and promissory notes.
Property Inventory Program		S	Electronic		Data of City, Agency and Sanitary District owned properties.
Relocation Files	CL+7	CL+7	Paper Electronic	GC34090	City/Sanitary District/Agency owned properties.
Rental Properties Program		S	Electronic		Data of City, Agency and Sanitary District owned properties.

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### FINANCE DEPARTMENT

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Paper Electronic	CCP 337.2, 343; B&P7042.5; PU7685; 48 CFR: 2: GC53066	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance, and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, memos, emails not attached to an agreement or project file.
Employee Files	T+3	See Human Resources	Paper	Statutory Requirements listed under Human Resources	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Goals and Objectives	CU+2	CU+2	Electronic	GC34090	Departmental goals and objectives.
Management Reports	CU+2	CU+2	Paper Electronic	GC34090	Various Reports submitted to the Department or to the City Manager or to be included in the Manager's Weekly Memo.
Policies and Procedures	S+5	S+5	Paper Electronic	GC34090(d)	Department policies and procedures.
Subpoenas	CU+2	CU+2	Paper Electronic	GC34090	Subpoenas for appearance of department staff.
<b>Co-op Committee</b>					
Agenda Reports	CU + 2	CU + 2	Paper Electronic	GC34090(d)	Agenda related reports submitted to Committee, may include supporting documentation.
Agendas	CU + 2	CU + 2	Paper Electronic	GC34090	Internal Committee – Department Projects reviewed before final approval by Central Management.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Minutes	CU + 2	CU + 2	Paper Electronic	GC34090	Official minutes of Committee.
<b>Measure O Committee</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Agenda related reports submitted to Committee, may include supporting documentation.
Agendas	CU+2	CU+2	Paper Electronic	GC34090(d)	Agendas, Special Meeting/ Cancellation Notices/Posting Affidavit.
Audio Files	CU+100 days	CU+100 days	Electronic	GC34090.7	Meeting recordings; recordings can be discarded 100 days following approval of minutes.
Commissioner Information	T+5	T+5	Electronic	GC34090; GC40801	Copies of contact information for Commissioner Members.
Minutes	P	P	Archival Paper Electronic	GC34090(e); GC36814; GC40801	Official minutes of the Measure O Committee.
<b>Accounting</b>					
Accounts Payable	AU+4	AU+4	Paper Electronic	GC34090	Invoices, check copies, and supporting documents.
Assessment Districts	P	P	Paper Electronic	GC34090	County Collection and Assessment documents. Original documentation filed with Municipal Clerk.
Audits	P	P	Electronic	GC34090	AUP's, Audit Reports.
Bank Reconciliations	AU+5	AU+5	Paper Electronic	GC34090 26 CFR 16001-1	Statement, summaries for receipts, disbursements and reconciliations.
Bank Statements	AU+2	AU+5	Paper Electronic	FX3368, 30210; GC42900 et seq	
Capital Asset Records/Fixed Assets	P	P	Paper Electronic	CCP 337.2; 343	
Checks	AU+5	AU+5	Electronic	GC34090; CCP 337	Includes payroll, cancelled and voided checks.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Annual Comprehensive Financial Report (ACFR)	P	P	Paper Electronic	GC34090	Includes independent auditor analysis (Part of Agenda Packet).
Franchises	P	P	Paper Electronic	GC65864, 65869.5, 34090	Including Subdivision Agreements, Purchase and Sale Agreements, cable, utilities, Grant of Easements involving construction or improvements.
Garden Grove Housing Authority (GGHA) Monthly Warrant & Direct Deposit Register	AU+2	AU+2	Paper	GC34090.7	Monthly report of check no. and payments to owners, including supporting documentation.
Journals	AU+4	AU+4	Paper Electronic	GC34090 CCP 337	
General Ledger	P	P	Electronic	GC34090 CCP 337	
Petty Cash Reports	AU+4	AU+4	Paper Electronic		Vouchers submitted by departments. Maintained on the FE system.
State Controller Reports	P	P	Paper Electronic	GC34090	Financial Report required by the State Controller's Office. Additional original is filed with the State Controller's Office.
Vehicle Mileage Reimbursement Rates	S+2	S+2	Paper		Annual mileage reimbursement rates.
Warrant Register	AU+2	AU+2	Paper Electronic	GC34090.7	Accounts Payable and Payroll.
Vehicle Mileage Reimbursement Rates	S+2	S+2	Paper		Annual mileage reimbursement rates.
Warrant Register	AU+2	AU+2	Paper	GC34090.7	Accounts Payable and Payroll.
<b>Budget</b>					
Budget	P	P	Paper Electronic	GC34090	Annual operating budget approved by Legislative Body.
Budget Operating	S	S+5	Paper Electronic	GC34090	Departmental reference (copies).

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Budget, Proposed	CU+2	P	Paper Electronic	GC34090	Presented to Council.
<b>Business License</b>					
Administrative Citations	CL+2	CL+2	Electronic Data Ticket	GC34090	Citations for noncompliance with Title 5 Municipal Code Violations and State Fire Code violations.
Business License Applications	T+4	T+4	Electronic	GC34090	Original business license application with wet signature, attachments from Planning and Police may be included.
Business License Renewal	T+4	CU+5	Electronic	GC34090	Annual renewal form sent to existing businesses (on website).
Fireworks Stand Applications	T+4	T+5	Electronic	GC34090	Application from Non-Profit organizations to obtain a city permit to sell fireworks – Annual renewal.
Hardship Waiver	CL+2	CL+2	Paper	GC34090	Application for hardship waiver of deposit with supporting documentation.
Peep Show Application Packets	T+4	T+4	Electronic	GC34090 CCP 337	Application for Police Chief approval for adult movies and adult merchandise sexual in nature.
Registration of Vacant and Abandoned Properties		CU+2	Electronic	GGMC 8.084.030	Annual registration of vacant or abandoned property per Ordinance No. 2737 (Application Only) (Spreadsheet kept electronically includes original vacant/abandoned registration).
<b>Permits</b>					
Special Event / Festival Permit Applications	T+4	T+5	Paper Electronic	GC34090; CCP 337	Copies of applications used to establish conditions and approve or deny permits.
Charitable Solicitation Permit Applications	T+4	T+4	Paper Electronic	GC34090 GC34909.5 CCP 337	Application required by charities before they can solicit for donations.
Firearm Permits	CU+6 mos	CU+2	Electronic	GC34090 GC34090.5 GC34090.7	Application/Permit to sell retail firearms reviewed by PD. Original filings are maintained by CA DOJ, and US ATF.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Bingo Permits	CU+6 mos	CU+2	Paper Electronic	GC34090 GC34090.5	Application for permit to operate Bingo Games. Permits approved by the Chief of Police.
<b>Reports</b>					
Business License Reports		CU+2	Electronic		Various reports from other governmental agencies and in-house, used to get business license leads.
Closed Business License Records	T+2	T+2	Electronic	GC34090	Closed payments for Business License taxes in arrears.
Historical Printouts of Business License Records		T+2	Electronic	GC34090	List of business licenses (1981 and older paper)(1981 to present electronic) Note: Planning uses the information to approve grand fathering in zoning and land use decisions.
Sales Tax Reports	AU+3	AU+5	Electronic	GC34090 GC34090.5	Board of Equalization reports of Garden Grove business tax reporting (Updated monthly).
Transient Occupancy Tax	AU+3	AU+5	Electronic	GC34090 GC34090.5 CCP 338	Signed tax calculations.
<b>Payroll</b>					
Deferred Compensation	T+5	T+5	Paper Electronic	GC34090; 26 CFR 16001-1*	Records of employee contributions.
Employee Time Sheets	AU+6	AU+6	Paper Electronic	GC3409 29 CFR 516.2	Signed by employee for audit & FEMA Reports.
Federal and State Tax – Reports	AU+4	AU+4	Paper Electronic	GC34090 29USC 436	Forms 1096, 1099, W-4's and W-2's.
Labor Distribution Reports	AU+2	AU+2	Paper Electronic	GC34090	Labor costs by employee & program.
Payroll Adjustments	AU+4	AU+4	Electronic	GC34090 29 CFR 516.5-516.6	Audit purposes.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
PERS Employee Deduction Reports	T+4	T+4	Paper Electronic	GC34090 CAC 22 – 1085-2	Records of deductions (PERS Public Employee Retirement System).
<b>Purchasing</b>					
Bids, Requests for Quotes, Requests for Proposals	AU+5	AU+8	Paper	GC34090 CCP 337	Successful with related contract And unsuccessful for goods and services.
Bids, Requests for Proposals	AU+5	AU+8	Paper Electronic	GC34090 CCP 337	RFP's processed through third party – Planet Bids and posted to the City's website.
Central Stores Annual Inventory	CU+2	CU+3	Paper Electronic	GC34090	
Central Stores Month End Report	CU+2	CU+3	Paper Electronic	GC34090	
Purchase Orders/ Purchase Requisitions	AU+4	AU+5	Paper Electronic	GC34090 CCP 337	Purchase Orders and Requisitions on the FE System.
Surplus Equipment Disposal Records	AU+4	AU+5	Paper	GC34090 CCP 337	
Vendor Registration	P	P	Electronic	GGC34090 CCP 337	Vendor listing.
Warehouse Inventory Records	AU+4	AU+5	Paper	GC34090 CCP 337	Golden Rod, Rec. Report, and Packing Slip is filed with P.O.
<b>Water Revenue</b>					
Application For Service	CL+2	CL+2	Paper Electronic	GC34090	Connection, disconnection, registers, other services.
Billing Records	AU+2	AU+4	Electronic	GC34090	Customer name, service address, meter reading, usage, payments, applications/cancellations.
Daily Cash Receipts Reports	AU+4	AU+4	Paper	GC34090 CCP 337	
Deposits, Receipts	AU+4	AU+4	Paper	GC34090 CCP 337	Checks, coins, currency.
Journals/Utility Bills	CU+2	CU+2	Paper Electronic	GC34090	
Meter Reading	AU+2	AU+2	Electronic	GC34090	Billings.



<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Utility Billings	CU+2	CU+3	Electronic	GC34090; CCP 337	Billing including monthly activity.
<b>Cash Management</b>					
Investment Transactions	L+6	L+6	Paper Electronic		Confirmations, trade tickets, and bank correspondence (Retain 6 years after maturity).
Investments	P	P	Paper Electronic	GC 34090 CCP 337 GC53607	Monthly Reports.
<b>Risk Management</b>					
Accident and Incident Reports	CL+7	CL+7	Paper Electronic	29 CFR 1904.2 29 CFR 1904.6	Property and physical damage – potential claims – injuries or damages sustained at a City facility, event or program.
Accident Reports – City Vehicles	CL+7	CL+7	Paper Electronic	29 CFR 1904.2 29 CFR 1904.6	Reports and related records for accidents involving a City vehicle.
Bonds, Insurance	P	P	Paper Electronic	CCP 337.2 CCP 343	Bonds and insurance policies insuring City property and other assets.
Claims	CL+5	CL+7	Paper Electronic	GC34090 GC25105.5	Paid/Denied – Claims filed against the City, includes claim form and supporting documentation.
Claims Filed Against Police Department	CL+6	P	Paper Electronic	PC832.5	Claims filed against Police Department, including supporting documentation; may have research value. Minimum 5 Yrs. – 15 Yrs. for sustained finding of misconduct.
Insurance	P	P	Paper Electronic	GC34090	Insurance filed by licensees, Authority California Cities Excess Liability Insurance, Liability and Property Insurance.
Risk Management Reports	P	P	Paper Electronic	GC34090	Actuarial Studies/Audits issued by independent sources/auditors.

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines FIRE DEPARTMENT

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Grants, successful	CL+5	CL+5	Paper Electronic	GC 34090	Federal and State.
<b>Investigations</b>					
Fatal Fire Investigation Case Files	P	P	Electronic	PC 799	These case files document all investigations into fires causing fatalities. They may include various report forms, interviews, photographs, newspaper clippings, and other information as necessary to undertake a complete investigation.
Investigations, Evidence Arson	CL+6	CL+6	Electronic	PC 800	Great bodily harm, inhabited structure or property.
Investigations, Evidence Arson	P	P	Electronic	PC 799	Support prosecution resulting in homicide.
Investigative Records, Arson	CL+6	CL+6	Paper Electronic	PC 800 & 801; UFC 104.32	Copies of fire and run reports, correspondence, photos, newspaper clippings, notes, other information.
<b>Operations</b>					
EMS Run Reports		CU+25	Paper Electronic	H&S 1797.220 CCR 100170 & 100171	Pre-hospital care report, which summarizes information contained on the EMS Encounter Form (GSM-17-20). These may be generated for informational purposes to fire administrative personnel.
Fire Reports Incident	CL+3	CL+3	Electronic	GC34090 CCP 338 CCP 340.5	Report completed on all incidents involving responses of the fire department personnel. Includes detailed information regarding circumstances of the incident including location, damages, injuries, and possible cause of incident, daily rosters, and public outreach events.
<b>Prevention</b>					
5 Year Certification Information		CU+4	Paper Electronic		Copy of certification report. 5 Year and Annual.

<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Fire Prevention Bureau (FPB) Invoices, Permits	CL+5	CL+5	Electronic	CFC 104.6 GC34090	Permits issued to occupancies. Monthly permit invoices generated – paid/not paid information.
Fire Prevention Bureau and Engine Company Inspections	CL + 5	CL + 5	Paper Electronic	CFC 104.6; GC34090	Inspection information including business name, addresses, occupancy, hazardous materials, and violations (annual and biennial).
Fireworks		CU + 6	Paper Electronic		Booth records, name of group, address, and Engine Company inspection.
Hazardous Materials Incident Files	CU + 30	CU + 30	Paper	8 CCR 3204(d)(1) et seq.	Record of hazardous material incidents, may include hazardous incident reports, copy of fire and rescue reports, narratives, and memos.
Key/Knox Box Records	S or L	S or L	Electronic	GC34090	Order form or on-line notification.
Occupancy Records	L + 2	L + 2	Paper	GC34090(a)	Occupancy records for residential care facilities.
Storage Tank Applications and Permit Records		L + 6	Paper		These files contain applications received by the fire department and permits issued to individuals desiring to store flammable liquid or liquid petroleum. Permits are only issued after inspection and approval of tanks.

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### HUMAN RESOURCES DEPARTMENT

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Paper Electronic	CCP 337.2, 343	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance, and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, emails, memos, miscellaneous, not attached to an agreement or project file.
Employee Files (Non-Safety)	T+3	T+5 P	Paper Electronic	29 CFR 1627.3; LC1174; 29 CFR 1602.30.32; GC12946, 34090; 29 CFR 516.6 et seq	Employment Applications, Oaths of Office, Pinks, Personnel Action Forms (PAF's), Performance Evaluations, Release Authorizations, VOE's, Certifications, Reassignments, Commendations, Disciplinary Actions, CalPERS Enrollments, Deferred Comp Forms, Identification Cards.
Employee Files (Safety)	T+5	T+5 P	Paper Electronic	29 CFR 1627.3; LC1174; 29 CFR 1602.30.32; 29 CFR 516.6 et seq	Employment Applications, Oaths of Office, Pinks, Personnel Action Forms, Performance Evaluations, Release Authorizations, VOE's, Certifications, Reassignments, Commendations, Disciplinary Actions, CalPERS Enrollments, Deferred Comp Forms, Identification Cards.
Invoices/ Check Requests	AU+5	CU+3	Paper Electronic	GC34090; CP 337	Copies of invoices and check requests, including supporting documentation. Originals maintained in the FE system.
Manager's Memos	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package.
Purchase Orders and Requisitions	AU+4	CU+2	Paper Electronic	GC34090	Copies of purchase orders, requisitions, and invoices. Originals maintained in the FE system.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Subpoenas	CU+2	CU+2	Paper	GC34090	Subpoenas for department staff appearances and Workers' Compensation records.
<b>Benefits</b>					
AQMD Plan	CU+7	CU+7	Paper	CCP 338(k) GC34090	Annual Plan Mandated by the Air Resource Board.
AQMD/AB2766	CU + 7	CU + 7	Paper Electronic	CCP 338(k) GC34090	Participation Tracking and Incentive Program Redemption Plan funded by the Air Resource Board.
Benefit and Insurance Claims	P	P	Paper Electronic	OMB A-129; 29 CFR 1602.30; 32 29 USC 1027	May include dental, disability, education, health, life and vision including dependent care.
Bilingual Incentive Pay	CL+2	CL+5	Paper Electronic	GC34090 GC12946	Tests and certificates, authorization of pay.
CalPERS	P	P	Paper Electronic	29 CFR 1627.3(b)(2); GC12946; GC34090	CalPERS Records; EEOC, ADEA.
COBRA	CL+2	CL+5	Paper Electronic	GC34090 GC12946	Correspondence to employee and dependents (insurance).
Deferred Comp Plan	T+5	P	Paper Electronic	GC34090 CFR 16001-1	457 Deferred Compensation offered to employees.
Disability Records	P	P	Paper Electronic	OMB A-129 29 CFR 1602.30; 32; Lab Rel sec 1174	Employee Worker's Comp Records.
Employee Assistance Program	CL+2	CL+2	Paper Electronic	GC34090; GC12946	Contract provides employee counseling, legal assistance, substance abuse and recovery, emotional well-being, money management.
Employee Service Awards	CL+2	CL+3	Paper Electronic	GC34090; GC12946	Full-time and Part-time Service Recognition.
Flex Benefit Program	CL+2	CL+2	Paper Electronic	GC34090; GC12946	Tracking and disbursement.
FunExpress Consignment Program and Movie Tickets	CL+2	CL+2	Paper	GC34090; GC12946	Employee Discount Attraction and Movie Tickets reconciliation logs.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Health Plans	T+5	T+5	Paper Electronic	GC34090; 29 USC 1627.3; 1027	Contracts
I-9's	T+3	T+3	Paper Electronic	IRS Requirements	Proof of Employment Eligibility Verification Forms.
Insurance Policies	T+5	T+5	Paper Electronic	GC34090	Contracts for Life Insurance and Disability Insurance Policies.
Reports	CU+2	CU+7	Paper Electronic	GC34090	Employee statistics, benefits activity; liability loss; EE04 report.
Vacation Loss Report	CU+2	CU+2	Paper	GC34090	Monthly report of employee losing vacation and notification to department.
Worker's Compensation Insurance Payments	P	P	Electronic	CCR 15400.2; 8 CCR 10102	AdminSure claims and records.
<b>Employee Relations/Labor Relations/Employee Development</b>					
Classification Specifications	P	P	Paper Electronic	GC34090; GC 12946; 29 CFR 516.6	Classification descriptions with history of changes.
Classification Studies and Salary Surveys	CU+2	CU+2	Paper Electronic	GC12946, 34090; 29 CFR 516.6(2); 29 CFR 1602.14	Includes classification studies, questionnaires, wage rates surveys, and reorganizations.
Employee Relations Files	T+5	T+5	Paper Electronic		Discipline notes, grievances, sexual harassment and civil rights complaints, may include arbitrations.
Labor Relations By-Laws	P	P	Paper Electronic	GC34090; CCP 337.2	Unions and Associations, City.
Labor Union Contracts and Negotiation Records	P	P	Paper Electronic	29 USC Sections 211(c), 203(m), 207(g)	Notes, correspondence, contracts, and Memorandums of Agreements.
Medical Files	CL+30	CL+30	Paper Electronic	FMLA 1993 US OSHA; 29 CRT; 1910.20	Pre-employment medical records; family leave; DOT Certification and tests; benefit waivers.
Salary Schedules	CU+2	CU+7	Paper Electronic	GC12946, 34090; 29 CFR 516.6(2); 29 CFR 1602.14	Full-time and Part-time Wage Schedules.



<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Training Records	CU+7	CU+7	Paper Electronic	GC6250 et seq.	Training and Development Programs.
<b>Recruitment and Selection</b>					
Recruitment Files	CL+3	CL+3	Paper Electronic	GC12946; GC6250 et seq; 29 CFR 1602 et seq; 29 CFR 1607; 29 CFR 16273	Applications, resumes, ethnicity disclosures; examination materials, scantrons, exam answers, job bulletins, eligibility lists, confidentiality forms.
Volunteer Applications	CU+2	CL+2	Paper Electronic	GC34090	Volunteers' identification and contact information.

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### INFORMATION TECHNOLOGY DEPARTMENT

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Paper Electronic	CCP 337.2, 343	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance, and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, memos, miscellaneous, not attached to an agreement or project file.
Credit Card Statements	AU+4	CU+2	Paper Electronic	GC34090	Copies of statements. Original maintained in the FE System.
Employee Files	T+3	See Human Resources	Paper	Statutory requirements listed under Human Resources.	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Expense Reports	AU+4	CU+2	Paper Electronic	GC34090	Copies of staff expenditures. Originals maintained in the FE System.
Invoices/Check Requests	AU+5	CU+2	Paper	GC34090; CP 337	Copies of invoices and check requests, including supporting documentation. Originals maintained in the FE System.
Managers Memo	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package.
Purchase Orders and Requisitions	AU+4	CL+2	Paper Electronic	GC34090 CCP 337	Copies of purchase orders, requisitions, and invoices. Originals maintained in the FE system.
Subpoenas	CU+2	CU+2	Paper	GC34090	Subpoenas for appearance of department staff.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Information Services</b>					
Access Authorization Log Information	CU+2	CU+2	Electronic	GC34090	Security access authorization information.
Network Drives		CU+30 days	Electronic	GC34090	Data stored on Samba or PDH (H: drive, P: drive, etc).
Email Backups		CU+30 days	Electronic	GC34090	City email.
In-House Application Database		CU+2	Electronic	GC34090	The PostgreSQL database contains data for in-house applications.
Log Files		N/A	Electronic	GC34090	Automatically generated log files.
Security Camera Footage	CU+13 months	CU+13 months	Electronic	GC34090.6(c)	Video cameras at City facilities.
Spillman Database		14 months	Electronic	GC34090	Police CAD/RMS System.
PD Video Recordings	CU+1	CU+2	Electronic	GC34090.6(c)	In-car, jail camera recordings, routine video monitoring.
Body Worn Camera Audio and Video (Evidentiary)	CL+2	CL+2	Electronic	PC 832.18(b)	Incidents involving use of force, officer-involved shooting, incidents that lead to detention or arrest, relevant to a formal or informal complaint against a law enforcement officer or law enforcement agency, or relevant to a criminal prosecution.
Source Code and Website		CU+30 days	Electronic	GC34090	
Finance Enterprise Database		CL+30 days	Electronic	GC34090	The City's finance management system.
Archive system files		P	Electronic	GC34090	The City's internal archive system kept for research value.

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### POLICE DEPARTMENT

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/ Contracts	T+5	T+5	Paper Electronic	CCP 337.2, 343	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance, and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090	Letters, emails, memos, miscellaneous, not attached to an agreement or project file.
Employee Files (Non-Safety)	T+3	See Human Resources	Paper	Statutory Requirements listed under Human Resources	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Employee Files (Safety)	T+5	See Human Resources	Paper	Statutory Requirements listed under Human Resources	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Invoices/Check Requests	AU+4	CU+3	Paper Electronic	GC34090	Copies of invoices and check requests, including supporting documentation. Originals maintained in the FE system.
Manager's Memos	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package.
Purchase Orders and Requisitions	AU+4	T+5	Paper Electronic	GC34090	Copies of purchase orders, requisitions, and invoices. Originals maintained in the FE system.
Subpoenas	CU+2	CU+7	Paper	GC34090	Subpoenas for appearances and records.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Volunteer Applications	T+2	T+2	Paper Electronic	GC34090	Volunteers' identification and contact information. Filed with Human Resources.
<b>Administrative Services Bureau</b>					
Daily Roster	CU+2	CU+2	Electronic		Schedules of Officers on duty.
Claims	CL+6	P	Paper Electronic	Penal 832.5	Copies of claims filed against the Police Department. Minimum 5 Yrs. – 15 Yrs. For sustained finding of misconduct.
Daily Officer	CU+2	CU+7	Electronic		Daily activity of incidents not reported by use of official report.
Daily Report Summary	CU+2	CU+7	Electronic		Report numbers, type, names, dates retained for research value.
Department Manual	S	P	Electronic		Changes to manual are recorded in the General Orders.
Motor Manual	S	S	Electronic		Manual on police motorcycle operation.
OTS Grant Quarterly Performance Reports	CU+2	CU+2	Electronic		Quarterly performance reports required by OTS on grant performance figures.
<b>COMMUNITY LIAISON DIVISION</b>					
Community Liaison Division Reports, Activity	CU+2	CU+5	Paper Electronic		Weekly, monthly, quarterly, annual activity; statistical reports by division. Retain only 1 form for retention period.
CERT Program	CU+3	CU+3	Paper Electronic	SAM 1600 SF-425 2 CFR 200.333 334	CERT Training for volunteer residents.
Emergency Plans	S+5	S+5	Paper Electronic	SAM 1600 SF-425 2 CFR 200.333	Plan determines actions to be taken by staff of the City of Garden Grove Emergency Organization.
Disaster Training Exercises		S+4	Paper Electronic	SAM 1600 SF-425 2 CFR 200.333 334	Training and Exercises for staff.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Emergency Preparedness Related MOU		CL+2	Paper	SAM 1600 SF-425 2 CFR 200.334	Hard copies of MOU's established for disaster response.
Emergency Tracking		CL+1	Paper Electronic	SAM 1600 SF-425 2 CFR 200.333 334	Tracking during an emergency requiring implementing a command center.
Speaker Requests	T+2	CU+5	Paper Electronic		Community and business requests for public appearances, speakers.
<b>PROFESSIONAL STANDARDS DIVISION</b>					
Applicant Files	T+2	T+2	Electronic		Paperwork authorizing fingerprinting and background checks for City employment applicants.
Background	CL+2	CL+2	Electronic	GC12496	Non Hired (includes non-selected, disqualified and those applicants that withdrew).
Background Hired	P	T+5	Electronic	GC12496	Include original reports re: PC 832.5 Investigations.
Bulletins	P	P	Electronic		
Concealed Weapons	CL+2	CL+2	Electronic		CCW Permits.
Event Files	CU+2	CU+2	Paper Option for Electronic		Correspondence, brochures, promotional materials, info on speakers, quests, supporting documents.
General Orders	P	P	Paper Electronic		General orders issued by the Police Chief.
Grievance Files	CL+2	CL+2	Paper Electronic	GC12946	Grievance filed by employees, supporting documentation. T+4 if stored in employee personnel file.
Internal Affairs Investigations	CL+5	CL+5	Paper Electronic	GC34090 EVC 1045 PC 832.5 PC 801.5	Initiated by citizens' complaints or internally initiated; includes complaint, reports, and findings.
Lesson Plans, Range	CL+15	P	Electronic		Scope, content, time period of courses.



<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Officer Invoiced Shootings	CL+25	CL+25	Paper Electronic		Documentation relating to officer involved shootings.
Personnel	S+2	P	Electronic		
Personnel (by name)	T+7	CU+5	Electronic		Training: Paperwork documenting officers' internal and external training.
Press Releases	CU+2	P	Electronic		Historical and Research value.
Press, Video Programs	CU+2	P	Paper Electronic		Collection of videos of programs and events; outside press coverage of department.
Range Inventory	S+2	CU+10	Electronic		Quarterly reports of inventories of weapons held by Department Range.
Schedules, Range	CU+2	CU+2	Paper Electronic		Daily, weekly, monthly schedules of training events at range.
Use of Force Supervisory Review Files	CU+2	CU+2	Paper	GC34090; PC 832.5	Includes review forms, arrest report copies, log.

### **COMMUNITY POLICING BUREAU**

#### **Administrative Operations**

Alcoholic Beverage Control (ABC) License	L+2	L+5	Paper Electronic		Approval process Planning Division has the original.
Assignment Reports	CU+1	CU+2	Paper Electronic		Record of assignments.
Field Interview	CL+2	CL+2	Paper Electronic		
Parades & Special Events File	CL+2	CL+2	Paper		Reports, memos, correspondence, scripts, supplier information, assignments, and deployments, including supporting documentation.
Patrol Requests	CU+2	CU+2	Paper		From citizens for patrol presence.

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
Statistical (Crime Analysis)	CU+2	CU+2	Paper Electronic		Internally generated using activity logs, citizen calls, current and past crime statistic reports, finance dept. expenditure and budget records; citations, crime reports, accident reports, permits, receipts. Created for variety of purposes including increases/decreases in criminal activity; officer workload, deployment, time usage.
Watch Assignment Timekeeping Records	CU+2	CU+2	Electronic		
<b>Jail</b>					
Daily Logs Jail	CU+6	P	Paper		Daily report of staffing, booking, releases, transfers, and transportation.
Inspection Files Jail	CL+6	P	Paper		Inspections by various agencies.
Juvenile Detention	CU+2	CU+2	Paper		Logs documenting juvenile processing per CYA.
Surveillance/ Security Video	CU+13 mos.	CU+13 Mos.	Electronic	GC34090.6(c)	Recordings used as evidence, litigation or potential claims shall be preserved for 100 days after conclusion of court action.
Surveys Jail	CL+2	CL+2	Paper		Prepared quarterly and forwarded to State Board of Corrections.
<b>Traffic</b>					
Down Reports	CU + 1	CU + 1	Paper		Vehicles are down for maintenance.
Information Discovery Requests	CU+2	CU+2	Paper	GC34090	Traffic citations, Red Light cameras.
Parking	CU+2	CU+3	Paper	GC34090.7	Recommended by the California Law Enforcement Warrant Officer's Association.
Radar Calibrations Records	T+2	L	Paper		Documentation of radar instruments retained during use/ownership.
Sobriety Checkpoint Manual	S	S	Electronic		Manual on conducting checkpoints.
Speed Survey	CU+2	S+5-8	Paper		Survey conducted by vendor to establish speed limit basis.
Traffic	Recall after 5 years	CU+2	Paper Electronic		Recommended by the California Law Enforcement Warrant Officer's Association.

Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Traffic Citations	CU+2	CU+2	Paper Electronic	GC34090	Copies of citations – Originals are forwarded to court after agency processing; includes citation electronically created.
<b>Special Services Division</b>					
Confidential Informant File	CL+2	P	Paper		Informational cards maintained indicating identifying name and information for any confidential information identification number used in a police report including informant's cases and the result thereof.
Controlled Buy Cases	CL+2	L+2	Paper		Controlled Buy Cases involving confidential informants.
Field Interview	CL+2	CU+5	Paper Electronic		
Forfeiture - Asset Forfeiture Log	CL+2	P	Electronic		A log of every asset forfeiture proceeding initiated since 6/98.
Forfeiture - Federal Asset Forfeiture Notebook	CL+2	P	Paper	Federal Guidelines	Notebook holding pertinent documents to all asset forfeiture cases in the Federal court system.
Forfeiture - Notifications	CU+2	P	Paper		To legal property owner prior to case filing that property is subject to asset forfeiture proceedings. If case is filed, notification becomes part of forfeiture case file.
Forfeiture - State Asset Forfeiture Notebook	CL+2	P	Paper		Notebook holding pertinent documents to all asset forfeiture cases in the state court system
Informant Files	T+10	P	Paper		Legal notifications, identification, payment, active information.
<b>Support Services Bureau</b>					
Daily Court Schedule	CU+1	CU+1	Electronic		Printout of daily court scheduling.
Rosters (Divisional)	S+2	S+2	Electronic		Personnel assigned to division.
Sign-In Logs	CU+2	CU+2	Paper		Logs officers' names, time in/out for court appearances.
<b>COMMUNICATIONS/DISPATCH DIVISION</b>					
Alarm Permits	CU+2	CU+2	Paper Electronic		Residential/Commercial Alarm Permits.

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
Alarm Records	CU+2	CU+2	Paper Electronic		Dispatch.
Audio, Telephone and Radio Communications	CU+100 days	CL+180 Days	24 Tape Recorder	GC34090.6(a)	Exception: Recordings used as evidence in a criminal prosecution or claim filed or litigation or potential claims and litigation shall be preserved for 100 days after conclusion of the court action.
Dispatch	CU+2	CU+3	Electronic		
Equipment, Communication	T+2	L	Paper		Retained until termination of equipment use; Manuals, instructions, procedures.
False Alarm Violations		P	Paper Electronic		Alarm misuse.
<b>INVESTIGATIONS DIVISION</b>					
Bingo	CL+2	P	Paper		Bingo game licenses.
Case Assignment	CU+1	CU+7	Electronic		Database of assignment of cases to Investigators.
Case Books	CL+2	CL+2	Paper Electronic		Investigative, retained by division until a case is suspended or closed.
Homicide Investigator's Report	P	P	Paper Electronic		Retained by Crimes Against Persons until arrest, conviction, appeals, and sentence carried out. (Death or time served is complete, including parole).
Inmates	CU+20	CU+20	Film Digital		Negatives by Prisoner number.
Inventory/Sign-out Cards-Digital Cameras/Memory Cards	T	T	Electronic		Digital cameras/memory cards.
Operations Files	T	L	Electronic		Digital cameras/memory cards manuals, instructions, and procedures; retained until equipment no longer owned/used by department.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Pawn Slips/Tickets	CU+3	CU+3 P	Paper Electronic		Pawn Slips/Tickets. Research value.
Suspect, Adult/Juvenile	L	L	Paper	County of Orange ILJ Guidelines	Adults/juveniles suspected of a crime, taken for comparison. Destroy after original purpose achieved.
Tracking System Records	L	L	Paper Electronic	County of Orange ILJ Guidelines	Database records subpoena number, officer name, case number, defendant name, district attorney name, court information disposition.
<b>Property &amp; Evidence</b>					
Disposition Forms	T+2	T+2 P	Paper Electronic		Attach to duplicate Property Report, file w/DR in Records Division. Research value.
Guns	L	P	Paper Electronic	Determined by Court Order	Upon receiving court order and/or case is closed with no further proceeding possible.
Inventory	S+2	L+2	Paper Electronic		Listing of equipment assigned to division and to whom it is assigned.
Narcotics		L+2	Paper	Determined by Court Order	Upon receiving court order and/or case is closed with no further proceeding possible.
Property Control	CU+2	P	Electronic		Logs of items coming into and going out of property room.
Uniform Vouchers (by name)	CU+2	CU+2	Electronic		Authorization to purchase.
Vests, Bulletproof Letters	CU+2	CU+2	Electronic		Authorization to purchase.
Weapons, Database	P	P	Paper Electronic		Depart. Owned, personal, alternate weapons, secondary handguns; produces inventory reports.
<b>RECORDS DIVISION</b>					
11357(e), Juvenile	CL+2	CL+2	Electronic	Determined by Court Order	
11357(b) H&S, 11357(c) H&S, 11360(b) H&S Violations	CL+2	CL+2	Electronic	Determined by Court Order	*CA Admin Code, Chapter 1, Title II, Sec 708.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Accidents	CL+2	P Beginning 9/1/15	Electronic		Non-Injury.
Adult Found Factually Innocent			Electronic	Determined by Court Order	General Provision: Upon petition, records of agency must be sealed and destroyed in accordance with the provisions set by court record; exceptions.
Arrest/Conviction H&S Section 11357 (b), (c), (d), (e) or H&S Section 11360 (b) Violations (Occurring after January 1, 1996)			Electronic	Mandatory destruction from date of conviction or date of arrest with no conviction	Applicable to convictions occurring after January 1, 1996 or arrests not followed by a conviction occurring after January 1, 1996; Exception: H&S 11357(e), the record shall be retained until a juvenile offender attains the age of 18 years, then destroyed pursuant to 11361.5.
Arrest/Conviction H&S Section 11357 (b), (c), (d), (e) or H&S Section 11360 (b) Violations (Occurring before Jan 1, 1996)			Electronic	Mandatory destruction on notice from the DOJ	Applicable to convictions occurring after January 1, 1996 or arrests not followed by a conviction occurring prior to January 1, 1996 for violations of H&S Code 11357, 11364, 11365 and 11550.
BCS Report, containing all UCR-related reports and monthly Administrative Report	CU+2	CU+4	Electronic		Includes Arrest & Citation Register; arson offenses, crimes against senior citizens, death in custody; domestic violence; FBI include Return A/Supp; hate crime incidents; homicide reports; Supp., Officers killed or assaulted; original to FBI – DOJ; Uniform Crime Reports.
California Vehicle Code Infractions (Duplicates)	CU+90 days	P Beginning 9/1/15	Electronic		Original is forwarded to court.
Cite and Release	CL+2	P Beginning 9/1/15	Electronic		Original forwarded to court.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Duplicate (Pink) Secondhand Dealer, Pawn Brokers	CU+2	P Beginning 9/1/15	Electronic		Original licensee, duplicate to DOJ; copy retained by agency; renewals issued annually by local agency
Felony	Recall after 10 years. Exception: Murder/Escape	P Beginning 9/1/15	Electronic	PC 290, 800, 799	Recommended by the California Law Enforcement Warrant Officer's Association
Felony Crimes With or Without Arrests	See descriptor	P Beginning 9/1/15	Electronic	PC 290, 800	Prosecution for an offense punishable by imprisonment in state prison for eight years or more must commence within 6 years after offense commission. Commencement of prosecution defined in PC 804. Exception: See PC 803-Tolling/Extension of time periods; Appeals process and "Three Strikes" also considerations in assigning retention.
Investigative, Pre-Arrest	CL+10	P Beginning 9/1/15	Electronic		Retained by division until cases are suspended and closed
Juvenile	Mandatory Destruction Upon and Pursuant to Court Order	Mandatory Destruction Upon and Pursuant to Court Order	Electronic		Upon petition, local law enforcement records within WIC826(b) may be destroyed as ordered by the court, if related to probation officer has destroyed probation and juvenile court records. Records involving arrests, detention and/or petitioning Mandatory Destruction Upon and Pursuant to Court Order Juvenile before juvenile court.
Misdemeanor Criminal	Recall after 5 years	P Beginning 9/1/15	Electronic		Recommended by the California Law Enforcement Warrant Officer's Association.
Misdemeanor/Infractions	CL+2	P Beginning 9/1/15	Electronic		No arrests, identifiable property or missing persons
Non-Criminal Occurrences	CU+2	P Beginning 9/1/15	Electronic		Injured or sick persons; missing persons where person has been returned; traffic collision reports not used as the basis for criminal charges.

<b>Records Series</b>	<b>SOS Retention</b>	<b>Dept. Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Parking/Traffic, Duplicates	CU+2	P Beginning 9/1/15	Electronic		Originals are forwarded to court after agency processing; includes citation electronically created.
Photographs	L	P Beginning 9/1/15	Electronic		Crime scene, registrant/applicant, photo file, accident; retained according to practical and functional associations.
Property Files	CU+2	P Beginning 9/1/15	Electronic		Original reports and supplemental documentation (Lost, Found, Safekeeping).
Property Original			Paper Electronic	Until case is adjudicated/ disposition determined	Copy retained in records case file; Refer to Managing Property in Law Enforcement Agencies (by post).
Property, Pawn Broker/Secondhand	CU+2	P Beginning 9/1/15	Electronic		Property, Pawn Broker/Secondhand Licenses.
Public Records Requests	CU+2	P Beginning 9/1/15	Electronic	GC34090	Copies of requests and the responses provided.
Rap Sheet	CL+2	N/A	Destroyed		Criminal history
Registration Files	Life of registrant within jurisdiction	L	Electronic	PC 290	Arson, Sex and Narcotics, including fingerprint card, and photo. Information forwarded to DOJ.
Repossession/Private Impounds	CU+2	P Beginning 9/1/15	Electronic		Repo/PPI Logs.
Restraining Orders, Emergency Protective Orders, Temporary Restraining Orders, Legal Stipulations, Order After Hearing		P Beginning 9/1/15	Electronic		Destroy after law enforcement actions described in PC 273.5, 273.6, 646.9, 12028.5, 13700 and Family Code Sections 6380-6383 are fulfilled and effective date of restraining order has expired.



Records Series	SOS Retention	Dept. Retention	Media	Statutory Requirement	Description
Served		P Beginning 9/1/15	Electronic		Includes Warrant Service Information Card, alpha index card
Supplemental, Felony Capital Crimes, Crimes Punishable by Death, Life Imprisonment	P	P Beginning 9/1/15	Electronic		No statutory limitation for prosecution. Includes murder, kidnapping for ransom, treason, procuring execution by perjury, train wrecking, assault with a deadly weapon by a life-term prisoner, bombing resulting in death or bodily injury, making defective war materials that cause death.
Traffic Collision Fatalities	P	P Beginning 9/1/15	Electronic		Fatal Collision Reports
Un-served (Local)	Until served, recalled or purged	P Beginning 9/1/15	Electronic		
<b>Finger Printing</b>					
Applicant Files	T+2	T+2	Paper		Paperwork authorizing fingerprinting and background checks for City employment applications
Inked/Palm Cards	AC+20	AC+20	Electronic Biometric database		Persons booked into detention facility; copies distributed to county, state, federal agencies

THIS PAGE LEFT INTENTIONALLY BLANK

## City of Garden Grove Retention Guidelines

### PUBLIC WORKS DEPARTMENT

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation
Agreements/ Contracts (Excluding Capital Improvement Projects)	T+5	CL+2	Paper Electronic	CCP 337.2, 343	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda report, insurance, and supporting documentation.
Claims	CL+5	CL+2	Paper Electronic	GC34090 GC25105.5	Copies of claims filed against the City, includes claim form and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electronic	GC34090(d)	Letters, emails, memos, miscellaneous, not attached to an agreement or project file.
Employee Files	T+3	See Human Resources	Paper	Statutory Requirements listed under Human Resources	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.
Franchises	P	P	Paper Electronic	GC34090	Including Subdivision Agreements, Purchase and Sale Agreements, cable, utilities, Grant of Easements involving construction or improvements.
Grants, successful	CL+5	CL+5	Paper	GC34090	Federal and State – Originals kept for CL + 5 Copies kept CU + 3
Grants, unsuccessful	CL+2	CL+2	Paper	GC34090	Federal and State
Invoices/Check Requests	AU+5	CU+3	Paper Electronic	GC34090 CP 337	Copies of invoices and check requests, including supporting documentation. Originals maintained in the FE System.
Manager's Memos	CU+2	CU+2	Paper Electronic	GC34090	Department reports submitted to the City Manager's Office for the City's Weekly Manager's Memo package

<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Petty Cash Report	AU+4	CU+2	Paper	GC34090	Copies of petty cash reconciliation. Originals maintained in the FE System.
Purchase Orders and Requisitions	AU+4	CU+2	Paper Electronic	GC34090	Copies of purchase orders, reconciliations, and checks. Originals maintained in the FE system.
Reports, Departmental	CU+2	CU+2	Paper	GC34090	Special or final summary, review or evaluation.
Reports, Staff	CU+2	CU+2	Paper	GC34090	Non-agenda related, includes supporting documentation.
Subpoenas	CU+2	CU+2	Paper	GC34090	Subpoenas for appearance of department staff
Volunteer Applications	T+2	T+2	Paper	GC34090	Volunteers' identification, contact information, and release forms (Parks/Graffiti)
Work Orders	CU+2	CL+10	Electronic	GC34090(d)	Service Requests System: Service requests, invoices, supporting documentation; Buildings, equipment, field engineering, public facilities including work orders and graffiti removal.
<b>Animal Care Services</b>					
Animal Bite Records		5 Yrs	Paper	GC34090(a)	Contains bite reports and related records.
Animal Cruelty Investigation Files		5 Yrs	Electronic		Contains investigations of animal cruelty and neglect.
Annual Reports		7 Yrs	Paper Electronic		Annual reports showing the activity of the animal control operations.
Business Licenses	T+4	T+4	Paper	GC34090	Animal related businesses.
Citations and Violations		CL+5	Paper Electronic		Contains citation, reports, correspondence, and related records.
Claims	CL+5	CL+5	Paper Electronic	GC34090 GC25105.5	Includes: Filed claims regarding dog bites, vicious and dangerous dogs, investigation reports, and other records related to losses from dog attacks.

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
Complaint Records *Calls entered/ dispatched via phone		CL+5		Determined by Court Order	Includes: Date, relevant information to the complaint and details of problem.
Dangerous Animal Records		CL+10	Paper Electronic		Includes: Complaints, compliance orders, citations, bite reports, and similar records relating to dangerous animals.
Dispatch Logs		CU+5	Electronic		
Emergency Veterinary Records		CL+5	Paper		Contains surgery log, vaccinations, quarantine release notice, pre- euthanasia, reports, veterinary, and related records.
Hearings		CL+5	Paper		Includes: Barking dog, seized animals and vicious animals
Impound/Intake Log		CL+5	Paper Electronic	GC34090	Contains stray animal, impound tickets, kennel reports, and related records.
Legal Compliance Records		CL+5	Electronic		Includes: Animal law notices, orders to comply, and related records.
License Records		CL+5	Paper Electronic		Contains dog and cat licenses, work reports, license breakdown, and related records.
Return to Owner		CL+5	Paper Electronic	GC34090	Return to owner records.
Shelter Records		CL+5	Paper Electronic		Records from shelter regarding strays, return to owner, owner surrender, and infield return to owner documentation.

### FACILITIES DIVISION

<b>Parks</b>					
Landscape	P	P	Paper	GC34090(a)	Drawings, contracts, complaints, specifications, photos, reports.
Maintenance and Operations	CU+ 2	L	Paper Electronic	GC34090	Equipment - includes work orders, inspection, repairs, cleaning, reports, and complaints.
Maps	P	P	Paper	GC34090	Irrigation, plot plans.
Photographs	CU+2	CL+7	Electronic	GC34090	Damage to parks, graffiti.

<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Projects, Proposed & Actual	CU+2	CL+4	Paper	GC34090	Future plans, new sites, expansions.
Reports, Others	P	P	Paper	GC34090(a)	Pesticide, asbestos assessments (Documents abatement projects, public buildings).
<b>Building Maintenance</b>					
Building Improvements	P	P	Paper	GC34090(a)	Building Improvements Includes: roofing, remodels, additions, and maintenance.
Reference Materials	L	L	Paper	GC34090	Warranties (Retain for Life of Structure).
Reports, Studies	CL+2	CL+4	Paper	GC34090	Future sites, expansions, upgrades.
<b>Vehicle Maintenance</b>					
Accident Reports – City Vehicles	CL+7	CL+7	Paper	GC34090	Copies of reports and related records for accidents involving a City vehicle.
AQMD	CL+7	CU+7	Paper	CCP 338(k); GC34090	County/AQMD logs, PERP Inventory.
California Highway Patrol	CU+2	CU+5	Paper	GC34090 CCP340.5 8 Cal Code Reg. 3203 (b)(1)	BIT Inspection. (Vehicle Maintenance)
Equipment	L+2	L+2	Paper Electronic	GC34090(d)	Vehicle Repair Records.
Equipment Inventory (autos, trailers, large equipment, generators)	L+2	L+2	Paper	GC34090(d)	Warranties, pink slips/registration (Retained until no longer owned by the City).
OSHA	S+2	S+2	Paper	GC34090(d)	Aerial inspections and crane inspections.
Underground Storage Tank Compliance Maintenance & Operation	P	P	Paper	GC34090 GC4003, GC4004; H&S 19850	Tank repair documents RE: storage, location, installation, removal, and remediation.

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
Underground Storage Tank Compliance Maintenance & Operation	CU+2	CU+5	Paper	GC34090	Maintenance Records; Monitoring Data; Release detection, calibration & maintenance; cathodic protection (Compliance, maintenance & operation).
Vehicle Records	L+2	L+2	Paper Electronic		Records relating to each vehicle owned and serviced by the municipality, may include title, registration, inspection, maintenance, checklist, repair, and incident reports.
<b>STREETS DIVISION</b>					
<b>Asphalt/Concrete</b>					
Maps	P	P	Paper	GC34090(a)	
Project Files	CU+2	CU+7	Paper Electronic	GC34090	Current and potential Asphalt and concrete paving projects.
<b>Environmental – Sanitation Solid Waste Wastewater</b>					
Household Hazardous Waste; Recycling	CU+10	CU+10	Paper Electronic	CAL OSHA; 40 CFR 122.21	Report information (Documentation re: the handling and disposal of hazardous waste).
Landfill	CU+2	CU+2	Paper	GC34090	Compliance Monitoring Program. <i>Ref: 14CCR 188.4</i>
NPDES Businesses/Facilities	P	P	Paper Electronic	40 CFR 122.28	Annual report, inspection data, WQMP's, and violation letters. <i>IAW40CFR 216.29(7): 5 yrs</i>
<b>Flood Control</b>					
Reports, Storm Drains	CL+2	CL+9	Paper Electronic	GC34090	Maintenance reports. Work order system.
<b>Hazardous Materials</b>					
Disposal	CU+10	P	Paper	CAL OSHA; 40 CFR 122.21	Documentation re-handling and disposal of hazardous waste; manifests.
Spill Team	AU+4	CU+2	Electronic	GC34090	Cost Recovery (copies).

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
<b>Right-of-Way/Graffiti/Street Signs</b>					
Legal Correspondence	P	P	Electronic	GC6254	Legal correspondence from the City Attorney – Public Works has the original.
Parking Citations	CU+2	CU+4	Paper Electronic	GC34090.7	Administrative Reviews, hearing records, parking cites, payment records (WebTill)(highly confidential – NOT FOR PUBLIC VIEWING) Original documents are only forwarded to the court to settle a civil action.
Property Release Forms	P	P	Paper	GC34090	Only related to graffiti – Property owner relieves City of liability when removal is on private property.
Signs/Striping	CU+2	CU+2	Electronic	GC34090	Maintenance Records Only – Copies.
<b>Trees</b>					
Inventory	P	P	Electronic	GC34090(a)	Trees, plants, maintenance schedules, and violation notifications.
Reports	CU+2	Life of Tree/Plant	Paper Electronic	GC34090	Daily, monthly maintenance reports.
<b>TRAFFIC AND ENGINEERING DIVISION</b>					
<b>Administration</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Copies of agenda reports submitted to governing bodies, may include supporting documentation.
Agreements/Contracts	T+5	T+5	Paper Electronic	CCP337.2, 343; B&P7042.5; PUC 7685; GC53066	Copies of lease, equipment, service, supply, consultant, and event agreements, may include agenda reports, insurance and supporting documentation.
Correspondence	CU+2	CU+2	Paper Electric	GC34090(d)	Letters, memos, miscellaneous, not attached to an agreement or project file.
Employee Files	T+3	See Human Resources	Paper	Statutory Requirements listed under Human Resources	Personnel Action Forms (PAF's) and Evaluations. File goes to Human Resources after employee is terminated.



<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Invoices/ Check Requests	AU+5	CU+3	Paper Electronic	GC34090; CP 337	Copies of invoices and check requests, including supporting documentation.
Purchase Orders and Requisitions	AU+4	CU+2	Paper Electronic	GC34090 CCP 337	Copies of purchase orders, reconciliations, and invoices. Originals in the FE System.
<b>COMMISSIONS</b>					
<b>Downtown Commission</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Agenda reports submitted to Commission, may include supporting documentation.
Agendas	CU+2	CU+2	Paper Electronic	GC34090	Original agendas, special meeting notices, and cancellation notices, including certificates of posting.
Commissioner Member Information	T+5	T	Paper	GC34090	Copies of contact information for Commissioners.
Minutes	P	P	Paper Electronic	GC34090(e) GC36814	Official minutes.
<b>Sanitary District Commission (Commission was dissolved)</b>					
Minutes	P	P	Paper Electronic	GC34090(e) GC36814	Official minutes.
<b>Traffic Commission</b>					
Agenda Reports	CU+2	CU+2	Paper Electronic	GC34090(d)	Agenda reports submitted to Commission, may include supporting documentation.
Agendas	CU+2	CU+2	Paper Electronic	GC34090	Original agendas, special meeting notices, and cancellation notices, including certificates of posting.
Commissioner Member Information	T+5	T	Paper	GC34090	Copies of contact information for Commissioners.
Minutes	P	P	Paper Electronic	GC34090(e) GC36814	Official minutes.
<b>Capital Improvements</b>					
Agreements/ Contracts - Including Capital Improvements	P	P	Paper Electronic	GC37090(a) 4004 H&S 19850	Copies of development, construction, and street agreements, may include agenda report, insurance, and supporting documentation.

<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
A-T-L-C Drawings Mylars & Microfishe	P	P	Paper Electronic	GC34090	Intersection Improvements and street widening.
Capital Improvement Plans	P	P	Paper Electronic	GC34090(e)	5-YR & 7-YR – Included in General Plan.
Grants, successful	CL+5	CU+3	Paper Electronic	GC34090	Copies – Federal and State.
Grants, unsuccessful	CL+2	CU+3	Paper	GC34090	Copies - Federal and State.
Policies & Procedures, Departmental	S+5	S+5	Paper Electronic	GC34090	Retain while current.
Project Files, Capital Improvements	CL+10	CL+10	Paper	CC 337.15	Supporting Project File documents Includes: bidders list, specifications, reports, plans, work orders, schedules, payment memos, certified payrolls, and inspection documentation.
Specifications & Construction Plans	P	P	Paper	GC34090	Project specifications and plans.
<b>Land Development</b>					
Easements, Dedications, Right-of-Way	P	P	Paper Electronic	GC34090(a)	Recorded with the County.
Field Books	P	P	Paper	GC34090(a)	Center line ties, Benchmarks
Maps	P	P	Paper	GC34090(a)	Tract, parcel, APN, and records of surveys.
Permits	P	P	Paper Electronic	GC34090	Sewer, Encroachment, Transportation.
Project Files	CL+2	CL+2	Paper	GC34090(d)	Plans, conditions of approval, financial information, water meter information, and permits.
Sewer Connections	P	P	Paper	GC34090(a)	Sewer Annexations.

Records Series	SOS Retention	City Retention	Media	Statutory Requirement	Description
Street/Alley (Abandonment/Vacation)	P	P	Paper	GC34090	Relinquishment of rights and fee title.
<b>Traffic</b>					
Inventory	S+2	S+5	Paper	GC34090	Traffic signal and street light inventories.
Master Plans	P	CU + 2	Paper	GC34090	Copies of plans submitted to City Council.
Speed Survey	CU + 2	S	Paper		Survey conducted by vendor to establish speed limit basis in the city of Garden Grove.
Street Closures – Deadends/Culdesac	P	P	Paper	GC34090	
Street Lighting and Park Maintenance Districts	P	P	Paper Electronic	GC34090(a)	Engineer Report, repairs, work orders, authorizations, budget/financial information.
Street/Alley Abandonment Vacation	P	P	Paper	GC34090(a)	Relinquishment of rights and fee title.
Studies	CL+2	CU+10	Paper	GC34090	Traffic counts, accident data, statistics.
Traffic Signals, Report	L	P	Paper Electronic		Logs, drawings, wiring diagrams, codes, circuit numbers, installation records, testing and maintenance. Includes work orders, inspection, repairs, cleaning, reports, complaints, signals, striping, signage.
<b>WATER DIVISION</b>					
AWWA Standards		P	Paper Electronic		Standards adopted into CDPH Title 17 and Title 22 for operation & maintenance of public drinking water system.
Connection Records	P	P	Electronic	GC34090	Maps, water line connections.
Cross Connection Control	CU+3	CU+10	Paper Electronic		Tests, surveys, correspondence, and violations.
Locations	P	P	Electronic	GC34090	Mains, valves, hydrants, and wells.

<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Maintenance and Operations	CU+2	CL+10	Electronic	GC34090	Includes work orders, inspection, repairs, cleaning, reports, and complaints.
Maps	P	P	Electronic	GC34090	Line location and easements.
Meter Operations	CU+2	CU+2	Electronic	GC34090	Reader reports, orders, tests, and maintenance reports.
Permits, National Pollutant Discharge Elimination System (NPDES)	P	P	Paper Electronic	40 CFR 122.28	Municipalities of 100,000/more. Compliance with Clean Water Act Re: pollutants.
Permits: Other	CU+2	P	Paper Electronic	GC34090	Permit to Operate Water System. Approved Variances per SWRCB. Encroachment Permit. May depend on terms of state or federal agency. CA Dept of Public Health. Orange County Public Works.
Rates	S+2	S+2	Paper Electronic	GC34090	
Reports, Conservation	CU+2	CU+2	Paper Electronic	GC34090	
Reports, Consumption	CU+2	CU+2	Paper Electronic	GC34090	
Reports, Public Education	CU+12	CU+12	Paper Electronic	40 CFR 141.91	Compliance documentation.
Reports, Quality Parameters	CU+12	CU+12	Paper Electronic	40 CFR 141.91	Compliance documentation.
Reports, Sanitary Surveys	CU+10	CU+10	Paper Electronic	40 CFR 141.33	Statistics, reports, correspondence.
Reports, Source Water	CU+12	CU+15	Paper Electronic	40 CFR 141.91	Compliance documentation, e.g. lead & copper.
Surveys, Water System Sanitary	CU+10	CU+10	Paper Electronic	40 CFR 141.33	Statistics, reports, correspondence.

<b>Records Series</b>	<b>SOS Retention</b>	<b>City Retention</b>	<b>Media</b>	<b>Statutory Requirement</b>	<b>Description</b>
Tests, Quality	CU+12	P	Paper Electronic	40 CFR 141.91	Compliance documentation including but not limited to sampling data, analysis, reports, surveys, documents, evaluation, schedules, and valves.
Value Main Records	P	P	Electronic	GC34090	
Violations, Drinking Water	CU+3	P	Paper Electronic	40 CFR 141.33	Retention applies to each violation. All violation records kept permanently for research value.

# **APPENDIX A**

## **ADMINISTRATIVE REGULATION 1.7**

**STORAGE AND DESTRUCTION OF RECORDS AND  
OTHER MATERIALS**

**1.7  
PAGE 1 OF 8**

PURPOSE: To provide information concerning the procedures for storage of off-site records and destruction of records.

REGULATION:

1. Off-Site Records

Off-site records storage is coordinated by the **City Clerk's Office**. See attached procedure that must be followed for storing records at the Central Stores warehouse at the City's Municipal Services Center, and for destroying on-site and off-site records.

2. Other Materials

To store any non-paper Department records, a written request shall be processed to the **Purchasing Division** stating the following:

- a. Type of material to be stored.
- b. Estimated space required.
- c. Duration of storage.
- d. Number of boxes to be stored.

3. All material to be stored shall be placed in standard storage boxes.
4. Because of the limited space available, departments will periodically evaluate items in storage and discard or remove outdated or irrelevant materials.
5. No paper documents should be permanently stored off-site. All documents deemed permanent by the City's current retention schedule should be scanned and electronically maintained per the City Clerk/City Attorney's approval or permanently maintained elsewhere, as the Public Works warehouse is not meant for permanent storage.
6. Any destruction of records must follow the records destruction approval procedure adopted by City Council resolution and described in Page 2.

**March 3, 2023**

Date



Lisa Kim  
City Manager

## STORAGE AND DESTRUCTION OF RECORDS AND OTHER MATERIALS

1.7  
PAGE 2 OF 8

City of Garden Grove  
City Clerk's Office

### OFF-SITE/ON-SITE STORAGE OF RECORDS

#### Procedures

#### **PREPARE**

1. Prepare the documents for storage by:
  - Using standard storage/banker-type boxes w/lids (do not tape lids to boxes). Please do not overfill the boxes. Boxes should only be filled  $\frac{3}{4}$  of the way. You should be able to lift the box over your head.
  - Label one end of the box using the record name listed in the Retention Schedule. The Retention Schedule can be accessed on the City Clerk's page on the City's Intranet. Include the date of the records and the destruction date. (Example #1)
  - Create a contents sheet for each box with the following information (Example #2):
    - Name of Department
    - Box Number
    - Destruction Date. **All records must have a destruction date listed.** (Use Records Retention Schedule to determine date).
    - General Description of Records inside of the box including the date of the records. **Be sure to note which record title the records fall under per the retention schedule.**
  - Make three (3) copies of the contents sheet for the following:
    - Place one copy inside the box
    - Attach one copy to your memo requesting off-site storage
    - Keep one copy for your records

#### **PICK-UP**

2. Email the Records Coordinator requesting storage of prepared records (with content sheets attached). Be sure to include the number of boxes to be stored. (Example #3)
3. After receiving your request, the Records Coordinator will check on space availability at the storage areas. You will be notified if space is available.
4. The Records Coordinator will generate the Public Works work order to transfer your records to the on or off-site storage area. **(Records shall not be sent without approval from the Records Coordinator.)**



**STORAGE**

5. After receiving the request, warehouse staff or the Records Coordinator will contact you to schedule a date for pick-up. **Please note: Each department/division is responsible for loading, or arranging for loading, their boxes on the shelves at the warehouse.** Please make sure you have staff available to load boxes on the shelves the same day they are picked up. Before going to the warehouse, please make sure that staff picks up the key to the files from the Record Coordinator. Department records will be stored until the destruction date.

**DESTRUCTION**

**Off-Site**

6. Off-site records are not destroyed automatically. As part of the City Clerk's consistent assessment of storage, Department Directors will receive a Notice of Destruction Docusign email (Example #4 & #5) that indicates the Records at the Public Works warehouse are ready to be destroyed. The Director must electronically sign this form, as well as the Records Coordinator, Custodian of Records (City Clerk), and the City Attorney before the records are legally authorized to be destroyed.

**In-House**

1. Destruction of in-house (within City Hall/other City buildings) department records must be initiated by the Department and a request email must be sent to the Records Coordinator including a digitally filled out Certificate of Destruction. A Blank Certificate of Destruction can be found on the City Clerk's page on the City's Intranet. Please leave this document unsigned. (Example #5)
2. The Records Coordinator will process the provided Certificate of Destruction through Docusign and route for the necessary electronic signatures from the department, City Clerk's Office, and the City Attorney
3. Once approved, the Department will receive a digital copy of their completed certificate notifying them that the records are ready to be destroyed

**NOTE:** If no confidential/sensitive information is contained on the records being destroyed, they can be recycled and disposed of upon approval of the Certificate of Destruction. If any records are deemed to have sensitive information, they are required to be shredded. This can be done in one of two ways:

- a. Records can be placed throughout the shredding boxes located within City Hall that are picked up once a month. No additional charges will be incurred by the department
- b. Records can be arranged to be picked up and shredded by a third party and will result in additional charges for the department. This cost will be determined per box at the time of destruction by the shredding company

**STORAGE AND DESTRUCTION OF RECORDS AND  
OTHER MATERIALS**

**1.7  
ATTACHMENT**

Example # 1

Name of Department

Box Number

Destruction Date

Records	File Date

Note: You don't have to use a table, a list will do.

OR

Name of Department

Box Number

Destruction Date

(Name of records should match the description of records  
on the City's retention schedule)

2010-2011 Accounts Payable Invoices

"A" – "B"

**STORAGE AND DESTRUCTION OF RECORDS AND  
OTHER MATERIALS**

**1.7  
ATTACHMENT**

Example # 2

Name of Department

Box Number

Destruction Date

A list of files contained in the box

**2005-2006 Accounts Payable Invoices A-B**

(The above description of records should match the similar title on the City's retention schedule)

A-1 Fence, Inc.  
ACCO Engineered Systems, Inc.  
Action Door Repair Corp.  
Action Towing  
Advanced Equipment Corp.  
Air-Ex Air Conditioning, Inc.  
All County Environmental  
Barrett Consulting  
Best of Best Events, Inc.  
Betance Enterprises, Inc. dba All Cities Fence Co.  
Bound Tree Medical Products

**STORAGE AND DESTRUCTION OF RECORDS AND  
OTHER MATERIALS**

**1.7  
ATTACHMENT**

Example # 3

**Example Email Request for Storage**

To: City Clerk's Office (cityclerk@ggcity.org)

Subject: Off-Site Record Storage for (Department)

We are requesting that nine (9) boxes of (Division/Department) files be placed in storage. The boxes are clearly labeled and enclosed in each box a list of files it contains. Copies of the lists are attached to this email for your records.

Thank you,  
(Employee Name)

**STORAGE AND DESTRUCTION OF RECORDS AND  
OTHER MATERIALS**

**1.7  
ATTACHMENT**

Example # 4

**City of Garden Grove**

**NOTICE OF DESTRUCTION FOR OFF-SITE RECORDS**

To: Department Director

The files listed on the attached Records Disposal Authorization Certificate are ready for destruction. In accordance to the City's Authorized Retention Schedule and the State of California Government Code (Section 34090), the records have either been scanned and electronically maintained or stored the maximum amount of time required.

Please electronically sign the attached forms in the "Department Approval" box and mark the box on the certificate, which indicates the type of destruction required for your records. Please note that if the records have any sensitive information, the records will need to be shredded. If no sensitive information is contained, they can be recycled with no charge to the department. If you choose to have your records shredded, your department will be charged for a shredding company to shred the documents.

The City Clerk's Office is available to answer any questions you have regarding this process. After the Records Disposal Authorization Certificate receives full approval, we will destroy the records, and will notify you when destruction is complete.

I appreciate your prompt action in processing this certificate.

By: (NAME)  
Records Coordinator

Attachment: Records Disposal Authorization Certificate(s)

# STORAGE AND DESTRUCTION OF RECORDS AND OTHER MATERIALS

## 1.7 ATTACHMENT

Example # 5

### CITY OF GARDEN GROVE RECORDS DISPOSAL AUTHORIZATION CERTIFICATE

TO: City Attorney

DATE:

\_\_\_\_\_ requests authority to destroy the following records:

FILE or BOX NO.	RETENTION PERIOD	DESCRIPTION OF RECORDS	NUMBER OF BOXES	STORED (YEARS)

<b>REASON FOR DESTRUCTION</b>		<b>DESTRUCTION DATE:</b> as soon as approved	
These records have been stored as per adopted records retention schedule and per governmental code requirements		Method of Destruction: <input type="checkbox"/> Shred <input type="checkbox"/> Recycle <input type="checkbox"/>	

<b>DEPARTMENT APPROVAL:</b> Recommended by: _____ Approved by: _____ Forward to: City Clerk		<b>CITY CLERK REVIEW:</b> Recommended by: _____ Approved by: _____ Forward to: City Attorney		<b>CITY ATTORNEY CONSENT:</b> Consent is hereby given to destroy the records enumerated above. By: _____ Return to CITY CLERK	
--	--	---	--	--	--

PHYSICAL DESTRUCTION DATE: \_\_\_\_\_ BY: \_\_\_\_\_

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	Ursula Luna-Reynosa
Dept.:	City Manager	Dept.:	Director
Subject:	Approval to extend the lease Agreement with Credit Union of Southern California for property located at 11390 Stanford, Garden Grove. (Revenue \$71,813.88) ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

For City Council to approve the Seventh Amendment to the Credit Union of Southern California Lease (Seventh Amendment) for the continued use of office space at 11390 Stanford Avenue, Garden Grove.

**BACKGROUND**

The office located at 11390 Stanford Avenue owned by the City of Garden Grove (City) has been leased to Credit Union of Southern California and its predecessor, Golden West Cities Federal Credit Union (Golden West), since 1979. In 2002, the City and Golden West executed a lease amendment (First Amendment), extending the term for fifteen (15) additional years. In 2014, Credit Union of Southern California (CUSC) and Golden West merged and the lease was assigned to CUSC. In September 2016, Staff and CUSC negotiated another lease extension (Second Amendment) for three (3) additional years, with two (2) one-year options. In 2019, the City and CUSC executed the Third Amendment, the first of two (2) one-year options, extending the lease through December 1, 2020. In 2020, the City and CUSC executed the Fourth Amendment, extending the lease for the second one-year option through December 1, 2022, and negotiated for two (2) additional one-year lease extension options with the rent adjusted each year via Consumer Price Index (CPI), not to exceed three percent (3%).

**DISCUSSION**

The CUSC has requested to exercise the final, one-year lease extension option, if approved, the lease would extend through December 1, 2024, the Seventh Amendment. The rent would be adjusted via CPI, calculated at 3.0% maximum, the new rent would be Five Thousand Nine Hundred and Eighty-Four Dollars and 49/100

Cents (\$5,984.49) per month. Additionally, the CUSC has requested for one (1) more one-year lease extension option to be added to the Seventh Amendment. If approved, the lease would extend through December 1, 2025. The same CPI annual rent adjustment would apply.

#### FINANCIAL IMPACT

Revenues generated from the Seventh Amendment is \$5,984.49 per month or \$71,813.88 annually.

#### RECOMMENDATION

It is recommended that the City Council:

- Approve the Seventh Amendment with Credit Union of Southern California for continued occupancy of 11390 Stanford Avenue, and
- Authorize the City Manager to execute the Seventh Amendment and make minor modifications as needed on behalf of the City.

#### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Lease Amendment No. 7	11/7/2023	Agreement	Credit_Union_of_Southern_California_- _11390_Stanford_- _Lease_Agreement_Amendment_No._7_- _2023_Rev.docx



## SEVENTH AMENDMENT TO LEASE AGREEMENT

This SEVENTH AMENDMENT TO LEASE AGREEMENT (Seventh Amendment) is made and entered into this day of November \_\_\_\_, 2023, by and between the **CITY OF GARDEN GROVE**, a municipal corporation (City) and **CREDIT UNION OF SOUTHERN CALIFORNIA**, a California corporation (Tenant).

### RECITALS

- A. Whereas, the City and Golden West Cities Federal Credit Union previously entered into that certain Lease Agreement, dated November 19, 1991, as amended thereafter (collectively, the "Lease") pertaining to certain real property owned by the City located at 11390 Stanford Avenue, Garden Grove, CA, referred to herein as the "Premises."
- B. Whereas, Golden West Cities Federal Credit Union merged with Credit Union of Southern California and the Garden Grove City Council approved assignments of the Lease to Credit Union of Southern California.
- C. Whereas, effective April 1, 2014, Credit Union of Southern California assumed, all of Golden West Cities Federal Credit Union's rights, obligations, and liabilities as "Tenant" under the Lease.
- D. Whereas, the City and Tenant desire to amend the Lease to extend the term thereof subject to the terms set forth herein.

**NOW THEREFORE**, in consideration of the foregoing Recitals that are a substantive part hereof and the covenants herein contained, and in consideration of the terms and conditions of this Seventh Amendment, City and Tenant agree as follows:

1. The monthly rental amount for the extended term is hereby set to Five Thousand Nine Hundred and Eighty Four Dollars and 49/100 Cents (\$5,984.49) per month.
2. The Lease term is hereby extended for another year commencing December 1, 2023 and terminating on December 1, 2024.
3. The term of the Lease may be extended for an additional one year, from December 1, 2024 through December 1, 2025 subject to consent by, and approval of, the City Council. The Tenant shall provide the City with 90-days advance written notice of its request to extend the lease for the one-year extension prior to the expiration of the then current term. For the extension period, the monthly rental shall be adjusted by the Consumer Price Index, not to exceed three percent (3%).
4. All other terms, covenants, and conditions set forth in the Lease shall remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

**IN WITNESS WHEREOF**, the City and Tenant have executed the SEVENTH AMENDMENT TO LEASE AGREEMENT as of the date first above written.

**"CITY"**

CITY OF GARDEN GROVE,  
A municipal corporation

Date: \_\_\_\_\_

By: \_\_\_\_\_

Lisa L. Kim

Dated

City Manager

**"TENANT"**

CREDIT UNION OF SOUTHERN CALIFORNIA  
a California Corporation

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Tax I.D.: \_\_\_\_\_

If TENANT, is a corporation, a Corporate Resolution and/or Corporate Seal is required. If a partnership, Statement of Partnership must be submitted to CITY

**ATTESTED:**

\_\_\_\_\_  
Teresa Pomeroy  
City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Omar Sandoval  
Garden Grove City Attorney

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	William E. Murray
Dept.:	City Manager	Dept.:	Public Works
Subject:	Approval of Final Parcel Map No. PM-2022-167 for the properties located at 7390 and 7440 Lincoln Way, Garden Grove. ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

To receive City Council approval for a Final Parcel Map No. PM-2022-167 for the properties located at 7390 and 7440 Lincoln Way, Garden Grove (southwest corner of Western Avenue & Lincoln Way).

**BACKGROUND**

On February 16, 2023, pursuant to Planning Commission Resolution No. 6057-23, the Applicant received approval of Site Plan No. SP-123-2023 and Tentative Parcel Map No. PM-2022-167. A copy of Planning Resolution No. 6057-23 is attached.

**DISCUSSION**

The proposed Final Parcel Map PM-2022-167 will consolidate the two (2) existing properties at 7390 and 7440 Lincoln Way into a single parcel, totaling 4.044 acres. A new 88,164 gross square-foot shell industrial building will be constructed on a new parcel.

The conditions of approval, as well as California state law under the Surveyor's Act, require the applicant to be responsible for protecting all existing and newly established horizontal and vertical survey controls, monuments, ties (centerline and corner) and benchmarks located within the limits of the project and all new monuments must be set within 365 days of recording the final map as shown on the Surveyor's Statement of the final map. To guarantee the protection and re-establishment of all the monuments of the subject development, the developer has opted to provide a deposit in the forms of cashier's checks.

Staff has reviewed all the subdivision documentation mandated by City Ordinances, conditions of approval, and the Subdivision Map Act and finds this map to be in compliance. The owner has complied with all conditions of the tentative parcel map.

## FINANCIAL IMPACT

There is no financial impact to the General Fund.

## RECOMMENDATION

It is recommended that the City Council:

- Approve Final Parcel Map No. PM-2022-167

By: Kamyar Dibaj, MS, Project Engineer

### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Copy of Final Parcel Map No. PM-2022-167	10/26/2023	Exhibit	SIGNED_PM-2022-167.pdf
Planning Resolution	10/26/2023	Resolution	SP-122-2023_Reso.pdf



SHEET 1 OF 2 SHEETS

NUMBER OF PARCELS: 1

4.051 GROSS ACRES

4.044 NET ACRES

DATE OF SURVEY: APRIL 2022

BEING ALL OF TENTATIVE

PARCEL MAP NO. 2022-167

# PARCEL MAP NO. 2022-167

IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA

BEING A SUBDIVISION OF PARCELS 2 AND 3 OF PARCEL MAP NO. 85-168, AS PER MAP FILED IN BOOK 218 PAGES 35, 36, AND 37 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

THIENES ENGINEERING, INC.

DATE OF SURVEY: APRIL 2022

BRIAN THIENES P.L.S. NO. 5750

ACCEPTED AND FILED AT THE  
REQUEST OF THE  
ORANGE COUNTY SURVEYOR

DATE:

TIME: FEE: \$

INSTRUMENT NO.

BOOK: PAGE:

## OWNERSHIP CERTIFICATE:

WE, THE UNDERSIGNED, BEING ALL PARTIES HAVING ANY RECORD TITLE INTEREST IN THE LAND COVERED BY THIS MAP, DO HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF SAID MAP, AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE.

WE HEREBY IRREVOCABLY OFFER FOR DEDICATION TO THE CITY OF GARDEN GROVE, A 4-FOOT WIDE SIDEWALK EASEMENT AS SHOWN ON SAID MAP.

WE ALSO HEREBY RELEASE AND RELINQUISH TO THE CITY OF GARDEN GROVE, ALL RIGHTS TO UNDERGROUND WATER WITHOUT THE RIGHT OF SURFACE ENTRY.

WE ALSO HEREBY RELEASE AND RELINQUISH TO THE CITY OF GARDEN GROVE, ALL VEHICULAR ACCESS RIGHTS TO LINCOLN WAY AND WESTERN AVENUE EXCEPT AT APPROVED LOCATIONS.

SCANNELL PROPERTIES #680, LLC, AN INDIANA LIMITED LIABILITY COMPANY, OWNER

BY: [Signature]

PRINT NAME: David S. Jurean

TITLE: Manager

## NOTARY ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF INDIANA } SS

COUNTY OF MARION

ON October 19, 2023, BEFORE ME Cory R. Jackson, A NOTARY PUBLIC,

PERSONALLY APPEARED David S. Jurean

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/HEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY ON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

[Signature]

SIGNATURE

Cory R. Jackson

PRINT NAME

MY PRINCIPAL PLACE OF BUSINESS IS IN: Marion COUNTY.

691848

MY COMMISSION NUMBER

MY COMMISSION EXPIRES 11/23/24

## BENEFICIARY:

BMO HARRIS BANK N.A., A NATIONAL BANKING ASSOCIATION, BENEFICIARY UNDER A DEED OF TRUST RECORDED AUGUST 9, 2022 AS INSTRUMENT NO. 2022000272224 OF OFFICIAL RECORDS.

BY: [Signature]

PRINT NAME: Alex Webster

TITLE: Director

## NOTARY ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF Illinois } SS

COUNTY OF Cook

ON 10/19/2023, BEFORE ME Andrea Wareham, A NOTARY PUBLIC,

PERSONALLY APPEARED Alex Webster, Director

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/HEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY ON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

[Signature]

SIGNATURE

Andrea Wareham

PRINT NAME

MY PRINCIPAL PLACE OF BUSINESS IS IN: Cook COUNTY.

659710

MY COMMISSION NUMBER

MY COMMISSION EXPIRES 9/15/2026

## SIGNATURE OMISSIONS:

PURSUANT TO THE PROVISIONS OF THE SECTION 66436(a)(3)(A)&(C) OF THE SUBDIVISION MAP ACT, THE FOLLOWING SIGNATURES HAVE BEEN OMITTED:

IRVINE INDUSTRIAL COMPLEX, A CALIFORNIA CORPORATION, HOLDER OF MINERAL RIGHTS IN DOCUMENT RECORDED FEBRUARY 24, 1943 IN BOOK 1177, PAGE 540 OF OFFICIAL RECORDS.

THE IRVINE COMPANY, A MICHIGAN CORPORATION, HOLDER OF ALL OIL RIGHTS, MINERAL RIGHTS, AND NATURAL GAS RIGHTS AS RESERVED IN DOCUMENT RECORDED AUGUST 15, 1977 IN BOOK 12336, PAGE 195 OF OFFICIAL RECORDS.

GARDEN GROVE SANITARY DISTRICT, HOLDER OF AN EASEMENT FOR SEWER LINE PURPOSES, PER DOCUMENT RECORDED JUNE 9, 1983 AS INSTRUMENT NO. 83-244182 OF OFFICIAL RECORDS.

GLENBOROUGH OPERATING CO. LTD., A CALIFORNIA LIMITED PARTNERSHIP, ITS PERMITTEES AND ALL OTHERS ENTITLED TO USE THE SAME, HOLDERS OF A NON-EXCLUSIVE EASEMENT FOR INGRESS, EGRESS, AND THE PASSAGE OF MOTOR VEHICLES OVER THE DRIVEWAY AREAS OF THIS MAP PER DOCUMENT RECORDED OCTOBER 7, 1988 AS INSTRUMENT NO. 88-514842, OF OFFICIAL RECORDS.

## SURVEYOR'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF SCANNELL PROPERTIES #680, LLC IN APRIL 2022. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN SUCH POSITIONS WITHIN 24 MONTHS AFTER MAP RECORDATION; AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IN ANY.

BY:

DEPUTY

[Signature]  
BRIAN L. THIENES  
P.L.S. NO. 5750  
REG. EXPIRES 12/31/23  
DATE 10/10/23



## CITY ENGINEER'S STATEMENT:

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND HAVE FOUND IT TO BE SUBSTANTIALLY IN CONFORMANCE WITH THE TENTATIVE MAP, IF REQUIRED, AS FILED WITH, AMENDED AND APPROVED BY THE CITY PLANNING COMMISSION; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND CITY SUBDIVISION REGULATIONS HAVE BEEN COMPLIED WITH.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

DANIEL J. CANDELARIA, RCE 52125  
CITY ENGINEER, CITY OF GARDEN GROVE

## COUNTY SURVEYOR'S STATEMENT:

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND HAVE FOUND THAT ALL MAPPING PROVISIONS OF THE SUBDIVISION MAP ACT HAVE BEEN COMPLIED WITH AND I AM SATISFIED SAID MAP IS TECHNICALLY CORRECT.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

KEVIN R. HILLS, COUNTY SURVEYOR  
P.L.S. 6617

BY: LILY M. N. SANDBERG, DEPUTY COUNTY SURVEYOR  
P.L.S. 8402

## CITY CLERK'S CERTIFICATE:

STATE OF CALIFORNIA }  
COUNTY OF ORANGE } SS  
CITY OF GARDEN GROVE }

I HEREBY CERTIFY THAT THIS MAP WAS PRESENTED FOR APPROVAL TO THE CITY COUNCIL OF THE CITY OF GARDEN GROVE AT A REGULAR MEETING THEREOF HELD ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, AND THAT THEREUPON SAID COUNCIL DID, BY AN ORDER DULY PASSED AND ENTERED, APPROVE SAID MAP AND DID ACCEPT ON BEHALF OF THE CITY OF GARDEN GROVE THE IRREVOCABLE OFFER OF DEDICATION OF THE 4-FOOT WIDE SIDEWALK EASEMENT AS DEDICATED.

AND DID ALSO ACCEPT ON BEHALF OF THE CITY OF GARDEN GROVE ALL RIGHTS TO UNDERGROUND WATER WITHOUT THE RIGHT OF SURFACE ENTRY;

AND DID ALSO ACCEPT ON BEHALF OF THE CITY OF GARDEN GROVE ALL VEHICULAR ACCESS RIGHTS TO LINCOLN WAY AND WESTERN AVENUE EXCEPT AT APPROVED LOCATIONS;

AND DID ALSO APPROVE SUBJECT MAP PURSUANT TO THE PROVISIONS OF SECTION 66436(a)(3)(A) OF THE SUBDIVISION MAP ACT.

IN WITNESS WHEREOF I HAVE HEREUNTO SET MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE CITY OF GARDEN GROVE.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

TERESA POMEROY  
CITY CLERK, CITY OF GARDEN GROVE

## COUNTY TREASURER-TAX COLLECTOR'S CERTIFICATE:

STATE OF CALIFORNIA }  
COUNTY OF ORANGE }

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF MY OFFICE, THERE ARE NO LIENS AGAINST THE LAND COVERED BY THIS MAP OR ANY PART THEREOF FOR UNPAID STATE, COUNTY, MUNICIPAL OR LOCAL TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES, EXCEPT TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES NOT YET PAYABLE.

AND DO CERTIFY TO THE RECORDER OF ORANGE COUNTY THAT THE PROVISIONS OF THE SUBDIVISION MAP ACT HAVE BEEN COMPLIED WITH REGARDING DEPOSITS TO SECURE PAYMENT OF TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES ON THE LAND COVERED BY THIS MAP.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

SHARI L. FREIDENRICH  
COUNTY TREASURER-TAX COLLECTOR

BY: \_\_\_\_\_  
TREASURER-TAX COLLECTOR



# PARCEL MAP NO. 2022-167

IN THE CITY OF GARDEN GROVE, COUNTY OF ORANGE, STATE OF CALIFORNIA

NUMBER OF PARCELS: 1

4.051 GROSS ACRES

4.044 NET ACRES

DATE OF SURVEY: APRIL 2022  
BEING ALL OF TENTATIVE  
PARCEL MAP NO. 2022-167

THIENES ENGINEERING, INC.

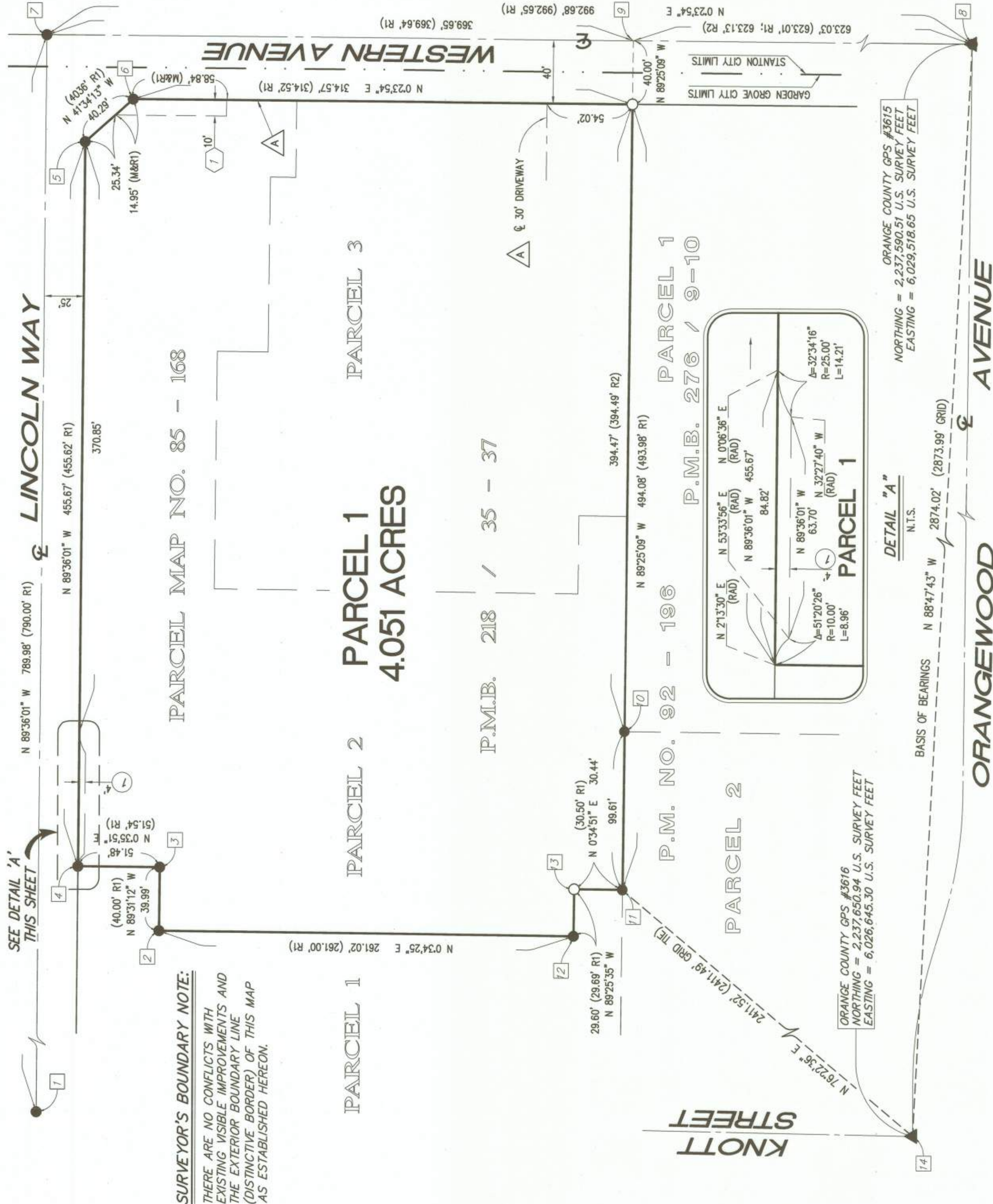
DATE OF SURVEY: APRIL 2022

BRIAN THIENES P.L.S. NO. 5750

## MONUMENT & ESTABLISHMENT NOTES:

- 1 FOUND SPIKE AND WASHER ILLEGIBLE, DOWN 0.2'; ACCEPTED AS BEING THE SAME SPIKE AND WASHER TAGGED "LS 3246" PER R1, AND BEING THE CENTER OF CUL DE SAC AT LINCOLN WAY PER R1.
- 2 FOUND SPIKE AND WASHER TAG ILLEGIBLE, DOWN 0.2'; ACCEPTED AS BEING THE SAME SPIKE AND WASHER TAGGED "LS 3246" PER R1, AND BEING AN ANGLE POINT ON THE WESTERLY LINE PARCEL 2 OF R1.
- 3 FOUND SPIKE NO WASHER, FLUSH; ACCEPTED AS BEING THE SAME SPIKE AND WASHER TAGGED "LS 3246" PER R1, AND BEING AN ANGLE POINT ON THE WESTERLY LINE PARCEL 2 OF R1.
- 4 FOUND 2" IRON PIPE WITH SPIKE AND WASHER, ILLEGIBLE, DOWN 0.5'; ACCEPTED AS BEING THE SAME 2" IRON PIPE WITH SPIKE AND WASHER TAGGED "LS 3246" PER R1, AND BEING THE NORTHWEST CORNER OF PARCEL 2 OF R1.
- 5 FOUND 2" IRON PIPE TAGGED "LS 3246", DOWN 1.2' PER R1; ACCEPTED AS ANGLE POINT IN THE NORTHEASTERLY LINE OF PARCEL 2 OF R1.
- 6 FOUND 2" IRON PIPE TAGGED "LS 3246", FLUSH PER R1; ACCEPTED AS ANGLE POINT IN THE NORTHEASTERLY LINE OF PARCEL 2 OF R1.
- 7 FOUND 1" IRON PIPE WITH PUNCH, DOWN 0.2'; NO REF.; ACCEPTED AS BEING IN THE SAME POSITION AS SPIKE AND WASHER STAMPED "LS 3246" PER R1, BEING THE CENTERLINE INTERSECTION OF LINCOLN WAY AND WESTERN AVENUE.
- 8 FOUND O.C.S. WELL MONUMENT WITH SPIKE TAGGED "RCE 12971", DOWN 1.8' PER R1; ACCEPTED AS THE CENTERLINE INTERSECTION OF ORANGEWOOD AVENUE AND WESTERN AVENUE, SAID MONUMENT ALSO BEING OCS GPS HORIZONTAL CONTROL POINT NO. 3615.
- 9 INTERSECTION OF THE EASTERLY PROLONGATION OF THE SOUTHERLY LINE OF R1 AND THE CENTERLINE OF WESTERN AVENUE.
- 10 FOUND 2" IRON PIPE TAGGED "LS 4189", DOWN 0.9' PER R2; ACCEPTED AS THE NORTHWEST CORNER OF PARCEL 1 OF R2.
- 11 FOUND 2" IRON PIPE TAGGED "LS 3246", DOWN 0.2' PER R1; ACCEPTED AS THE SOUTHWEST CORNER OF PARCEL 2 OF R1.
- 12 FOUND SPIKE AND WASHER TAGGED "LS 3246", FLUSH PER R1; ACCEPTED AS ANGLE POINT ON THE WESTERLY LINE PARCEL 2 OF R1.
- 13 ANGLE POINT IN THE WESTERLY LINE OF PARCEL 2 OF R1; ESTABLISHED BY INTERSECTING LINES PERPENDICULAR TO LINE 12 AND LINE 10 - 11 PASSING THROUGH POINTS 11 AND 12 PER R1.
- 14 FOUND O.C.S. WELL MONUMENT WITH PUNCHED HEX BAR, DOWN 1.3'; PER OR 2020-0500; ACCEPTED AS THE CENTERLINE INTERSECTION OF ORANGEWOOD AVENUE AND KNOTT STREET, SAID MONUMENT ALSO BEING OCS GPS HORIZONTAL CONTROL POINT NO. 3616.

## MAP REFERENCES:

R1 PARCEL MAP NO. 85-168  
R2 PARCEL MAP NO. 92-196P.M.B. 218/35-37  
P.M.B. 276/9-10SEE DETAIL 'A'  
THIS SHEET



RESOLUTION NO. 6057-23

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GARDEN GROVE APPROVING SITE PLAN NO. SP-122-2023 AND TENTATIVE PARCEL MAP NO. PM-2022-167 FOR PROPERTIES LOCATED ON THE SOUTHWEST CORNER OF LINCOLN WAY AND WESTERN AVENUE, AT 7390 LINCOLN WAY AND 7440 LINCOLN WAY, ASSESSOR'S PARCEL NOS. 131-021-36 AND 131-021-37.

BE IT RESOLVED that the Planning Commission of the City of Garden Grove, in regular session assembled on February 16, 2023, does hereby approve Site Plan No. SP-122-2023, and Tentative Parcel Map No. PM-2022-167, for land located on the southwest corner of Lincoln Way and Western Avenue, at 7390 Lincoln Way and 7440 Lincoln Way, Assessor's Parcel No. 131-021-36 and 131-021-37, subject to the Conditions of Approval attached hereto as "Exhibit A."

BE IT FURTHER RESOLVED in the matter of Site Plan No. SP-122-2023, and Tentative Parcel Map No. PM-2022-167, the Planning Commission of the City of Garden Grove does hereby report as follows:

1. The subject case was initiated by Steve Hong of LHA Architects (the "Applicant"), with the authorization of the property owner, Scannell Properties #680, LLC.
2. The Applicant is requesting approval of a Tentative Parcel Map to consolidate two parcels located at 7390 Lincoln Way and 7440 Lincoln Way, identified as Assessor's Parcel Nos. 131-021-36 and 131-021-37 into a single parcel, and Site Plan approval to construct a new 88,164 square-foot shell industrial building following the demolition of a 76,500 square-foot building at 7390 Lincoln Way and a 29,950 square-foot building at 7440 Lincoln Way (collectively, the "Project").
3. The Planning Commission hereby determines that this project is categorically exempt from review under the California Environmental Quality Act ("CEQA") pursuant to Section 15332, In-Fill Development Projects of the CEQA Guidelines (14 Cal. Code Regs., § 15332). The Project is consistent with the applicable General Plan designation and all general plan policies, as well as with the applicable zoning designation and regulations; the Project occurs within City limits on a project site of no more than five (5) acres substantially surrounded by urban uses; the Project is located on a site that has no value as habitat for endangered, rare, or threatened species; and approval of the Project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and the site can be adequately served by all required utilities and public services.
4. The property has a General Plan Land Use designation of Industrial (I), and is currently zoned Planned Unit Development No. PUD-103-76 (REV. 2018). The

subject site is currently improved with two office buildings across two parcels, comprising 4.051 acres.

5. Existing land use, zoning, and General Plan designation of property within the vicinity of the subject property have been reviewed.
6. Report submitted by City Staff was reviewed.
7. Pursuant to a legal notice, a public hearing was held on February 16, 2023, and interested persons were given an opportunity to be heard.
8. The Planning Commission gave due and careful consideration to the matter during its meeting of February 16, 2023, and considered all oral and written testimony presented regarding the project.

BE IT FURTHER RESOLVED, FOUND AND DETERMINED that the facts and reasons supporting the conclusion of the Planning Commission, as required under Municipal Code Section 9.32.30, are as follows:

FACTS:

The subject site is comprised of two (2) properties, across approximately 4.051 acres, located on the southwest corner of Lincoln Way and Western Avenue, at 7390 Lincoln Way and 7440 Lincoln Way. The site has a General Plan Land Use designation of Industrial (I), and is zoned Planned Unit Development No. PUD-103-76 (REV. 2018). The property at 7390 Lincoln Way (Assessor's Parcel No. 131-021-36), is currently improved with a 76,500 square-foot office building. The property at 7440 Lincoln Way (Assessor's Parcel No. 131-021-37), is currently improved with a 29,950 square-foot office building. The buildings at 7390 Lincoln Way, and 7440 Lincoln Way are occupied by laboratory and office professional uses, respectively. The subject site abuts PUD-103-76 (REV. 2018) zoned properties to the north, west, and south. To the east, across Western Avenue, the subject site is adjacent to industrial-type uses in the City of Stanton.

Now, the applicant is requesting to demolish both existing buildings at 7390 Lincoln Way and 7440 Lincoln Way. The requested Tentative Parcel Map will consolidate the two (2) properties into a single parcel. A new 88,164 gross square-foot shell industrial building will be constructed on the new parcel. The proposed Conditions of Approval require a reciprocal access agreement to be recorded along the western property line to maintain circulation and vehicular access for the subject property, and the adjoining property to the west (7330 Lincoln Way).

The building features a main entrance, fronting toward the intersection of Lincoln Way and Western Avenue. At the main entrance will be a 3,500 square-foot office area. Directly above that area is another 3,500 square-foot mezzanine office area.



The remaining 81,164 square feet of the building will consist of open floor area, intended for a warehouse/distribution type use.

Vehicle traffic can access the site via two (2) new driveways on Western Avenue, or via one (1) new driveways on Lincoln Way. A two-way drive aisle provides the vehicular circulation on-site, wrapping around the east, south, and west sides of the building, connecting the three (3) driveways, the truck docking area, and the parking area on the adjacent property to the west. A reciprocal access agreement is required to be recorded to preserve the vehicular access between the subject parcel, and the property to the west, at 7330 Lincoln Way.

Standard vehicular parking spaces are provided along the west, south, and east sides of the proposed building. According to the PUD-103-76 (REV. 2018) standards, the site requires forty-three (43) parking spaces. The subject site provides ninety (90) striped parking spaces. This is a surplus of forty-seven (47) spaces.

The subject PUD zone does not specify a minimum landscape area. The proposed site design will provide a total of approximately 15,715 square feet of landscaping on-site (8.9% of the overall site). The landscaping is provided in a variety of areas, including adjacent to the parking areas so as to limit their visual impacts. The on-site landscaping design will consist of a mixture of trees, shrubs, and groundcover.

PUD-103-76 (REV. 2018) requires a minimum eighteen-foot (18'-0") landscape planter, excluding any necessary vehicular or pedestrian access points, along all street frontages, as measured from the face of curb. Along Lincoln Way, a twenty-two-and-a-half-foot (22'-6") planter is provided. An eighteen-foot (18'-0") landscape planter is provided along Western Avenue. Additionally, one (1) tree must be provided for every thirty feet (30'-0") of interior property boundary. In the parking lot, a minimum of one (1) tree is required for every five (5) parking spaces. The proposed project complies with all landscaping requirements of the zone.

Characterized by a rectangular footprint, flat roof, and large, vertical metal siding accentuating the corners of the building, the building takes on a contemporary design. The building will be constructed in a tilt-up concrete style. Various scores in the concrete walls and various paint colors add visual intrigue. The main entrance in the corner of the buildings feature vertical windows and storefronts glazed in blue hues. Additional clerestory windows will be added along the east and north elevations, helping illuminate the interior of the building, and helping to add contrast against the concrete walls. The neutral color scheme consists of shades of white, grey, and blue colors, which contributes to the building's contemporary design. Window and door trim are all constructed of metal, trimmed black and white to add contrast.

To accommodate the proposed building, the two properties will be consolidated via a Parcel Map. Reciprocal access will be maintained between the resulting property, and the existing property to the west, at 7330 Lincoln Way. As a result of the parcel map, the consolidated property will ultimately total 4.051 acres. The new property meets the minimum 27,500 square-foot lot size required in PUD-103-76 (REV. 2018). Upon recordation of the approved Parcel Map, the new parcel will comply with the development standards pertaining to the PUD zone, General Plan, the City's Subdivision Ordinance, and the State's Subdivision Map Act.

#### FINDINGS AND REASONS:

##### Site Plan:

1. The Site Plan complies with the spirit and intent of the provisions, conditions and requirements of Title 9 and is consistent with the General Plan.

The General Plan Land Use Designation of the subject site is Industrial (I), which is intended to encourage general industrial uses, such as warehousing and distribution or business parks, and more intensive industrial uses, such as manufacturing, fabrication, assembly, processing, trucking, warehousing and distribution, and servicing. The PUD-103-76 (REV. 2018) zoning implements the General Plan, and is intended to provide for the safe operation of industrial uses, without pollution, noise, traffic, smell, radiation, and similar types of pollution or nuisance. Goals, policies, and implementation programs of the General Plan with which the proposed Project are consistent with include, but are not limited to, the following:

*Goal LU-1: The City of Garden Grove is a well-planned community with sufficient land uses and intensities to meet the needs of anticipated growth and achieve the community's vision.* The existing buildings were constructed in 1985 for office uses. In the years since, the demands for industrial-type buildings have changed. The new building would be used for warehouse and distribution uses. Additionally, the new building will accommodate new industry standards for industrial buildings with more truck bays, higher interior ceilings, and a large, open floor area. By accommodating current market demands, it helps the City to be a more economically viable destination for industrial uses into the foreseeable future.

*Policy LU-2.4: Assure that the type and intensity of land use are consistent with those of the immediate neighborhood.* The subject site abuts industrial uses in PUD-103-76 (REV. 2018) zoned properties to the north, west, and south. To the east, across Western Avenue, the subject site is adjacent to industrial-type uses in the City of Stanton. The proposed building will be used as a warehouse and distribution type industrial use. This use is compatible in both intensity and use with the surrounding industrial buildings.

Goal LU-4: *The City seeks to develop uses that are compatible with one another.* The proposed industrial building is located in an area with existing industrial and office uses. Various industrial uses, including manufacturing, distribution, and storage/warehousing facilities are found in the same zone, in the immediate vicinity of the subject site. Additionally, adjacent properties to the east, across Western Avenue, in the City of Stanton, also feature industrial uses. The siting of the proposed industrial use will continue the development patterns of the immediate surroundings.

Policy LU-4.4: *Avoid intrusion of non-residential uses incompatible with established residential neighborhoods.* The subject property is not directly adjacent to residential uses. The use of the property as a warehousing and/or distribution facility will not intrude on established residential neighborhoods. The design of the proposed building, however, has taken into account any impacts on the vicinity, and has therefore proposed landscaping and other visual screening methods to limit any impacts of the building. Additionally, the proposed Conditions of Approval will help ensure the project does not have undue impacts on the surrounding area.

Policy LU-4.5: *Require that the commercial and industrial developments adjoining residential uses be adequately screened and buffered from residential areas.* The subject property is not directly adjacent to residential uses. The design of the proposed building, however, has taken into account any impacts on the vicinity, and has therefore proposed landscaping, and other visual screening methods to limit any impacts of the building.

Goal LU-7: *Industrial areas that contribute in terms of jobs and the economic impacts they provide.* The proposed building will replace two office buildings with a larger industrial building. The new building will add to the portfolio of industrial buildings on the City's western industrial area. This can help contribute in terms of jobs and the economic impacts they provide.

Policy LU-7.3: *Monitor the appearance of industrial properties to prevent areas of decline by requiring improved maintenance or rehabilitation, as necessary.* The proposed project will redevelop the entirety of the subject site. As a brand new construction, the project would rid the site of potential property maintenance issues involved with the existing buildings. Furthermore, the Conditions of Approval associated with the project will require the proper maintenance of the development, including, but not limited to, maintenance of landscaping, trash disposal, and graffiti abatement.

Policy CD-1.1: *Enhance the positive qualities that give residential, commercial, and industrial areas their unique identities, while also allowing flexibility for innovative design.* The new industrial building will be

constructed in a contemporary, tilt-up design. The new building, while still compatible with the surrounding area features a unique identity. A variety of colors, materials, and architectural features will help build visual intrigue.

Policy CD-7.1: *Encourage future development and redevelopment projects to reinforce district scale, identity, and urban form.* Whilst consolidating two properties to one, and constructing a new industrial building, the proposed project maintains consistent development patterns with its surroundings. The immediate vicinity includes a variety of industrial buildings and uses. The proposed buildings reinforces the scale, identity, and form of these adjacent buildings.

2. The project will not adversely affect essential on-site facilities such as off-street parking, loading and unloading areas, traffic circulation, and points of vehicular and pedestrian access.

Vehicle traffic can access the site from either Lincoln Way or Western Avenue. A drive aisle provides the vehicular circulation on-site, wrapping around the east, south, and west sides of the building, and connecting the three (3) driveways and the truck docking area. The drive aisle also provides reciprocal access to the property directly to the west, at 7330 Lincoln way. Standard parking spaces are provided along the east, south, and west sides of the proposed building. The City's Engineering Division has reviewed the on- and off-site vehicle circulation, and has not raised any concerns with the project design.

A row of nine (9) truck bays will flank the western side of the building. The docking bays connect directly into the open floor area, toward the center of the building. Outside, a fenced-in truck turn-around and parking area is provided adjacent to the loading bays. The entrance to the trucking area will be provided from Lincoln Way, to the north, and also from Western Avenue to the east.

The design of the building will also provide new pedestrian access from Lincoln Way. Pedestrian access from Lincoln Way will pass through a landscaped area before reaching the main entrance of the building. A small plaza area is provided at the main entrance. This pedestrian access also connects to the accessible parking spaces in the parking lot.

Parking requirements from PUD-103-76 (REV. 2018) for "Warehouse and Distribution Industry" stipulate one (1) parking space is required per 1,000 square feet of gross floor area for the first 20,000 square feet. The second 20,000 square feet is parked at a ratio of one (1) parking space per 2,000 square feet. Any area exceeding 40,000 square feet is parked at a rate of one (1) space per 4,000 square feet. According to the Municipal Code,

incidental offices associated with the industrial use that do not exceed 30% of the gross floor area do not require additional parking.

The proposed building is approximately 88,164 gross square feet in size. Of that floor area, the office space totals approximately 7,000 square feet, or approximately 7.9% of the gross floor area. This does not exceed 30% of the gross floor area, and therefore does not require additional parking. In total, forty-three (43) parking spaces are required for the use. The first 20,000 square feet requires twenty (20) spaces, the next 20,000 square feet requires ten (10) spaces, and the remaining 48,164 square feet requires thirteen (13) spaces. In total, forty-three (43) parking spaces are required for the use. The subject site provides ninety (90) striped parking spaces, a surplus of forty-seven (47) spaces.

The Community and Economic Development Department, and the Engineering Division, have reviewed the plans and all appropriate conditions of approval and mitigation measures have been incorporated to minimize any adverse impacts on surrounding streets. Accordingly, the design of the project will not adversely affect essential on-site facilities such as off-street parking, loading and unloading areas, traffic circulation, and vehicular and pedestrian access.

3. The project will not adversely affect essential public facilities such as streets and alleys, utilities and drainage channels.

The streets in the area are adequate to accommodate the development. Existing utilities and drainage channels in the area are adequate to accommodate the development. The proposed development will install and maintain landscaping, allowing adequate drainage of stormwater. Landscaping will also be rehabilitated along the street frontages of both Lincoln Way and Western Avenue. A preliminary water quality management plan (WQMP) has been reviewed and approved by the Engineering Division. The Public Works Department has reviewed the project, and has incorporated all of the appropriate conditions of approval to minimize any adverse impacts.

4. The project will not adversely impact the Public Works Department's ability to perform its required function.

The Public Works Department has reviewed the project, and has incorporated all of the appropriate conditions of approval to minimize any adverse impacts to ensure the project will not adversely impact the Public Works Department's ability to perform its required function(s).

5. The project is compatible with the physical, functional, and visual quality of the neighboring uses and desirable neighborhood characteristics.

The subject site abuts industrial and office uses in PUD-103-76 (REV. 2018) to the south, west, and north across Lincoln Way. Across Western Avenue, to the east of the subject properties, the site is adjacent to industrial uses in the City of Stanton.

The proposed project would redevelop a property currently occupied by office buildings. The proposed warehouse distribution building is compatible with the other uses in the area. Architecturally, the facility has been designed with facades to be aesthetically complimentary with the surrounding industrial buildings. A variety of colors, materials, and massing help create visual intrigue. Contemporary architectural styles are compatible with the nearby industrial uses.

The proposed building will provide adequate parking, vehicular and pedestrian circulation for access to and from the site, and new landscaping. The architecture and design of the project will be of sufficiently high quality, consistent with developments elsewhere in the surrounding industrial area.

The project has been designed in accordance with the development standards applicable to the subject PUD zone. The project meets all other Municipal Code development standards, such as, but not limited to: building setbacks, parking, and landscaping. The City's Community and Economic Development Department has reviewed the proposed project, and all appropriate conditions of approval have been incorporated to ensure physical, functional, and visual compatibility with the project's surroundings.

6. Through the planning and design of buildings and building placement, the provision of open space landscaping and other site amenities will attain an attractive environment for the occupants of the property.

The proposed building will provide adequate parking, vehicular and pedestrian circulation for access to and from the site, and new landscaping. The architecture and design of the building will be of sufficiently high-quality, consistent with the industrial buildings nearby.

The new building will be situated toward the center of the new property, with setbacks of approximately twenty-foot-six-inches (20'-6") to the northerly property line along Lincoln Way, approximately one-hundred-seven feet (106'-8") to the westerly property line, approximately fifty-one feet (51'-2") to the southerly property line, and approximately sixty-nine (69'-7") to the easterly property line along Western Avenue. Landscape planters will be provided along the perimeter of the site to ensure adequate buffering of any potential noise and light/glare impacts. A total of approximately 15,715 square feet of landscaping will be provided on-site.

The City's Community and Economic Development Department has reviewed the proposed project, and all appropriate conditions of approval have been incorporated to ensure the attractiveness of the on-site landscaping and other amenities.

Tentative Parcel Map:

1. The proposed map is consistent with the General Plan.

The General Plan Land Use Designation of the proposed property is Industrial (I), which is intended to encourage general industrial uses, such as warehousing and distribution or business parks, and more intensive industrial uses, such as manufacturing, fabrication, assembly, processing, trucking, warehousing and distribution, and servicing. The design and improvement resulting from the proposed map is consistent with the Industrial General Plan Land Use designation. The consolidation of a two (2) lots will allow for the proposed construction of an industrial warehouse. Warehousing and distribution type industrial uses are consistent with the intent of the General Plan. With the conditions of approval, the design and improvement of the subject site is consistent with the spirit and intent of the General Plan.

2. The design and improvement of the proposed subdivision is consistent with the General Plan.

The General Plan Land Use Designation of the proposed property is Industrial (I), which is intended to encourage general industrial uses, such as warehousing and distribution or business parks, and more intensive industrial uses, such as manufacturing, fabrication, assembly, processing, trucking, warehousing and distribution, and servicing. The PUD-103-76 (REV. 2018) zoning implements the General Plan, and is intended to provide for the safe operation of industrial uses, without pollution, noise, traffic, smell, radiation, and similar types of pollution or nuisance. Goals, policies, and implementation programs of the General Plan with which the proposed Project are consistent with include, but are not limited to, the following:

Goal LU-1: *The City of Garden Grove is a well-planned community with sufficient land uses and intensities to meet the needs of anticipated growth and achieve the community's vision.* The existing buildings were constructed in 1985 for primarily office uses. In the years since, the demands for industrial-type buildings have changed. The new building, with the consolidated property would be used for warehouse and distribution uses. Additionally, the new building will accommodate new industry standards for industrial buildings with more truck bays, higher interior ceilings, and a large, open floor area. By accommodating current market demands, it helps the City to be a more economically viable destination for industrial uses into the

foreseeable future. The new industrial facility would not be feasible without the Tentative Parcel Map to consolidate the properties.

*Policy LU-2.4: Assure that the type and intensity of land use are consistent with those of the immediate neighborhood.* The subject site abuts industrial uses in PUD-103-76 (REV. 2018) zoned properties to the north, west, and south. To the east, across Western Avenue, the subject site is adjacent to industrial-type uses in the City of Stanton. The proposed building will be used as a warehouse and distribution type industrial use. This use is compatible in both intensity and use with the surrounding industrial buildings.

*Policy LU-4.4: Avoid intrusion of non-residential uses incompatible with established residential neighborhoods.* The subject property is not directly adjacent to residential uses. The proposed map, with the consolidated properties is consistent with the pattern of larger industrial properties in the immediate vicinity.

*Goal LU-7: Industrial areas that contribute in terms of jobs and the economic impacts they provide.* The proposed building will replace two office buildings with a larger industrial building. The new building will add to the portfolio of industrial buildings on the City's western industrial area. This can help contribute in terms of jobs and the economic impacts they provide. The larger industrial facility would not be feasible without the proposed map to consolidate the existing properties.

*Policy LU-7.3: Monitor the appearance of industrial properties to prevent areas of decline by requiring improved maintenance or rehabilitation, as necessary.* The proposed project will redevelop the entirety of the subject site. As a brand new construction, the project would rid the site of potential property maintenance issues involved with the existing buildings. The proposed map to consolidate the properties simplifies the maintenance responsibilities of the property owner by only requiring a single property to be maintained, instead of two separate properties.

*Policy CD-7.1: Encourage future development and redevelopment projects to reinforce district scale, identity, and urban form.* Whilst consolidating two properties to one, and constructing a new industrial building, the proposed project maintains consistent development patterns with its surroundings. The immediate vicinity includes a variety of industrial buildings and uses. The proposed map, with a single, larger property, is similar in size to the industrial properties adjacent to the project site.

3. The site is physically suitable for the proposed type of development and complies with the spirit and intent of the Municipal Code.



The PUD-103-76 (REV. 2018) zoning implements the General Plan, and is intended to provide for the safe operation of industrial uses, without pollution, noise, traffic, smell, radiation, and similar types of pollution or nuisance. Following the consolidation of the existing properties via the proposed parcel map, the site will be adequate in size and shape to accommodate the proposed industrial building. Industrial uses are allowed in the PUD-103-76 (REV. 2018) zone, and are consistent with the spirit and intent of the zoning designation. Additionally, the new parcel complies with the minimum lot size of 27,500 square feet, and all of the other development standards of Planned Unit Development No. PUD-103-76 (REV. 2018). The placement and size of the proposed building complies with the development standards of the PUD, including, but not limited to: setbacks, parking, lot coverage, and landscaping provisions.

4. The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat, and the requirements of the California Environmental Quality Act have been satisfied.

The proposed Project is exempt from the requirements of the California Environmental Quality Act under the Class 32 exemption. A project can qualify for a Class 32 exemption if the proposed project: is consistent with applicable General Plan designation and all general plan policies, as well as with applicable zoning designation and regulations; the proposed development occurs within City limits on a project site of no more than five (5) acres substantially surrounded by urban uses; the project site has no value as habitat for endangered, rare, or threatened species; the approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and the site can be adequately served by all required utilities and public services (CEQA Guidelines §15332.).

The project is consistent with General Plan, and Planned Unit Development policies and regulations. The subject site is located fully within an urbanized area in the City, on a 4.051-acre site. The subject site was surveyed, and does not have any known habitat for endangered, threatened, or rare species of wildlife. Traffic, noise, air quality, and water quality studies have been prepared by licensed firms to study the impact of the proposed development, and no significant impacts have been identified. The traffic, noise, air quality, and water quality studies are appended to the Staff Report. Lastly, the Public Works Department has reviewed the proposed development, and found that it can be adequately served by all required utilities and public services.

Therefore, the project is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat, and the requirements of CEQA have been satisfied.

5. The site is physically suitable for the proposed density of the development.

The proposed map will consolidate two (2) parcels into a single, 4.051-acre property. This exceeds the minimum lot size of 27,500 square feet of Planned Unit Development No. PUD-103-76 (REV. 2018). With the parcel consolidation, the project proposes the construction of a new 88,164 square-foot industrial building. This results in a lot coverage calculation of 48%, and a Floor Area Ratio (FAR) of 0.50. The proposed building complies with the development standards and regulations of the PUD zone, and General Plan Land Use Designation. The site can physically accommodate the intensity of development that is proposed.

6. The design of the subdivision and the proposed improvements are not likely to cause serious public health problems.

All applicable City divisions have reviewed the proposed development and have applied conditions of approval to minimize against any potential negative impacts that the project may have on the community. The conditions of approval for on- and off-site improvements are intended to safeguard public health. As long as the conditions of approval are adhered to for the life of the project, the design of the proposed map, and all related site improvements, are not likely to cause serious public health problems.

7. The design of the project and the proposed improvements will not conflict with easements of record or easements established by court judgment acquired by the public at large for access through or use of property within the subdivision; or, if such easements exist, alternate easements for access or for use will be provided and these will be substantially equivalent to the ones previously acquired by the public.

The design of the proposed tentative parcel map and improvements will not conflict with easements of record, or easements established by court judgment acquired by the public at large for access through or use of property within the proposed subdivision. The project has been designed to avoid development over existing easements. Additionally, the project will maintain reciprocal access agreements to the property to the west (7330 Lincoln Way), ensuring vehicular access to the abutting property.

8. The design and improvement of the proposed subdivision are suitable for the uses proposed, and the subdivision can be developed in compliance with the applicable zoning regulations.

The consolidation of the two (2) lots will allow for the proposed construction of an industrial warehouse. The PUD-103-76 (REV. 2018) zoning implements the General Plan, and is intended to provide for the safe operation of

industrial uses, without pollution, noise, traffic, smell, radiation, and similar types of pollution or nuisance. Following the consolidation of the existing properties via the proposed tentative parcel map, the site will be adequate in size and shape to accommodate the proposed industrial building. Industrial uses are allowed in the PUD zone, and are consistent with the spirit and intent of the zoning designation. Additionally, the new parcel complies with the minimum lot size of 27,500 square feet, and all of the other development standards of Planned Unit Development No. PUD-103-76 (REV. 2018). The placement and size of the proposed building complies with the development standards of the PUD, including, but not limited to: setbacks, parking, lot coverage, and landscaping provisions.

9. The design of the subdivision provides, to the extent feasible, for future passive or natural heating and cooling opportunities in the subdivision.

To the greatest extent feasible, the subject project has been designed in accordance with Government Code Section 66473.1. This includes opportunities to allow for passive or natural heating opportunities in the design, to encourage the orientation of structures to take advantage of shade and prevailing breezes, to allow solar access for passive heating, and opportunities for placement of shade trees and other vegetation for cooling.

10. The design, density, and configuration of the subdivision strike a balance between the effect of the subdivision on the housing needs of the region and public service needs. The character of the subdivision is compatible with the design of existing structures, and the lot sizes of the subdivision are substantially compatible with the lot sizes within the general area.

The two (2) existing parcels are currently developed with office buildings. The proposed Tentative Parcel Map will consolidate the properties, allowing for the development of a new industrial building. The proposed development complies with the regulations of the General Plan, State Subdivision Map Act, and the Planned Unit Development No. PUD-103-76 (REV. 2018) zone. This includes regulations pertaining to design, density, and configuration of the consolidated property and associated development. By replacing the existing buildings with an industrial building, there is no impact on the housing needs of the region.

11. The subject property is not located within a state responsibility area or a very high fire hazard severity zone, the proposed subdivision is served by local fire suppression services, and the proposed subdivision meets applicable design, location, and ingress-egress requirements.

The subject site is not in a state responsibility area, or a very-high fire hazard severity zone. The project will be served by all applicable local fire

suppression services. The new parcel and resulting development will meet all applicable design requirements of the City, and the Orange County Fire Authority (OCFA). The project will comply with all ingress and egress requirements of the California Building Code. All appropriate conditions of approval have been incorporated to ensure compliance with OCFA and California Building Code requirements relating to design, location, and ingress and egress.

12. The discharge of waste from the proposed subdivision into the existing sewer system will not result in violation of existing requirements prescribed by the California Regional Water Quality Control Board. The conditions of approval for on- and off-site improvements will ensure permitted capacity of the public sewer system is not exceeded.

The Public Works Department has reviewed the project and has not found any violations of the California Regional Water Quality Control Board requirements. The Public Works Department has also reviewed the project for compliance with existing sewer capacity and found that the project will not exceed the capacity. All appropriate conditions of approval have been incorporated to minimize any adverse impacts to the existing public sewer system.

#### INCORPORATION OF FACTS AND REASONS SET FORTH IN STAFF REPORT

In addition to the foregoing, the Planning Commission incorporates herein by this reference, the facts and reasons set forth in the staff report.

BE IT FURTHER RESOLVED that the Planning Commission does conclude:

1. The Site Plan No. SP-122-2023 and Tentative Parcel Map No. PM-2022-167 possess characteristics that would indicate justification of the requests in accordance with Municipal Code Section 9.32.030.
2. In order to fulfill the purpose and intent of the Municipal Code, and thereby promote the health, safety, and general welfare, the following conditions of approval, attached as Exhibit "A", shall apply to Site Plan No. SP-122-2023 and Tentative Parcel Map No. PM-2022-167.

Adopted this 16th day of February 2023

ATTEST:

/s/ JOHN RAMIREZ  
CHAIR

/s/ JUDITH MOORE  
RECORDING SECRETARY

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE     ) SS:  
CITY OF GARDEN GROVE )

I, JUDITH MOORE, Secretary of the City of Garden Grove Planning Commission, do hereby certify that the foregoing Resolution was duly adopted by the Planning Commission of the City of Garden Grove, California, at a meeting held on February 16, 2023, by the following vote:

AYES:	COMMISSIONERS:	(5)	ARESTEGUI, CUNNINGHAM, LINDSAY, PEREZ, RAMIREZ
NOES:	COMMISSIONERS:	(0)	NONE
ABSENT:	COMMISSIONERS:	(1)	LEHMAN

/s/ JUDITH MOORE  
RECORDING SECRETARY

PLEASE NOTE: Any request for court review of this decision must be filed within 90 days of the date this decision was final (See Code of Civil Procedure Section 1094.6).

A decision becomes final if it is not timely appealed to the City Council. Appeal deadline is March 9, 2023.

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	Ursula Luna-Reynosa
Dept.:	City Manager	Dept.:	Economic Development and Housing Department
Subject:	Acceptance of Interior Office Improvements Project, 11277 Garden Grove No. 03-2023 as complete. ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

For City Council to accept Project No. 03-2023, 11277 Garden Grove Interior Office Improvements Project, as complete and authorize City Manager to execute the Notice of Completion of Public Improvement and Work.

**BACKGROUND**

On May 23, 2023, a construction contract was awarded to H. L. Miller, Inc., for public improvements that included the demolition and removal of selective walls, construction of new offices, electrical, flooring, ceiling tiles, secured lobby area, and painting as required by the plans and specifications for the Housing Authority offices located at 11277 Garden Grove Boulevard.

**DISCUSSION**

The contractor, H. L. Miller, Inc., has completed the work in accordance with the plans, specifications, contract, and other related documents.

**FINANCIAL IMPACT**

There is no financial impact to to accept Project No. 03-2023, 11277 Garden Grove Interior Office Improvements Project, as complete and authorize City Manager to execute the Notice of Completion of Public Improvement and Work.

The Project was completed within the budget. The retention payment will be released per schedule after recordation of the Notice of Completion.

**RECOMMENDATION**

It is recommended that the City Council:

- Accept the 11277 Garden Grove Interior Office Improvement Project No. 03-2023 as complete;
- Authorize the Director of Economic Development to execute the Notice of Completion of Public Works Improvements and Work, and
- Authorize the Finance Director to release the retention payment when appropriate to do so.

By: Paul Guerrero, Sr. Program Specialist

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Notice of Completion	11/6/2023	Notice	City_of_Garden_Grove_-_H._L._Miller_Inc_-_11277_Garden_Grove_Interior_Office_Improvements_Project_No._03-2023_-_Notice_of_Completion_-_November_14__2023_(3).pdf

RECORDING REQUESTED BY

---

When Recorded Mail To:

City Clerk  
City of Garden Grove  
P. O Box 3070  
Garden Grove, CA 92842

This document is exempt from  
payment of recording fee pursuant  
to Section 27383 of the Government  
Code. By:

---

**NOTICE OF COMPLETION  
OF PUBLIC IMPROVEMENT AND WORK**

NOTICE IS HEREBY GIVEN that the City of Garden Grove, Orange County, California, has caused an interior office improvement project, to wit:

**PROJECT NO. 03-2023**

**11277 Garden Grove Interior Office Improvements Project No. 03-2023**

Notice is hereby given by the undersigned that the 11277 Garden Grove Interior Office Improvements Project No. 03-2023 has been completed. The contract for furnishing of all labor, services, materials, equipment, transportation, and installation, and performing all work necessary to construct and complete, in a good and workmanlike manner in strict accordance with the specifications and drawings therefore on file in the office of the City Clerk of the City of Garden Grove, for the construction, installation, and completion of the above-described public improvement and work, was heretofore made and entered into with H. L. Miller, Inc., on the 23rd day of May, 2023, and filed for record in the office of the City Clerk of the City of Garden Grove; that the work upon said public improvement has been completed, and that the City Staff has notified the City Council that City Staff has made and completed a final inspection of the materials furnished and the work performed in the construction, installation, and completion of said public improvement hereinabove more particularly described and set forth, and has certified in writing to the City Council that all the provisions of the contract and contract documents for the furnishing of all labor, services, materials, equipment, transportation, installation, and the performing of all work necessary for the construction, installation, and completion of said public improvement project above described have been fully complied with to City Staff satisfaction as required by the contract document; that final acceptance of the construction, installation, and completion of said public improvement project above described was made on the 14th day of November 2023; that the nature of the title to said property of said City of Garden Grove is as follows: That is to say, it owns said improvement in fee upon which it was constructed of said public improvements and work hereinabove described and the use thereof after said completion; that the property hereinabove referred to and on which said public improvements is situated is described as follows, to wit:



**PROJECT NO. 03-2023**  
**11277 Garden Grove Interior Office Improvements Project No. 03-2023**

NAME OF SURETY on Labor and Material Bond is: U.S. SPECIALTY INSURANCE COMPANY  
ATTENTION:  
1411 NORTH BATAVIA STREET, SUITE 201  
ORANGE, CA 92867  
Tel. No. (714) 516-1232

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

CITY OF GARDEN GROVE

By \_\_\_\_\_  
Lisa L. Kim  
City Manager

ATTEST:

By \_\_\_\_\_  
Teresa Pomeroy  
City Clerk

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I am the Director of Economic Development and Housing Department.

I have read the foregoing Notice of Completion of Public Improvement and Work, and know the contents thereof; and I certify that the same is true of my own knowledge, except as to those matters, which are therein stated upon my information or belief, and as to those matters I believe to be true.

I certify (or declare), under penalty of perjury, that the foregoing is true and correct.

Executed on \_\_ November 14, 2023 \_\_ at \_\_ Garden Grove \_\_, California  
(Date) (Place)

\_\_\_\_\_  
Ursula Luna-Reynosa  
Director of Economic Development and  
Housing Department

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	John Montanez
Dept.:	City Manager	Dept.:	Community Services
Subject:	Acceptance of Project No. S- 3102-A Civic Center Bridge and Landscape Renovation located at 11300 Stanford Avenue, Garden Grove, as complete. ( <i>Action Item</i> )		
Date:	11/14/2023		

---

**OBJECTIVE**

For the City Council to accept Project No. S-1302-A Civic Center Bridge and Landscape Renovation located at 11300 Stanford Avenue, Garden Grove, as complete.

**BACKGROUND**

On March 28, 2023, the City Council awarded a contract to RG General Engineering, Inc., in the amount of \$361,324 to complete the scope of work that included new walkway on the east side of the Community Meeting Center, a new bridge and walkway on the west side of the Community Meeting Center, grading and drainage construction, and low maintenance landscaping.

**DISCUSSION**

The contractor, RG General Engineering, Inc., has completed the Civic Center Bridge and Landscape Renovation project in accordance with the plans, specifications, and other contract documents.

**FINANCIAL IMPACT**

There is no financial impact to the General Fund. The project was completed within budget and funded by Park Fee funds. The retention payment will be released after recordation of the Notice of Completion.

**RECOMMENDATION**

It is recommended that the City Council:

- Accept Project No. S-3102-A Civic Center Bridge and Landscape Renovation located at 11300 Stanford Avenue, Garden Grove, as complete;
- Authorize the City Manager to execute the Notice of Completion of Public Works Improvement and Work; and
- Authorize the Finance Director to release the retention payment when appropriate to do so.

By: Janet Pelayo, Deputy Director

**ATTACHMENTS:**

Description	Upload Date	Type	File Name
Notice of Completion - Project No. S-3102-A	11/2/2023	Notice	11.14.23_Notice_of_Completion_Project_No.pdf

RECORDING REQUESTED BY

---

When Recorded Mail To:

City Clerk  
City of Garden Grove  
P. O. Box 3070  
Garden Grove, CA 92842

---

NOTICE OF COMPLETION  
OF PUBLIC IMPROVEMENT AND WORK

---

NOTICE IS HEREBY GIVEN that The City of Garden Grove, Orange County, California, has caused a public improvement, to wit:

**PROJECT NO. S-1302-A**  
**CIVIC CENTER BRIDGE AND LANDSCAPE RENOVATION**

to be constructed upon the property hereinafter described. The contract for furnishing of all plant, labor, services, materials, and equipment, and all utilities and transportation, including power, fuel, and water, and performing all work necessary to construct and complete, in a good and workmanlike manner in strict accordance with the specifications, plans, and drawings therefore on file in the office of the City Clerk of the City of Garden Grove, for the construction, installation and completion of the above-described public improvement and work, was heretofore made and entered into with RG General Engineering, Inc., on the 28<sup>th</sup> day of March, 2023, and filed for record in the office of the City Clerk of the City of Garden Grove; that the work upon said public improvement has been completed, and that the Project Manager has notified the City Council that he/she has made and completed a final inspection of the materials furnished and installed and the work performed in the construction, installation, and completion of said public improvement hereinabove more particularly described and set forth, and has certified in writing to the City Council that all the provisions of the contract and contract documents for the furnishing of all plant, labor, services, materials, and equipment, and the performing of all work necessary for the construction, installation, and completion of said public improvement above described have been fully complied with to his satisfaction as required by the contract document; that final acceptance of the construction, installation, and completion of said public improvement above described was made on the 14<sup>th</sup> day of NOVEMBER, 2023; that the nature of the title to said property of said City of Garden Grove is as follows: That is to say, it owns said public improvement in fee except the right-of-way upon which it is constructed, and that it owns an easement upon, over, and along said right-of-way for the purpose of the construction, installation, and completion of said public improvement herein above described and the use thereof after said completion; that the property herein above referred to and on which said public improvement is situated is described as follows, to wit:

**PROJECT NO. S-1302-A**  
**CIVIC CENTER BRIDGE AND LANDSCAPE RENOVATION**

NAME OF SURETY on Labor and Material Bond is: The Ohio Casualty Insurance Company  
2913 S Pullman Street,  
Santa Ana, CA 92705  
Tel No. (949) 261-3086

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

CITY OF GARDEN GROVE

By \_\_\_\_\_  
City Manager  
City of Garden Grove

ATTEST:

\_\_\_\_\_  
City Clerk  
City of Garden Grove

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I am the Project Manager for Project No.S-1302-A.

I have read the foregoing Notice of Completion of Public Improvement and Work, and know the contents thereof; and I certify that the same is true of my own knowledge, except as to those matters, which are therein stated upon my information or belief, and as to those matters I believe to be true.

I certify (or declare), under penalty of perjury, that the foregoing is true and correct.

Executed on November 14, 2023 at Garden Grove, California  
(Date) (Place)

\_\_\_\_\_  
Janet Pelayo – Project Manager  
Community Services Deputy Director

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Teresa Pomeroy  
Dept.: City Manager Dept.: City Clerk  
Subject: Receive and file minutes from the meeting held on October 24, 2023. (*Action Item*) Date: 11/14/2023

---

Attached are the minutes from the meeting held on October 24, 2023, recommended to be received and filed as submitted or amended.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Minutes	11/1/2023	Minutes	cc-min_10_24_2023.pdf

MINUTES

GARDEN GROVE CITY COUNCIL

Regular Meeting

Tuesday, October 24, 2023

Community Meeting Center  
11300 Stanford Avenue, Garden Grove, CA 92840

CONVENE CLOSED SESSION

At 5:30 p.m., Mayor Jones convened closed session.

<u>ROLL CALL</u>	PRESENT:	(5)	Council Members DoVinh, Klopfenstein, Nguyen-Penaloza, Mayor Pro Tem Brietigam, Mayor Jones
	ABSENT:	(2)	Council Member O'Neill was absent at Roll Call, but joined the meeting at 5:40 p.m. Council Member Tran was absent at Roll Call but joined the meeting at 6:00 p.m.

ORAL COMMUNICATIONS FOR CLOSED SESSION

Speakers: None.

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Existing litigation per Government Code Section 54956.9(d)(1): Noe v. City of Garden Grove, USDC Case No. 8:22-cv-01685-JDE.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 12966 Euclid Street, Garden Grove, California

City Negotiator: Lisa Kim, City Manager

Negotiating Parties: Peter Wells and Anthony DeLorenzo, CBRE

Under Negotiation: To obtain direction regarding the price and terms of payment for the acquisition of the property.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): Two potential cases.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1): In Re: Aqueous Film-Forming Foams Product Liability Litigation, USDC MDL No. 2:18-mm-2873-RMG.

RECESS CLOSED SESSION

At 6:25 p.m., Mayor Jones recessed closed session.

CONVENE REGULAR MEETING

At 6:39 p.m., Mayor Jones convened the meeting in the Council Chamber with all Council Members present.

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

RECESS MEETING

At 6:41 p.m., Mayor Jones recessed the meeting.

RECONVENE MEETING

At 6:43 p.m., Mayor Jones convened the meeting in the Council Chamber with all Council Members present.

COMMUNITY SPOTLIGHT IN RECOGNITION OF EMPLOYEES CELEBRATING 25 PLUS YEARS OF SERVICE WITH THE CITY OF GARDEN GROVE (F: 83.1-2023)

Employees recognized were: Terence Chang, Luis Payan, Maria Stipe, Alexis Santos, Hermilo Hernandez, Pam Haddad, Gabriela O’Cadiz-Hernandez, and Rod Victoria.

PRESENTATION – GARDEN GROVE’S BE WELL OC PROGRAM UPDATE  
(F: 55-Mind OC)

Kathryn Hamel, Vice President of Mobile Operation for Be Well OC, Kevin Von Luft, Director of Mobile Operations, and Tam Nguyen, Garden Grove area supervisor, approached the City Council and provided program materials. Ms. Hamel listed two years of statistics starting in October 2021 that included assisting 7,689 individuals impacted by mental health and substances abuse crises; transported 955 individuals to higher levels of care; a seven-minute response time on average and over 4,000 hours being on scene in collaboration with the Garden Grove Police Department. Mr. Nguyen, a Garden Grove native, gave a narrative on responding to a resident needing Be Well OC’s assistance.



PRESENTATION – ORANGE COUNTY GRAND JURY MEMBERSHIP DRIVE UPDATE  
(F: 23.1)

Kris Beard, a current Grand Jury Member and former City Council Member, introduced Michael Verrengia, Foreperson on the Orange County Grand Jury. Mr. Verrengia described how 25 to 30 grand jurors are selected to represent the five Orange County supervisorial districts in a random lottery, and he encouraged residents interested in volunteering to submit their application.

## ORAL COMMUNICATIONS

Speakers: Tony Bui, Kyle Mason, Nicholas Dibs, a Garden Grove Resident.

Written Communications: Nicholas Dibs

## RECESS

At 7:15 p.m. Mayor Jones recessed the meeting.

RECONVENE

At 7:18 p.m., Mayor Jones reconvened the meeting with all Council Members present.

AUTHORIZATION FOR MODIFICATIONS TO THE 2022 PROMISSORY NOTES WITH COTTAGE INDUSTRIES (JOINT ACTION ITEM WITH THE HOUSING AUTHORITY)  
(F: 108.2-2016)

## CITY COUNCIL ACTION

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Amendments to the Promissory Notes secured by Deeds of Trust to extend the term for six years be approved; and

The City Manager/Executive Director be authorized to approve any pertinent documents on behalf of the City/Housing Authority, and authorize the City Manager/Executive Director to approve modifications as appropriate.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

## HOUSING AUTHORITY ACTION

It was moved by Commissioner O'Neill, seconded by Commissioner DoVinh that:

Amendments to the Promissory Notes secured by Deeds of Trust to extend the term for six years be approved; and

The Executive Director/City Manager be authorized to approve any pertinent documents on behalf of the Housing Authority/City, and authorize the Executive Director/City Manager to approve modifications as appropriate.

The motion carried by a 9-0 vote as follows:

Ayes: (9) Beckles, O'Neill, Tran, Jones, DoVinh,  
Klopfenstein, Nguyen-Penaloza, Nguyen,  
Brietigam

Noes: (0) None

## ADOPTION OF A RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATIONS FOR GRANT OPPORTUNITIES OFFERED BY THE CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY (CALRECYCLE) (F: 89.2) (XR: 24.13)

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Resolution No. 9826-23 entitled: A Resolution of the City Council of the City of Garden Grove authorizing submittal of application(s) for all CalRecycle grants for which City of Garden Grove is eligible, be adopted.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones

Noes: (0) None

## ADOPTION OF A RESOLUTION APPROVING SIGNING AUTHORITY FOR A GRANT AGREEMENT WITH THE CALIFORNIA BOARD OF STATE AND COMMUNITY CORRECTIONS (F: 55-California Board of State and Community Corrections)

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Resolution No. 9827-23 entitled: A Resolution of the City Council of the City of Garden Grove authorizing the City Manager to sign the Grant Agreement with the Board of State and Community Corrections for the Organized Retail Theft Prevention Grant Program, be adopted.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

APPROVAL OF THE FIRST AMENDMENT TO WILLOWICK GOLF COURSE  
MANAGEMENT AGREEMENT TO EXTEND THE TERM FOR THREE YEARS

(F: 55-Willowick Golf Management, LLC) (XR: 55-Billy Casper Golf, LLC) (XR: 73.13)

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

The First Amendment to the Willowick Golf Course Management Agreement, be approved; and

The City Manager be authorized to execute the Agreement, approve minor revisions as needed, and approve subsequent extensions of the Agreement.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

APPROVAL OF AMENDMENT NO. 4 TO AGREEMENTS WITH SCOTT FAZEKAS & ASSOCIATES, INC., CSG CONSULTANTS, INC., AND THE CODE GROUP, INC., FOR ON-CALL PLAN REVIEW AND BUILDING CONTRACTUAL SERVICES ON AN "AS-NEEDED" BASIS (F: 55-Scott Fazekas & Associates, Inc.) (F: 55-CSG Consultants, Inc.) (F: 55-The Code Group, Inc.)

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Amendment No. 4 to each agreement for on-call Plan Review and Building Contractual Services with: Scott Fazekas & Associates, Inc.; CSG Consultants, Inc.; and The Code Group, Inc., to increase the compensation for each agreement in the amount of \$250,000 per Agreement, be approved;

An additional \$250,000 from the General Fund to the Building Plan Check/Permits GL (111-212-1195), be appropriated;

The City Manager, or her designees, be authorized to execute Amendment No. 4, and make minor modifications as appropriate thereto, on behalf of the City; and

The City Manager, or her designees, be authorized to exercise option year amendment terms, for the current year and available option years.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
                    Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

AWARD A CONTRACT TO OCEAN BLUE ENVIRONMENTAL SERVICES, INC., FOR THE  
REMOVAL OF HAZARDOUS AND BIOLOGICAL MATERIALS  
(F: 55-Ocean Blue Environmental Services, Inc.)

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

A contract be awarded to Ocean Blue Environmental Services, Inc., for hazardous materials and biological clean-ups within the City, for three (3) years, in the amount not to exceed \$190,000 per year; and

The City Manager be authorized to sign the contract on behalf of the City, making minor modifications thereto as necessary.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
                    Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

AUTHORIZE THE ISSUANCE OF A PURCHASE ORDER TO NATIONAL AUTO FLEET  
GROUP FOR ONE (1) NEW VAN FOR THE CUSTODIAL SECTION IN THE PUBLIC  
WORKS DEPARTMENT

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

The Finance Director be authorized to issue a purchase order, in the amount of \$54,648.33, to National Auto Group for the purchase of one (1) new van.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
                    Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

RECEIVE AND FILE MINUTES FROM THE MEETING HELD ON OCTOBER 10, 2023  
(F: Vault)

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Minutes from the meeting held on October 10, 2023, be received and filed as submitted or amended.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
                    Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

WARRANTS

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Demands covered by EFT numbers 00029159 through 00029801 and check numbers 00185577 through 00185586 inclusive and have been verified by the Finance Division as properly issued and bear all proper signatures, be received and filed; and

Demands covered by EFT numbers 00029802 through 00030443 and check numbers 00185587 through 00185595 inclusive and have been verified by the Finance Division as properly issued and bear all proper signatures, be received and filed.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
                    Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

WAIVER

It was moved by Council Member Klopfenstein, seconded by Council Member DoVinh that:

Full reading of ordinances listed be waived.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

APPROVAL TO PARTICIPATE IN THE 2023-2024 OFFICE OF TRAFFIC SAFETY (OTS)  
SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)  
(F: 55-State of California Office of Traffic Safety) (XR: 82.15)

Following staff introduction, it was moved by Council Member Klopfenstein,  
seconded by Mayor Pro Tem Brietigam that:

Participation in the Selective Traffic Enforcement Program (STEP), be authorized;

The Office of Traffic Safety Grant funds in the amount of \$370,000, be accepted;

The Police Chief, Finance Director and Finance Deputy Director be authorized to  
execute the grant agreement on behalf of the City; and

Grant monies be allocated to fund Selective Traffic Enforcement Operations.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

RECEIVE AND FILE THE 2023 GARDEN GROVE POLICE DEPARTMENT MILITARY  
EQUIPMENT ANNUAL REPORT, AND INTRODUCE THE FIRST READING OF AN  
ORDINANCE APPROVING THE MILITARY EQUIPMENT USE POLICY AND RESCINDING  
ORDINANCE NO. 2935 (F: 82.1A)

*(It was moved earlier in the Meeting by Council Member Klopfenstein, seconded by  
Council Member DoVinh, and carried by a 7-0 vote that full reading of ordinances  
listed be waived.)*

Following staff introduction, Mayor Pro Tem Brietigam praised the Police  
Department for a job done well, and subsequently moved, seconded by Council  
Member Klopfenstein that:

The Garden Grove Police Department Military Equipment Annual Report for the year  
2023, be received and filed; and

Ordinance No. 2944 entitled: An Ordinance of the City Council of the City of  
Garden Grove Police Department Military Equipment Use Policy pursuant to  
Government Code 7071 and rescinding Ordinance No. 2935, be passed to second  
reading and adoption.

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

Following staff introduction, it was moved by Council Member Nguyen-Penaloza, seconded by Mayor Pro Tem Brietigam that:

The City Manager, or her designee(s), be authorized to execute a Memorandum of Understanding (MOU) between the County of Orange and the City, and make minor modifications as appropriate thereto including the provision of \$330,000 in funding, on behalf of the City; and

The City Manager, or her designees, be authorized to execute any agreements and amendments related to the ERF-3-L or MOU.

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

This matter was continued.

*(It was moved earlier in the Meeting by Council Member Klopfenstein, seconded by Council Member DoVinh, and carried by a 7-0 vote that full reading of ordinances listed be waived.)*

Following the reading of the title, it was moved by Council Member O'Neill, seconded by Mayor Pro Tem Brietigam that:

Ordinance No. 2943 entitled: An Ordinance of the City Council of the City of Garden Grove approving Zoning Map Amendment No. A-037-2023 to revise the City's official Zoning Map to implement the updates to the adopted 2021-2029 Housing Element and to clarify the sites intended to be included in the International West Mixed Use Overlay and the Industrial/Residential Mixed Use 1 Overlay pursuant to Ordinance No. 2923, be adopted.

The motion carried by a 7-0 vote as follows:

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein,  
Nguyen-Penaloza, Brietigam, Jones  
Noes: (0) None

#### MATTERS FROM THE MAYOR, CITY COUNCIL MEMBERS, AND CITY MANAGER

Mayor Pro Tem Brietigam listed recent events that included the Korean Business Convention held in Anaheim; the Korean Arirang Festival at Garden Grove Park; the Silver Spoons Award held by the Chamber of Commerce; the Garden Grove Elks Lodge Fire and Police appreciation event; and the 100<sup>th</sup> Anniversary celebration of the Garden Grove Women's Club.

Council Member O'Neill commented on attending the OCSD Sustainability Decathlon for recognizing the most innovative concepts for energy efficient homes. He expressed appreciation for the Garden Grove Neighborhood Association holding a Water Rate Study where residents from District 1 attended; the Garden Grove Chamber Mixer and ribbon cutting for the Taboon Mediterranean Express Restaurant and Pro-Athletics where the strip mall on Valley View has been repaired from the recent fire; and the Arbor Day Tree Planting at Garden Grove Park hosted by Public Works and attended by GGUSD surrounding schools. He noted his mother was the past president of the Garden Grove Women's Club and that his parents celebrated their 40<sup>th</sup> anniversary at the club.

Council Member Tran noted she has recently received emails asking what the City is doing about the homeless, and pointed out that at tonight's meeting she voted to support a 1.9 million dollar Encampment Grant for operating the Navigation Center and to expand street outreach efforts focused on Beach Boulevard. She thanked staff and the Police Department Special Resource Team for working with the car dealership to cap the electrical outlets where the vehicles are stored furthering the mitigation of homeless activity, and noted that CalTrans responses to issues take time. She recounted a recent visit to a local Garden Grove restaurant she visited after giving blood, and feeling faint she asked for assistance; however, she was disappointed that no one stepped up to assist her. She stressed the value of being a Good Samaritan.

Council Member DoVinh noted tonight's Community Spotlight and expressed his appreciation for the employees who have worked for the City for 25 plus years; noting the daily assistance he and the City Council receive from Council Liaison Pam



Haddad who was recognized tonight for serving Garden Grove for 25 years. He commented on attending the Korean Business Convention that included two days of activities and that he was impressed with the Taekwondo exhibit. He cautioned everyone about fake news being released via social media, and noted that the city officials are aware. He praised Tony Bui, who spoke tonight, for all of his work that he does for his city of Westminster.

Council Member Klopfenstein noted that Vector Control testing is positive for an invasion of the Aedes Mosquito and encouraged people to contact Vector Control at [ocvector.org](http://ocvector.org) to learn more. She cautioned everyone to use flashlights when taking their children out on Halloween; and noting the legislative update at the last City Council meeting, Senator Nguyen addressed how deadly fentanyl is and has been sold to young people at times disguised to look like candy. She stressed that parents and caregivers be vigilant with sorting children's Halloween candy.

Council Member Nguyen-Penaloza mentioned the upcoming Día De Los Muertos event being held at the Buena Clinton Family Resource Center for the Buena Clinton residents. She commented on her persistence with contacting local government offices to find grant money for revitalizing the City's parks; and that she is excited about the upcoming improvements to Woodbury Park with the city receiving six million dollars in grant funds. She noted that the City is hosting a community meeting at Woodbury Park, located at 13800 Rosita Place, on Thursday, November 2, 2023, at 5:00 p.m., to present the revitalization and expansion project plans for the park, and residents are invited to attend.

City Manager Kim announced that on Saturday, October 28, 2023, from 10:00 a.m. to 2:00 p.m., the Garden Grove Police Department will participate in the Drug Enforcement Administration's (DEA) National Prescription Drug Take Back Day. The event gives the public an opportunity to prevent pill abuse and theft by ridding their homes of potentially dangerous expired, unused, and unwanted prescription drugs. Bring your pills for disposal to the Garden Grove Police Department, located at 11301 Acacia Parkway, Garden Grove 92840. The DEA cannot accept liquids or needles or sharps, only pills or patches. The service is free and anonymous, no questions asked. Also, as a reminder, the Jack O' Lantern Jamboree is on Saturday, October 28, 2023, from 1:00 p.m. to 4:00 p.m., at Atlantis Play Center in Garden Grove Park, at 13630 Atlantis Way. Activities will include train rides, inflatable obstacle courses, a magic show, balloon twister, a pumpkin patch, carnival games, a reptile booth with educational shows, and more. Costumes are encouraged.

City Attorney Sandoval stated that there is no reportable action taken during closed session, and that the City Council will be going back into closed session.

## RECESS

At 7:45 p.m. Mayor Jones recessed the meeting.

RECONVENE CLOSED SESSION

At 7:46 p.m., Mayor Jones reconvened closed session in the Founders Room with all Council Members present.

ADJOURN CLOSED SESSION

At 8:12 p.m., Mayor Jones adjourned closed session.

RECONVENE MEETING

At 8:13 p.m., Mayor Jones reconvened the meeting with all Council Members present.

City Attorney Sandoval announced that as to the anticipated litigation pursuant to Government Code Section 54956.9(d)(4), the City Council unanimously authorized the City Attorney to commence abatement action for the properties located at 11461 Westminster Avenue and 13931 Newhope Street; and that there was no reportable action taken on the remaining closed session items.

ADJOURNMENT

At 8:14 p.m., Mayor Jones adjourned the meeting. The next Regular City Council Meeting will be held on Tuesday, November 14, 2023, at 5:30 p.m. at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy  
City Clerk

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Patricia Song  
Dept.: City Manager Dept.: Finance  
Subject: Receive and file warrants. Date: 11/14/2023  
(*Action Item*)

---

Attached are the warrants recommended to be received and filed.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Warrants	11/2/2023	Warrants	07262023-revised.pdf
Warrants	11/2/2023	Warrants	08302023.pdf
Warrants	11/2/2023	Warrants	09012023.pdf
Warrants	11/2/2023	Warrants	09062023.pdf
Warrants	11/2/2023	Warrants	09132023.pdf
Warrants	11/2/2023	Warrants	09202023.pdf
Warrants	11/6/2023	Warrants	20231027PR.pdf



City of Garden Grove  
Certificate of Warrants  
Register Dates:  
07/26/2023

This is to certify the demands covered by Wire numbers 00001705 through 00001752, EFT numbers 0039489 through 00039521, and check numbers 00688386 through 00688478 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

Note: Check 00688395 was voided.

A handwritten signature in black ink, which appears to read 'Patricia Song'. The signature is written in a cursive, flowing style.

---

Finance Director  
Patricia Song

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Jul 20, 2023 and Jul 26, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 25, 2023 7:35:29 AM

Page 1

**AP - Checking Account**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00001705	V00789	SO CALIF EDISON CO	07/26/2023	\$4,907.15
00001706	V00789	SO CALIF EDISON CO	07/26/2023	\$58.33
00001707	V00789	SO CALIF EDISON CO	07/26/2023	\$205.72
00001708	V00789	SO CALIF EDISON CO	07/26/2023	\$94.27
00001709	V00789	SO CALIF EDISON CO	07/26/2023	\$12.17
00001710	V00789	SO CALIF EDISON CO	07/26/2023	\$12.17
00001711	V00789	SO CALIF EDISON CO	07/26/2023	\$75.95
00001712	V00789	SO CALIF EDISON CO	07/26/2023	\$360.65
00001713	V00805	SPECTRUM	07/26/2023	\$2,922.45
00001714	V00819	VERIZON WIRELESS-LA	07/26/2023	\$17,720.14
00001715	V00789	SO CALIF EDISON CO	07/26/2023	\$11,831.06
00001716	V00789	SO CALIF EDISON CO	07/26/2023	\$3,828.57
00001717	PC000575	US BANK PCARD AUTO PAYMENT	07/26/2023	\$52,402.90
00001718	V00034	HOME DEPOT CREDIT SERV	07/26/2023	\$18,528.33
00001719	V02724	DEPARTMENT OF THE TREA	07/26/2023	\$364,315.77
00001720	V01375	EMPLOYMENT DEVELOPMENT	07/26/2023	\$114,522.31
00001721	V02725	EMPOWER RETIREMENT, LL	07/26/2023	\$129,324.40
00001722	V02152	EXPERT PAY CHILD SUPPO	07/26/2023	\$2,456.30
00001723	V02091	MARYLAND CHILD SUPPORT	07/26/2023	\$343.38
00001724	V02724	DEPARTMENT OF THE TREA	07/26/2023	\$378,003.23
00001725	V01375	EMPLOYMENT DEVELOPMENT	07/26/2023	\$117,910.66
00001726	V02725	EMPOWER RETIREMENT, LL	07/26/2023	\$158,760.94
00001727	V02152	EXPERT PAY CHILD SUPPO	07/26/2023	\$2,928.45
00001728	V02091	MARYLAND CHILD SUPPORT	07/26/2023	\$343.38
00001729	V01596	PUBLIC EMPLOYEES' RETI	07/26/2023	\$697,250.72
00001730	V01579	ORANGE COUNTY FIRE AUT	07/26/2023	\$2,284,967.17
00001731	V01579	ORANGE COUNTY FIRE AUT	07/26/2023	\$2,171,344.17
00001732	V00732	THE LINCOLN NATIONAL L	07/26/2023	\$9,035.93
00001733	V01545	CITY OF GARDEN GROVE-L	07/26/2023	\$71,668.75
00001734	V01596	PUBLIC EMPLOYEES' RETI	07/26/2023	\$550,753.33
00001735	V01596	PUBLIC EMPLOYEES' RETI	07/26/2023	\$519,776.18
00001736	V01539	DELTA DENTAL OF CALIFO	07/26/2023	\$16,588.20
00001737	V01478	ANAHEIM ORANGE COUNTY	07/26/2023	\$157,070.58

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Jul 20, 2023 and Jul 26, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 25, 2023 7:35:29 AM

Page 2

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00001738	V00691	CITY OF GARDEN GROVE-W	07/26/2023	\$461,913.23
00001739	V02088	VISION SERVICE PLAN -	07/26/2023	\$7,833.80
00001740	V02036	US BANK TRUST NA	07/26/2023	\$873,555.00
00001741	V01596	PUBLIC EMPLOYEES' RETI	07/26/2023	\$16,529,388.00
00001742	V01596	PUBLIC EMPLOYEES' RETI	07/26/2023	\$9,592,977.00
00001743	V01596	PUBLIC EMPLOYEES' RETI	07/26/2023	\$3,371.00
00001744	V03248	US ESCROW INC.	07/26/2023	\$60,000.00
00001745	V01539	DELTA DENTAL OF CALIFO	07/26/2023	\$2,788.32
00001746	V00541	MUNICIPAL WATER DISTRI	07/26/2023	\$60,930.36
00001747	V00789	SO CALIF EDISON CO	07/26/2023	\$152,126.60
00001748	V00789	SO CALIF EDISON CO	07/26/2023	\$2.41
00001749	V00792	SO CALIF GAS CO	07/26/2023	\$15,985.07
00001750	V00792	SO CALIF GAS CO	07/26/2023	\$514.83
00001751	V00792	SO CALIF GAS CO	07/26/2023	\$14.79
00001752	V00792	SO CALIF GAS CO	07/26/2023	\$14,798.79
00039489	V03075	A3 COMMUNICATIONS, INC.	07/26/2023	\$480.81
00039490	V00585	ADMINSURE	07/26/2023	\$16,939.00
00039491	V02878	ADMIRAL PEST CONTROL, INC.	07/26/2023	\$654.00
00039492	V02886	AMERICAN TRUCK & TOOL RENTALS, INC	07/26/2023	\$754.39
00039493	V02328	APPLEONE EMPLOYMENT SERVICES	07/26/2023	\$1,211.76
00039494	V00650	BUREAU VERITAS NORTH AMERICA, INC	07/26/2023	\$2,286.25
00039495	V00224	CDW-GOVERNMENT, INC	07/26/2023	\$617.70
00039496	V00281	DAVIS FARR, LLP	07/26/2023	\$1,350.00
00039497	V00674	DEKRA-LITE INDUSTRIES, INC	07/26/2023	\$2,453.00
00039498	V00679	ENTERPRISE FLEET MGMT, INC	07/26/2023	\$2,738.36
00039499	V00305	EVIDENT CRIME SCENE PRODUCTS	07/26/2023	\$25.30
00039500	V01546	GEOCON WEST, INC	07/26/2023	\$665.00
00039501	V01816	INTERNATIONAL RIGHT OF WAY ASSOCIATION	07/26/2023	\$415.00
00039502	V00716	INTERVAL HOUSE	07/26/2023	\$15,553.96
00039503	V02752	MICHAEL BAKER INTERNATIONAL, INC.	07/26/2023	\$21,882.00
00039504	V02866	MIND OC	07/26/2023	\$83,717.33
00039505	V02649	MO RAN GAK	07/26/2023	\$50,000.00
00039506	V02205	OCAPICA	07/26/2023	\$2,799.78
00039507	V02870	PLACEWORKS, INC.	07/26/2023	\$19,631.46

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Jul 20, 2023 and Jul 26, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 25, 2023 7:35:29 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00039508	V03020	PROJECT FINANCE ADVISORY LIMITED	07/26/2023	\$142,172.07
00039509	V02759	PUBLIC RISK, INNOVATION, SOLUTIONS AND MANAGEMENT	07/26/2023	\$1,313,313.00
00039510	V00029	SIEMENS INDUSTRY, INC	07/26/2023	\$652.50
00039511	V00384	STOMMEL, INC	07/26/2023	\$7,986.63
00039512	V03136	SUNRISE MULTISPECIALIST MEDICAL CENTER	07/26/2023	\$366.00
00039513	V00228	SUPERION, LLC	07/26/2023	\$1,793.75
00039514	V00591	U S ARMOR CORP	07/26/2023	\$3,003.07
00039515	V02748	VCA CODE	07/26/2023	\$66,785.79
00039516	V00826	WEST COAST ARBORISTS, INC	07/26/2023	\$1,933.20
00039517	V01731	WILLDAN ENGINEERING	07/26/2023	\$22,908.00
00039518	V03066	WRENCH REBEL COLLISION, LLC	07/26/2023	\$10,069.54
00039519	V01117	ZAP MANUFACTURING, INC	07/26/2023	\$2,111.87
00039520	V03158	INC. LEED ELECTRIC	07/26/2023	\$16,417.42
00039521	V00257	WEST GROVE VOLLEYBALL, LLC	07/26/2023	\$2,059.68
00688386	V00532	A&A WIPING CLOTH, INC	07/26/2023	\$1,495.31
00688387	V00573	ALAN'S LAWN AND GARDEN CENTER, INC	07/26/2023	\$1,766.77
00688388	V00187	ALLIANT INSURANCE SERVICES, INC - NPB MAIN	07/26/2023	\$830,205.53
00688389	V00238	AMERINAT	07/26/2023	\$561.00
00688390	V00514	AMTECH ELEVATOR SERVICES	07/26/2023	\$5,833.42
00688391	V00479	ANDRES MEDINA MOBILE WASH	07/26/2023	\$3,200.00
00688392	OTV002925	LESTER ANJANETTE	07/26/2023	\$260.04
00688393	V00641	AQUA-METRIC SALES CO	07/26/2023	\$18,372.50
00688394	V00864	ASSOCIATED SOILS ENGINEERING, INC	07/26/2023	\$3,760.00
00688396	V00391	AUTOZONE STORES, INC	07/26/2023	\$801.68
00688397	V00649	BROWNELLS, INC	07/26/2023	\$280.97
00688398	V01293	CALIFORNIA BUILDING STANDARDS COMMISSION	07/26/2023	\$1,364.40
00688399	V00660	CAMERON WELDING SUPPLY	07/26/2023	\$78.55
00688400	OTV002924	FERMIN CERVANTES	07/26/2023	\$15.80
00688401	V03125	CHAMPION FIRE SYSTEMS, INC	07/26/2023	\$755.81
00688402	V00534	CHEM PRO LABORATORY, INC	07/26/2023	\$418.00
00688403	V01059	CHEMEX INDUSTRIES	07/26/2023	\$408.09
00688404	V00579	COASTLINE EQUIPMENT	07/26/2023	\$44.79
00688405	V01134	COUNTY OF ORANGE TREAS REV RECOVERY-A/R UNIT	07/26/2023	\$2,923.89

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Jul 20, 2023 and Jul 26, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 25, 2023 7:35:29 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00688406	V02040	CPRS NPSI	07/26/2023	\$625.00
00688407	V02819	D.S. CUSTOM LINENS, INC.	07/26/2023	\$220.76
00688408	V00481	DATA TICKET, INC	07/26/2023	\$263.25
00688409	V01364	DEAVER SPRING, INC	07/26/2023	\$465.00
00688410	V02083	DEPARTMENT OF CONSERVATION	07/26/2023	\$6,609.30
00688411	V01183	DEPARTMENT OF JUSTICE	07/26/2023	\$1,122.00
00688412	V00184	DIAMOND ENVIRONMENTAL SERVICES	07/26/2023	\$438.66
00688413	V00677	ECONOLITE CONTROL PRODUCTS, INC	07/26/2023	\$39,233.76
00688414	V02245	ENVIRONMENTAL REMEDIATION CONTRACTORS INC.	07/26/2023	\$2,500.00
00688415	V00862	F & B RENTALS	07/26/2023	\$261.30
00688416	V00623	FAIR HOUSING FOUNDATION	07/26/2023	\$2,924.48
00688417	V00276	FG SOLUTIONS, LLC	07/26/2023	\$18,355.95
00688418	V00502	FIREMASTER	07/26/2023	\$435.94
00688419	V00229	FIS ACCOUNTING DEPT	07/26/2023	\$33,140.02
00688420	V01379	FIVESTAR RUBBER STAMP ETC, INC	07/26/2023	\$34.78
00688421	V00054	GALLS LLC	07/26/2023	\$4,552.32
00688422	V01746	GMU GEOTECHNICAL, INC	07/26/2023	\$20,867.00
00688423	V01713	GOLDEN AUTO BODY & REPAIR	07/26/2023	\$212.35
00688424	V01485	GOODIE'S UNIFORMS	07/26/2023	\$175.30
00688425	V02732	HAS INC.	07/26/2023	\$1,683.81
00688426	V00503	HF&H CONSULTANTS, LLC	07/26/2023	\$4,959.25
00688427	V00711	HILL'S BROS LOCK & SAFE, INC	07/26/2023	\$931.36
00688428	V00712	HINDERLITER, DE LLAMAS & ASSOCIATES	07/26/2023	\$2,250.00
00688429	V03208	IMPERIAL SPRINKLER SUPPLY	07/26/2023	\$1,630.80
00688430	V00719	JAY'S CATERING	07/26/2023	\$699.30
00688431	V00683	JOHN B EWLES, INC	07/26/2023	\$13,320.00
00688432	V00720	JOHNSTONE SUPPLY	07/26/2023	\$3,521.15
00688433	V00725	KNORR SYSTEMS, INC	07/26/2023	\$2,969.53
00688434	V00727	L C ACTION POLICE SUPPLY	07/26/2023	\$2,974.45
00688435	OTV002926	LEYNA LAM	07/26/2023	\$55.00
00688436	V00728	LAWSON PRODUCTS, INC	07/26/2023	\$1,412.58
00688437	V01563	LIFE-ASSIST, INC	07/26/2023	\$497.05
00688438	V01570	MEEDER PUBLIC FUNDS, INC	07/26/2023	\$6,000.00
00688439	V00737	MERCHANTS BLDG MAINT, LLC	07/26/2023	\$1,559.42



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Jul 20, 2023 and Jul 26, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 25, 2023 7:35:29 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00688440	V01177	METROLINK TRAINS	07/26/2023	\$777.00
00688441	V00420	MIKE RAAHAUGES SHOOTING ENTERPRISES	07/26/2023	\$100.00
00688442	V01218	MSC INDUSTRIAL SUPPLY CO, INC	07/26/2023	\$127.74
00688443	V00735	NAN MCKAY & ASSOCIATES, INC	07/26/2023	\$239.00
00688444	V01280	NATIONAL CREDIT REPORTING	07/26/2023	\$139.50
00688445	OTV002927	MONICA NAVARRO BELMAREZ	07/26/2023	\$1,000.00
00688446	OTV002923	DIEU HOANG NGUYEN	07/26/2023	\$250.00
00688447	OTV002929	ADAM NIKOLIC	07/26/2023	\$2,500.00
00688448	V00459	O'REILLY AUTO PARTS	07/26/2023	\$737.29
00688449	OTV002928	OCEAN VIEW SCHOOL DISTRICT	07/26/2023	\$60.00
00688450	V00209	WHJ OCN,IND	07/26/2023	\$310.00
00688451	V00208	OCTMA	07/26/2023	\$100.00
00688452	V00375	OLD GROVE AUTO	07/26/2023	\$971.00
00688453	V00559	ORANGE COUNTY EMERGENCY PET CLINIC	07/26/2023	\$1,250.00
00688454	V02618	R3 CONSULTING GROUP	07/26/2023	\$2,802.50
00688455	V00774	REFRIGERATION SUPPLIES DISTRIBUTOR	07/26/2023	\$4,486.70
00688456	OTV002922	DIANE R. RICHARDS	07/26/2023	\$1,740.25
00688457	V00780	SAFETY 1st PEST CONTROL, INC	07/26/2023	\$725.00
00688458	V01497	SC SIGNS & SUPPLIES LLC	07/26/2023	\$387.90
00688459	V03243	SHERILL, INC.	07/26/2023	\$519.86
00688460	V00785	SHRED CONFIDENTIAL, INC	07/26/2023	\$236.25
00688461	V01415	SOCAL AUTO & TRUCK PARTS INC	07/26/2023	\$989.37
00688462	V00790	SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS	07/26/2023	\$20,370.00
00688463	V00795	SPARKLETTS	07/26/2023	\$110.91
00688464	V01616	STERICYCLE, INC	07/26/2023	\$438.68
00688465	V00570	STRADLING, YOCCA,CARLSON & RAUTH	07/26/2023	\$67,191.03
00688466	V03003	SWB EVENTS AND CONSULTING	07/26/2023	\$2,747.63
00688467	V03090	TECTA AMERICA SOUTHERN CALIFORNIA, INC	07/26/2023	\$5,933.00
00688468	V01389	THE HOME DEPOT PRO	07/26/2023	\$359.68
00688469	V00804	THOMSON REUTERS- WEST	07/26/2023	\$2,302.96
00688470	V00809	TURBO DATA SYSTEMS, INC	07/26/2023	\$8,470.54
00688471	V00819	VERIZON WIRELESS-LA	07/26/2023	\$18,946.39
00688472	V01672	VMI, INC	07/26/2023	\$489.38

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Jul 20, 2023 and Jul 26, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 25, 2023 7:35:29 AM

Page 6

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00688473	V03196	DAVID K WARNER	07/26/2023	\$1,800.00
00688474	V00564	WEST COUNTY TIRE & AUTO, INC	07/26/2023	\$1,617.23
00688475	V00112	WM OF SOUTHERN CALIFORNIA	07/26/2023	\$1,306.00
00688476	V00582	WOODRUFF & SMART, A PROFESSIONAL CORP	07/26/2023	\$173,424.35
00688477	V00115	YORBA LINDA FEED STORE, INC	07/26/2023	\$262.87
00688478	V02962	YUNEX LLC	07/26/2023	\$12,511.44
<b>EFT: 33</b>				<b>\$1,815,747.62</b>
<b>Check: 140</b>				<b>\$37,024,701.78</b>
<b>Total: 173</b>				<b>\$38,840,449.40</b>



City of Garden Grove  
Certificate of Warrants  
Register Dates:  
08/30/2023

This is to certify the demands covered by wires 00001753 through 00001805, EFT numbers 00040712 through 00040748, and check numbers 00689071 through 00689144 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

Note:

A handwritten signature in black ink, which appears to read 'Patricia Song'. The signature is written in a cursive, flowing style.

---

Finance Director  
Patricia Song

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Between Aug 24, 2023 and Aug 30, 2023  
Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 8:39:34 AM

Page 1

**AP - Checking Account**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00001753	V00789	SO CALIF EDISON CO	08/30/2023	\$16,990.90
00001754	V00789	SO CALIF EDISON CO	08/30/2023	\$5,268.53
00001755	V02724	DEPARTMENT OF THE TREA	08/30/2023	\$344,661.63
00001756	V01375	EMPLOYMENT DEVELOPMENT	08/30/2023	\$105,861.57
00001757	V02725	EMPOWER RETIREMENT, LL	08/30/2023	\$132,238.63
00001758	V02152	EXPERT PAY CHILD SUPPO	08/30/2023	\$2,923.83
00001759	V02091	MARYLAND CHILD SUPPORT	08/30/2023	\$343.38
00001760	V02724	DEPARTMENT OF THE TREA	08/30/2023	\$416,580.79
00001761	V01375	EMPLOYMENT DEVELOPMENT	08/30/2023	\$121,255.61
00001762	V02725	EMPOWER RETIREMENT, LL	08/30/2023	\$128,859.04
00001763	V02152	EXPERT PAY CHILD SUPPO	08/30/2023	\$4,281.90
00001764	V02091	MARYLAND CHILD SUPPORT	08/30/2023	\$343.38
00001765	PC000575	US BANK PCARD AUTO PAYMENT	08/30/2023	\$39,440.20
00001766	V00789	SO CALIF EDISON CO	08/30/2023	\$195.64
00001767	V00789	SO CALIF EDISON CO	08/30/2023	\$105.94
00001768	V00789	SO CALIF EDISON CO	08/30/2023	\$113.28
00001769	V00789	SO CALIF EDISON CO	08/30/2023	\$159,900.71
00001770	V00789	SO CALIF EDISON CO	08/30/2023	\$4.96
00001771	V00789	SO CALIF EDISON CO	08/30/2023	\$14.05
00001772	V00789	SO CALIF EDISON CO	08/30/2023	\$13.81
00001773	V00792	SO CALIF GAS CO	08/30/2023	\$576.63
00001774	V00034	HOME DEPOT CREDIT SERV	08/30/2023	\$7,233.28
00001775	V00792	SO CALIF GAS CO	08/30/2023	\$1,676.99
00001776	V00792	SO CALIF GAS CO	08/30/2023	\$18,607.18
00001777	V00792	SO CALIF GAS CO	08/30/2023	\$15.29
00001778	V01545	CITY OF GARDEN GROVE-L	08/30/2023	\$71,707.96
00001779	V01545	CITY OF GARDEN GROVE-L	08/30/2023	\$71,376.90
00001780	V01545	CITY OF GARDEN GROVE-L	08/30/2023	\$58,755.55
00001781	V01545	CITY OF GARDEN GROVE-L	08/30/2023	\$69,630.04
00001782	V01579	ORANGE COUNTY FIRE AUT	08/30/2023	\$2,171,344.17
00001783	V01539	DELTA DENTAL OF CALIFO	08/30/2023	\$16,066.60
00001784	V01539	DELTA DENTAL OF CALIFO	08/30/2023	\$2,778.90
00001785	V02087	DELTA CARE USA	08/30/2023	\$5,201.75

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

**Check Dates Between Aug 24, 2023 and Aug 30, 2023  
Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 8:39:34 AM

Page 2

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00001786	V01596	PUBLIC EMPLOYEES' RETI	08/30/2023	\$609,875.10
00001787	V01596	PUBLIC EMPLOYEES' RETI	08/30/2023	\$598,035.65
00001788	V01596	PUBLIC EMPLOYEES' RETI	08/30/2023	\$696,469.52
00001789	V00691	CITY OF GARDEN GROVE-W	08/30/2023	\$897,532.12
00001790	V00732	THE LINCOLN NATIONAL L	08/30/2023	\$8,197.62
00001791	V02162	ORANGE COUNTY WATER DI	08/30/2023	\$1,487.70
00001792	V02780	THE PITNEY BOWES BANK	08/30/2023	\$20,000.00
00001793	V02036	US BANK TRUST NA	08/30/2023	\$469,009.06
00001794	V01201	US BANK	08/30/2023	\$1,952.50
00001795	V03041	TICOR TITLE COMPANY OF	08/30/2023	\$400,000.00
00001796	V00541	MUNICIPAL WATER DISTRI	08/30/2023	\$60,930.36
00001797	V02162	ORANGE COUNTY WATER DI	08/30/2023	\$4,959,001.80
00001798	V01375	EMPLOYMENT DEVELOPMENT	08/30/2023	\$330.00
00001799	V00819	VERIZON WIRELESS-LA	08/30/2023	\$20,705.21
00001800	V00686	FRONTIER COMMUNICATION	08/30/2023	\$1,444.19
00001801	V00805	SPECTRUM	08/30/2023	\$2,922.45
00001802	V00789	SO CALIF EDISON CO	08/30/2023	\$349.80
00001803	V00637	CITY OF ANAHEIM	08/30/2023	\$89.20
00001804	V00789	SO CALIF EDISON CO	08/30/2023	\$7,086.96
00001805	V00034	HOME DEPOT CREDIT SERV	08/30/2023	\$10,646.82
00040712	V00093	ABSOLUTE INTERNATIONAL SECURITY	08/30/2023	\$2,166.57
00040713	V02878	ADMIRAL PEST CONTROL, INC.	08/30/2023	\$654.00
00040714	V03252	ALL STATE POLICE EQUIPMENT INC	08/30/2023	\$4,958.57
00040715	V02886	AMERICAN TRUCK & TOOL RENTALS, INC	08/30/2023	\$1,488.39
00040716	V02223	APPRIVER LLC	08/30/2023	\$4,481.40
00040717	V00650	BUREAU VERITAS NORTH AMERICA, INC	08/30/2023	\$16,055.00
00040718	V02708	CHC: CREATING HEALTHIER COMMUNITIES	08/30/2023	\$45.00
00040719	V03113	COLLICUTT ENERGY SERVICES, INC.	08/30/2023	\$1,061.37
00040720	V00259	DTNTECH MARKETING	08/30/2023	\$7,220.13
00040721	V00305	EVIDENT CRIME SCENE PRODUCTS	08/30/2023	\$204.19
00040722	OTV000879	GARDEN GROVE POLICE ASSOCIATION	08/30/2023	\$17,753.11
00040723	V02707	GARDEN GROVE POLICE ASSOCIATION PAC	08/30/2023	\$3,570.00
00040724	V03219	GENERAL CODE, LLC DBA QUALITY CODE PUBLISHING	08/30/2023	\$6,999.00
00040725	V00218	GRAINGER	08/30/2023	\$16,609.41

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

**Check Dates Between Aug 24, 2023 and Aug 30, 2023  
Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 8:39:34 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040726	V00722	KEYSER/MARSTON ASSOCIATES, INC	08/30/2023	\$67.50
00040727	V01239	LANDS' END BUSINESS OUTFITTERS	08/30/2023	\$78.41
00040728	V03060	INC. NEXGEN DESIGN BUILDERS	08/30/2023	\$8,920.00
00040729	V00747	OCEAN BLUE ENVIRONMENTAL SERVICES, INC	08/30/2023	\$3,468.25
00040730	V02706	ORANGE COUNTY EMPLOYEES ASSOCIATION	08/30/2023	\$3,371.98
00040731	V02768	PACIFIC PLUMBING COMPANY OF SANTA ANA	08/30/2023	\$393.69
00040732	V03204	RG GENERAL ENGINEERING, INC.	08/30/2023	\$151,372.01
00040733	V00222	SCP DISTRIBUTORS, LLC	08/30/2023	\$1,079.15
00040734	V02930	SHAW HR CONSULTING, INC.	08/30/2023	\$2,040.00
00040735	V00250	SIMPSON CHEVROLET OF GG	08/30/2023	\$173.66
00040736	V03173	SULLY-MILLER CONTRACTING COMPANY	08/30/2023	\$1,009,444.93
00040737	V03136	SUNRISE MULTISPECIALIST MEDICAL CENTER	08/30/2023	\$959.00
00040738	V00591	U S ARMOR CORP	08/30/2023	\$2,701.73
00040739	V00035	VERITIV OPERATING COMPANY	08/30/2023	\$1,075.82
00040740	V03246	VERSA PRODUCTS	08/30/2023	\$667.73
00040741	V03167	VORTEX USA INC.	08/30/2023	\$28,509.97
00040742	V00826	WEST COAST ARBORISTS, INC	08/30/2023	\$14,600.20
00040743	V01729	WESTERN PROPANE SERVICES, INC	08/30/2023	\$104.62
00040744	V01474	WEX BANK	08/30/2023	\$1,287.74
00040745	V01731	WILLDAN ENGINEERING	08/30/2023	\$40,296.00
00040746	V03066	WRENCH REBEL COLLISION, LLC	08/30/2023	\$7,822.07
00040747	V03283	GLAM CANDY	08/30/2023	\$150.00
00040748	V02089	SHANNON WAINWRIGHT	08/30/2023	\$553.85
00689071	V00097	GOLDENWEST LAWNMOWERS & SCOOTERS	08/30/2023	\$506.22
00689072	V00280	ACA COMPLIANCE SERVICES, INC	08/30/2023	\$1,215.55
00689073	OTV002557	ADU PLANNING DESIGN	08/30/2023	\$1,000.00
00689074	V00421	ALEXANDER'S CONTRACT SERVICES, INC	08/30/2023	\$716.40
00689075	V00507	AMERICAN ASPHALT SOUTH, INC	08/30/2023	\$14,651.50
00689076	V01074	AMERICAN PUBLIC WORKS ASSOCIATION	08/30/2023	\$375.00
00689077	V00033	AT&T CORP	08/30/2023	\$12,874.41
00689078	V00145	AUTONATION FORD TUSTIN	08/30/2023	\$556.34
00689079	V00391	AUTOZONE STORES, INC	08/30/2023	\$13.04
00689080	V01188	BANNER BANK	08/30/2023	\$3,343.75
00689081	V00645	BARR AND CLARK, INC	08/30/2023	\$4,400.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

**Check Dates Between Aug 24, 2023 and Aug 30, 2023  
Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 8:39:34 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689082	OTV002979	BELLE HUYNH & LOUIS TRAN	08/30/2023	\$1,000.00
00689083	V00649	BROWNELLS, INC	08/30/2023	\$453.34
00689084	V00108	CALRECYCLE, ACCOUNTING, OPP UNPSENT FUNDS	08/30/2023	\$12,280.00
00689085	V00154	CERTIFIED TRANSPORTATION SERVICES, INC	08/30/2023	\$9,676.30
00689086	V00654	CLEA CALIF LAW ENFORCEMENT ASSOC	08/30/2023	\$3,789.75
00689087	V00666	COMMUNITY VETERINARY HOSPITAL INC	08/30/2023	\$3,692.75
00689088	OTV002980	EDDIE CROKER	08/30/2023	\$1,000.00
00689089	V00856	CWEA	08/30/2023	\$221.00
00689090	V02819	D.S. CUSTOM LINENS, INC.	08/30/2023	\$500.11
00689091	V02871	DBS ADMINISTRATORS, INC.	08/30/2023	\$6,788.54
00689092	V01183	DEPARTMENT OF JUSTICE	08/30/2023	\$757.00
00689093	V00233	FACTORY MOTOR PARTS CO BIN 139107	08/30/2023	\$3,316.47
00689094	V00623	FAIR HOUSING FOUNDATION	08/30/2023	\$2,410.75
00689095	V00229	FIS ACCOUNTING DEPT	08/30/2023	\$34,385.29
00689096	V02257	FRANCHISE TAX BOARD	08/30/2023	\$584.79
00689097	V00143	FRYE SIGN CO	08/30/2023	\$1,750.00
00689098	V02116	HABITAT FOR HUMANITY OF ORANGE COUNTY, INC.	08/30/2023	\$30,759.51
00689099	V02732	HAS INC.	08/30/2023	\$1,527.82
00689100	V00234	IDENTIFIX	08/30/2023	\$1,428.00
00689101	V03208	IMPERIAL SPRINKLER SUPPLY	08/30/2023	\$873.58
00689102	V01344	JAMES THOMAS	08/30/2023	\$3,400.00
00689103	V00737	MERCHANTS BLDG MAINT, LLC	08/30/2023	\$4,190.72
00689104	V00541	MUNICIPAL WATER DISTRICT OF ORANGE COUNTY	08/30/2023	\$124,532.18
00689105	V00459	O'REILLY AUTO PARTS	08/30/2023	\$1,456.88
00689106	V01129	OCLEEEA	08/30/2023	\$1,025.00
00689107	V00553	PAVEMENT COATINGS CO	08/30/2023	\$689,704.34
00689108	OTV002981	MINDY HANH PHAM	08/30/2023	\$1,000.00
00689109	V00744	R J NOBLE COMPANY	08/30/2023	\$63,531.25
00689110	V02613	R.S. HUGHES COMPANY INC	08/30/2023	\$3,872.42
00689111	V02618	R3 CONSULTING GROUP	08/30/2023	\$2,185.00
00689112	V00396	RADI'S CUSTOM UPHOLSTER	08/30/2023	\$1,400.00
00689113	OTV002982	ROOSTER & DRAGON LLC	08/30/2023	\$1,000.00
00689114	V00778	ROSEBURROUGH TOOL, INC	08/30/2023	\$412.11
00689115	V00779	S C YAMAMOTO, INC	08/30/2023	\$231.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Aug 24, 2023 and Aug 30, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 8:39:34 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689116	V00850	SAFARILAND, LLC	08/30/2023	\$1,379.06
00689117	V01497	SC SIGNS & SUPPLIES LLC	08/30/2023	\$5,852.17
00689118	V00784	SHOETERIA	08/30/2023	\$960.00
00689119	V01415	SOCAL AUTO & TRUCK PARTS INC	08/30/2023	\$2,558.62
00689120	V00128	SOCAL SALES & MARKETING	08/30/2023	\$363.31
00689121	V00788	SOUTH COAST AQMD	08/30/2023	\$1,116.17
00689122	V00474	SOUTHERN COUNTIES LUBRICANTS, LLC	08/30/2023	\$1,077.60
00689123	V00160	SOUTHERN COUNTIES OIL COMPANY	08/30/2023	\$71,745.27
00689124	V01616	STERICYCLE, INC	08/30/2023	\$536.34
00689125	V00570	STRADLING, YOCOA,CARLSON & RAUTH	08/30/2023	\$29,484.50
00689126	V01389	THE HOME DEPOT PRO	08/30/2023	\$6,570.27
00689127	OTV002983	THOMAS TON	08/30/2023	\$1,000.00
00689128	V00597	TOTAL COMPENSATION SYSTEMS, INC	08/30/2023	\$4,230.00
00689129	V01123	TRANSAMERICA EMPLOYEE BENEFITS	08/30/2023	\$3,622.52
00689130	V00811	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	08/30/2023	\$646.60
00689131	V00814	UNITED PARCEL SERVICE	08/30/2023	\$89.52
00689132	V00152	UNITED WATER WORKS, INC	08/30/2023	\$727.57
00689133	V03255	US BANK NATIONAL ASSOCIATION	08/30/2023	\$53,128.69
00689134	OTV001847	GIANG S. VO	08/30/2023	\$1,000.00
00689135	V00398	VULCAN MATERIALS COMPANY WESTERN DIVISION	08/30/2023	\$17,975.01
00689136	V00527	WALTERS WHOLESALE ELECTRIC	08/30/2023	\$115.44
00689137	V00823	WATERLINE TECHNOLOGIES, INC	08/30/2023	\$4,753.32
00689138	V00824	WAXIE SANITARY SUPPLY	08/30/2023	\$2,497.13
00689139	V00564	WEST COUNTY TIRE & AUTO, INC	08/30/2023	\$1,007.89
00689140	V01044	WESTERN WATER WORKS	08/30/2023	\$4,825.02
00689141	V00112	WM OF SOUTHERN CALIFORNIA	08/30/2023	\$288.00
00689142	V00582	WOODRUFF & SMART, A PROFESSIONAL CORP	08/30/2023	\$28,286.20
00689143	V01208	YO-FIRE SUPPLIES	08/30/2023	\$4,320.10
00689144	V00465	TIERRA WEST ADVISORS, INC	08/30/2023	\$15,760.00
			<b>EFT:</b>	<b>37 \$1,362,404.45</b>
			<b>Check:</b>	<b>127 \$14,061,139.51</b>
			<b>Total:</b>	<b>164 \$15,423,543.96</b>





City of Garden Grove  
Certificate of Warrants  
Register Dates:  
09/01/2023

This is to certify the demands covered by EFT numbers 00040749 through 00041808 and check numbers 00689145 through 00689343 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

Note:

A handwritten signature in black ink, which appears to read 'Patricia Song'. The signature is written in a cursive, flowing style.

---

Finance Director  
Patricia Song

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 1

**AP - Checking Account**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040749	H00252	12111 BAILEY STREET LLC	09/01/2023	\$1,370.00
00040750	H0951	12392 TO 12432 GROVEVIEW	09/01/2023	\$765.00
00040751	H00286	12909 CORDARY LLC	09/01/2023	\$10,126.00
00040752	H3409	12911 GALWAY ST, LLC	09/01/2023	\$3,432.00
00040753	H3297	13251 NEWLAND, LLC	09/01/2023	\$14,555.00
00040754	H00364	1512 W MISSION BLVD LLC	09/01/2023	\$1,809.00
00040755	H4567	15915 LA FORGE ST WHITTIER, LLC	09/01/2023	\$902.00
00040756	H3906	19822 BROOKHURST, LLC	09/01/2023	\$2,835.00
00040757	H00260	2175 S MULLUL DRIVE LLC	09/01/2023	\$3,172.00
00040758	H2617	2300 W EL SEGUNDO, LP DBA LOTUS GARDENS	09/01/2023	\$8,385.00
00040759	H4149	2555 WEST WINSTON ROAD, LP PEBBLE COVE APARTMENTS	09/01/2023	\$3,642.00
00040760	H00463	2TD MANAGEMENT LLC	09/01/2023	\$7,729.00
00040761	H4791	606 SOUTH 6TH ST ASSOCIATES, LP	09/01/2023	\$9,038.00
00040762	H2483	7632 21ST ST, LP	09/01/2023	\$7,908.00
00040763	H00284	8550 COMMONWEALTH AVENUE LLC	09/01/2023	\$1,302.00
00040764	H4654	8572 STANFORD, LLC	09/01/2023	\$2,740.00
00040765	H1044	ABCO CROWN VILLA,LTD	09/01/2023	\$2,178.00
00040766	H9002	ACACIAN APTS	09/01/2023	\$48,417.00
00040767	H00121	ADRIAN REALTY LLC	09/01/2023	\$3,033.00
00040768	H4389	ADRIATIC APTS	09/01/2023	\$1,031.00
00040769	H3401	AEGEAN APARTMENTS	09/01/2023	\$8,015.00
00040770	H4741	PARVIZ ALAI	09/01/2023	\$2,605.00
00040771	H00033	ALEXANY NGUYEN PROPERTIES, LLC	09/01/2023	\$1,508.00
00040772	H3512	ALFRED P VU & JULIE NG HO, LLC	09/01/2023	\$1,856.00
00040773	H1684	REHANA ALIBULLA	09/01/2023	\$2,167.00
00040774	H4121	ALLARD APARTMENT, LLC	09/01/2023	\$8,545.00
00040775	H3645	LYNN KATHLEEN ALLEN	09/01/2023	\$121.00
00040776	H2454	ALTEZA,INC	09/01/2023	\$1,372.00
00040777	H4668	AMCAL OCEANA FUND, LP OCEANA APARTMENTS	09/01/2023	\$985.00
00040778	H2489	AMERICAN FAMILY HOUSING	09/01/2023	\$12,364.00
00040779	H00093	SALMAN M AMIR	09/01/2023	\$1,886.00
00040780	H2938	ANAHEIM SUNSET PLAZA APTS	09/01/2023	\$8,008.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 2

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040781	H00336	ANIME INVESTMENTS LLC	09/01/2023	\$1,615.00
00040782	H4371	CHUNG NAN AOU	09/01/2023	\$1,140.00
00040783	H00181	AP TRUST DATED 01/20/21	09/01/2023	\$2,103.00
00040784	H4254	ARBOR VILLAS, LLC	09/01/2023	\$2,630.00
00040785	H00328	ARC EQUITIES LLC	09/01/2023	\$1,784.00
00040786	H00048	JESSIE WONG ARIAS	09/01/2023	\$1,986.00
00040787	H4027	TIMOTEO ARJON	09/01/2023	\$1,616.00
00040788	H3930	EIDA A ATTIA	09/01/2023	\$2,162.00
00040789	H4272	PAUL AUDUONG	09/01/2023	\$1,900.00
00040790	H4532	AUGUSTA GROUP INVESTMENTS INC	09/01/2023	\$1,474.00
00040791	H00180	AVANATH FESTIVAL LP	09/01/2023	\$2,810.00
00040792	H00084	AVANATH GROVE LP	09/01/2023	\$48,958.00
00040793	H2062	AYNEM INVESTMENTS, LP	09/01/2023	\$10,419.00
00040794	H00393	B&Y INDUSTRIES LLC	09/01/2023	\$1,130.00
00040795	H00210	B2B INVESTMENTS LLC	09/01/2023	\$1,763.00
00040796	H4505	BACH & JASON NGUYEN INVESTMENT LLC	09/01/2023	\$1,538.00
00040797	H4295	BAKER RANCH AFFORDABLE, LP	09/01/2023	\$2,678.00
00040798	H4403	HA BANH	09/01/2023	\$3,533.00
00040799	H00406	MINDY K BANH	09/01/2023	\$1,054.00
00040800	H2370	BARRY SAYWITZ PROP TWO, LP	09/01/2023	\$6,808.00
00040801	H4777	BDA INVESTMENTS, LLC	09/01/2023	\$1,404.00
00040802	H00092	BEACH BOULEVARD COTTAGES LLC	09/01/2023	\$1,105.00
00040803	H4797	BEACH CREEK PARTNERS II, LP	09/01/2023	\$1,576.00
00040804	H4735	BEACHWOOD VILLAGE APARTMENTS	09/01/2023	\$1,645.00
00040805	H4368	BEHRENS PROPERTIES, LLC	09/01/2023	\$1,091.00
00040806	H3168	BELAGE PRESERVATION, LP	09/01/2023	\$1,217.00
00040807	H00115	BELLECOUR APARTMENTS	09/01/2023	\$968.00
00040808	H3365	JAIME OR MAGALI BERTRAN	09/01/2023	\$1,470.00
00040809	H00064	BEXAEW THE HAVENS LP	09/01/2023	\$3,277.00
00040810	H3115	ANIL BHALANI	09/01/2023	\$1,376.00
00040811	H0645	N C BHATT	09/01/2023	\$5,047.00
00040812	H00310	BHN MANAGEMENT INC	09/01/2023	\$4,119.00
00040813	H00466	LARRY A BLACK	09/01/2023	\$1,547.00
00040814	H00347	WILLIAM RICHARDO BONNER	09/01/2023	\$1,096.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040815	H00167	DAVID BORTHWICK	09/01/2023	\$1,936.00
00040816	H4331	BOWEN PROPERTY, LLC	09/01/2023	\$1,574.00
00040817	H0231	MAI BOZARJIAN	09/01/2023	\$21,000.00
00040818	H4085	MAI BOZARJIAN	09/01/2023	\$6,091.00
00040819	H4399	BRIAR CREST / ROSE CREST	09/01/2023	\$3,340.00
00040820	H4784	BRIDGE WF CRYSTAL VIEW AGP, LLC	09/01/2023	\$2,261.00
00040821	H0968	SHARON OR NORMAN BROWN	09/01/2023	\$3,271.00
00040822	H4088	BACH BUI	09/01/2023	\$1,223.00
00040823	H3590	DUNG BUI	09/01/2023	\$1,851.00
00040824	H4664	LONG BUI	09/01/2023	\$1,132.00
00040825	H0276	MINH Q BUI	09/01/2023	\$671.00
00040826	H3322	MONICA BUI	09/01/2023	\$2,841.00
00040827	H1510	NGA HUYNH BUI	09/01/2023	\$1,294.00
00040828	H4779	TAM BUI	09/01/2023	\$1,281.00
00040829	H4108	THUAN BUI	09/01/2023	\$4,707.00
00040830	H4075	TRiet THO-MINH BUI	09/01/2023	\$2,655.00
00040831	H3524	DAVID M BURLEY	09/01/2023	\$1,730.00
00040832	H2916	THU T CAI-NGUYEN	09/01/2023	\$464.00
00040833	H3272	CAMBRIDGE HEIGHTS, LP	09/01/2023	\$1,547.00
00040834	H00391	LARRY THANH CAN	09/01/2023	\$1,988.00
00040835	H2159	HUONG B CAO	09/01/2023	\$936.00
00040836	H4457	MYTRANG CAO	09/01/2023	\$1,309.00
00040837	H2856	PHUOC GIA CAO	09/01/2023	\$4,400.00
00040838	H00139	CASA CIENTO ASSOCIATES LP C/O ARNEL MANAGEMENT CO	09/01/2023	\$1,705.00
00040839	H4524	CASA MADRID	09/01/2023	\$1,289.00
00040840	H00380	CASA PALOMA	09/01/2023	\$4,860.00
00040841	H4073	CASCADE TERRACE APARTMENTS	09/01/2023	\$4,480.00
00040842	H4689	DAVID G CASCINO	09/01/2023	\$2,668.00
00040843	H3904	KOU LEAN CHAN	09/01/2023	\$1,177.00
00040844	H4135	CHIEN CHAN,MIN OR TRAN	09/01/2023	\$5,183.00
00040845	H1229	EVELYN CHANG	09/01/2023	\$3,437.00
00040846	H9008	SHERRI CHANG	09/01/2023	\$1,638.00
00040847	H1368	CHARLESTON GARDENS, LLC	09/01/2023	\$1,503.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040848	H1239	CHATHAM VILLAGE APTS	09/01/2023	\$7,071.00
00040849	H3494	ALICE CHAU	09/01/2023	\$1,539.00
00040850	H3757	DENNIS KYINSAN CHEN	09/01/2023	\$5,416.00
00040851	H1362	SHIAO-YUNG CHEN	09/01/2023	\$7,939.00
00040852	H9010	T C CHEN	09/01/2023	\$22,179.00
00040853	H3490	CHERRY WEST PROPERTIES	09/01/2023	\$1,908.00
00040854	H1788	STEPHEN CHEUNG	09/01/2023	\$1,805.00
00040855	H3094	PAUL M CHEY	09/01/2023	\$2,767.00
00040856	H4707	NARITH CHHUM	09/01/2023	\$2,037.00
00040857	H0317	LI-YONG CHIANG	09/01/2023	\$1,496.00
00040858	H0159	DON J G CHONG	09/01/2023	\$5,897.00
00040859	H00396	VICKY CHU	09/01/2023	\$3,268.00
00040860	H1946	JOHN CHUN	09/01/2023	\$1,428.00
00040861	H9011	KYU B CHUNG	09/01/2023	\$4,338.00
00040862	H00438	CINDY ANDY LUU PROPERTY MANAGEMENT	09/01/2023	\$2,337.00
00040863	H4444	CITRUS GROVE, LP	09/01/2023	\$1,025.00
00040864	H00277	CITY OF COMPTON LOCAL HOUSING AUTHORITY	09/01/2023	\$1,435.12
00040865	H00129	CLEARWATER INVESTMENTS	09/01/2023	\$7,484.00
00040866	H3246	KATHLEEN P CLIFTON	09/01/2023	\$1,541.00
00040867	H4785	CM 2080 NEW, LLC	09/01/2023	\$1,316.00
00040868	H0776	PONCH CO	09/01/2023	\$1,266.00
00040869	H3137	KATHY D COLACION	09/01/2023	\$1,677.00
00040870	H4337	COMMUNITY GARDENS PARTNERS, LP	09/01/2023	\$4,759.00
00040871	H3359	NORMA S CONCEPCION	09/01/2023	\$1,393.00
00040872	H2193	CONCORD MGMT, LLC	09/01/2023	\$909.00
00040873	H3752	CONNOR PINES, LLC	09/01/2023	\$17,654.00
00040874	H0642	CONTINENTAL GARDENS APTS	09/01/2023	\$13,648.00
00040875	H1134	CONTINENTAL GARDENS APTS	09/01/2023	\$3,714.00
00040876	H00080	COUNTRY SQUIRE TUSTIN LLC	09/01/2023	\$1,246.00
00040877	H0039	COURTYARD VILLAS	09/01/2023	\$7,207.00
00040878	H4556	CST CAPITAL, LLC	09/01/2023	\$1,498.00
00040879	H4686	CTC INVESTMENT GROUP, INC	09/01/2023	\$1,255.00
00040880	H0017	KHANH CUNG	09/01/2023	\$3,081.00
00040881	H4659	D1 SENIOR IRVINE HOUSING PARTNERS, LP	09/01/2023	\$1,790.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040882	H2985	NGHIA HO OR PHAN VE TU DAC	09/01/2023	\$6,076.00
00040883	H4646	HUONG NGOC DAI	09/01/2023	\$1,668.00
00040884	H00082	DAISY APARTMENT HOMES LLC	09/01/2023	\$1,783.00
00040885	H2100	BINH DINH DAM	09/01/2023	\$1,645.00
00040886	H3947	ANNIE DANG	09/01/2023	\$2,102.00
00040887	H00327	DIEM LAY DANG	09/01/2023	\$534.00
00040888	H00382	HOANG ANH VU DANG	09/01/2023	\$1,591.00
00040889	H00300	LONG BILLY DANG	09/01/2023	\$2,744.00
00040890	H4561	MIKE M DANG	09/01/2023	\$2,349.00
00040891	H3065	DAVID DANG	09/01/2023	\$1,502.00
00040892	H0168	STACY HOA TUOI DANG	09/01/2023	\$1,520.00
00040893	H4598	THANH-THUY THI DANG	09/01/2023	\$1,335.00
00040894	H1895	JOSEPH N DAO	09/01/2023	\$1,506.00
00040895	H00157	MAI DAO	09/01/2023	\$2,555.00
00040896	H00050	MICHELLE DAO	09/01/2023	\$1,900.00
00040897	H1245	NELSON NGUYEN DAO	09/01/2023	\$4,328.00
00040898	H1750	TRU DAO	09/01/2023	\$5,328.00
00040899	H2184	TU VAN DAO	09/01/2023	\$952.00
00040900	H9413	TU VAN DAO	09/01/2023	\$2,468.00
00040901	H3021	NGOC-THUY DAO	09/01/2023	\$1,654.00
00040902	H1802	LUONG-NGUYEN DAO-PHAM, LOC THI OR PHAM	09/01/2023	\$2,458.00
00040903	H4239	RICHARD DAVIS	09/01/2023	\$3,400.00
00040904	H4607	DE ANZA PLAZA APTS II	09/01/2023	\$895.00
00040905	H4071	DEERING II FAMILY, LP	09/01/2023	\$1,165.00
00040906	H3626	CLARA J DEWYER	09/01/2023	\$897.00
00040907	H4583	HOI TUAN DIEP	09/01/2023	\$1,565.00
00040908	H00067	BIEN T DINH	09/01/2023	\$2,500.00
00040909	H2147	HANH DINH	09/01/2023	\$1,983.00
00040910	H4223	KATHLEEN DINH	09/01/2023	\$1,536.00
00040911	H1479	KIM DINH	09/01/2023	\$2,205.00
00040912	H4373	LAN THAI DINH	09/01/2023	\$3,713.00
00040913	H3629	LONG T DINH	09/01/2023	\$3,564.00
00040914	H4372	NHU Y DINH	09/01/2023	\$1,540.00
00040915	H4594	TUAN DINH	09/01/2023	\$2,591.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 6

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040916	H4619	Y NHA DINH	09/01/2023	\$3,826.00
00040917	H3284	DNK PROPERTY, LLC	09/01/2023	\$15,535.00
00040918	H4498	BRANDON BINH DO	09/01/2023	\$2,967.00
00040919	H4717	BYRON DO	09/01/2023	\$2,514.00
00040920	H00446	CHINH DO	09/01/2023	\$1,683.00
00040921	H4718	DAITRANG DO	09/01/2023	\$2,181.00
00040922	H4418	DOMINIC HAU DO	09/01/2023	\$1,268.00
00040923	H00131	KEVIN HUNG DO	09/01/2023	\$1,521.00
00040924	H00426	KIM DO	09/01/2023	\$986.00
00040925	H00449	KIM TOAN T DO	09/01/2023	\$952.00
00040926	H1867	MINH C DO	09/01/2023	\$4,300.00
00040927	H4450	MY-PHUONG DO	09/01/2023	\$1,790.00
00040928	H1674	NANCY DO	09/01/2023	\$1,453.00
00040929	H4802	NGA N DO	09/01/2023	\$2,521.00
00040930	H00186	NOAN THI DO	09/01/2023	\$2,232.00
00040931	H00354	RUTHERFORD DO	09/01/2023	\$2,584.00
00040932	H3593	THUY THI DO	09/01/2023	\$340.00
00040933	H3181	TIM DO	09/01/2023	\$1,187.00
00040934	H3671	TINA DO	09/01/2023	\$1,506.00
00040935	H9016	TINA DO	09/01/2023	\$4,095.00
00040936	H3732	XUYEN THI DO	09/01/2023	\$1,222.00
00040937	H00137	CRYSTAL DOAN	09/01/2023	\$1,346.00
00040938	H00326	HANH DAO DOAN	09/01/2023	\$1,950.00
00040939	H0580	HARRY DOAN	09/01/2023	\$18.00
00040940	H4639	HIEP THI DOAN	09/01/2023	\$2,855.00
00040941	H4808	HUEY G DOAN	09/01/2023	\$3,815.00
00040942	H3999	HUY DOAN	09/01/2023	\$1,322.00
00040943	H4289	HUY DOAN	09/01/2023	\$1,234.00
00040944	H00417	KHA DUY DOAN	09/01/2023	\$2,960.00
00040945	H4420	KYLAM DOAN	09/01/2023	\$1,877.00
00040946	H00483	LYNDA DOAN	09/01/2023	\$2,441.00
00040947	H3980	NHA & JOANNE TRANG VU DOAN	09/01/2023	\$2,077.00
00040948	H3855	PHUONGNGA THI DOAN	09/01/2023	\$2,177.00
00040949	H2424	JERRY DOIDGE	09/01/2023	\$1,352.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 7

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040950	H3382	DOLCE VITA INVESTMENTS, LLC	09/01/2023	\$5,941.00
00040951	H1744	MINH TRANG DONG	09/01/2023	\$1,420.00
00040952	H2945	DORADO SENIOR APARTMENTS, LP	09/01/2023	\$1,417.00
00040953	H3228	DSN INVESTMENT GROUP, LLC	09/01/2023	\$8,511.00
00040954	H3510	DTP INVESTMENTS, LLC	09/01/2023	\$1,548.00
00040955	H1385	DAVID C DUNN	09/01/2023	\$2,492.00
00040956	H9021	DAVID F DUNNETT	09/01/2023	\$1,238.00
00040957	H3866	HONG MANH DUONG	09/01/2023	\$1,701.00
00040958	H00287	KAREN DUONG	09/01/2023	\$1,413.00
00040959	H1885	MINH B DUONG	09/01/2023	\$6,111.00
00040960	H3688	THAI VAN DUONG	09/01/2023	\$1,546.00
00040961	H3087	CHI THI DUONG	09/01/2023	\$2,519.00
00040962	H2869	HUNG Q DUONG	09/01/2023	\$1,487.00
00040963	H2781	GLADYS DYO	09/01/2023	\$866.00
00040964	H00091	E-Z HOUSING GROUP LLC	09/01/2023	\$1,669.00
00040965	H2422	EASTWIND PROPERTIES, LLC	09/01/2023	\$3,265.00
00040966	H4770	EBL, LLC	09/01/2023	\$4,254.00
00040967	H2036	DANIEL T EDLUND	09/01/2023	\$1,548.00
00040968	H00233	EL NILE INVESTMENTS LLC	09/01/2023	\$1,328.00
00040969	H4250	EL PUEBLO APTS	09/01/2023	\$3,267.00
00040970	H4294	EL RAY PARTNERS, LLC	09/01/2023	\$8,805.00
00040971	H4438	ELIAS CAPITAL GROUP, LLC	09/01/2023	\$3,030.00
00040972	H00250	EMERALD RIDGE APARTMENTS	09/01/2023	\$1,315.00
00040973	H4234	TERRY C ENGEL	09/01/2023	\$1,700.00
00040974	H00282	ERP OPERATING LIMITED PARTNERSHIP	09/01/2023	\$9,348.00
00040975	H3299	EVERGREEN ESTATE EXPANSION, LLC	09/01/2023	\$10,012.00
00040976	H00030	FAIRECREST REAL ESTATE, LLC	09/01/2023	\$3,267.00
00040977	H1553	FAIRVIEW MGMT COMPANY	09/01/2023	\$3,192.00
00040978	H00299	FAMILY CUNG TUAN KHANH ACACIA LLC	09/01/2023	\$4,410.00
00040979	H3034	FBC APARTMENTS	09/01/2023	\$711.00
00040980	H4757	FG GOLDENWEST SENIOR APTS, LP	09/01/2023	\$21,830.00
00040981	H00484	FG LAGUNA NIGUEL SENIOR APARTMENTS LP	09/01/2023	\$1,508.00
00040982	H00372	FG RANCHO SANTA MARGARITA SENIOR APTS LP	09/01/2023	\$2,228.00
00040983	H00386	FG SEACLIFF SENIOR APARTMENTS LP	09/01/2023	\$1,862.00



**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 8

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00040984	H00049	FIVE POINTS HOUSING LP	09/01/2023	\$3,463.00
00040985	H3329	FOREVERGREEN EXPANSION, LLC	09/01/2023	\$1,694.00
00040986	H00200	FOUNTAIN VALLEY HOUSING PARTNERS LP	09/01/2023	\$1,542.00
00040987	H00051	FOUR SEASON 339 LLC	09/01/2023	\$1,543.00
00040988	H7410	FRANCISCAN GARDENS APTS	09/01/2023	\$29,859.00
00040989	H4610	FREEDOMPATH PROPERTIES, LLC	09/01/2023	\$6,194.00
00040990	H3691	FU CRAIG FA, LLC	09/01/2023	\$6,440.00
00040991	H2215	KARL GANZ	09/01/2023	\$1,084.00
00040992	H3384	ALBINO GARCIA	09/01/2023	\$2,730.00
00040993	H3194	GARDEN BAY APARTMENTS, LLC	09/01/2023	\$1,264.00
00040994	V00694	GARDEN GROVE HOUSING AUTHORITY-ESCROW ACCT	09/01/2023	\$7,634.00
00040995	H00452	GARDEN GROVE HOUSING ASSOC LLC C/O HCM PROP MGMT	09/01/2023	\$4,815.00
00040996	H4275	GARDEN GROVE HOUSING ASSOCIATE	09/01/2023	\$2,209.00
00040997	H00315	GARDEN GROVE PACIFIC ASSOCIATES LLC	09/01/2023	\$60,996.00
00040998	H00431	GARDEN VIEW TERRACE	09/01/2023	\$1,505.00
00040999	H00095	CHRIS ANN GARZA	09/01/2023	\$750.00
00041000	H2955	GB PARTNERS LP DBA HERITAGE PARK SENIOR APARTMENTS	09/01/2023	\$3,997.00
00041001	H2029	GEORGIAN APTS	09/01/2023	\$3,147.00
00041002	H4137	AARON GERMAIN	09/01/2023	\$1,508.00
00041003	H00112	GG8662 LLC C/O DEKKO PROPERTIES LLC	09/01/2023	\$2,631.00
00041004	H3857	GIA VU, INC	09/01/2023	\$906.00
00041005	H4037	BRIGITTE GIACALONE	09/01/2023	\$976.00
00041006	H3894	GIGI APARTMENTS	09/01/2023	\$2,193.00
00041007	H4046	GLENHAVEN MOBILODGE	09/01/2023	\$1,137.00
00041008	H00123	GLS GROUP LLC	09/01/2023	\$1,351.00
00041009	H00321	GOLDEN COAST PACIFIC PROPERTIES LLC	09/01/2023	\$1,249.00
00041010	H4346	HENRY S GOMEZ	09/01/2023	\$1,667.00
00041011	H00488	LP GRANDE APARTMENTS	09/01/2023	\$3,127.00
00041012	H2737	WILLIAM GREEN	09/01/2023	\$1,267.00
00041013	H00172	GREENBROOK APARTMENTS LP	09/01/2023	\$1,629.00
00041014	H3833	GREENFIELDSDIE, LLC	09/01/2023	\$3,661.00
00041015	H3639	GROVE PARK LP	09/01/2023	\$86,092.00
00041016	H9028	JIM GULMESOFF	09/01/2023	\$10,338.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 9

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041017	H3949	GINA GUYUMJYAN	09/01/2023	\$4,099.00
00041018	H4172	HA OF DEKALB COUNTY	09/01/2023	\$657.33
00041019	H4692	CASIE HA	09/01/2023	\$2,783.00
00041020	H4092	DAC T HA	09/01/2023	\$1,808.00
00041021	H1824	KHIEM Q HA	09/01/2023	\$2,514.00
00041022	H1629	MANH MINH HA	09/01/2023	\$1,322.00
00041023	H4562	TRAN D HA	09/01/2023	\$3,584.00
00041024	H3735	TRIET M HA	09/01/2023	\$1,600.00
00041025	H0550	HALL & ASSOCIATES, INC	09/01/2023	\$5,389.00
00041026	H00485	A CA LP HAMPSHIRE SQUARE	09/01/2023	\$2,283.00
00041027	H1969	LINDA HAN	09/01/2023	\$2,325.00
00041028	H00421	VIENNA HANSEL-ASHLEY	09/01/2023	\$994.00
00041029	H5208	CLIFTON & BRENDA HANSON	09/01/2023	\$2,804.00
00041030	H3218	KULJIT HARA	09/01/2023	\$1,086.00
00041031	H3838	STEVEN HAU	09/01/2023	\$1,588.00
00041032	H4708	HIGHLAND FINANCE INVESTMENTS CORP	09/01/2023	\$1,732.00
00041033	H0250	SHERRY OR RICHARD HILLIARD	09/01/2023	\$1,829.00
00041034	H00173	HKT INVESTMENT	09/01/2023	\$4,023.00
00041035	H3921	HMZ RESIDENTIAL PARK, LP	09/01/2023	\$2,293.00
00041036	H00408	HO FAMILY BYPASS TRUST	09/01/2023	\$2,916.00
00041037	H00289	DAO HO	09/01/2023	\$1,477.00
00041038	H3255	HENRY HOI HO	09/01/2023	\$2,019.00
00041039	H1010	HO, HIEP or DAO, NGOC THUY	09/01/2023	\$10,087.00
00041040	H3653	LIEN KIM HO	09/01/2023	\$2,329.00
00041041	H00402	NA M HO	09/01/2023	\$1,556.00
00041042	H4827	PETER HO	09/01/2023	\$1,560.00
00041043	H4128	THOMAS P HO	09/01/2023	\$1,970.00
00041044	H00183	THUY HO	09/01/2023	\$1,566.00
00041045	H4268	TIM HO	09/01/2023	\$1,324.00
00041046	H00071	HOLLY HOANG	09/01/2023	\$1,432.00
00041047	H00312	HUAN HOANG	09/01/2023	\$2,739.00
00041048	H00301	KHANH HOANG	09/01/2023	\$1,530.00
00041049	H1864	LIEN HOANG	09/01/2023	\$742.00
00041050	H3984	LONG HOANG	09/01/2023	\$1,840.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 10

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041051	H4783	THINH HOANG	09/01/2023	\$1,496.00
00041052	H4224	TRACY HOANG	09/01/2023	\$1,174.00
00041053	H2354	TRIEU HOANG	09/01/2023	\$1,234.00
00041054	H4542	TUAN HOANG	09/01/2023	\$2,517.00
00041055	H00278	VUONG HOANG	09/01/2023	\$1,909.00
00041056	H2662	LANG HOANG	09/01/2023	\$1,690.00
00041057	H2974	NHAN TIEN HOANG	09/01/2023	\$2,150.00
00041058	H3883	ROSEMARY LC HOLTZMAN	09/01/2023	\$856.00
00041059	H1120	SALLY HOPPE	09/01/2023	\$1,384.00
00041060	H00107	HOUSING AUTHORITY OF THE CITY OF VANCOUVER	09/01/2023	\$342.87
00041061	H00429	HTN RENTALS LLC	09/01/2023	\$2,525.00
00041062	H2532	LUC HUA	09/01/2023	\$1,754.00
00041063	H1659	DON HUSS	09/01/2023	\$2,742.00
00041064	H00133	BAO TRINH HUYNH	09/01/2023	\$1,633.00
00041065	H0658	CHEN THI HUYNH	09/01/2023	\$3,020.00
00041066	H3641	FELIX HUYNH	09/01/2023	\$800.00
00041067	H4763	JOANNE HUYNH	09/01/2023	\$663.00
00041068	H3509	KELVIN HUYNH	09/01/2023	\$1,567.00
00041069	H00384	LINH M HUYNH	09/01/2023	\$1,931.00
00041070	H4405	LOAN HUYNH	09/01/2023	\$280.00
00041071	H4237	MINH HUY HUYNH	09/01/2023	\$2,288.00
00041072	H4271	PHILIP HUYNH	09/01/2023	\$645.00
00041073	H1574	SALLY B HUYNH	09/01/2023	\$1,766.00
00041074	H4246	KIM DONG T HUYNH, SCOTT THANH OR LE	09/01/2023	\$2,840.00
00041075	H4747	THAI C HUYNH	09/01/2023	\$2,526.00
00041076	H3117	LONG BAO HUYNH	09/01/2023	\$1,482.00
00041077	H1262	CM HWANG	09/01/2023	\$1,595.00
00041078	H3848	IMPERIAL NORTH HOLDINGS, LLC	09/01/2023	\$4,549.00
00041079	H3644	IMPERIAL NORTHWEST HOLDINGS	09/01/2023	\$5,075.00
00041080	H00309	INCOME PROPERTY ASSOCIATES LLC	09/01/2023	\$1,341.00
00041081	H00319	INFINITY RESIDENTIAL, INC	09/01/2023	\$1,032.00
00041082	H2984	INTERNATIONAL BUSINESS INVESTMENT GROUP, LLC	09/01/2023	\$7,154.00
00041083	H00416	IP DEVELOPMENT COMPANY	09/01/2023	\$2,227.00
00041084	H00401	IRES PROPERTY MANAGEMENT INC	09/01/2023	\$3,770.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 11

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041085	H3801	IRVINE APARTMENT COMMUNITIES LP	09/01/2023	\$4,637.00
00041086	H4350	J & E ESTATES, LLC	09/01/2023	\$2,471.00
00041087	H3402	JERRY JANESKI	09/01/2023	\$1,600.00
00041088	H4427	JD PROPERTY MANAGEMENT, INC	09/01/2023	\$4,125.00
00041089	H00428	JDJT BAO LLC	09/01/2023	\$1,454.00
00041090	H4716	NARIYA JEAN	09/01/2023	\$2,007.00
00041091	H3040	JENSEN SOMMERVILLE CONZELMAN	09/01/2023	\$1,917.00
00041092	H3165	JG & B CORPORATION	09/01/2023	\$7,900.00
00041093	H3266	JGK GARDEN GROVE, LP	09/01/2023	\$44,388.00
00041094	H2936	JGKALLINS INVESTMENTS, LP	09/01/2023	\$1,526.00
00041095	H2530	NATHAN D JOHNSON	09/01/2023	\$2,132.00
00041096	H4579	JOSEPH & KIM CORP	09/01/2023	\$1,823.00
00041097	H4557	JTM BAYOU, LLC	09/01/2023	\$1,970.00
00041098	H9029	LIN J JU	09/01/2023	\$2,916.00
00041099	H2595	FRED JU	09/01/2023	\$1,214.00
00041100	H4042	JUNG SUN NOH	09/01/2023	\$8,211.00
00041101	H4077	JUNG SUN NOH	09/01/2023	\$1,681.00
00041102	H4078	JUNG SUN NOH	09/01/2023	\$1,656.00
00041103	H00390	SABRINA MARIAM KADIR-FAN	09/01/2023	\$3,659.00
00041104	H4467	KAID MALINDA INVESTMENT INC	09/01/2023	\$2,296.00
00041105	H4482	JAIDEEP KAMAT	09/01/2023	\$1,694.00
00041106	H4758	JUN-WEI KAO	09/01/2023	\$559.00
00041107	H3320	KASHI TRUST	09/01/2023	\$9,493.00
00041108	H4767	KATELLA FAMILY HOUSING PARTNER	09/01/2023	\$1,373.00
00041109	H3771	KATELLA MOBILE HOME ESTATES	09/01/2023	\$921.00
00041110	H3721	KCM INVESTMENTS, LLC	09/01/2023	\$2,526.00
00041111	H4696	KD RENT	09/01/2023	\$3,960.00
00041112	H1018	LU-YONG KEH	09/01/2023	\$5,689.00
00041113	H4374	KEITH AND HOLLY CORPORATION	09/01/2023	\$2,379.00
00041114	H9030	ROBERT KELLEY	09/01/2023	\$4,810.00
00041115	H3113	KENSINGTON GARDENS	09/01/2023	\$936.00
00041116	H1535	DAN VAN KHA	09/01/2023	\$1,364.00
00041117	H1888	LINDA KHA	09/01/2023	\$2,444.00
00041118	H2423	CAM MY KHA	09/01/2023	\$2,209.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 12

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041119	H00441	KAREEM ULLA KHAN	09/01/2023	\$2,997.00
00041120	H2624	SETH S KHEANG	09/01/2023	\$4,146.00
00041121	H3727	HENRY THAI KHUU	09/01/2023	\$1,480.00
00041122	H0890	DAVID S KIM	09/01/2023	\$954.00
00041123	H00436	LOAN P KIM	09/01/2023	\$1,336.00
00041124	H4527	MELVIN LEE KIM	09/01/2023	\$1,213.00
00041125	H9031	HARRY H KIM	09/01/2023	\$1,606.00
00041126	H9001	KING COUNTY HOUSING AUTHORITY	09/01/2023	\$4,180.86
00041127	H1797	KING INVESTMENT GROUP, INC	09/01/2023	\$6,437.00
00041128	H3591	BERNARD KING	09/01/2023	\$567.00
00041129	H3567	KENT M KITSELMAN	09/01/2023	\$1,551.00
00041130	H2960	MARILYN KLUNK	09/01/2023	\$2,769.00
00041131	H2460	KNK PROPERTIES	09/01/2023	\$10,213.00
00041132	H0082	EDWARD KUO	09/01/2023	\$887.00
00041133	H1193	EDWARD KUO	09/01/2023	\$1,329.00
00041134	H4804	SATOKO KURATA	09/01/2023	\$1,060.00
00041135	H4609	JOAQUIN KURZ	09/01/2023	\$2,510.00
00041136	H00302	LA COSTA	09/01/2023	\$3,698.00
00041137	H00381	LA RAMADA APARTMENTS HOMES	09/01/2023	\$1,818.00
00041138	H4737	TUYET B LA	09/01/2023	\$2,133.00
00041139	H4712	LADERA WNG II, LLC	09/01/2023	\$2,687.00
00041140	H3611	LAGUNA HILLS TRAVELODGE, LLC	09/01/2023	\$32,739.00
00041141	H3793	LAGUNA STREET APARTMENTS, LLC	09/01/2023	\$4,880.00
00041142	H4253	JULIE LALLY	09/01/2023	\$1,773.00
00041143	H00028	ANH LAN LAM	09/01/2023	\$1,860.00
00041144	H3711	CAM THI T LAM	09/01/2023	\$1,285.00
00041145	H1224	CHAU LAM	09/01/2023	\$5,835.00
00041146	H00045	CHRISTINE M LAM	09/01/2023	\$1,602.00
00041147	H00213	DAVID LAM	09/01/2023	\$1,555.00
00041148	H2396	HAI LAM	09/01/2023	\$5,175.00
00041149	H4631	HUNG LAM	09/01/2023	\$1,435.00
00041150	H00088	QUYHN GIAO LAM	09/01/2023	\$677.00
00041151	H00042	STEVEN LAM	09/01/2023	\$890.00
00041152	H2873	MAI LAM	09/01/2023	\$1,184.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 13

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041153	H4454	LAMPLIGHTER VILLAGE APTS	09/01/2023	\$12,889.00
00041154	H4745	LAMPSON EP, LLC	09/01/2023	\$1,261.00
00041155	H4504	LAMY OANH, LLC	09/01/2023	\$6,262.00
00041156	H4663	LAS PALMAS APTS	09/01/2023	\$290.00
00041157	H4402	STEPHEN LAU	09/01/2023	\$3,106.00
00041158	H00151	CATHERINE LAZARAN	09/01/2023	\$1,801.00
00041159	H3945	JOHN LAZENBY	09/01/2023	\$3,017.00
00041160	H4471	LE MORNINGSIDE, LLC	09/01/2023	\$5,462.00
00041161	H4754	ANH LE	09/01/2023	\$3,820.00
00041162	H00153	BENJAMIN BAO LE	09/01/2023	\$1,875.00
00041163	H4421	BILL BQ LE	09/01/2023	\$1,780.00
00041164	H00104	CELINE LE	09/01/2023	\$2,142.00
00041165	H4133	HIEP THI LE	09/01/2023	\$3,050.00
00041166	H00475	HIEU T LE	09/01/2023	\$1,116.00
00041167	H00179	HUONG THI LE	09/01/2023	\$1,548.00
00041168	H1258	JIMMY T LE	09/01/2023	\$2,399.00
00041169	H4555	JOHN LE	09/01/2023	\$2,125.00
00041170	H4142	JOHN TOAN LE	09/01/2023	\$4,187.00
00041171	H00375	KENT THANH LE	09/01/2023	\$1,500.00
00041172	H4462	LAN V LE	09/01/2023	\$2,198.00
00041173	H4319	LANH C LE	09/01/2023	\$2,034.00
00041174	H00148	MAN MINH LE	09/01/2023	\$1,565.00
00041175	H3623	MICHAEL LE	09/01/2023	\$2,365.00
00041176	H00450	MICHAEL PHUC LE	09/01/2023	\$2,043.00
00041177	H0918	NANCY NGAT THI LE	09/01/2023	\$3,830.00
00041178	H0948	STEPHANIE THU LE	09/01/2023	\$5,580.00
00041179	H00209	TAI LE	09/01/2023	\$2,586.00
00041180	H00099	TAN LE	09/01/2023	\$1,407.00
00041181	H00214	THAM T LE	09/01/2023	\$1,559.00
00041182	H3661	THANH TIEN LE	09/01/2023	\$3,247.00
00041183	H00069	THOMAS T LE	09/01/2023	\$1,564.00
00041184	H00360	TRAN-QUOC LE	09/01/2023	\$1,929.00
00041185	H00202	TRINA TRINH LE	09/01/2023	\$1,866.00
00041186	H00135	TUYEN NIKKI LE	09/01/2023	\$464.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 14

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041187	H0167	BAO GIA LE	09/01/2023	\$5,054.00
00041188	H2548	XAN NGOC LE	09/01/2023	\$1,034.00
00041189	H4547	LEMON GROVE, LP	09/01/2023	\$1,564.00
00041190	H1602	ROGER LEUNG	09/01/2023	\$2,157.00
00041191	H00440	LEXINGTON COURTYARD MANAGEMENT LLC	09/01/2023	\$1,148.00
00041192	H4002	SOL M LI	09/01/2023	\$1,820.00
00041193	H1533	DAVID LIN	09/01/2023	\$2,800.00
00041194	H4344	LINCOLN VILLAS APT HOMES, LLC	09/01/2023	\$9,008.00
00041195	H4592	LINCOLN WOODS APARTMENTS	09/01/2023	\$2,771.00
00041196	H1960	KATHERINE LITTON	09/01/2023	\$1,334.00
00041197	H2080	LLE, LLC	09/01/2023	\$651.00
00041198	H00090	LOGAN MT LLC	09/01/2023	\$2,097.00
00041199	H3888	TROY LONG, TU-ANH & DUONG	09/01/2023	\$1,197.00
00041200	H3311	CINDY W LOUIE	09/01/2023	\$2,332.00
00041201	H00143	KATHERINE LU	09/01/2023	\$1,726.00
00041202	H2120	QUYNH THUY LU	09/01/2023	\$3,268.00
00041203	H00177	CHRISTOPHER LAC LUONG	09/01/2023	\$947.00
00041204	H1424	KHANH LUONG	09/01/2023	\$1,650.00
00041205	H4603	LONG DUC LUONG	09/01/2023	\$1,465.00
00041206	H4157	TRA THI-PHUONG LUONG	09/01/2023	\$3,843.00
00041207	H4572	ALLEN LUU	09/01/2023	\$1,213.00
00041208	H4491	TUAN V LUU	09/01/2023	\$1,544.00
00041209	H4820	VIVIAN Q LUU	09/01/2023	\$2,180.00
00041210	H3696	XUYEN LUU	09/01/2023	\$2,158.00
00041211	H4669	ANDY LY	09/01/2023	\$2,421.00
00041212	H00474	DINH LY	09/01/2023	\$2,441.00
00041213	H3717	DUC T LY	09/01/2023	\$681.00
00041214	H1613	MING LY	09/01/2023	\$1,836.00
00041215	H00166	MINH N LY	09/01/2023	\$1,505.00
00041216	H3754	TAN Q LY	09/01/2023	\$1,525.00
00041217	H3390	TRANH LY	09/01/2023	\$5,579.00
00041218	H4154	TUYEN X LY	09/01/2023	\$3,199.00
00041219	H00219	M FORTUNE LLC	09/01/2023	\$2,815.00
00041220	H00442	ANH KIM MA	09/01/2023	\$2,437.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 15

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041221	H00311	MEI CI MA	09/01/2023	\$1,695.00
00041222	H1705	MAGIC LAMP MOBILE HOME PARK	09/01/2023	\$1,452.00
00041223	H00136	MAGNET SENIOR HOUSING PARTNERS LP C/O MONTAIRA	09/01/2023	\$1,988.00
00041224	H3201	ANN N MAI	09/01/2023	\$3,316.00
00041225	H00192	ANNIE MAI	09/01/2023	\$2,190.00
00041226	H4308	JENNIE THUY MAI	09/01/2023	\$4,553.00
00041227	H1499	LINDA MAI	09/01/2023	\$1,489.00
00041228	H00191	TUNG THANH MAI	09/01/2023	\$1,171.00
00041229	H2451	CHUCK MAI	09/01/2023	\$2,439.00
00041230	H4298	JAIMIE MAI-NGO	09/01/2023	\$1,658.00
00041231	H00341	LATA MAJITHIA	09/01/2023	\$1,926.00
00041232	H4539	KONSTANTINOS P MANDAS	09/01/2023	\$3,293.00
00041233	H4796	HARALAMBOS & GEORGIA MANTAS	09/01/2023	\$2,109.00
00041234	H4818	LLOYD MANTONG	09/01/2023	\$966.00
00041235	H6865	MARIPOSA PROPERTIES	09/01/2023	\$1,712.00
00041236	H00443	SUZANNE MATHERLY	09/01/2023	\$2,947.00
00041237	H4816	MATTAR REAL ESTATE INVESTMENT	09/01/2023	\$821.00
00041238	H7370	LEOPOLD MAYER	09/01/2023	\$2,911.00
00041239	H2135	JOHN MC GOFF	09/01/2023	\$915.00
00041240	H00318	MCCOMBER CREEK LLC	09/01/2023	\$3,939.00
00041241	H00407	JAMES M MCGOUGALL	09/01/2023	\$1,784.00
00041242	H2842	GRACE OR GERALD MCGRATH	09/01/2023	\$1,443.00
00041243	H8490	GRACE OR GERALD MCGRATH	09/01/2023	\$2,616.00
00041244	H00269	MCP KENSINGTON LP	09/01/2023	\$1,305.00
00041245	H4793	MEAGHER FAMILY BYPASS TRUST	09/01/2023	\$896.00
00041246	H1653	MANH MEAK	09/01/2023	\$1,335.00
00041247	H4435	JAGDISH P MEHTA	09/01/2023	\$1,442.00
00041248	H00465	MERRIMAC WAY APARTMENTS	09/01/2023	\$2,099.00
00041249	H2110	MIDWAY INTEREST, LP	09/01/2023	\$11,472.00
00041250	H2638	MIKE & KATHY LEE, LP	09/01/2023	\$3,557.00
00041251	H4814	MITTAL LEGACY, LP	09/01/2023	\$4,250.00
00041252	H00205	JOHN MKHAIL	09/01/2023	\$1,560.00
00041253	H3256	MONARCH POINTE	09/01/2023	\$2,390.00



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 16

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041254	H3534	ANTHONY MONTEBELLO	09/01/2023	\$1,276.00
00041255	H2976	MONTECITO VISTA APT HOMES	09/01/2023	\$2,019.00
00041256	H0780	MONTEJO APARTMENTS	09/01/2023	\$1,970.00
00041257	H4658	BACH MORALES	09/01/2023	\$2,583.00
00041258	H4715	MORNINGSIDE APTS, LLC	09/01/2023	\$11,024.00
00041259	H00154	MT VERNON APARTMENTS	09/01/2023	\$1,427.00
00041260	H00350	JEFFREY MULLEN	09/01/2023	\$1,149.00
00041261	H00077	RANDALL MYCORN	09/01/2023	\$647.00
00041262	H00145	STEVEN B NACHAM	09/01/2023	\$1,251.00
00041263	H00470	ED NAJJARINE	09/01/2023	\$2,683.00
00041264	H00403	NAM VIET A - U.S.	09/01/2023	\$31,823.00
00041265	H2622	PATRICK NAMSINH	09/01/2023	\$2,140.00
00041266	H3834	NEW HORIZONVIEW, LLC	09/01/2023	\$5,817.00
00041267	H3865	NEW KENYON APARTMENTS, LLC	09/01/2023	\$1,526.00
00041268	H00383	NEW TAMERLANE LLC DBA TAMERLANE APARTMENTS	09/01/2023	\$3,548.00
00041269	H4029	NEWPORT ESTATE EXPANSION, LLC	09/01/2023	\$1,431.00
00041270	H2745	DALE XUAN NGHIEM	09/01/2023	\$1,209.00
00041271	H3956	DANIEL NGHIEM	09/01/2023	\$24,859.00
00041272	H4751	DUNG T NGO	09/01/2023	\$1,863.00
00041273	H00460	HONG NGO	09/01/2023	\$1,641.00
00041274	H3630	HONG DIEP LE NGO	09/01/2023	\$906.00
00041275	H4184	KIM NGO	09/01/2023	\$950.00
00041276	H0314	LOC T NGO	09/01/2023	\$682.00
00041277	H2386	MARY NGO	09/01/2023	\$6,890.00
00041278	H00196	MIMI T NGO	09/01/2023	\$1,559.00
00041279	H4550	TAMMY NGO	09/01/2023	\$1,284.00
00041280	H0408	NGUYEN'S FAMILY INVESTMENTS, LP	09/01/2023	\$5,638.00
00041281	H4691	AN MANH NGUYEN	09/01/2023	\$2,185.00
00041282	H4719	ANA-KARINA A NGUYEN	09/01/2023	\$1,714.00
00041283	H4645	ANDREA NGUYEN	09/01/2023	\$786.00
00041284	H3734	ANDREW Q NGUYEN	09/01/2023	\$2,035.00
00041285	H4401	ANH NGUYEN	09/01/2023	\$2,029.00
00041286	H1938	ANH-DAO NGUYEN	09/01/2023	\$1,269.00
00041287	H3749	ANTHONY NGUYEN	09/01/2023	\$1,493.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 17

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041288	H00176	BICH LIEN T NGUYEN	09/01/2023	\$1,642.00
00041289	H1457	BINH NGOC NGUYEN	09/01/2023	\$3,327.00
00041290	H1430	BINH QUOC NGUYEN	09/01/2023	\$3,018.00
00041291	H3958	BRIAN BAO-KHA NGUYEN	09/01/2023	\$3,305.00
00041292	H4297	CALVIN H NGUYEN	09/01/2023	\$1,769.00
00041293	H00276	CAM NGUYEN	09/01/2023	\$1,226.00
00041294	H00111	CHARLES NGUYEN	09/01/2023	\$1,869.00
00041295	H00339	CHIEU-ANH NGUYEN	09/01/2023	\$1,450.00
00041296	H4511	CHRISTINE NGUYEN	09/01/2023	\$1,817.00
00041297	H00459	CHRISTINE CHAU NGUYEN	09/01/2023	\$3,117.00
00041298	H2274	CHRISTOPHER NGUYEN	09/01/2023	\$1,770.00
00041299	H3777	CHUONG NGUYEN	09/01/2023	\$1,383.00
00041300	H00304	CINDY L NGUYEN	09/01/2023	\$432.00
00041301	H9043	CUONG NGUYEN	09/01/2023	\$4,249.00
00041302	H4641	DAN NGUYEN	09/01/2023	\$1,476.00
00041303	H4569	DAT NGUYEN	09/01/2023	\$1,906.00
00041304	H4015	LOAN T NGUYEN, DAVID / HA	09/01/2023	\$1,815.00
00041305	H1881	DIEM-THUY NGUYEN	09/01/2023	\$2,086.00
00041306	H00480	DO NGUYEN	09/01/2023	\$1,530.00
00041307	H4558	DONG NGUYEN	09/01/2023	\$1,355.00
00041308	H4679	DUNG KIM NGUYEN	09/01/2023	\$1,856.00
00041309	H3872	DUONG NGUYEN	09/01/2023	\$1,751.00
00041310	H1143	DZUNG DAN NGUYEN	09/01/2023	\$3,024.00
00041311	H2551	ERIC NGUYEN	09/01/2023	\$2,850.00
00041312	H3910	FRANK M NGUYEN	09/01/2023	\$2,072.00
00041313	H4621	HANG NGUYEN	09/01/2023	\$2,418.00
00041314	H3953	HANH V NGUYEN	09/01/2023	\$1,899.00
00041315	H3370	HAO & HUONG T NGUYEN	09/01/2023	\$1,184.00
00041316	H00234	HENRY HAO VAN NGUYEN	09/01/2023	\$2,782.00
00041317	H1446	JOSEPH NGUYEN, HOA THI OR NGUYEN	09/01/2023	\$11,033.00
00041318	H4460	HUAN NGOC NGUYEN	09/01/2023	\$1,568.00
00041319	H4479	HUE THI NGUYEN	09/01/2023	\$2,278.00
00041320	H3276	HUNG NGUYEN	09/01/2023	\$2,869.00
00041321	H00272	HUNG T NGUYEN	09/01/2023	\$1,542.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 18

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041322	H3870	TIEN D NGUYEN, HUONG THY OR PHAM	09/01/2023	\$3,456.00
00041323	H00039	JANET NGUYEN	09/01/2023	\$3,678.00
00041324	H3242	JEANNIE NGUYEN	09/01/2023	\$1,636.00
00041325	H00245	JOHN NGUYEN	09/01/2023	\$1,757.00
00041326	H3241	JULIE NGUYEN	09/01/2023	\$1,502.00
00041327	H00471	KAY KHANH T NGUYEN	09/01/2023	\$1,722.00
00041328	H4697	KEVIN NGUYEN	09/01/2023	\$1,718.00
00041329	H4285	KHAI HUE NGUYEN	09/01/2023	\$2,348.00
00041330	H3497	KHANH DANG NGUYEN	09/01/2023	\$1,282.00
00041331	H3149	KIEN NGUYEN	09/01/2023	\$5,659.00
00041332	H4652	KIEN THI NGUYEN	09/01/2023	\$2,081.00
00041333	H3919	KIMCHI THI NGUYEN	09/01/2023	\$591.00
00041334	H4713	LAN HUONG NGUYEN	09/01/2023	\$2,250.00
00041335	H4195	LANIE NGUYEN	09/01/2023	\$4,422.00
00041336	H4700	LE B NGUYEN	09/01/2023	\$2,195.00
00041337	H00451	LIEM Q NGUYEN	09/01/2023	\$1,496.00
00041338	H00255	LIEN B NGUYEN	09/01/2023	\$1,703.00
00041339	H1687	LINDA NGUYEN	09/01/2023	\$4,560.00
00041340	H4079	LINDA LIEN NGUYEN	09/01/2023	\$1,653.00
00041341	H4623	LINDA MAI NGUYEN	09/01/2023	\$802.00
00041342	H00363	LINH NGOC NGUYEN	09/01/2023	\$2,225.00
00041343	H2331	LONG HUYEN DAC NGUYEN	09/01/2023	\$4,004.00
00041344	H4478	LUONG NGUYEN	09/01/2023	\$1,747.00
00041345	H00165	LUU PHUONG NGUYEN	09/01/2023	\$2,647.00
00041346	H1380	LYNDA NGUYEN	09/01/2023	\$1,560.00
00041347	H2391	MAN M NGUYEN	09/01/2023	\$1,377.00
00041348	H3526	MICHAEL THANG NGUYEN	09/01/2023	\$2,337.00
00041349	H00307	MICHELLE NGUYEN	09/01/2023	\$4,433.00
00041350	H4738	MINH NGUYEN	09/01/2023	\$1,759.00
00041351	H00040	MY DUNG THI NGUYEN	09/01/2023	\$1,743.00
00041352	H3170	MYRA D NGUYEN	09/01/2023	\$710.00
00041353	H1717	NANCY NGUYEN	09/01/2023	\$9,479.00
00041354	H3713	NANCY NGUYEN	09/01/2023	\$1,571.00
00041355	H00122	NATHAN V NGUYEN	09/01/2023	\$1,563.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 19

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041356	H1899	NGHI NGUYEN	09/01/2023	\$2,103.00
00041357	H00448	NGHIEM NGUYEN	09/01/2023	\$1,654.00
00041358	H4744	NGOC NGUYEN	09/01/2023	\$1,905.00
00041359	H4469	OSCAR THUAN NGUYEN	09/01/2023	\$2,408.00
00041360	H4423	PETER NGUYEN	09/01/2023	\$4,204.00
00041361	H00068	PHUC T NGUYEN	09/01/2023	\$1,906.00
00041362	H00298	PHUONG T NGUYEN	09/01/2023	\$1,769.00
00041363	H2197	PHUONG MY THI NGUYEN	09/01/2023	\$8,694.00
00041364	H00340	PHUONG N NGUYEN	09/01/2023	\$1,610.00
00041365	H3853	QUANG M NGUYEN	09/01/2023	\$1,136.00
00041366	H4680	SHAWN B NGUYEN	09/01/2023	\$2,063.00
00041367	H4559	SKY NGUYEN	09/01/2023	\$3,395.00
00041368	H4118	STEVE NGUYEN	09/01/2023	\$1,721.00
00041369	H3425	STEVEN NGUYEN	09/01/2023	\$1,124.00
00041370	H4670	STEVEN NGUYEN	09/01/2023	\$1,234.00
00041371	H4340	STEVENS NGUYEN	09/01/2023	\$1,773.00
00041372	H00262	TAI ANH NGUYEN	09/01/2023	\$1,721.00
00041373	H00439	TAI PHUOC NGUYEN	09/01/2023	\$1,815.00
00041374	H3317	TAM N NGUYEN	09/01/2023	\$1,310.00
00041375	H00348	TAM-TRUNG NGUYEN	09/01/2023	\$1,376.00
00041376	H3373	THAI DUC NGUYEN	09/01/2023	\$2,229.00
00041377	H4586	THANG XUAN NGUYEN	09/01/2023	\$1,137.00
00041378	H00059	THANH-HAI NGUYEN	09/01/2023	\$1,510.00
00041379	H3978	THANH-LE NGUYEN	09/01/2023	\$1,848.00
00041380	H3313	THANH-NHAN NGUYEN	09/01/2023	\$1,480.00
00041381	H00281	THIEN NGUYEN	09/01/2023	\$1,781.00
00041382	H00239	THIEU KIM NGUYEN	09/01/2023	\$1,769.00
00041383	H4749	THOMAS NGUYEN	09/01/2023	\$2,800.00
00041384	H4734	THU-DUNG TRAN NGUYEN	09/01/2023	\$1,754.00
00041385	H1302	THUY NGUYEN	09/01/2023	\$1,235.00
00041386	H3331	THUYHUONG THI NGUYEN	09/01/2023	\$1,330.00
00041387	H9045	TIEP NGUYEN	09/01/2023	\$2,024.00
00041388	H00046	TIM NGUYEN	09/01/2023	\$1,187.00
00041389	H00409	TIM NGUYEN	09/01/2023	\$1,544.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 20

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041390	H2473	TIMMY NGUYEN	09/01/2023	\$3,302.00
00041391	H00126	TOM NGUYEN	09/01/2023	\$1,780.00
00041392	H4349	TRACY TRUC NGUYEN	09/01/2023	\$1,125.00
00041393	H4805	TRAM ANH NGUYEN	09/01/2023	\$1,902.00
00041394	H00086	TRINH NGUYEN	09/01/2023	\$1,933.00
00041395	H3469	TUAN HOANG NGUYEN	09/01/2023	\$1,541.00
00041396	H4243	TUAN NGOC NGUYEN	09/01/2023	\$1,054.00
00041397	H4643	TUYET MAI NGUYEN	09/01/2023	\$1,141.00
00041398	H1937	TUYET TRINH NGUYEN	09/01/2023	\$1,619.00
00041399	H4166	TUYET TRINH NGUYEN	09/01/2023	\$901.00
00041400	H4766	UYEN NGUYEN	09/01/2023	\$1,407.00
00041401	H3655	VAN HUY NGUYEN	09/01/2023	\$2,439.00
00041402	H3852	SOAN P NGUYEN, VANANH & DO	09/01/2023	\$404.00
00041403	H4570	VIVIAN NGUYEN	09/01/2023	\$548.00
00041404	H4755	NGUYEN, VY & THI	09/01/2023	\$1,585.00
00041405	H00468	WINSTON NGUYEN	09/01/2023	\$1,606.00
00041406	H4630	YVONNE QUYEN NGUYEN	09/01/2023	\$1,797.00
00041407	H2501	CANG NGUYEN	09/01/2023	\$1,450.00
00041408	H2550	CUONG CHI NGUYEN	09/01/2023	\$2,361.00
00041409	H2337	DUNG VAN NGUYEN	09/01/2023	\$1,444.00
00041410	H3012	HAN NGUYEN	09/01/2023	\$957.00
00041411	H1766	HUNG C NGUYEN	09/01/2023	\$2,170.00
00041412	H3061	HUY NGUYEN	09/01/2023	\$1,510.00
00041413	H2956	JAMES NGUYEN	09/01/2023	\$1,325.00
00041414	H1552	LAN PHUONG THI NGUYEN	09/01/2023	\$2,757.00
00041415	H2409	LAN-NGOC NGUYEN	09/01/2023	\$1,783.00
00041416	H3086	LANI LAN T NGUYEN	09/01/2023	\$1,099.00
00041417	H2812	MINH NGOC NGUYEN	09/01/2023	\$1,912.00
00041418	H2511	PERRY NGUYEN	09/01/2023	\$1,467.00
00041419	H2610	THANH-TUYEN NGUYEN	09/01/2023	\$1,430.00
00041420	H2479	THINH THI NGUYEN	09/01/2023	\$8,124.00
00041421	H2561	TIFFANY NGUYEN	09/01/2023	\$3,530.00
00041422	H2912	XUAN YEN NGUYEN	09/01/2023	\$5,624.00
00041423	H00218	NH SEABREEZE LLC	09/01/2023	\$1,965.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

**Check Dates Sep 1, 2023**

**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 9:06:08 AM

Page 21

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041424	H00168	NNT PROPERTIES 4 LLC	09/01/2023	\$2,209.00
00041425	H00029	NOGAL FELIZ APARTMENTS	09/01/2023	\$1,747.00
00041426	H3952	NORMANDY APARTMENTS, LLC	09/01/2023	\$1,170.00
00041427	H3404	NORTHWOOD PLACE	09/01/2023	\$5,236.00
00041428	H00198	NOVAVILLE LLC	09/01/2023	\$5,624.00
00041429	H4597	JOHN OMDAHL	09/01/2023	\$2,072.00
00041430	H00158	ORANGE COUNTY COMMUNITY HOUSING CORPORATION	09/01/2023	\$1,853.00
00041431	H00161	ORANGE COUNTY COMMUNITY HOUSING CORPORATION	09/01/2023	\$932.00
00041432	H00162	ORANGE COUNTY COMMUNITY HOUSING CORPORATION	09/01/2023	\$4,499.00
00041433	H00163	ORANGE COUNTY COMMUNITY HOUSING CORPORATION	09/01/2023	\$13,713.00
00041434	H00164	ORANGE COUNTY COMMUNITY HOUSING CORPORATION	09/01/2023	\$7,258.00
00041435	H00412	ORANGE PLAZA APARTMENTS LLC	09/01/2023	\$1,995.00
00041436	H1622	ORANGE TREE APTS	09/01/2023	\$13,775.00
00041437	H4761	ORRWAY APTS HOMES, LLC	09/01/2023	\$336.00
00041438	H00345	STEVE ORTLOFF	09/01/2023	\$2,499.00
00041439	H2516	SUIKO OZAKI	09/01/2023	\$1,795.00
00041440	H4495	P & J PROPERTY MANAGEMENT	09/01/2023	\$3,439.00
00041441	H1776	BRADRAKUMAR L PAHU	09/01/2023	\$2,688.00
00041442	H00447	HOPE PAK	09/01/2023	\$5,010.00
00041443	H1328	PALM ISLAND	09/01/2023	\$13,153.00
00041444	H4644	PALMA VISTA APTS, LLC	09/01/2023	\$1,581.00
00041445	H4477	PARISIAN APARTMENTS, LP	09/01/2023	\$1,540.00
00041446	H00395	PARK CENTER PLACE	09/01/2023	\$2,195.00
00041447	H00296	A CA LP PARK CITY APARTMENTS	09/01/2023	\$2,037.00
00041448	H4487	PARK LANDING APARTMENTS	09/01/2023	\$2,512.00
00041449	H0254	PARK STANTON PLACE LP	09/01/2023	\$8,002.00
00041450	H4307	JIN PARK	09/01/2023	\$1,756.00
00041451	H8794	PATEL DILIP M	09/01/2023	\$7,235.00
00041452	H3249	SMITA DIPAK PATEL	09/01/2023	\$1,083.00
00041453	H3111	PELICAN INVESTMENTS #6, LLC	09/01/2023	\$2,900.00
00041454	H4370	PELICAN INVESTMENTS #8, LLC	09/01/2023	\$2,508.00
00041455	H3544	PELICAN INVESTMENTS, LLC	09/01/2023	\$254.00
00041456	H00222	AGNES PHAM	09/01/2023	\$254.00
00041457	H4176	BINH Q PHAM	09/01/2023	\$1,676.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 22

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041458	H4210	CAROLINE PHAM	09/01/2023	\$2,722.00
00041459	H3408	CHIEN DINH PHAM	09/01/2023	\$2,166.00
00041460	H1651	DAVID DUNG PHAM	09/01/2023	\$5,076.00
00041461	H9709	DAVID LINH PHAM	09/01/2023	\$2,481.00
00041462	H00368	DUY HOANG PHAM	09/01/2023	\$3,094.00
00041463	H3912	HIEU PHAM	09/01/2023	\$2,283.00
00041464	H1080	HOANG PHAM	09/01/2023	\$4,210.00
00041465	H00357	HONG V PHAM	09/01/2023	\$1,666.00
00041466	H00330	HUNG T PHAM	09/01/2023	\$2,084.00
00041467	H1971	KHANH CONG PHAM	09/01/2023	\$2,002.00
00041468	H1117	LUCY PHAM, KIM ANH OR PHAM	09/01/2023	\$4,113.00
00041469	H0788	LAN VAN PHAM	09/01/2023	\$2,920.00
00041470	H4095	LIEN PHAM	09/01/2023	\$1,619.00
00041471	H00089	LILY H PHAM	09/01/2023	\$1,168.00
00041472	H4033	NGHIA PHAM	09/01/2023	\$2,177.00
00041473	H4724	NHAC T PHAM	09/01/2023	\$1,739.00
00041474	H4683	PAULINE TRAM PHAM	09/01/2023	\$2,008.00
00041475	H3773	PHUONG T PHAM	09/01/2023	\$1,424.00
00041476	H4501	QUYNH GIAO PHAM	09/01/2023	\$1,532.00
00041477	H3786	QUYNH-ANH HOANG PHAM	09/01/2023	\$1,817.00
00041478	H00400	SOPHIA PHAM	09/01/2023	\$2,718.00
00041479	H00275	TAM T PHAM	09/01/2023	\$2,084.00
00041480	H00432	THIEN PHAM	09/01/2023	\$1,657.00
00041481	H2255	TIM PHAM	09/01/2023	\$3,871.00
00041482	H4651	TRANG PHAM	09/01/2023	\$4,635.00
00041483	H2065	TRI PHAM	09/01/2023	\$1,946.00
00041484	H4593	TRUONG TAI PHAM	09/01/2023	\$2,193.00
00041485	H4105	TUAN A PHAM	09/01/2023	\$1,972.00
00041486	H3880	VAN LOAN THI PHAM	09/01/2023	\$1,239.00
00041487	H4503	VERONIQUE PHAM	09/01/2023	\$1,646.00
00041488	H3967	VU PHAM	09/01/2023	\$1,612.00
00041489	H2328	XUANNHA T PHAM	09/01/2023	\$1,800.00
00041490	H0595	HAI MINH PHAM	09/01/2023	\$12,022.00
00041491	H1932	HELEN PHAM	09/01/2023	\$1,187.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 23

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041492	H1851	LOAN ANH THI PHAM	09/01/2023	\$1,719.00
00041493	H0651	QUANG PHAM	09/01/2023	\$1,467.00
00041494	H4685	KATHY PHAN	09/01/2023	\$2,967.00
00041495	H4188	OANH PHAN	09/01/2023	\$4,346.00
00041496	H4781	STEVEN PHAN	09/01/2023	\$1,511.00
00041497	H4408	TAMMY PHAN	09/01/2023	\$1,508.00
00041498	H3820	THANH T PHAN	09/01/2023	\$198.00
00041499	H00232	WILSON M PHAN	09/01/2023	\$1,595.00
00041500	H3257	DON PHAN	09/01/2023	\$1,368.00
00041501	H1101	TOAN CONG PHAN	09/01/2023	\$1,187.00
00041502	H00225	VICKY T PHAN-VO	09/01/2023	\$1,683.00
00041503	H3698	ART S PHARN	09/01/2023	\$1,941.00
00041504	H00141	PHOENIX PREMIER LLC	09/01/2023	\$3,377.00
00041505	H00467	KIM VAN THI PHUNG	09/01/2023	\$1,632.00
00041506	H2863	PINE TREE PROPERTY, LLC	09/01/2023	\$2,127.00
00041507	H3505	PJP PROPERTIES, LLC	09/01/2023	\$1,481.00
00041508	H00418	PLACENTIA 422 LP	09/01/2023	\$1,779.00
00041509	H00231	PLATINUM TRI BLOC LLC	09/01/2023	\$1,731.00
00041510	H1493	PLAZA PATRIA COURT LTD	09/01/2023	\$1,471.00
00041511	H3769	PNB GREEN EXPANSION MGMT, LLC	09/01/2023	\$4,875.00
00041512	H4795	POST STERLING COURT, LP	09/01/2023	\$1,416.00
00041513	H00434	PRINCE ACACIAWOOD PROPERTY LLC	09/01/2023	\$1,350.00
00041514	H3668	PRINCE NEW HORIZON VILLAGE	09/01/2023	\$5,259.00
00041515	H00194	QN INVESTMENT LLC	09/01/2023	\$14,295.00
00041516	H4306	SAN T QUACH	09/01/2023	\$1,389.00
00041517	H3994	DERRICK WILLIAM QUAN	09/01/2023	\$1,818.00
00041518	H4620	JEANNIE QUAN	09/01/2023	\$523.00
00041519	H4357	VAN-LAN QUAN	09/01/2023	\$4,394.00
00041520	H1448	GARY L QUINN	09/01/2023	\$767.00
00041521	H00335	RAINTREE BROOKS LP	09/01/2023	\$1,938.00
00041522	H00486	A CA LP RRAINTREE COURTS	09/01/2023	\$2,686.00
00041523	H00169	RANCHO MONTEREY APARTMENTS	09/01/2023	\$5,022.00
00041524	H0978	RAVART PACIFIC, LP	09/01/2023	\$1,397.00
00041525	H3808	RAVENWOOD PROPERTIES, LLC	09/01/2023	\$3,179.00



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 24

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041526	H4801	RBJ INVESTMENTS CORP	09/01/2023	\$1,324.00
00041527	H00285	REAL ESTATE SOURCE	09/01/2023	\$1,669.00
00041528	H00367	RED CORAL LLC	09/01/2023	\$1,539.00
00041529	H3184	ROGER LEE REED	09/01/2023	\$3,067.00
00041530	H3573	REO INTERNATIONAL CORPORATION	09/01/2023	\$3,852.00
00041531	H1100	ROBERTA APTS, LP	09/01/2023	\$2,098.00
00041532	H00425	PATRICIA A RODRIGUEZ	09/01/2023	\$1,926.00
00041533	H00266	BRADLEY A ROMSTEDT	09/01/2023	\$1,499.00
00041534	H3631	CHARLENE ROSSIGNOL	09/01/2023	\$1,115.00
00041535	H00128	RUSSELL REAL ESTATE LLC	09/01/2023	\$3,159.00
00041536	H00203	S & P PACIFIC PROPERTIES LLC	09/01/2023	\$3,328.00
00041537	H1149	MIHRAN SABUNJIAN	09/01/2023	\$13,410.00
00041538	H00246	SAGE PARK CA LP	09/01/2023	\$1,235.00
00041539	H00324	FARZANEH SAJADIEH	09/01/2023	\$3,540.00
00041540	H4231	SALSOL PROPERTIES, LLC	09/01/2023	\$1,320.00
00041541	H00305	SAN CARLOS	09/01/2023	\$5,739.00
00041542	H4681	SAN MARINO	09/01/2023	\$45.00
00041543	H00097	SAN MIGUEL APTS / SAN MIGUEL PROPERTIES LP	09/01/2023	\$1,293.00
00041544	H00174	CYNTHIA SANCHEZ	09/01/2023	\$1,228.00
00041545	H0858	PAT SARGENT	09/01/2023	\$1,553.00
00041546	H3340	JILL ANN SCHLEIFER	09/01/2023	\$3,792.00
00041547	H00187	SCOTT G JOE C/O PACIFIC TRUST MANAGEMENT	09/01/2023	\$1,119.00
00041548	H4485	SCWJ, LLC	09/01/2023	\$1,777.00
00041549	H4072	SERRANO WOODS, LP	09/01/2023	\$1,965.00
00041550	H00228	MARY E SHEN	09/01/2023	\$1,863.00
00041551	H00103	DAHNING SHIH	09/01/2023	\$2,125.00
00041552	H3699	SHREEVES PROPERTIES, LLC	09/01/2023	\$3,810.00
00041553	H00365	ANTHONY AND PATIENCE SHUTTS	09/01/2023	\$1,900.00
00041554	H3779	IRV D SIGEL	09/01/2023	\$1,790.00
00041555	H4150	SILVER COVE APARTMENTS, LP	09/01/2023	\$2,389.00
00041556	H4451	IRVIN SILVERSTEIN	09/01/2023	\$1,043.00
00041557	H1182	SINGING TREE	09/01/2023	\$1,468.00
00041558	H3459	BAY SIU	09/01/2023	\$1,623.00
00041559	H00293	SOBER SOLUTIONS	09/01/2023	\$1,805.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 25

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041560	H4778	SOCP, LLC	09/01/2023	\$944.00
00041561	H00243	SOMMERVILLE CONZELMAN CO LP	09/01/2023	\$6,137.00
00041562	H00288	JENNIFER SON	09/01/2023	\$1,940.00
00041563	H00055	LLC SOUTHCOAST CAPITAL HOLDINGS	09/01/2023	\$134.00
00041564	H1686	JAMES SPEARS	09/01/2023	\$2,629.00
00041565	H00244	SPICY LIVING LLC	09/01/2023	\$3,638.00
00041566	H4145	SPRINGDALE STREET APARTMENTS	09/01/2023	\$2,810.00
00041567	H3835	SPRINGSIDE, LLC	09/01/2023	\$10,806.00
00041568	H00337	STANDARD HERITAGE ANAHEIM OWNER LP	09/01/2023	\$1,923.00
00041569	H4458	TRUST STANLEY A SIROTT	09/01/2023	\$1,872.00
00041570	H3038	STANTON GROUP THREE, LLC	09/01/2023	\$3,815.00
00041571	H4566	STANTON GROUP, LLC	09/01/2023	\$1,182.00
00041572	H1277	STEWART PROPERTIES	09/01/2023	\$1,585.00
00041573	H00142	PATRICIA J STEWART	09/01/2023	\$1,932.00
00041574	H0403	ERICA STIDHAM	09/01/2023	\$6,365.00
00041575	H00462	STRATTFORD WINSTON LLC	09/01/2023	\$1,044.00
00041576	H0359	STUART DRIVE/ROSE GARDEN APTS	09/01/2023	\$110,698.00
00041577	H1147	UN SU	09/01/2023	\$3,075.00
00041578	H2049	SUNGROVE SENIOR APTS	09/01/2023	\$23,960.00
00041579	H3805	SUNNYGATE, LLC	09/01/2023	\$14,862.00
00041580	H00108	SUNRISE APARTMENT HOMES	09/01/2023	\$2,744.00
00041581	H3766	SUNRISE VILLAGE PROPERTIES, LLC	09/01/2023	\$8,757.00
00041582	H4484	EMILE J SWEIDA	09/01/2023	\$1,424.00
00041583	H00170	EVELYN SY	09/01/2023	\$1,995.00
00041584	H4543	SYCAMORE COURT APARTMENTS	09/01/2023	\$13,962.00
00041585	H4449	VINH TA	09/01/2023	\$1,341.00
00041586	H4081	ALI TAHAMI	09/01/2023	\$1,963.00
00041587	H00094	TAMARACK WOODS A CALIFORNIA LP	09/01/2023	\$2,222.00
00041588	H3432	ENLIANG T TANG	09/01/2023	\$1,633.00
00041589	H00229	TDDM INVESTMENTS CORP	09/01/2023	\$2,913.00
00041590	H3527	TDT WASHINGTON, LLC	09/01/2023	\$4,345.00
00041591	H4653	TH 12622 MORNINGSIDE, LLC	09/01/2023	\$1,757.00
00041592	H2875	HENRY THACH	09/01/2023	\$2,784.00
00041593	H4731	LYNN THAI	09/01/2023	\$1,540.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 26

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041594	H00185	JAI PAUL THAKUR	09/01/2023	\$1,522.00
00041595	H00076	THE ARBORS-LAKE FOREST OWNER LLC	09/01/2023	\$1,368.00
00041596	H00052	THE CAMBRIDGE	09/01/2023	\$3,941.00
00041597	H00445	THE EDWARD APARTMENTS LLC	09/01/2023	\$1,418.00
00041598	H4391	THE FLORENTINE APTS	09/01/2023	\$1,741.00
00041599	H4759	THE KELVIN APARTMENTS	09/01/2023	\$1,472.00
00041600	H4390	THE MEDITERRANEAN APTS	09/01/2023	\$1,190.00
00041601	H4591	THE PALM GARDEN APTS LP	09/01/2023	\$1,225.00
00041602	H1007	THE ROSE GARDEN APTS	09/01/2023	\$21,683.00
00041603	H4633	THSW PARTNERS, LLC	09/01/2023	\$6,162.00
00041604	H3260	ANA MARIA THULSIRAJ	09/01/2023	\$1,265.00
00041605	H00053	TIC INVESTMENT COMPANY LLC	09/01/2023	\$7,043.00
00041606	H00062	TIC INVESTMENT COMPANY	09/01/2023	\$4,553.00
00041607	H00422	TIC INVESTMENT COMPANY LLC	09/01/2023	\$2,041.00
00041608	H4599	TIC INVESTMENT COMPANY, LLC	09/01/2023	\$1,705.00
00041609	H4600	TIC INVESTMENT COMPANY, LLC	09/01/2023	\$4,280.00
00041610	H4720	TIC INVESTMENT COMPANY, LLC	09/01/2023	\$2,537.00
00041611	H00060	TIC INVESTMENT LLC	09/01/2023	\$593.00
00041612	H00308	TJAC-PI LLC	09/01/2023	\$5,954.00
00041613	H4494	TLHA DOTY, LLC	09/01/2023	\$3,276.00
00041614	H4219	TLHA PALM, LLC	09/01/2023	\$1,823.00
00041615	H00207	TN INVESTMENTS GROUP LLC	09/01/2023	\$3,490.00
00041616	H00334	TN INVESTMENTS GROUP LLC	09/01/2023	\$3,160.00
00041617	H00378	TN INVESTMENTS GROUP LLC	09/01/2023	\$5,601.00
00041618	H00455	TN INVESTMENTS GROUP LLC	09/01/2023	\$1,730.00
00041619	H3827	TN INVESTMENTS GROUP, LLC	09/01/2023	\$13,760.00
00041620	H3828	TN INVESTMENTS GROUP, LLC	09/01/2023	\$1,437.00
00041621	H3829	TN INVESTMENTS GROUP, LLC	09/01/2023	\$1,545.00
00041622	H3831	TN INVESTMENTS GROUP, LLC	09/01/2023	\$1,539.00
00041623	H3939	TN INVESTMENTS PROPERTIES, LLC	09/01/2023	\$16,637.00
00041624	H4753	TNL PROPERTY, LLC	09/01/2023	\$3,713.00
00041625	H1212	KIMTRUNG THI TO	09/01/2023	\$1,815.00
00041626	H0855	VAN THU TO	09/01/2023	\$6,870.00
00041627	H4492	TOC TOC, LLC	09/01/2023	\$3,842.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 27

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041628	H00189	TRUSTEE TOMMY YING TUAN	09/01/2023	\$1,299.00
00041629	H1454	KHANH TON	09/01/2023	\$802.00
00041630	H3377	TAP THAT TON	09/01/2023	\$2,075.00
00041631	H00444	NANCY YAPING TONG	09/01/2023	\$2,056.00
00041632	H3902	TOPADVANCED, LLC	09/01/2023	\$3,794.00
00041633	H00370	TOWNE CENTRE AT ORANGE	09/01/2023	\$1,920.00
00041634	H00178	TR ENTERPRISE LLC	09/01/2023	\$1,585.00
00041635	H1789	TRAN'S APARTMENTS	09/01/2023	\$5,437.00
00041636	H4099	ANDREW TRAN	09/01/2023	\$756.00
00041637	H4407	ANDREW TRAN	09/01/2023	\$1,980.00
00041638	H7723	ANH TUYET T TRAN	09/01/2023	\$1,837.00
00041639	H4727	ANNA THI TRAN	09/01/2023	\$1,159.00
00041640	H4012	CATHY TRAN	09/01/2023	\$1,754.00
00041641	H00156	DAT DOAN TRAN	09/01/2023	\$990.00
00041642	H00392	DUC M TRAN	09/01/2023	\$1,805.00
00041643	H3577	EDWARD T TRAN	09/01/2023	\$1,583.00
00041644	H2027	FREDERICK M TRAN	09/01/2023	\$1,213.00
00041645	H00102	HELENA TRAN	09/01/2023	\$1,896.00
00041646	H3646	HENRY TRAN	09/01/2023	\$1,178.00
00041647	H1203	JACLYN TRAN, HIEP OR TRAN	09/01/2023	\$1,118.00
00041648	H3554	HO VAN TRAN	09/01/2023	\$6,650.00
00041649	H3896	HOA TRAN	09/01/2023	\$869.00
00041650	H00124	HUE THI DANG TRAN	09/01/2023	\$1,867.00
00041651	H3456	HUNG QUOC TRAN	09/01/2023	\$1,647.00
00041652	H00044	HUONG TRAN	09/01/2023	\$2,735.00
00041653	H00057	HUYEN TRAN	09/01/2023	\$4,852.00
00041654	H3403	JANE TRAN	09/01/2023	\$1,838.00
00041655	H4270	JIM DUC TRAN	09/01/2023	\$1,658.00
00041656	H4698	JOHNNY TRAN	09/01/2023	\$4,316.00
00041657	H4251	JOSEPH QUANG TRAN	09/01/2023	\$963.00
00041658	H4499	JOSEPHINE TRAN	09/01/2023	\$2,226.00
00041659	H00454	KELLY KHUONG TRAN	09/01/2023	\$3,300.00
00041660	H00171	KENNY TRAN	09/01/2023	\$2,505.00
00041661	H00195	KEVIN TRAN	09/01/2023	\$2,760.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 28

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041662	H4158	KEVIN THANH TRAN	09/01/2023	\$1,294.00
00041663	H00058	KIEU VAN TRAN	09/01/2023	\$2,539.00
00041664	H3517	KIM VAN TRAN	09/01/2023	\$3,517.00
00041665	H4276	LAY THI TRAN	09/01/2023	\$1,921.00
00041666	H4130	LOC H TRAN	09/01/2023	\$3,167.00
00041667	H4788	LONG QUOC TRAN	09/01/2023	\$1,432.00
00041668	H3775	LUCIA THUY TRAN	09/01/2023	\$1,164.00
00041669	H3442	MARY TRAN	09/01/2023	\$1,074.00
00041670	H4732	MINH TRAN	09/01/2023	\$1,420.00
00041671	H4059	MY T TRAN	09/01/2023	\$2,297.00
00041672	H4687	NGAN TRAN	09/01/2023	\$3,789.00
00041673	H3211	NGOC THI TRAN	09/01/2023	\$2,169.00
00041674	H4378	NHUT NGUYEN TRAN	09/01/2023	\$3,005.00
00041675	H3530	TAM ANH TRAN	09/01/2023	\$1,744.00
00041676	H4198	TAM MINH TRAN	09/01/2023	\$2,134.00
00041677	H3742	THERESA T TRAN	09/01/2023	\$385.00
00041678	H3744	THERESA T TRAN	09/01/2023	\$1,491.00
00041679	H4291	THONG TRAN	09/01/2023	\$1,287.00
00041680	H3371	THU HUONG THI TRAN	09/01/2023	\$934.00
00041681	H4394	TIM TRAN	09/01/2023	\$2,093.00
00041682	H4573	TINA TRAN	09/01/2023	\$2,225.00
00041683	H00025	TONY TRAN	09/01/2023	\$2,074.00
00041684	H00073	TRANG P TRAN	09/01/2023	\$1,074.00
00041685	H4507	TRUNG H TRAN	09/01/2023	\$1,383.00
00041686	H3163	TRUYEN & HELEN TRAN	09/01/2023	\$2,401.00
00041687	H3220	TU TRAN	09/01/2023	\$1,776.00
00041688	H3253	VICTORIA TRAN	09/01/2023	\$1,603.00
00041689	H0386	BAU TRAN	09/01/2023	\$1,040.00
00041690	H3227	PAUL TUAN DUC TRAN	09/01/2023	\$1,572.00
00041691	H2712	PHUONG THUY TRAN	09/01/2023	\$1,442.00
00041692	H1903	THU-HANG TRAN	09/01/2023	\$4,752.00
00041693	H2776	TUAN HUY TRAN	09/01/2023	\$930.00
00041694	H4422	TRG FULLERTON AFFORDABLE, LP / VENTANA APARTMENTS	09/01/2023	\$508.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 29

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041695	H4136	HONG QUANG TRIEU	09/01/2023	\$1,158.00
00041696	H4266	NANCY TRIEU	09/01/2023	\$1,532.00
00041697	H2231	EMMA TRINH	09/01/2023	\$1,451.00
00041698	H00453	TAM T TRINH	09/01/2023	\$1,539.00
00041699	H3759	THANH-MAI TRINH	09/01/2023	\$3,090.00
00041700	H00385	THU XUAN TRINH	09/01/2023	\$2,050.00
00041701	H4493	TRANG N TRINH	09/01/2023	\$1,401.00
00041702	H4356	TUAN TRINH	09/01/2023	\$1,871.00
00041703	H0536	TUNG XUAN TRINH	09/01/2023	\$2,228.00
00041704	H00351	TRIPLETS CASTLE LLC	09/01/2023	\$4,053.00
00041705	H3993	DUNG T TRUONG	09/01/2023	\$615.00
00041706	H00356	HOAN VU MINH TRUONG	09/01/2023	\$275.00
00041707	H00188	HUE AI TRUONG	09/01/2023	\$1,883.00
00041708	H00201	JOHN TRUONG	09/01/2023	\$1,631.00
00041709	H4780	KENNY N TRUONG	09/01/2023	\$2,548.00
00041710	H00461	TAMMY TRUONG	09/01/2023	\$2,948.00
00041711	H2729	QUYEN MY TRUONG	09/01/2023	\$1,488.00
00041712	H1813	CAROLINE TSAI	09/01/2023	\$4,393.00
00041713	H4445	YUNGLIN & SHU-MEI TSAO	09/01/2023	\$2,714.00
00041714	H3867	TU BI THIEN TAM	09/01/2023	\$2,727.00
00041715	H8168	TUDOR GROVE	09/01/2023	\$79,254.00
00041716	H4536	TUSTIN AFFORDABLE HOUSING	09/01/2023	\$3,162.00
00041717	H4030	TUSTIN SOUTHERN APTS - OFFICE	09/01/2023	\$1,314.00
00041718	H00388	UDR HUNTINGTON VISTA LP DBA HUNTINGTON VISTA	09/01/2023	\$4,000.00
00041719	H9100	V W PROPERTY	09/01/2023	\$4,894.00
00041720	H00410	V&L PROPERTIES LLC	09/01/2023	\$1,825.00
00041721	H1541	CONNIE VALDEZ	09/01/2023	\$1,343.00
00041722	H00361	VALLEY VIEW SENIOR APARTMENTS LLC	09/01/2023	\$18,000.00
00041723	H00199	LISA TO VAN	09/01/2023	\$1,417.00
00041724	H0814	MINH XUONG VAN	09/01/2023	\$898.00
00041725	H4661	RONALD VAN	09/01/2023	\$3,797.00
00041726	H2755	ARTURO ENRIQUEZ VAZQUEZ	09/01/2023	\$2,530.00
00041727	H4392	VERSAILLES APTS	09/01/2023	\$3,386.00
00041728	H4553	VINTAGE CANYON SR APTS	09/01/2023	\$1,579.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 30

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041729	H4625	VINTAGE FLAGSHIP, LLC	09/01/2023	\$2,878.00
00041730	H3689	VJ SURGICAL, LLC	09/01/2023	\$2,430.00
00041731	H3628	VLE RENTAL, LLC	09/01/2023	\$10,290.00
00041732	H00464	HANG LEHONG VO	09/01/2023	\$2,097.00
00041733	H3132	HUNG MINH VO	09/01/2023	\$2,086.00
00041734	H4205	JEFF VO	09/01/2023	\$1,468.00
00041735	H2134	KHANH MAI VO	09/01/2023	\$5,966.00
00041736	H4531	LOAN VO	09/01/2023	\$2,208.00
00041737	H3938	LOC ANH VO	09/01/2023	\$1,139.00
00041738	H4787	MICKEY VO	09/01/2023	\$1,762.00
00041739	H00473	NIKKI VO	09/01/2023	\$1,553.00
00041740	H00394	TRACY TRANG VO	09/01/2023	\$2,363.00
00041741	H1481	TINA NGA VOLE	09/01/2023	\$1,238.00
00041742	H3718	NIPA D VORA	09/01/2023	\$2,740.00
00041743	H3907	ANNIE VU	09/01/2023	\$1,662.00
00041744	H00477	BICH HIEN VU	09/01/2023	\$2,233.00
00041745	H2123	DAT VU	09/01/2023	\$18,934.00
00041746	H4560	HOA VU	09/01/2023	\$1,341.00
00041747	H3918	HUAN VU	09/01/2023	\$1,205.00
00041748	H00065	HUNG TRONG VU	09/01/2023	\$1,538.00
00041749	H00206	JADE NGOC VU	09/01/2023	\$911.00
00041750	H00211	KHUAT VU	09/01/2023	\$1,956.00
00041751	H4657	KRYSTINA VU	09/01/2023	\$1,417.00
00041752	H4197	LEO M VU	09/01/2023	\$1,761.00
00041753	H4549	MINH VU	09/01/2023	\$1,102.00
00041754	H3760	NAM H VU	09/01/2023	\$1,437.00
00041755	H3274	PHUONG MINH VU	09/01/2023	\$1,284.00
00041756	H00306	SHAWN VU	09/01/2023	\$1,791.00
00041757	H00074	SU T VU	09/01/2023	\$2,234.00
00041758	H00249	SUONG N VU	09/01/2023	\$1,284.00
00041759	H3823	TAN DUY VU	09/01/2023	\$3,339.00
00041760	H2823	TRUNG QUOC VU	09/01/2023	\$1,217.00
00041761	H0883	TUONG MANH VU	09/01/2023	\$3,382.00
00041762	H3612	VINCE HUNG VU	09/01/2023	\$2,514.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 31

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041763	H3928	VIVIAN VU	09/01/2023	\$909.00
00041764	H4807	YEN T VU	09/01/2023	\$2,375.00
00041765	H00034	HAO DUC VUONG	09/01/2023	\$1,347.00
00041766	H00226	HOA THI VUONG	09/01/2023	\$2,734.00
00041767	H00313	KAITHLYN VUONG	09/01/2023	\$1,740.00
00041768	H4642	DAVID WALD	09/01/2023	\$812.00
00041769	H9105	WALDEN APTS	09/01/2023	\$4,358.00
00041770	H1725	WALDEN GLEN APTS	09/01/2023	\$1,894.00
00041771	H4489	HO PONG WAN	09/01/2023	\$1,588.00
00041772	H2084	CHARLES WANG	09/01/2023	\$5,635.00
00041773	H2253	SUZY WANG	09/01/2023	\$3,539.00
00041774	H0867	IRVING WEISER	09/01/2023	\$2,250.00
00041775	H00419	WEISSER INVESTMENTS LLC	09/01/2023	\$9,944.00
00041776	H4530	WESLEY VILLAGE APARTMENTS	09/01/2023	\$4,546.00
00041777	H0442	HENRY B WESSELN	09/01/2023	\$3,078.00
00041778	H1238	WESTCHESTER PARK, LP	09/01/2023	\$1,748.00
00041779	H00144	WESTERN NATIONAL EL DORADO PARTNERS LP	09/01/2023	\$1,409.00
00041780	H3468	WESTLAKE APARTMENTS, LLC	09/01/2023	\$8,675.00
00041781	H2684	WESTMINSTER HOUSING PARTNER, LP	09/01/2023	\$10,392.00
00041782	H1025	WESTPARK APTS	09/01/2023	\$2,108.00
00041783	H00376	WHISPERING FOUNTAINS AT LAGUNA WOODS	09/01/2023	\$992.00
00041784	H2986	CINDY OR ED WICK	09/01/2023	\$861.00
00041785	H00437	WILLIAMS STRATTON FAMILY LLC	09/01/2023	\$1,670.00
00041786	H0029	WILLOWICK ROYAL	09/01/2023	\$476.00
00041787	H4424	WILSHIRE CREST	09/01/2023	\$1,919.00
00041788	H4523	WINDMILL APARTMENTS	09/01/2023	\$5,209.00
00041789	H4608	WINDWOOD GLEN APTS	09/01/2023	\$1,576.00
00041790	H3429	WINDWOOD KNOLL APARTMENTS	09/01/2023	\$4,575.00
00041791	H9109	WINNIE INVESTMENT	09/01/2023	\$7,667.00
00041792	H3286	WINSTON PLACE, LLC	09/01/2023	\$1,221.00
00041793	H4232	WONDERFUL IDEA, LLC	09/01/2023	\$1,462.00
00041794	H00413	JULIA WONG	09/01/2023	\$1,770.00
00041795	H3592	PHILLIP WONG	09/01/2023	\$1,095.00
00041796	H4709	WOODBRIIDGE VILLAS APARTMENT HOMES	09/01/2023	\$1,295.00



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 32

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041797	H4762	WOODBRIIDGE WILLOWS	09/01/2023	\$4,141.00
00041798	H3506	WOODBURY SQUARE	09/01/2023	\$1,748.00
00041799	H00184	XIAOLIN WU	09/01/2023	\$1,177.00
00041800	H00469	THOMAS XA	09/01/2023	\$1,841.00
00041801	H00398	TINA PI-YU YAO	09/01/2023	\$2,150.00
00041802	H0165	LEON SHU YAU	09/01/2023	\$1,699.00
00041803	H4806	JIIYUN YEOM	09/01/2023	\$3,118.00
00041804	H00190	JAIMIE L YIANG	09/01/2023	\$1,766.00
00041805	H00333	YORBA LINDA ALTRUDY LP	09/01/2023	\$948.00
00041806	H4168	HENRY H YOUNG	09/01/2023	\$1,686.00
00041807	H4596	EUGENIA ZASLAVSKY	09/01/2023	\$4,726.00
00041808	H3730	GEORGE ZHAO	09/01/2023	\$1,649.00
00689145	H00411	1600 W BROADWAY LLC	09/01/2023	\$1,939.00
00689146	H4194	WILLIAM ADAMS	09/01/2023	\$1,229.00
00689147	H00238	ADVANCE GLOBAL ASSET GROUP INC	09/01/2023	\$915.00
00689148	H00248	ADVANCED GROUP 05-85 A CAL LTD PARTNERSHIP	09/01/2023	\$1,428.00
00689149	H4534	ALISO VIEJO 621, LP	09/01/2023	\$1,247.00
00689150	H00290	ALLEPHESIANS 1, LLC	09/01/2023	\$1,730.00
00689151	H2616	ANAHEIM REVITALIZATION II PART	09/01/2023	\$3,047.00
00689152	H4705	ANAHEIM REVITALIZATION IV PARTNERS, LP	09/01/2023	\$1,782.00
00689153	H4722	ANAHEIM REVITALIZATION PARTNERS III LP	09/01/2023	\$1,769.00
00689154	H7330	BAHIA VILLAGE MOBILEHOME PARK	09/01/2023	\$996.00
00689155	H00070	BRIDGE WF CA CRYSTAL VIEW LP	09/01/2023	\$2,503.00
00689156	H0950	RICHARD BUI JR	09/01/2023	\$2,973.00
00689157	H00155	CRYSTAL BUI	09/01/2023	\$2,168.00
00689158	H3596	JIMMY QUOC BUI	09/01/2023	\$3,813.00
00689159	H4355	LAN HUYNH NGOC BUI	09/01/2023	\$997.00
00689160	H0432	PHAT BUI	09/01/2023	\$3,189.00
00689161	H1455	SON MINH BUI	09/01/2023	\$1,400.00
00689162	H4756	TAN H BUI	09/01/2023	\$1,566.00
00689163	H4238	TINH TIEN BUI	09/01/2023	\$2,108.00
00689164	H00247	CASA LA VETA ASSOCIATES	09/01/2023	\$2,055.00
00689165	H9009	CHANTECLAIR APTS	09/01/2023	\$1,391.00
00689166	H00127	RICHARD N CHAO	09/01/2023	\$1,451.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 33

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689167	H2701	DAVID CHEN	09/01/2023	\$1,295.00
00689168	H4671	ROBERT CHRISTMAN	09/01/2023	\$2,646.00
00689169	H00358	ANH CHU	09/01/2023	\$1,863.00
00689170	H4617	MEI-LING CHU	09/01/2023	\$1,036.00
00689171	H00456	CITY YARD HOUSING PARTNERS LP C/O FPI MANAGEMENT	09/01/2023	\$1,018.00
00689172	H00476	CM 130 20 LLC C/O LEAP PROPERTY MGMT INC	09/01/2023	\$1,877.00
00689173	H4773	CMIF III CORONADO PALMS, LLC	09/01/2023	\$1,439.00
00689174	H00227	CORDOVA A CA LP	09/01/2023	\$1,893.00
00689175	H00344	CORTESIA AT RANCHO SANTA MARGARITA	09/01/2023	\$2,482.00
00689176	H4380	CRESTWOOD ON 7, LLC	09/01/2023	\$2,460.00
00689177	H00072	KHANH DANG	09/01/2023	\$1,547.00
00689178	H00106	HAROLD E DELONG	09/01/2023	\$1,347.00
00689179	H4690	KIM-ANH T DINH	09/01/2023	\$5,167.00
00689180	H4533	MINH TAM DO	09/01/2023	\$1,650.00
00689181	H4222	THUAN DO	09/01/2023	\$1,338.00
00689182	H3422	DINH T DOAN	09/01/2023	\$1,260.00
00689183	H00043	MICHAEL DOAN	09/01/2023	\$1,545.00
00689184	H1395	HELMUT DONNER	09/01/2023	\$2,402.00
00689185	H4348	LAN DUONG	09/01/2023	\$1,401.00
00689186	H00377	EIGHT 80 NEWPORT BEACH	09/01/2023	\$1,504.00
00689187	H4187	EL CAMINO LU, LLC	09/01/2023	\$1,793.00
00689188	H3075	EMERALD GARDENS APT	09/01/2023	\$805.00
00689189	H5060	EUCLID PARK APTS	09/01/2023	\$1,763.00
00689190	H00236	FENWAY APTS	09/01/2023	\$2,088.00
00689191	H4813	FENWAY PROPERTIES	09/01/2023	\$1,490.00
00689192	H00399	FIVE COVES	09/01/2023	\$1,911.00
00689193	H2768	DALE A FULLWOOD	09/01/2023	\$1,400.00
00689194	H00415	FUSION PROPERTY MANAGMENT COMPANY	09/01/2023	\$1,491.00
00689195	H4193	GROVE PARK, LLC	09/01/2023	\$4,327.00
00689196	H00389	HANNA PROPERTY INVESTMENTS LLC	09/01/2023	\$2,108.00
00689197	H1979	STEVE HARA	09/01/2023	\$6,136.00
00689198	H00221	HAUPT PROPERTIES, LLC C/O DROUIN REALTY	09/01/2023	\$1,138.00
00689199	H4703	HERMOSA VILLAGE PHASE I HOUSING PARTNERS, LP	09/01/2023	\$2,120.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 34

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689200	H1873	JAMES HOANG	09/01/2023	\$1,518.00
00689201	H3022	NICK HOFFMAN	09/01/2023	\$2,280.00
00689202	H00355	HOYT REAL ESTATE INC	09/01/2023	\$1,763.00
00689203	H3140	CHONG WEI HUANG	09/01/2023	\$952.00
00689204	H00240	HUNTINGTON POINTE 2019 LP	09/01/2023	\$1,995.00
00689205	H4810	DOANH HUYNH	09/01/2023	\$1,628.00
00689206	H3473	NATALIE N HUYNH	09/01/2023	\$1,409.00
00689207	H00404	STEPHANIE HUYNH	09/01/2023	\$93.00
00689208	H3095	TRANG HUYNH	09/01/2023	\$4,830.00
00689209	H00329	IHLLC HOLDINGS I LLC	09/01/2023	\$2,397.00
00689210	H00224	JAMES K SKEOCH DECEDENT'S TRUST	09/01/2023	\$3,517.00
00689211	H00479	JOHNSON BYPASS TRUST	09/01/2023	\$2,873.00
00689212	H00254	STEPHEN JOHNSON	09/01/2023	\$1,477.00
00689213	H4584	JOON CHOI VDS APARTMENT LLC	09/01/2023	\$11,960.00
00689214	H2641	KDF HERMOSA, LP	09/01/2023	\$5,308.00
00689215	H3083	KDF MALABAR, LP	09/01/2023	\$38,369.00
00689216	H2403	KDF SEA WIND, LP	09/01/2023	\$977.00
00689217	H00217	VI KIM	09/01/2023	\$1,548.00
00689218	H3683	WILLIAM KUNZMAN	09/01/2023	\$1,988.00
00689219	H00492	LTD LA MADERA	09/01/2023	\$1,917.00
00689220	H00478	LAGUNA GARDEN APARTMENTS	09/01/2023	\$1,716.00
00689221	H00494	LONG LAI	09/01/2023	\$2,995.00
00689222	H00117	ANH T LAM	09/01/2023	\$796.00
00689223	H4284	LE FAMILY TRUST	09/01/2023	\$819.00
00689224	H1638	DON LE	09/01/2023	\$974.00
00689225	H1531	TRACEY LE	09/01/2023	\$1,420.00
00689226	H1423	VIET Q LE	09/01/2023	\$1,291.00
00689227	H0298	YENNHI LE	09/01/2023	\$1,335.00
00689228	H4132	HOABINH LE-MUNZER	09/01/2023	\$984.00
00689229	H00223	LAWRENCE B LEBLANC	09/01/2023	\$11,708.00
00689230	H4694	DOUG LEONG	09/01/2023	\$1,539.00
00689231	H0216	ALICE LIAO	09/01/2023	\$2,993.00
00689232	H00066	DAVID A LO	09/01/2023	\$1,741.00
00689233	H4765	MAI LUONG	09/01/2023	\$3,400.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 35

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689234	H0958	WILLIAM T MACDONALD	09/01/2023	\$5,961.00
00689235	H00132	DAVID E MADJE	09/01/2023	\$10,054.00
00689236	H00423	JOSE L MADRIGAL	09/01/2023	\$1,686.00
00689237	H1188	LARRY MAH	09/01/2023	\$1,230.00
00689238	H2333	HANH T MAI-NGUYEN	09/01/2023	\$1,585.00
00689239	H1861	TERRY MAMMEN	09/01/2023	\$5,130.00
00689240	H4675	ZHIYAN MAO	09/01/2023	\$2,836.00
00689241	H00279	ODETTE MIKHAIL	09/01/2023	\$1,803.00
00689242	H3043	MONARK, LP	09/01/2023	\$10,019.00
00689243	H00353	MONTICELLO PROPERTY MANAGEMENT	09/01/2023	\$1,646.00
00689244	H00274	NEWPORT HOUSING PARTNERS LP	09/01/2023	\$1,782.00
00689245	H00152	BRIGHTON QUOCSI NGO	09/01/2023	\$1,484.00
00689246	H00114	AN NGUYEN	09/01/2023	\$1,279.00
00689247	H00420	BAONGOC NGUYEN	09/01/2023	\$3,500.00
00689248	H1184	BICHLE T NGUYEN	09/01/2023	\$4,538.00
00689249	H00489	FELIX L NGUYEN	09/01/2023	\$3,601.00
00689250	H00270	HAIHA NGUYEN	09/01/2023	\$1,217.00
00689251	H2192	HOC VAN NGUYEN	09/01/2023	\$2,237.00
00689252	H00490	IAN YEN NGUYEN	09/01/2023	\$1,577.00
00689253	H00397	JENNY NGUYEN	09/01/2023	\$2,027.00
00689254	H4473	MAI NGUYEN	09/01/2023	\$1,204.00
00689255	H00271	MINDY NGUYEN	09/01/2023	\$1,779.00
00689256	H00175	NAM V NGUYEN	09/01/2023	\$1,345.00
00689257	H4061	NGUYEN, NICOLE U	09/01/2023	\$609.00
00689258	H00405	RYAN NGUYEN	09/01/2023	\$2,147.00
00689259	H4529	STEVEN NGUYEN	09/01/2023	\$946.00
00689260	H9044	THANH VAN NGUYEN	09/01/2023	\$1,541.00
00689261	H4682	THUY T NGUYEN	09/01/2023	\$836.00
00689262	H00424	TU VAN NGUYEN	09/01/2023	\$1,783.00
00689263	H00332	TUAN NGUYEN	09/01/2023	\$1,578.00
00689264	H3103	NICOLE UYEN NGUYEN	09/01/2023	\$701.00
00689265	H2879	PAULINE KIMPHUNG NGUYEN	09/01/2023	\$4,799.00
00689266	H1027	TON SANH NGUYEN	09/01/2023	\$1,305.00
00689267	H3114	TRACY NGUYEN	09/01/2023	\$2,143.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 36

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689268	H2699	THUY-TIEN NGUYEN-TU	09/01/2023	\$3,258.00
00689269	H00212	OCEAN BREEZE VILLAS	09/01/2023	\$3,406.00
00689270	H00041	OLIVIA THANH CAPITALS LLC	09/01/2023	\$4,992.00
00689271	H00291	PALM ISLAND SENIOR APARTMENTS	09/01/2023	\$7,547.00
00689272	H00193	PARK RIDGE ENTERPRISE LP	09/01/2023	\$1,420.00
00689273	H2739	CHONG PIL PARK	09/01/2023	\$1,546.00
00689274	H4351	PAVILION PARK SENIOR 1 HOUSING PARTNERS, LP	09/01/2023	\$1,994.00
00689275	H4582	ANH THI PHAM	09/01/2023	\$1,523.00
00689276	H00414	CUONG KIM PHAM	09/01/2023	\$1,865.00
00689277	H4800	DAVID VU PHAM	09/01/2023	\$1,835.00
00689278	H00150	DON PHU PHAM	09/01/2023	\$2,860.00
00689279	H00182	JULIE NGOC PHAM	09/01/2023	\$1,430.00
00689280	H3817	QUYEN PHAM	09/01/2023	\$1,475.00
00689281	H00349	HARRISON PHAN	09/01/2023	\$1,755.00
00689282	H4786	HUNG PHAN	09/01/2023	\$2,838.00
00689283	H00303	JENNIFER PHAN	09/01/2023	\$1,330.00
00689284	H00316	PINES APARTMENTS	09/01/2023	\$1,910.00
00689285	H4509	PLAZA WOODS, LLC	09/01/2023	\$2,598.00
00689286	H4535	PORTOLA IRVINE, LP ANTON PORTOLA APARTMENTS	09/01/2023	\$1,801.00
00689287	H00320	PRALLE AND CASE NO. 2 LP	09/01/2023	\$1,540.00
00689288	H4353	RAYMOND AND LYNN RUAIS	09/01/2023	\$595.00
00689289	H00427	SAN JUAN A CA LP	09/01/2023	\$1,042.00
00689290	H00283	SANTA ANA HOUSING AUTHORITY	09/01/2023	\$18,121.52
00689291	H00325	SAVANNA BANANA LLC	09/01/2023	\$1,500.00
00689292	H3488	CELESTE SCHWERMANN	09/01/2023	\$1,073.00
00689293	H00322	SEA WIND 2016 LP	09/01/2023	\$591.00
00689294	H00317	SEQUOIA EQUITIES HIDDEN HILLS	09/01/2023	\$1,694.00
00689295	H00457	TIMOTHY SHINN	09/01/2023	\$1,788.00
00689296	H4241	SILO NORTHEAST, LLC	09/01/2023	\$3,526.00
00689297	H4590	CATHY TA	09/01/2023	\$1,730.00
00689298	H00147	DANNY HOANG TA	09/01/2023	\$1,545.00
00689299	H00493	CLAUDIA L TAPIA	09/01/2023	\$2,120.00
00689300	H00342	TDT BUSHARD, LLC	09/01/2023	\$665.00
00689301	H4409	TERESINA APARTMENTS	09/01/2023	\$1,311.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 37

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689302	H00113	THE HUNTINGTON PARTNERSHIP	09/01/2023	\$1,644.00
00689303	H00087	THE RETREAT AT MIDWAY CITY (WSH MANAGEMENT)	09/01/2023	\$3,087.00
00689304	H00482	THE ZAND FAMILY REVOCABLE TRUST	09/01/2023	\$770.00
00689305	H1959	THOMSON EQUITIES	09/01/2023	\$1,394.00
00689306	H4726	TIC INVESTMENT COMPANY, LLC	09/01/2023	\$8,936.00
00689307	H00257	TKN DBA GROVESIDE LLC	09/01/2023	\$1,410.00
00689308	H00343	TOMMY LEE & TIFFANY THUY PHAM	09/01/2023	\$1,410.00
00689309	H4616	VINH THAT TON	09/01/2023	\$1,887.00
00689310	H00075	IVY TONNU-MIHARA	09/01/2023	\$1,454.00
00689311	H00331	ANTHONY P TRAN	09/01/2023	\$1,357.00
00689312	H4688	ERIC TRAN	09/01/2023	\$486.00
00689313	H3686	LIEN KIM TRAN-NGUYEN	09/01/2023	\$1,199.00
00689314	H00273	TRIDER CORPORATION	09/01/2023	\$794.00
00689315	H4476	HANH NGOC TRUONG	09/01/2023	\$1,930.00
00689316	H00491	LAM TRUONG	09/01/2023	\$1,813.00
00689317	H00056	LUCKY LUC TRUONG	09/01/2023	\$1,199.00
00689318	H2335	THUAN BICH TRUONG	09/01/2023	\$1,712.00
00689319	H2410	SON BICH TRUONG	09/01/2023	\$1,854.00
00689320	H0146	ANGELO S TURI	09/01/2023	\$2,796.00
00689321	H00338	UDR THE RESIDENCES AT BELLA TERRA	09/01/2023	\$2,063.00
00689322	H2982	MARCO VELASTEGUI	09/01/2023	\$1,754.00
00689323	H3943	VILLA CAPRI ESTATES	09/01/2023	\$2,116.00
00689324	H2717	THUA VINH	09/01/2023	\$857.00
00689325	H00373	VINKAYLA LLC	09/01/2023	\$2,119.00
00689326	H4662	VISTA DEL SOL APARTMENTS	09/01/2023	\$1,611.00
00689327	H9103	VISTA DEL SOL APTS	09/01/2023	\$1,457.00
00689328	H00430	BINH NGUYEN VO	09/01/2023	\$1,539.00
00689329	H1723	KIMCHI VO	09/01/2023	\$2,091.00
00689330	H00369	SAMANTHA VO	09/01/2023	\$1,650.00
00689331	H3476	TIN TRUNG VO	09/01/2023	\$1,616.00
00689332	H1805	VPM BRIDGES APTS	09/01/2023	\$748.00
00689333	H3637	VPM MANAGEMENT	09/01/2023	\$1,328.00
00689334	H3088	VPM SHER LANE, LP	09/01/2023	\$2,759.00
00689335	H00146	LONG DUC VU	09/01/2023	\$968.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

Check Dates Sep 1, 2023

Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:06:08 AM

Page 38

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689336	H2900	DANNY VU	09/01/2023	\$2,046.00
00689337	H00487	TIFFANY VUONG	09/01/2023	\$3,028.00
00689338	H00472	WALNUT JEFFREY PARTNERSHIP	09/01/2023	\$1,235.00
00689339	H00359	JIA PEIR WANG	09/01/2023	\$1,617.00
00689340	H0719	NEIL E WEST	09/01/2023	\$1,372.00
00689341	H00481	WHIFFLE TREE APARTMENTS	09/01/2023	\$2,768.00
00689342	H1934	WINDSOR-DAWSON, LP	09/01/2023	\$4,698.00
00689343	H00118	WOODBIDGE APARTMENTS	09/01/2023	\$1,969.00
			<b>EFT:</b>	<b>1,060 \$3,490,064.18</b>
			<b>Check:</b>	<b>199 \$484,619.52</b>
			<b>Total:</b>	<b>1,259 \$3,974,683.70</b>



City of Garden Grove  
Certificate of Warrants  
Register Dates:  
9/6/2023

This is to certify the demands covered EFT numbers 00041809 through 00041844, and check numbers 00689344 through 00689450 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

A handwritten signature in black ink, appearing to read 'Patricia Song', written over a horizontal line.

Finance Director  
Patricia Song



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 2, 2023 and Sep 6, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:01:59 AM

Page 1

**AP - Checking Account**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041809	V03148	AAA ELECTRIC MOTOR SALES & SERVICE, INC.	09/06/2023	\$160.58
00041810	V00422	ARC DOCUMENT SOLUTIONS, LLC	09/06/2023	\$661.20
00041811	V03165	CALIFORNIA WATERS	09/06/2023	\$8,000.00
00041812	V00175	CALIFORNIA YELLOW CAB	09/06/2023	\$10,176.00
00041813	V00430	CANNON CORPORATION	09/06/2023	\$23,443.00
00041814	V00224	CDW-GOVERNMENT, INC	09/06/2023	\$2,576.16
00041815	V00672	CRON & ASSOCIATES TRANSCRIPTION, INC	09/06/2023	\$1,879.30
00041816	V00476	CSG CONSULTANTS, INC	09/06/2023	\$26,177.50
00041817	V02716	CT & T CONCRETE PAVING, INC	09/06/2023	\$214,144.25
00041818	V00718	DANGELO CO (JWD ANGELO CO INC)	09/06/2023	\$13,604.63
00041819	V00281	DAVIS FARR, LLP	09/06/2023	\$16,630.00
00041820	V03002	DUDEK	09/06/2023	\$29,731.00
00041821	V01305	FLEMING ENVIRONMENTAL, INC	09/06/2023	\$10,042.80
00041822	V01546	GEOCON WEST, INC	09/06/2023	\$1,080.00
00041823	V00218	GRAINGER	09/06/2023	\$51.54
00041824	V00223	ICC INTERNATIONAL CODE COUNCIL	09/06/2023	\$420.00
00041825	V00716	INTERVAL HOUSE	09/06/2023	\$14,974.64
00041826	V00368	JOHNSON CONTROLS SECURITY SOLUTIONS	09/06/2023	\$1,835.56
00041827	V02362	LEXIPOL LLC	09/06/2023	\$33,630.05
00041828	V02970	MERCHANTS LANDSCAPE SERVICES, INC	09/06/2023	\$40,739.00
00041829	V02752	MICHAEL BAKER INTERNATIONAL, INC.	09/06/2023	\$19,220.00
00041830	V02866	MIND OC	09/06/2023	\$145,051.42
00041831	V03060	INC. NEXGEN DESIGN BUILDERS	09/06/2023	\$57,365.90
00041832	V03227	INC. NIXON-EGLI EQUIPMENT CO. OF SO CA	09/06/2023	\$605,630.34
00041833	V00747	OCEAN BLUE ENVIRONMENTAL SERVICES, INC	09/06/2023	\$1,096.82
00041834	V00425	PETDATA	09/06/2023	\$2,150.70
00041835	V03020	PROJECT FINANCE ADVISORY LIMITED	09/06/2023	\$168,456.15
00041836	V00384	STOMMEL, INC	09/06/2023	\$7,504.44
00041837	V03136	SUNRISE MULTISPECIALIST MEDICAL CENTER	09/06/2023	\$185.00
00041838	V02539	THE SOLIS GROUP	09/06/2023	\$2,413.00
00041839	V03284	TY CORPORATION	09/06/2023	\$50,000.00
00041840	V00104	WALLACE & ASSOCIATES	09/06/2023	\$21,888.00
00041841	V01731	WILLDAN ENGINEERING	09/06/2023	\$24,367.50

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 2, 2023 and Sep 6, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:01:59 AM

Page 2

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041842	V03288	BLAZIN SHABU SHABU	09/06/2023	\$50,000.00
00041843	V03285	HUEY SPORT	09/06/2023	\$1,330.60
00041844	V03256	INVESTEL GARDEN RESORTS LLC	09/06/2023	\$500,092.43
00689344	V00048	AIS ADVANCED IMAGING STRATEGIES, INC	09/06/2023	\$110.93
00689345	V00573	ALAN'S LAWN AND GARDEN CENTER, INC	09/06/2023	\$2,798.15
00689346	OTV002044	RAMONA ROSEANNE ALVAREZ	09/06/2023	\$89.00
00689347	OTV002706	STEPHANIE MARIA ARANDA	09/06/2023	\$80.00
00689348	V03021	ARDURRA GROUP, INC.	09/06/2023	\$27,897.85
00689349	V00306	ARIN-AMERICAN REGISTRY FOR INTERNET NUMBERS	09/06/2023	\$150.00
00689350	V00864	ASSOCIATED SOILS ENGINEERING, INC	09/06/2023	\$9,435.00
00689351	V00145	AUTONATION FORD TUSTIN	09/06/2023	\$3,070.94
00689352	V00391	AUTOZONE STORES, INC	09/06/2023	\$26.90
00689353	V00150	BILL'S SOUND & SECURITY	09/06/2023	\$240.00
00689354	OTV002909	MATTHEW CHARLES BROWN	09/06/2023	\$47.00
00689355	OTV001837	PHUONG BUI	09/06/2023	\$105.00
00689356	V01494	C G LANDSCAPE, INC	09/06/2023	\$1,573.00
00689357	V00655	C WELLS PIPELINE MATERIALS, INC	09/06/2023	\$14,513.79
00689358	V00554	CARL WARREN & CO	09/06/2023	\$3,307.50
00689359	OTV002405	CHRISTOPHER MICHAEL CASEY	09/06/2023	\$122.00
00689360	OTV002964	CAROL JEAN COLE	09/06/2023	\$109.00
00689361	V00666	COMMUNITY VETERINARY HOSPITAL INC	09/06/2023	\$4,601.75
00689362	V00497	CORDOVA & SON, INC	09/06/2023	\$3,306.72
00689363	V02040	CPRS NPSI	09/06/2023	\$330.00
00689364	V02819	D.S. CUSTOM LINENS, INC.	09/06/2023	\$8.86
00689365	V00537	DANIELS TIRE SERVICE	09/06/2023	\$559.36
00689366	V00481	DATA TICKET, INC	09/06/2023	\$577.41
00689367	OTV002255	ELIZABETH ASCENCION DE LA CRUZ	09/06/2023	\$101.00
00689368	V01364	DEAVER SPRING, INC	09/06/2023	\$150.00
00689369	OTV000850	NANCY DEDIOS	09/06/2023	\$50.00
00689370	V01183	DEPARTMENT OF JUSTICE	09/06/2023	\$224.00
00689371	V00184	DIAMOND ENVIRONMENTAL SERVICES	09/06/2023	\$416.05
00689372	V02200	DIANA LING CHEN	09/06/2023	\$46.00
00689373	OTV002653	VINH QUANG DINH	09/06/2023	\$36.00
00689374	V03102	KEVIN DOLAN	09/06/2023	\$400.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 2, 2023 and Sep 6, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:01:59 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689375	OTV002202	BRUCE LEE DUANGMALA	09/06/2023	\$20.00
00689376	V01292	EBERHARD EQUIPMENT	09/06/2023	\$245.81
00689377	V00395	EMARD ELECTRIC DOOR AND GATE SERVICE	09/06/2023	\$1,737.00
00689378	V00684	EXPERIAN INFO SOLUTIONS, INC	09/06/2023	\$78.00
00689379	V00862	F & B RENTALS	09/06/2023	\$986.21
00689380	V00233	FACTORY MOTOR PARTS CO BIN 139107	09/06/2023	\$1,413.16
00689381	V00829	FERGUSON ENTERPRISES, INC 1350	09/06/2023	\$5,432.06
00689382	V00276	FG SOLUTIONS, LLC	09/06/2023	\$12,189.83
00689383	V00229	FIS ACCOUNTING DEPT	09/06/2023	\$28,787.15
00689384	OTV002586	SHANNON MICHELLE FLAK	09/06/2023	\$122.00
00689385	OTV002910	TRACY ELIZABETH FOX	09/06/2023	\$11.00
00689386	V00054	GALLS LLC	09/06/2023	\$5,468.11
00689387	V00696	GARDEN GROVE UNIFIED SCHOOL DIST	09/06/2023	\$1,192.30
00689388	OTV002404	BRYAN D GILMORE	09/06/2023	\$89.00
00689389	V00588	GMS AUTOGLASS	09/06/2023	\$539.03
00689390	OTV002705	RODOLFO GOMEZ	09/06/2023	\$16.00
00689391	V00708	HARBOR POINTE A/C & CONTROL SYSTEMS, INC	09/06/2023	\$2,778.51
00689392	OTV001961	PAUL ST JOHN HARDIE	09/06/2023	\$93.00
00689393	V00494	HARRIS & ASSOCIATES, INC	09/06/2023	\$18,200.00
00689394	OTV002201	BRIAN ANTHONY HILDBRAND SR	09/06/2023	\$78.00
00689395	OTV001919	KIM THAO THI HOANG	09/06/2023	\$66.00
00689396	OTV002507	THOMAS JEFFREY HURST	09/06/2023	\$65.00
00689397	V03208	IMPERIAL SPRINKLER SUPPLY	09/06/2023	\$1,823.08
00689398	V01812	J & K WELDING	09/06/2023	\$1,040.00
00689399	OTV001154	JOHN PAUL ZEMPOALTECA	09/06/2023	\$47.00
00689400	V03118	KNIGHT LEADERSHIP SOLUTIONS LLC	09/06/2023	\$1,000.00
00689401	V00725	KNORR SYSTEMS, INC	09/06/2023	\$4,581.53
00689402	OTV002986	TAMMY LE	09/06/2023	\$2,500.00
00689403	V01563	LIFE-ASSIST, INC	09/06/2023	\$948.74
00689404	V01570	MEEDER PUBLIC FUNDS, INC	09/06/2023	\$6,000.00
00689405	OTV002703	HOI GIA NGO	09/06/2023	\$154.00
00689406	OTV002988	HELENA NGUYEN	09/06/2023	\$13.00
00689407	V02035	JULIE NGUYEN	09/06/2023	\$119.00
00689408	OTV002656	PHUONG TUYET NGUYEN	09/06/2023	\$177.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 2, 2023 and Sep 6, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:01:59 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689409	OTV002505	THUY NGUYEN	09/06/2023	\$12.00
00689410	OTV002912	AMADOR VIVAS NUNEZ	09/06/2023	\$169.00
00689411	V00459	O'REILLY AUTO PARTS	09/06/2023	\$38.04
00689412	V01867	OC HEALTH CARE AGENCY, ENVIRONMENTAL HEALTH	09/06/2023	\$4,263.00
00689413	V00775	ORANGE COUNTY REGISTER	09/06/2023	\$710.41
00689414	V00595	PACIFIC COAST CABLING, INC	09/06/2023	\$4,099.52
00689415	V00164	PACIFIC MEDICAL CLINIC	09/06/2023	\$1,100.00
00689416	OTV002408	AILEEN YVETTE PALACIO	09/06/2023	\$44.00
00689417	OTV002704	RICHARD ARMANDO PEREZ	09/06/2023	\$112.00
00689418	OTV002960	KIEU NGOC PHAM	09/06/2023	\$23.00
00689419	V01035	R J ALLEN, INC	09/06/2023	\$914.85
00689420	OTV001744	PATRICIA RANGEL	09/06/2023	\$31.00
00689421	OTV000693	CASSANDRA MARIE RAZO	09/06/2023	\$70.00
00689422	OTV002832	ROSALVA RIOS	09/06/2023	\$63.00
00689423	OTV001839	EDGAR ROMAN	09/06/2023	\$43.00
00689424	OTV002406	DAVID DONALD ROOTEN	09/06/2023	\$120.00
00689425	OTV001153	ROSA NGUYEN	09/06/2023	\$16.00
00689426	OTV002755	RHEA SOMER RUSTAN	09/06/2023	\$87.00
00689427	V00779	S C YAMAMOTO, INC	09/06/2023	\$231.00
00689428	OTV002698	ALEXUS FAITH SALDATE	09/06/2023	\$100.00
00689429	OTV002655	MELINDA KAY SEAMAN	09/06/2023	\$36.00
00689430	V00225	SITEONE LANDSCAPE SUPPLY HLDING	09/06/2023	\$577.16
00689431	V03239	SOUND-CRAFT SYSTEMS, LLC	09/06/2023	\$1,345.16
00689432	V00795	SPARKLETTS	09/06/2023	\$332.07
00689433	V00213	STATE INDUSTRIAL PRODUCTS	09/06/2023	\$7,095.61
00689434	V00570	STRADLING, YOCCA,CARLSON & RAUTH	09/06/2023	\$14,320.55
00689435	V00244	SWANK MOTION PICTURES, INC	09/06/2023	\$480.00
00689436	OTV002477	FRANK DELANO SWIFT	09/06/2023	\$64.00
00689437	OTV002812	GEORGE SYRENGELAS	09/06/2023	\$1,000.00
00689438	OTV001857	JENNIFER D. TILZER	09/06/2023	\$20.00
00689439	OTV002480	SALLY TORRES	09/06/2023	\$45.00
00689440	OTV002987	HANH KIEU TRAM	09/06/2023	\$63.00
00689441	OTV001694	DUNG KIM TRAN	09/06/2023	\$102.00
00689442	OTV001743	NIKKI TRAN	09/06/2023	\$78.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 2, 2023 and Sep 6, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:01:59 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689443	OTV002962	THU THI KIM TRAN	09/06/2023	\$38.00
00689444	V02019	MY-NGOC THI TRINH	09/06/2023	\$13.00
00689445	OTV001918	KHAI DUC TU	09/06/2023	\$16.00
00689446	OTV002754	LYNN HUE TRUONG TU	09/06/2023	\$23.00
00689447	V01948	RENEE LYNN VICTOR	09/06/2023	\$31.00
00689448	OTV002989	WENDY THANH VU	09/06/2023	\$98.00
00689449	V01634	WATER SOURCE SOLUTIONS, INC	09/06/2023	\$76.11
00689450	OTV001921	KIMBERLY WEST	09/06/2023	\$7.00
				<b>EFT: 36 \$2,106,709.51</b>
				<b>Check: 107 \$210,601.21</b>
				<b>Total: 143 \$2,317,310.72</b>



City of Garden Grove  
Certificate of Warrants  
Register Dates:  
09/13/2023

This is to certify the demands covered by EFT numbers 00041845 through 00041897 and check numbers 00689451 through 00689559 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

Note:

A handwritten signature in black ink, appearing to read 'Patricia Song', positioned above a horizontal line.

Finance Director  
Patricia Song

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
Check Dates Between Sep 7, 2023 and Sep 13, 2023  
Bank(s): AP - Checking Account, WT - Checking Account

Report Generated on Oct 12, 2023 9:18:59 AM

Page 1

**AP - Checking Account**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041845	V03131	4LEAF, INC.	09/13/2023	\$2,625.04
00041846	V01479	AMAZON WEB SERVICES, INC	09/13/2023	\$7,786.26
00041847	V00422	ARC DOCUMENT SOLUTIONS, LLC	09/13/2023	\$13.45
00041848	V00657	CALIF FORENSIC PHLEBOTOMY, INC	09/13/2023	\$3,861.00
00041849	V00224	CDW-GOVERNMENT, INC	09/13/2023	\$2,796.95
00041850	V01042	CHARLES P CROWLEY CO, INC	09/13/2023	\$692.50
00041851	V02708	CHC: CREATING HEALTHIER COMMUNITIES	09/13/2023	\$45.00
00041852	V00672	CRON & ASSOCIATES TRANSCRIPTION, INC	09/13/2023	\$1,268.26
00041853	V00562	DOOLEY ENTERPRISES INC	09/13/2023	\$9,467.45
00041854	V03259	ENTENMANN ROVIN CO	09/13/2023	\$1,779.24
00041855	V00679	ENTERPRISE FLEET MGMT, INC	09/13/2023	\$2,311.90
00041856	V03018	FLO-SERVICES, INC.	09/13/2023	\$19,568.74
00041857	OTV000879	GARDEN GROVE POLICE ASSOCIATION	09/13/2023	\$17,466.74
00041858	V02707	GARDEN GROVE POLICE ASSOCIATION PAC	09/13/2023	\$3,500.00
00041859	V00218	GRAINGER	09/13/2023	\$441.13
00041860	V03057	GUNNER CONCRETE	09/13/2023	\$4,350.01
00041861	V03270	HIEN LAM	09/13/2023	\$50,000.00
00041862	V01816	INTERNATIONAL RIGHT OF WAY ASSOCIATION	09/13/2023	\$265.00
00041863	V00531	IRV SEAVER MOTORCYCLES	09/13/2023	\$1,348.33
00041864	V00368	JOHNSON CONTROLS SECURITY SOLUTIONS	09/13/2023	\$393.01
00041865	V01286	JTB SUPPLY CO, INC	09/13/2023	\$31,680.94
00041866	V03060	INC. NEXGEN DESIGN BUILDERS	09/13/2023	\$1,869.51
00041867	V03215	NINYO & MOORE GEOTECH. & ENVIRONMENTAL CNLSLT	09/13/2023	\$6,642.00
00041868	V00747	OCEAN BLUE ENVIRONMENTAL SERVICES, INC	09/13/2023	\$4,052.00
00041869	V02706	ORANGE COUNTY EMPLOYEES ASSOCIATION	09/13/2023	\$3,341.97
00041870	V00210	PEST OPTIONS, INC	09/13/2023	\$3,810.00
00041871	V02870	PLACEWORKS, INC.	09/13/2023	\$510.00
00041872	V00776	RE CONSULTING	09/13/2023	\$36,900.00
00041873	V03042	SA ASSOCIATES	09/13/2023	\$60,458.28
00041874	V02930	SHAW HR CONSULTING, INC.	09/13/2023	\$700.00
00041875	V00491	SHIELDS, HARPER & CO.	09/13/2023	\$776.32
00041876	V02967	SIERRA ANALYTICAL LABS, INC	09/13/2023	\$2,949.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 7, 2023 and Sep 13, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 9:18:59 AM

Page 2

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041877	V00250	SIMPSON CHEVROLET OF GG	09/13/2023	\$430.65
00041878	V03179	SOUTHSTAR ENGINEERING & CONSULTING, INC.	09/13/2023	\$965.00
00041879	V02745	SPECIAL SERVICES GROUP, LLC	09/13/2023	\$1,136.44
00041880	V03094	STEPHEN DORECK EQUIPMENT RENTALS, INC.	09/13/2023	\$539,436.92
00041881	V00384	STOMMEL, INC	09/13/2023	\$4,237.34
00041882	V03269	STOP STICK, LTD.	09/13/2023	\$4,132.31
00041883	V00261	STRICTLY TECHNOLOGY, LLC	09/13/2023	\$1,153.40
00041884	V03136	SUNRISE MULTISPECIALIST MEDICAL CENTER	09/13/2023	\$523.00
00041885	V03085	T.E. ROBERTS INC.	09/13/2023	\$498,693.11
00041886	V03282	TECH TEAM VIDEO, LLC	09/13/2023	\$700.00
00041887	V02938	THE PRINTER, INC.	09/13/2023	\$3,030.77
00041888	V03056	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS, INC.	09/13/2023	\$2,999.00
00041889	V00591	U S ARMOR CORP	09/13/2023	\$5,370.86
00041890	V02748	VCA CODE	09/13/2023	\$118,570.67
00041891	V00826	WEST COAST ARBORISTS, INC	09/13/2023	\$13,907.80
00041892	V00828	WEST COAST SAND & GRAVEL	09/13/2023	\$4,455.19
00041893	V01731	WILLDAN ENGINEERING	09/13/2023	\$23,465.00
00041894	V03066	WRENCH REBEL COLLISION, LLC	09/13/2023	\$6,496.66
00041895	V00390	MONSON HENRY DOUGLAS V	09/13/2023	\$300.00
00041896	V03274	PUJA NIGAM	09/13/2023	\$300.00
00041897	V02089	SHANNON WAINWRIGHT	09/13/2023	\$553.85
00689451	V00532	A&A WIPING CLOTH, INC	09/13/2023	\$1,196.25
00689452	V00605	AARDVARK	09/13/2023	\$24,437.81
00689453	V00081	AGUINAGA GREEN	09/13/2023	\$1,411.58
00689454	V00053	ALAN MCCLINTOCK	09/13/2023	\$16,610.00
00689455	V00573	ALAN'S LAWN AND GARDEN CENTER, INC	09/13/2023	\$44.12
00689456	V00635	ALL CITY MANAGEMENT SERVICES, INC	09/13/2023	\$8,343.17
00689457	V01087	ALLSPACE STORAGE, L.P.	09/13/2023	\$2,251.50
00689458	V00479	ANDRES MEDINA MOBILE WASH	09/13/2023	\$2,400.00
00689459	V00647	ANTHONY BIRMINGHAM WINDOW CLEANING	09/13/2023	\$1,456.00
00689460	V00641	AQUA-METRIC SALES CO	09/13/2023	\$209,527.10
00689461	V00285	MARK BEDOR	09/13/2023	\$900.00
00689462	OTV002990	BERGMAN KPRS	09/13/2023	\$1,851.94



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 7, 2023 and Sep 13, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 9:18:59 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689463	V00649	BROWNELLS, INC	09/13/2023	\$340.82
00689464	V00655	C WELLS PIPELINE MATERIALS, INC	09/13/2023	\$4,991.63
00689465	V00660	CAMERON WELDING SUPPLY	09/13/2023	\$281.62
00689466	V01350	CARAHSOFT TECHNOLOGY CORPORATION	09/13/2023	\$22,655.00
00689467	V00554	CARL WARREN & CO	09/13/2023	\$9,585.00
00689468	OTV002991	EFRAIN ROSALES CERVANTE	09/13/2023	\$71.00
00689469	OTV002992	JOSE A CERVANTES	09/13/2023	\$106.00
00689470	OTV002993	MARTHA CERVANTES	09/13/2023	\$53.00
00689471	V01861	CITY OF BREA ADMINISTRATIVE SERVICES	09/13/2023	\$65,125.24
00689472	V00832	CITY OF WESTMINSTER	09/13/2023	\$300.00
00689473	V00579	COASTLINE EQUIPMENT	09/13/2023	\$1,602.32
00689474	V03107	CONTINENTAL FLOORING COMPANY	09/13/2023	\$34,161.70
00689475	V01134	COUNTY OF ORANGE TREAS REV RECOVERY-A/R UNIT	09/13/2023	\$29,856.50
00689476	V02040	CPRS NPSI	09/13/2023	\$145.00
00689477	V02871	DBS ADMINISTRATORS, INC.	09/13/2023	\$6,788.54
00689478	OTV002994	TUNHAN DO	09/13/2023	\$1,000.00
00689479	V00676	DUNN-EDWARDS CORPORATION	09/13/2023	\$61.46
00689480	V00174	ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA, INC	09/13/2023	\$20,080.00
00689481	V00336	EXCLUSIVE AUTO DETAIL	09/13/2023	\$606.00
00689482	V00233	FACTORY MOTOR PARTS CO BIN 139107	09/13/2023	\$1,015.03
00689483	V01379	FIVESTAR RUBBER STAMP ETC, INC	09/13/2023	\$58.70
00689484	V01207	FLEET SERVICES, INC	09/13/2023	\$493.75
00689485	V00009	FORENSIC NURSE SPECIALISTS, INC	09/13/2023	\$2,400.00
00689486	V02257	FRANCHISE TAX BOARD	09/13/2023	\$60.00
00689487	V00054	GALLS LLC	09/13/2023	\$9,727.11
00689488	V00696	GARDEN GROVE UNIFIED SCHOOL DIST	09/13/2023	\$596.15
00689489	V00503	HF&H CONSULTANTS, LLC	09/13/2023	\$11,083.28
00689490	V02308	HIRSCH PIPE & SUPPLY CO. INC	09/13/2023	\$407.56
00689491	V03208	IMPERIAL SPRINKLER SUPPLY	09/13/2023	\$3,029.59
00689492	OTV002548	IPERMIT	09/13/2023	\$140.00
00689493	OTV002548	IPERMIT	09/13/2023	\$140.00
00689494	V01812	J & K WELDING	09/13/2023	\$1,340.00
00689495	V00717	J & M SERVICE, INC	09/13/2023	\$656.31

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 7, 2023 and Sep 13, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 9:18:59 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689496	V00720	JOHNSTONE SUPPLY	09/13/2023	\$53.27
00689497	V00435	LANGUAGE LINE SERVICES	09/13/2023	\$51.70
00689498	V00555	LIFECOM, INC	09/13/2023	\$483.25
00689499	V00610	LT PROPERTIES	09/13/2023	\$19,458.55
00689500	V01337	LUIS AYALA	09/13/2023	\$500.00
00689501	V01264	MAINTENANCE SUPERINTEDENTS ASSOCIATION	09/13/2023	\$35.00
00689502	V00478	MASTER LANDSCAPE & MAINTENANCE	09/13/2023	\$27,350.01
00689503	V00020	MCFADDEN DALE INDUSTRIAL HARDWARE	09/13/2023	\$231.12
00689504	V01218	MSC INDUSTRIAL SUPPLY CO, INC	09/13/2023	\$53.64
00689505	V01872	MurCal, INC	09/13/2023	\$6,000.61
00689506	OTV002930	NAGDCA	09/13/2023	\$600.00
00689507	V00055	NATIONAL BUSINESS FURNITURE	09/13/2023	\$762.82
00689508	V01280	NATIONAL CREDIT REPORTING	09/13/2023	\$27.90
00689509	V00743	NIKKI'S FLAG SHOP	09/13/2023	\$1,891.34
00689510	V00459	O'REILLY AUTO PARTS	09/13/2023	\$308.43
00689511	V01867	OC HEALTH CARE AGENCY, ENVIRONMENTAL HEALTH	09/13/2023	\$1,568.00
00689512	V00209	WHJ OCN,IND	09/13/2023	\$165.00
00689513	OTV002813	OPTOMED DESIGN & CONSTRUCTION	09/13/2023	\$1,000.00
00689514	V00560	ORANGE COUNTY FIRE PROTECTION	09/13/2023	\$619.24
00689515	V00701	PACIFIC MOBILE STRUCTURES, INC	09/13/2023	\$957.00
00689516	V01586	PACIFIC TRUCK EQUIPMENT INC	09/13/2023	\$646.54
00689517	V00764	PETTY CASH - HUMAN RESOURCES	09/13/2023	\$145.33
00689518	V00765	PLANETBIDS, INC	09/13/2023	\$6,952.00
00689519	V02613	R.S. HUGHES COMPANY INC	09/13/2023	\$2,098.45
00689520	V00774	REFRIGERATION SUPPLIES DISTRIBUTOR	09/13/2023	\$239.81
00689521	V01468	RESOURCE BUILDING MATERIALS	09/13/2023	\$674.32
00689522	V03133	RICOH USA, INC.	09/13/2023	\$8,174.83
00689523	V00155	RPW SERVICES, INC	09/13/2023	\$2,880.00
00689524	V00525	RYAN HERCO PRODUCTS CORP	09/13/2023	\$124.54
00689525	V00779	S C YAMAMOTO, INC	09/13/2023	\$154.00
00689526	V00782	SANTA ANA RIVER FLOOD PROTECTION AGY	09/13/2023	\$1,300.00
00689527	V01438	SEHI COMPUTER PRODUCTS	09/13/2023	\$3,569.13
00689528	V00784	SHOETERIA	09/13/2023	\$231.07
00689529	V00785	SHRED CONFIDENTIAL, INC	09/13/2023	\$108.15

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 7, 2023 and Sep 13, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 12, 2023 9:18:59 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689530	V02717	SIG SAUER, INC.	09/13/2023	\$860.00
00689531	V00787	SMITH PIPE & SUPPLY COMPANY, INC	09/13/2023	\$3,940.04
00689532	V01061	SOUTHERN CALIFORNIA EDISON	09/13/2023	\$545.60
00689533	V00474	SOUTHERN COUNTIES LUBRICANTS, LLC	09/13/2023	\$2,128.93
00689534	V01784	SOUTHLAND MEDICAL, LLC	09/13/2023	\$502.19
00689535	V00795	SPARKLETTS	09/13/2023	\$98.42
00689536	V01199	STANDARD INSURANCE COMPANY 00 643061 0001	09/13/2023	\$25,394.05
00689537	V00244	SWANK MOTION PICTURES, INC	09/13/2023	\$1,005.00
00689538	V02455	THE HOME DEPOT	09/13/2023	\$241.12
00689539	V01389	THE HOME DEPOT PRO	09/13/2023	\$3,573.99
00689540	V02881	THOMCO CONSTRUCTION, INC.	09/13/2023	\$359,516.07
00689541	V00809	TURBO DATA SYSTEMS, INC	09/13/2023	\$7,616.38
00689542	V01094	ULINE, INC	09/13/2023	\$2,398.44
00689543	V00812	UNIFIRST CORP	09/13/2023	\$3,986.40
00689544	V01201	US BANK	09/13/2023	\$2,717.45
00689545	OTV001446	US BUILDER GROUP INC.	09/13/2023	\$1,000.00
00689546	V01075	VIET BAO DAILY, INC	09/13/2023	\$350.00
00689547	OTV001847	GIANG S. VO	09/13/2023	\$1,000.00
00689548	V00398	VULCAN MATERIALS COMPANY WESTERN DIVISION	09/13/2023	\$22,231.98
00689549	V01634	WATER SOURCE SOLUTIONS, INC	09/13/2023	\$76.11
00689550	V00824	WAXIE SANITARY SUPPLY	09/13/2023	\$605.21
00689551	V00564	WEST COUNTY TIRE & AUTO, INC	09/13/2023	\$1,073.23
00689552	V01044	WESTERN WATER WORKS	09/13/2023	\$2,389.02
00689553	V00575	WINNERS CIRCLE TROPHY COMPANY	09/13/2023	\$87.00
00689554	V00582	WOODRUFF & SMART, A PROFESSIONAL CORP	09/13/2023	\$22,551.82
00689555	V01208	YO-FIRE SUPPLIES	09/13/2023	\$7,715.18
00689556	V00115	YORBA LINDA FEED STORE, INC	09/13/2023	\$210.00
00689557	V00140	GARDEN GROVE SECURED STORAGE	09/13/2023	\$3,051.00
00689558	V01323	MARLOW INNOVATIONS, INC	09/13/2023	\$4,995.00
00689559	V00270	MONTROSE ENVIRONMENTAL SOLUTIONS	09/13/2023	\$11,392.37
			<b>EFT:</b>	<b>53 \$1,514,528.00</b>
			<b>Check:</b>	<b>109 \$1,082,054.83</b>
			<b>Total:</b>	<b>162 \$2,596,582.83</b>



City of Garden Grove  
Certificate of Warrants  
Register Dates:  
9/20/2023

This is to certify the demands covered EFT numbers 00041898 through 00041930, and check numbers 00689560 through 00689698 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

A handwritten signature in black ink, appearing to read 'Patricia Song', positioned above a horizontal line.

Finance Director  
Patricia Song

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 14, 2023 and Sep 20, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:09:34 AM

Page 1

**AP - Checking Account**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041898	V00585	ADMINSURE	09/20/2023	\$16,939.00
00041899	V02837	ALLIED UNIVERSAL SECURITY SERVICES	09/20/2023	\$65,527.03
00041900	V03305	BADGE FRAME, INC.	09/20/2023	\$400.00
00041901	V01042	CHARLES P CROWLEY CO, INC	09/20/2023	\$6,197.73
00041902	V03113	COLLICUTT ENERGY SERVICES, INC.	09/20/2023	\$11,234.23
00041903	V00476	CSG CONSULTANTS, INC	09/20/2023	\$8,800.00
00041904	V03221	DISCOUNT LIGHT DEPOT INC	09/20/2023	\$9,195.90
00041905	V00259	DTNTECH MARKETING	09/20/2023	\$2,066.19
00041906	V01647	FLEETCREW, INC.	09/20/2023	\$2,469.48
00041907	V01305	FLEMING ENVIRONMENTAL, INC	09/20/2023	\$450.00
00041908	V03018	FLO-SERVICES, INC.	09/20/2023	\$61,895.23
00041909	V00218	GRAINGER	09/20/2023	\$9,912.10
00041910	V00544	HARRINGTON INDUSTRIAL PLASTICS LLC	09/20/2023	\$297.86
00041911	V01391	INTELEPEER CLOUD COMMUNICATIONS, LLC	09/20/2023	\$2,245.77
00041912	V00531	IRV SEAVER MOTORCYCLES	09/20/2023	\$626.85
00041913	V03293	KELLY SPICERS PACKAGING	09/20/2023	\$691.76
00041914	V02752	MICHAEL BAKER INTERNATIONAL, INC.	09/20/2023	\$43,400.00
00041915	V02866	MIND OC	09/20/2023	\$68,266.61
00041916	V00092	NATIONAL AUTO FLEET GROUP AND CHEVROLET OF WATSONV	09/20/2023	\$87,334.94
00041917	V03068	NEXUS HOLDING LLC	09/20/2023	\$42,765.94
00041918	V02205	OCAPICA	09/20/2023	\$1,941.66
00041919	V02733	PITNEY BOWES GLOBAL FINANCIAL SERVICES	09/20/2023	\$1,732.67
00041920	V02975	ROBERT BORDERS & ASSOCIATES	09/20/2023	\$2,788.75
00041921	V01775	SHI INTERNATIONAL CORP	09/20/2023	\$2,920.00
00041922	V03029	SIGNATURE PARTY RENTALS	09/20/2023	\$862.94
00041923	V00261	STRICTLY TECHNOLOGY, LLC	09/20/2023	\$1,449.01
00041924	V03136	SUNRISE MULTISPECIALIST MEDICAL CENTER	09/20/2023	\$1,092.00
00041925	V00228	SUPERION, LLC	09/20/2023	\$656.25
00041926	V01469	WEST YOST ASSOCIATES, INC.	09/20/2023	\$36,506.38
00041927	V01731	WILLDAN ENGINEERING	09/20/2023	\$32,188.50
00041928	V01736	PATRICIA L CAHILL	09/20/2023	\$119.70
00041929	V00288	EMMA S CLARK	09/20/2023	\$590.00

**CITY OF GARDEN GROVE  
GGFEFM001 Warrant Register**

**Check Dates Between Sep 14, 2023 and Sep 20, 2023  
Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:09:34 AM

Page 2

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00041930	V03009	FAGO, TRAVIS	09/20/2023	\$1,700.00
00689560	V00629	A-1 FENCE COMPANY	09/20/2023	\$9,041.00
00689561	V00280	ACA COMPLIANCE SERVICES, INC	09/20/2023	\$1,231.45
00689562	OTV003006	ADT SOLAR LLC	09/20/2023	\$197.60
00689563	V01122	ADVANCED CAR CARE, INC	09/20/2023	\$3,696.51
00689564	V00573	ALAN'S LAWN AND GARDEN CENTER, INC	09/20/2023	\$235.16
00689565	V00635	ALL CITY MANAGEMENT SERVICES, INC	09/20/2023	\$16,506.78
00689566	V00426	ALS GROUP USA CORP	09/20/2023	\$875.00
00689567	V00639	ANAHEIM HOUSING AUTHORITY COMMUNITY DEV	09/20/2023	\$4,800.00
00689568	V00033	AT&T CORP	09/20/2023	\$13,272.27
00689569	V00391	AUTOZONE STORES, INC	09/20/2023	\$191.37
00689570	V01188	BANNER BANK	09/20/2023	\$5,418.75
00689571	V00645	BARR AND CLARK, INC	09/20/2023	\$625.00
00689572	V00649	BROWNELLS, INC	09/20/2023	\$643.28
00689573	V00655	C WELLS PIPELINE MATERIALS, INC	09/20/2023	\$9,026.25
00689574	V00304	CADD MICROSYSTEMS, INC	09/20/2023	\$4,866.00
00689575	V00660	CAMERON WELDING SUPPLY	09/20/2023	\$43.60
00689576	OTV001543	GLENN VAN CAPELLE	09/20/2023	\$1,000.00
00689577	V00154	CERTIFIED TRANSPORTATION SERVICES, INC	09/20/2023	\$1,097.60
00689578	OTV003021	VUTHEA CHAN	09/20/2023	\$10.51
00689579	OTV003002	JEFFREY CHANG	09/20/2023	\$928.27
00689580	OTV003020	CHRIS CHUN	09/20/2023	\$42.52
00689581	V00667	CONTINENTAL CONCRETE CUTTING, INC.	09/20/2023	\$1,492.00
00689582	V00620	COUNTY OF ORANGE	09/20/2023	\$2,709.04
00689583	V01134	COUNTY OF ORANGE TREAS REV RECOVERY-A/R UNIT	09/20/2023	\$54,524.57
00689584	V03120	DEWEY PEST CONTROL	09/20/2023	\$195.00
00689585	V00184	DIAMOND ENVIRONMENTAL SERVICES	09/20/2023	\$1,522.99
00689586	OTV002998	PHIL DINH	09/20/2023	\$164.00
00689587	OTV003029	KIRK & JOY DODGE	09/20/2023	\$5.00
00689588	OTV003036	DOMINGUEZ, APOLONIO	09/20/2023	\$9,910.00
00689589	OTV003013	DUONG, MATHEW	09/20/2023	\$1,000.00
00689590	V01371	DXP ENTERPRISES, INC	09/20/2023	\$16,005.54
00689591	V02321	ELECNOR BELCO ELECTRIC, INC.	09/20/2023	\$67,855.45
00689592	OTV002967	ROY ELWELL	09/20/2023	\$42.90

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 14, 2023 and Sep 20, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:09:34 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689593	V00174	ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA, INC	09/20/2023	\$22,609.60
00689594	V00862	F & B RENTALS	09/20/2023	\$776.86
00689595	V00233	FACTORY MOTOR PARTS CO BIN 139107	09/20/2023	\$170.25
00689596	V00412	FEDERAL EXPRESS CORP	09/20/2023	\$133.63
00689597	V00829	FERGUSON ENTERPRISES, INC 1350	09/20/2023	\$28,693.69
00689598	OTV003003	FG REAL ESTATE DEVELOPMENT	09/20/2023	\$130.80
00689599	V00276	FG SOLUTIONS, LLC	09/20/2023	\$8,847.55
00689600	V01207	FLEET SERVICES, INC	09/20/2023	\$932.46
00689601	OTV003033	FORBES, CHARLES	09/20/2023	\$75.00
00689602	V00054	GALLS LLC	09/20/2023	\$2,191.79
00689603	V01224	GGTPC	09/20/2023	\$300,000.00
00689604	OTV003011	GLOVER, RICK	09/20/2023	\$150.00
00689605	V03109	GOLDAK INC	09/20/2023	\$713.06
00689606	V00702	GRAFFITI PROTECTIVE COATINGS, INC	09/20/2023	\$33,008.00
00689607	OTV003035	GRANT, ALICIA S.	09/20/2023	\$1,255.00
00689608	V00346	CINDY GRISWOLD	09/20/2023	\$119.70
00689609	V00707	HACH COMPANY, INC	09/20/2023	\$1,299.70
00689610	V00708	HARBOR POINTE A/C & CONTROL SYSTEMS, INC	09/20/2023	\$475.00
00689611	V00494	HARRIS & ASSOCIATES, INC	09/20/2023	\$1,500.00
00689612	OTV003030	BRIDGET HARRIS	09/20/2023	\$53.88
00689613	V00711	HILL'S BROS LOCK & SAFE, INC	09/20/2023	\$80.48
00689614	OTV003019	JESSICA HOANG	09/20/2023	\$45.84
00689615	OTV003028	NASEEM HUSSEIN	09/20/2023	\$55.39
00689616	V00717	J & M SERVICE, INC	09/20/2023	\$317.76
00689617	V00719	JAY'S CATERING	09/20/2023	\$316.00
00689618	V00683	JOHN B EWLES, INC	09/20/2023	\$4,440.00
00689619	V00116	JOHNNY ALLEN TENNIS ACADEMY	09/20/2023	\$1,642.41
00689620	OTV001289	PADDY KAKIHARA	09/20/2023	\$296.00
00689621	OTV003000	KEYSTONE DCS INC	09/20/2023	\$40.00
00689622	OTV003032	PETE KIAT	09/20/2023	\$36.91
00689623	OTV003024	LAN LAM	09/20/2023	\$200.55
00689624	OTV003008	LE, STEVE	09/20/2023	\$1,000.00
00689625	OTV003025	STEVE LE	09/20/2023	\$42.22

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 14, 2023 and Sep 20, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:09:34 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689626	V00769	LEGAL SHIELD	09/20/2023	\$650.75
00689627	OTV003018	CHRISTOPHER LEIGHTON	09/20/2023	\$17.26
00689628	OTV001679	TOAFA LEUELU	09/20/2023	\$75.00
00689629	V01563	LIFE-ASSIST, INC	09/20/2023	\$1,979.91
00689630	OTV003009	LOPEZ, SANDRA	09/20/2023	\$1,010.00
00689631	V00321	DAWNA LUDWIG	09/20/2023	\$332.64
00689632	OTV002999	LONG LY	09/20/2023	\$141.00
00689633	V01411	MAGNUM OIL SPREADING, INC	09/20/2023	\$1,699.11
00689634	V00020	MCFADDEN DALE INDUSTRIAL HARDWARE	09/20/2023	\$548.48
00689635	OTV003004	DYLAN MCMURTRY	09/20/2023	\$260.86
00689636	V01177	METROLINK TRAINS	09/20/2023	\$497.00
00689637	V00420	MIKE RAAHAUGES SHOOTING ENTERPRISES	09/20/2023	\$75.00
00689638	OTV003023	LLC MONTANA TRAVELS	09/20/2023	\$10.66
00689639	V00270	MONTROSE ENVIRONMENTAL SOLUTIONS	09/20/2023	\$11,475.47
00689640	V02408	MOORE IACOFANO GOLTSMAN, INC	09/20/2023	\$3,625.02
00689641	V00190	MR D'S AUTOMOTIVE	09/20/2023	\$964.60
00689642	V01218	MSC INDUSTRIAL SUPPLY CO, INC	09/20/2023	\$1,070.03
00689643	V00541	MUNICIPAL WATER DISTRICT OF ORANGE COUNTY	09/20/2023	\$2,181.32
00689644	OTV003012	NABI, RAFIQ	09/20/2023	\$1,000.00
00689645	V00735	NAN MCKAY & ASSOCIATES, INC	09/20/2023	\$239.00
00689646	V00557	NATIONAL CONSTRUCTION RENTALS	09/20/2023	\$11,132.70
00689647	V01577	NETFILE, INC	09/20/2023	\$11,250.00
00689648	OTV003027	HAO NGO	09/20/2023	\$18.49
00689649	OTV003001	JOSEPH NGUYEN	09/20/2023	\$148.40
00689650	OTV003010	NGUYEN, ROSA ISELA	09/20/2023	\$500.00
00689651	OTV003022	THO NGUYEN	09/20/2023	\$26.59
00689652	OTV003026	TONY NGUYEN	09/20/2023	\$134.29
00689653	OTV002995	TU NGUYEN	09/20/2023	\$130.80
00689654	OTV002995	TU NGUYEN	09/20/2023	\$140.00
00689655	OTV003031	YVONNE NGUYEN	09/20/2023	\$21.72
00689656	V00209	WHJ OCN,IND	09/20/2023	\$2,130.00
00689657	V01422	ORANGE COUNTY CLERK-RECORDER'S OFFICE	09/20/2023	\$150.00
00689658	V02162	ORANGE COUNTY WATER DISTRICT	09/20/2023	\$450.00
00689659	V00701	PACIFIC MOBILE STRUCTURES, INC	09/20/2023	\$957.00



**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 14, 2023 and Sep 20, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:09:34 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00689660	V00761	PETTY CASH - MUN SRVC CTR	09/20/2023	\$665.96
00689661	V01316	QUINN COMPANY	09/20/2023	\$10,043.19
00689662	V00744	R J NOBLE COMPANY	09/20/2023	\$102,956.25
00689663	V00396	RADI'S CUSTOM UPHOLSTER	09/20/2023	\$1,450.00
00689664	V01468	RESOURCE BUILDING MATERIALS	09/20/2023	\$141.38
00689665	OTV002984	RACHYL REYNOSA	09/20/2023	\$6.95
00689666	V00652	RUSSELL SIGLER, INC	09/20/2023	\$269.47
00689667	V02896	SANTA ANA BLUE PRINT/SABP	09/20/2023	\$1,599.22
00689668	V01438	SEHI COMPUTER PRODUCTS	09/20/2023	\$825.10
00689669	OTV003017	SHINING BRIGHT SENIOR CARE HOME	09/20/2023	\$145.77
00689670	V00784	SHOETERIA	09/20/2023	\$346.29
00689671	V00785	SHRED CONFIDENTIAL, INC	09/20/2023	\$210.00
00689672	V00367	SOUTHERN COMPUTER WAREHOUSE	09/20/2023	\$3,914.23
00689673	V00474	SOUTHERN COUNTIES LUBRICANTS, LLC	09/20/2023	\$888.94
00689674	V00160	SOUTHERN COUNTIES OIL COMPANY	09/20/2023	\$35,585.10
00689675	V01199	STANDARD INSURANCE COMPANY 00 643061 0001	09/20/2023	\$26,059.91
00689676	V01616	STERICYCLE, INC	09/20/2023	\$470.32
00689677	OTV003016	PHILIP STURMAN	09/20/2023	\$112.03
00689678	V01389	THE HOME DEPOT PRO	09/20/2023	\$1,395.45
00689679	V00804	THOMSON REUTERS- WEST	09/20/2023	\$4,605.92
00689680	OTV002997	TOC TOC LLC	09/20/2023	\$140.00
00689681	V01623	TRAFFIC MANAGEMENT, INC	09/20/2023	\$1,608.16
00689682	OTV003015	TRAN, KHOA	09/20/2023	\$1,000.00
00689683	OTV003007	TRAN, TOAN	09/20/2023	\$1,000.00
00689684	OTV002996	TRUJANO ROOFING	09/20/2023	\$195.99
00689685	V00800	TT TECHNOLOGIES, INC	09/20/2023	\$3,474.78
00689686	V00811	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	09/20/2023	\$688.60
00689687	V00812	UNIFIRST CORP	09/20/2023	\$1,365.19
00689688	V00814	UNITED PARCEL SERVICE	09/20/2023	\$38.96
00689689	V00501	US BEHAVIORAL HEALTH PLAN, CA	09/20/2023	\$1,482.00
00689690	V01075	VIET BAO DAILY, INC	09/20/2023	\$100.00
00689691	OTV002053	TAM VO	09/20/2023	\$1,000.00
00689692	OTV003005	DAVID VU	09/20/2023	\$140.00

**CITY OF GARDEN GROVE**  
**GGFEFM001 Warrant Register**  
**Check Dates Between Sep 14, 2023 and Sep 20, 2023**  
**Bank(s): AP - Checking Account, WT - Checking Account**

Report Generated on Oct 4, 2023 11:09:34 AM

Page 6

Check	Vendor #	Vendor Name	Issue Date	Check Amount	
00689693	OTV002985	THUYLAM VU	09/20/2023	\$121.42	
00689694	V00398	VULCAN MATERIALS COMPANY WESTERN DIVISION	09/20/2023	\$2,593.12	
00689695	OTV003014	WEINRAUCH, LOAN	09/20/2023	\$14.12	
00689696	V01044	WESTERN WATER WORKS	09/20/2023	\$1,476.50	
00689697	V00582	WOODRUFF & SMART, A PROFESSIONAL CORP	09/20/2023	\$220.50	
00689698	V01208	YO-FIRE SUPPLIES	09/20/2023	\$409.05	
			EFT:	33	\$525,264.48
			Check:	139	\$904,627.91
			Total:	172	\$1,429,892.39

City of Garden Grove  
Certificate of Warrants  
Register Date:  
Nov 2, 2023

This is to certify the demands covered by EFT numbers 00030444 through 00031085 and check numbers 00185596 through 00185604 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures.

Note:

A handwritten signature in black ink, appearing to read 'Patricia Song', written over a horizontal line.

Finance Director  
Patricia Song

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 2

**PY - Payroll**

**Check Type: CHK**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00185596	E05035	NGUYEN, TAN V	11/02/2023	\$49.27
00185597	E00977	BELAIR, DIANE	11/02/2023	\$2,543.60
00185598	E05127	FLORES, ERIKA	11/02/2023	\$80.12
00185599	E05120	NGUYEN, VICKY	11/02/2023	\$199.17
00185600	E05105	RODRIGUEZ, ROGER	11/02/2023	\$709.18
00185601	E05149	VAZQUEZ, ELOISA E	11/02/2023	\$305.93
00185602	E05163	VO, EDWIN N	11/02/2023	\$349.63
00185603	E03529	ROCHA, MICHAEL F	11/02/2023	\$2,587.45
00185604	E05168	MACIAS, DANIEL	11/02/2023	\$1,563.34
<b>CHK - Total</b>				<b>\$8,387.69</b>

**Check Type: EFT**

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030444	E03973	AVILA, VERONICA	11/02/2023	\$2,813.33
00030445	E03982	BECKLES, CAROL E	11/02/2023	\$49.27
00030446	E04755	BRIETIGAM III, GEORGE S	11/02/2023	\$778.36
00030447	E02788	DAVIS, JEFFREY P	11/02/2023	\$3,107.69
00030448	E05080	DOVINH, JOSEPH T	11/02/2023	\$730.47
00030449	E04994	GREENUP, BREANNA C	11/02/2023	\$1,137.92
00030450	E00803	HADDAD, PAMELA M	11/02/2023	\$2,177.09
00030451	E04131	HERREN, NOELLE N	11/02/2023	\$3,265.64
00030452	E03612	JONES, STEVEN R	11/02/2023	\$454.04
00030453	E04442	KIM, LISA L	11/02/2023	\$5,567.12
00030454	E04536	KLOPFENSTEIN, STEPHANIE L	11/02/2023	\$610.29
00030455	E05072	LOPEZ, CARLOS	11/02/2023	\$1,942.82
00030456	E02787	MORAN, MARIE L	11/02/2023	\$3,065.41
00030457	E04537	NGUYEN, KIM B	11/02/2023	\$752.48
00030458	E04534	ONEILL, JOHN R	11/02/2023	\$787.28
00030459	E04528	PARK, SHAWN S	11/02/2023	\$2,686.64
00030460	E04443	POLLOCK, AMANDA M	11/02/2023	\$2,152.87
00030461	E06945	POMEROY, TERESA L	11/02/2023	\$4,026.64
00030462	E01964	PULIDO, ANA E	11/02/2023	\$4,693.03
00030463	E05057	SATO, MICH L	11/02/2023	\$2,717.90

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 3

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030464	E03715	THAI, KRISTY H	11/02/2023	\$2,585.85
00030465	E05079	TRAN, CINDY NGOC	11/02/2023	\$787.49
00030466	E03983	VASQUEZ, LIZABETH C	11/02/2023	\$2,667.59
00030467	E04971	VITAL, ANDREA	11/02/2023	\$1,899.19
00030468	E04230	WIMMER, MISSY M	11/02/2023	\$1,576.92
00030469	E04944	ANDERSON CAMBA, ASHLEIGH R	11/02/2023	\$2,434.37
00030470	E04764	BRADLEY, JANNA K	11/02/2023	\$2,948.25
00030471	E03766	CERDA, MARY C	11/02/2023	\$2,295.41
00030472	E04673	HART, BRANDI M	11/02/2023	\$690.20
00030473	E04363	KWAN, LIANE Y	11/02/2023	\$3,911.45
00030474	E01985	LEE, JANY H	11/02/2023	\$4,886.85
00030475	E03420	PROCTOR, SHERRILL A	11/02/2023	\$2,560.59
00030476	E05078	SANCHEZ, GIOVANNI P	11/02/2023	\$2,253.50
00030477	E04417	STEPHENSON, CAITLYN M	11/02/2023	\$2,462.44
00030478	E02115	STOVER, LAURA J	11/02/2023	\$5,468.21
00030479	E05082	YIN, ARTHUR	11/02/2023	\$2,258.34
00030480	E04390	AMBRIZ, STEPHANIE	11/02/2023	\$1,446.07
00030481	E04445	BROWN, KAREN J	11/02/2023	\$739.00
00030482	E03313	BUI, AI N	11/02/2023	\$1,512.79
00030483	E05068	CASTELLON, ALVARO A	11/02/2023	\$4,495.29
00030484	E04961	CHAO, VICTORIA	11/02/2023	\$1,699.58
00030485	E03686	CHAVEZ, JAIME F	11/02/2023	\$1,728.67
00030486	E03760	CHUNG, JANET J	11/02/2023	\$2,725.29
00030487	E05094	CORTEZ, ELIZABETH M.	11/02/2023	\$2,400.84
00030488	E04957	CURTSEIT, MARIA	11/02/2023	\$2,157.48
00030489	E04960	FUKAZAWA, KEISUKE	11/02/2023	\$2,201.69
00030490	E05055	GAMINO, LINDA M	11/02/2023	\$1,435.67
00030491	E03877	GOMEZ, STEVEN E	11/02/2023	\$1,520.13
00030492	E03016	HERNANDEZ, GARY F	11/02/2023	\$1,822.89
00030493	E04569	HOFFMAN, CORINNE L	11/02/2023	\$2,543.75
00030494	E05167	LOFFLER, SARAH N	11/02/2023	\$1,529.46
00030495	E00057	MANALANSAN, NEAL M	11/02/2023	\$2,256.17
00030496	E01668	MAY, ROBERT W	11/02/2023	\$1,748.38
00030497	E01393	MENDEZ, ANGELA M	11/02/2023	\$2,186.58
00030498	E03628	MENDOZA, CHRISTI C	11/02/2023	\$2,467.32

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 4

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030499	E04958	NGO, TINA	11/02/2023	\$2,927.56
00030500	E04838	NIGATU, SELAMAWIT	11/02/2023	\$3,134.67
00030501	E02429	PHAM, ANH	11/02/2023	\$1,921.37
00030502	E03610	RAMIREZ, EVA	11/02/2023	\$2,154.86
00030503	E04973	RAMOS, NANCY	11/02/2023	\$3,183.98
00030504	E05097	RODRIGUEZ, SEBASTIAN	11/02/2023	\$2,036.78
00030505	E03539	SEGAWA, SANDRA E	11/02/2023	\$3,928.89
00030506	E04780	SONG, YUAN	11/02/2023	\$5,497.72
00030507	E03085	VICTORIA, PAUL E	11/02/2023	\$1,554.25
00030508	E04859	VO, MY TRA	11/02/2023	\$3,619.51
00030509	E03433	WESTON, RETA J	11/02/2023	\$1,083.35
00030510	E04674	WHITTAKER DEGEN, HELEN E	11/02/2023	\$840.64
00030511	E04527	YOO, MEENA	11/02/2023	\$4,414.66
00030512	E04493	ANDREWS, STEVEN F	11/02/2023	\$2,699.05
00030513	E00845	CHANG, TERENCE S	11/02/2023	\$3,735.32
00030514	E05091	ENCISO, MARIA VERONICA M	11/02/2023	\$2,245.41
00030515	E03498	ESPINOZA, VERNA L	11/02/2023	\$2,734.09
00030516	E04523	GALLO, CESAR	11/02/2023	\$3,422.85
00030517	E04415	GOLD, ANNA L	11/02/2023	\$2,313.01
00030518	E04713	HINGCO, ERNIE E	11/02/2023	\$2,221.46
00030519	E02617	KLOESS, GEOFFREY A	11/02/2023	\$4,654.46
00030520	E03571	MORAGRAAN, RACHOT	11/02/2023	\$4,234.85
00030521	E05071	OCHOA, NICOLAS E	11/02/2023	\$2,515.81
00030522	E01277	PROFFITT, NOEL J	11/02/2023	\$3,784.61
00030523	E01901	RAO, ANAND V	11/02/2023	\$6,834.67
00030524	E05073	SEYMOUR, DAVID M	11/02/2023	\$958.92
00030525	E04395	SWANSON, MATTHEW T	11/02/2023	\$2,053.79
00030526	E01674	VALENZUELA, ANTHONY	11/02/2023	\$1,809.50
00030527	E00809	VICTORIA, ROD T	11/02/2023	\$2,868.71
00030528	E03509	WINSTON, TERREL KEITH	11/02/2023	\$3,429.13
00030529	E03725	ABU HAMDIYYAH, AMEENAH	11/02/2023	\$2,154.45
00030530	E02996	ASHLEIGH, JULIE A	11/02/2023	\$2,305.43
00030531	E03601	CHUNG, CHRISTOPHER	11/02/2023	\$3,398.21
00030532	E00128	CRAMER, RITA M	11/02/2023	\$2,589.90
00030533	E04394	DAHLHEIMER, BRYSON T	11/02/2023	\$1,023.08

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 5

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030534	E04879	DAKE, RYAN J	11/02/2023	\$2,459.77
00030535	E04578	DENT, DAVID A	11/02/2023	\$4,897.23
00030536	E03531	HERNANDEZ, RALPH V	11/02/2023	\$2,459.17
00030537	E04855	HERRERA JR, ARMANDO	11/02/2023	\$1,741.62
00030538	E03410	HODSON, AARON J	11/02/2023	\$2,309.24
00030539	E04716	KASKLA, PRIIT J	11/02/2023	\$2,400.38
00030540	E04959	LE, KENNETH H	11/02/2023	\$2,170.73
00030541	E04490	LY, HUONG Q	11/02/2023	\$2,424.34
00030542	E04194	MARTINEZ, MARIA L	11/02/2023	\$3,122.97
00030543	E03044	MOORE, JUDITH A	11/02/2023	\$2,301.27
00030544	E04635	NGUYEN, PHU T	11/02/2023	\$4,065.95
00030545	E02842	PARRA, MARIA C	11/02/2023	\$4,312.58
00030546	E05172	QUENTAL, RYAN	11/02/2023	\$2,113.69
00030547	E04992	ROBLES, ALFONSO	11/02/2023	\$2,622.55
00030548	E04862	TRAN, JAKE P	11/02/2023	\$2,088.75
00030549	E05048	TUONG, NGHIA T	11/02/2023	\$2,304.89
00030550	E05053	VU, VINNY X	11/02/2023	\$1,811.78
00030551	E05150	WETZEL, NIKI	11/02/2023	\$4,697.21
00030552	E03643	ALVARADO, YOLANDA A	11/02/2023	\$1,937.90
00030553	E04771	BAILOR, REBECCA J	11/02/2023	\$249.23
00030554	E04988	BAUTISTA, BRENDA	11/02/2023	\$2,140.46
00030555	E02658	CAMARENA, RACHEL M	11/02/2023	\$2,218.49
00030556	E01588	CAMARENA, RENE	11/02/2023	\$2,460.96
00030557	E01902	CASILLAS, VICTORIA M	11/02/2023	\$2,145.07
00030558	E05101	CASTANEDA, LILIANA	11/02/2023	\$638.96
00030559	E05121	CASTRO PEREZ, ANDREA	11/02/2023	\$281.16
00030560	E05058	CATAQUIZ, CHARLIZE N	11/02/2023	\$239.00
00030561	E03304	CHUMACERO, DEANNA M	11/02/2023	\$1,005.78
00030562	E04611	CROSS, AMANDA D	11/02/2023	\$3,556.96
00030563	E04653	DIAZ, GABRIELA	11/02/2023	\$800.02
00030564	E05013	DINH, TIFFANY	11/02/2023	\$350.54
00030565	E05090	ESCARENO, MELISSA	11/02/2023	\$400.62
00030566	E05158	FABIAN, SHARON J	11/02/2023	\$269.51
00030567	E05015	FALETOI, TERRY U	11/02/2023	\$397.04
00030568	E02120	FRAUSTO, LUIZ F	11/02/2023	\$71.17

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 6

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030569	E04679	FREEMAN, MARK C	11/02/2023	\$4,054.78
00030570	E04481	GARCIA, JARED D	11/02/2023	\$524.08
00030571	E04253	GARCIA, VANESSA L	11/02/2023	\$491.61
00030572	E05069	GARCIA, VERONICA	11/02/2023	\$275.42
00030573	E03337	GODDARD, JENNIFER DANIELLE	11/02/2023	\$2,883.51
00030574	E00940	GRANT, JACOB R	11/02/2023	\$2,172.00
00030575	E04967	HASHEMI, SETAREH	11/02/2023	\$568.60
00030576	E05152	HERNANDEZ, CLARISSA	11/02/2023	\$349.63
00030577	E05032	LEE, JASON J	11/02/2023	\$318.67
00030578	E03603	MA AE, ELAINE M	11/02/2023	\$3,214.37
00030579	E05140	MARTINEZ, ERICK	11/02/2023	\$672.50
00030580	E05148	MAZARIEGOS, ALEXA X	11/02/2023	\$390.60
00030581	E01552	MEDINA, JESUS	11/02/2023	\$1,819.31
00030582	E00455	MEDINA, JUAN	11/02/2023	\$2,479.97
00030583	E02808	MONTANCHEZ, JOHN A	11/02/2023	\$6,094.55
00030584	E05128	NAEA, IRIEANNA M	11/02/2023	\$320.50
00030585	E05126	NGO, Y N	11/02/2023	\$80.12
00030586	E04947	NGUYEN, ALEXANDER H	11/02/2023	\$619.33
00030587	E04391	NICHOLAS, NOEL N	11/02/2023	\$1,653.40
00030588	E04931	NODAL, NATALIE	11/02/2023	\$462.53
00030589	E00785	OCADIZ HERNANDEZ, GABRIELA	11/02/2023	\$3,533.07
00030590	E04965	ORDUNO, SAMANTHA	11/02/2023	\$650.10
00030591	E03881	PANGAN, CHRISTIAN	11/02/2023	\$109.33
00030592	E05164	PARCELL, SAMANTHA M	11/02/2023	\$43.70
00030593	E03361	PELAYO, JANET E	11/02/2023	\$4,261.58
00030594	E05137	PHAN, BRYAN L	11/02/2023	\$269.51
00030595	E04777	PHAN, EDOUARD T	11/02/2023	\$220.60
00030596	E03893	PICKRELL, ARIELLE	11/02/2023	\$133.58
00030597	E05116	PRADO, ALEXA	11/02/2023	\$611.55
00030598	E02754	REYNOSO, SUGEIRY	11/02/2023	\$2,690.36
00030599	E05103	RODRIGUEZ, MATTHEW S	11/02/2023	\$437.04
00030600	E03362	ROMERO, MARINA Y	11/02/2023	\$2,148.99
00030601	E04684	ROSALES, MARIA D	11/02/2023	\$607.23
00030602	E04614	ROSAS, TANYA	11/02/2023	\$249.25
00030603	E01893	SAUCEDO, DANA MARIE	11/02/2023	\$2,764.41



**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 7

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030604	E00925	SCHLUMPBERGER, EMERON J	11/02/2023	\$1,111.90
00030605	E04926	SERNA, SAMANTHA M	11/02/2023	\$218.52
00030606	E04795	SIEVE, MYCHAELLA J	11/02/2023	\$373.57
00030607	E03895	SMITH, REBECCA S	11/02/2023	\$111.53
00030608	E05151	SORIANO, KIMBERLY A	11/02/2023	\$965.50
00030609	E05030	TRIGGS, MARY SHANNON	11/02/2023	\$143.74
00030610	E04924	TU, KATHY	11/02/2023	\$327.78
00030611	E01396	VALDIVIA, CLAUDIA	11/02/2023	\$3,754.37
00030612	E00015	VAN SICKLE, JEFFREY	11/02/2023	\$2,727.90
00030613	E04687	VARGAS, SAMANTHA B	11/02/2023	\$412.83
00030614	E05046	VARGAS-CABRERA, ARMANDO	11/02/2023	\$240.37
00030615	E05018	VILLEGAS, MIA A	11/02/2023	\$185.74
00030616	E04609	VIRAMONTES, JACOB D	11/02/2023	\$789.35
00030617	E04274	WILMES, DAVID M	11/02/2023	\$574.04
00030618	E05070	XOOL VARGAS, RUDY G	11/02/2023	\$262.22
00030619	E05076	XU, CHARLIE	11/02/2023	\$182.10
00030620	E05175	AGUILAR, JENNIFER	11/02/2023	\$429.76
00030621	E03819	ALAMILLO, MARCOS R	11/02/2023	\$4,360.49
00030622	E03712	ALARCON, CLAUDIA	11/02/2023	\$3,756.32
00030623	E03616	ALCARAZ, MARIA A	11/02/2023	\$2,425.69
00030624	E00121	ALLISON, WILLIAM	11/02/2023	\$5,974.41
00030625	E04873	ALVARADO, MADELINE M	11/02/2023	\$1,921.21
00030626	E04080	ALVAREZ BROWN, RICHARD A	11/02/2023	\$0.00
00030627	E05028	AMAYA, JOSE J	11/02/2023	\$4,644.81
00030628	E03011	ANDERSON, BOBBY B	11/02/2023	\$3,614.13
00030629	E05040	ARCHULETA, ANDREW M	11/02/2023	\$2,926.42
00030630	E01234	ARELLANO, PEDRO R	11/02/2023	\$4,367.84
00030631	E04875	ARROYO, SANDRA M	11/02/2023	\$2,179.84
00030632	E04497	ASHBAUGH, TIMOTHY R	11/02/2023	\$3,463.81
00030633	E03397	ASHBY, PAUL W	11/02/2023	\$3,679.81
00030634	E04719	ATWOOD, MARIA S	11/02/2023	\$3,287.37
00030635	E04613	AVALOS JR, FRANCISCO	11/02/2023	\$2,717.07
00030636	E04550	BAEK, SHARON S	11/02/2023	\$2,698.84
00030637	E05062	BAEZ, JASMIN	11/02/2023	\$578.91
00030638	E04209	BAINTO, JUDY A	11/02/2023	\$737.51

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 8

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030639	E04778	BAKER, COLLIN E	11/02/2023	\$2,998.54
00030640	E03005	BANKSON, JOHN F	11/02/2023	\$4,329.50
00030641	E04645	BARRAZA, RENE	11/02/2023	\$4,521.01
00030642	E05041	BARRIOS-ROA, JAYDE D.	11/02/2023	\$2,951.06
00030643	E04432	BEHZAD, JOSHUA K	11/02/2023	\$2,281.72
00030644	E04951	BELLO, ANGELICA	11/02/2023	\$1,869.36
00030645	E03006	BELTHIUS, LISA A	11/02/2023	\$92.87
00030646	E04976	BELTHIUS, TYLER E	11/02/2023	\$393.34
00030647	E04753	BERENGER, BEAU A	11/02/2023	\$4,715.07
00030648	E03296	BERESFORD, EVAN S	11/02/2023	\$4,059.18
00030649	E01604	BERLETH, RYAN S	11/02/2023	\$2,563.74
00030650	E03443	BLUM, JAMES A	11/02/2023	\$2,873.57
00030651	E03363	BOWEN, GENA M	11/02/2023	\$2,468.80
00030652	E04767	BOWMAN, TROY F	11/02/2023	\$2,966.93
00030653	E04963	BOYENS III, ROBERT	11/02/2023	\$2,970.17
00030654	E00946	BROME, KAREN D	11/02/2023	\$2,266.37
00030655	E04803	BRANTNER, BRITTANEE N	11/02/2023	\$2,078.63
00030656	E05083	BRITTON, CODY W	11/02/2023	\$2,393.82
00030657	E03380	BROWN, JEFFREY A	11/02/2023	\$5,532.56
00030658	E03968	BRUNICK, CARISSA L	11/02/2023	\$2,293.48
00030659	E05074	BUJANONDA, CHANON	11/02/2023	\$2,758.16
00030660	E02031	BURILLO, RICHARD O	11/02/2023	\$5,569.93
00030661	E03972	BUSTILLOS, RYAN V	11/02/2023	\$3,512.96
00030662	E05077	CAGLE, RONALD L	11/02/2023	\$2,078.94
00030663	E03964	CAMARA, DANIEL A	11/02/2023	\$2,811.16
00030664	E04074	CAMPOS, JESENIA	11/02/2023	\$2,315.67
00030665	E03739	CAPPS, THOMAS A	11/02/2023	\$4,781.16
00030666	E05002	CARBALLO, MILTON A	11/02/2023	\$2,648.43
00030667	E02372	CENTENO, JUAN C	11/02/2023	\$4,749.16
00030668	E03607	CHANG, DAVID Y H	11/02/2023	\$2,246.76
00030669	E03481	CHAURAN HAIRGROVE, TAMMY L	11/02/2023	\$2,862.06
00030670	E04498	CHEATHAM, JEROME L	11/02/2023	\$3,909.26
00030671	E03423	CHOWDHURY, JACINTA F	11/02/2023	\$1,946.73
00030672	E04414	CHUNG, RANDY G	11/02/2023	\$153.81
00030673	E00003	CIBOSKY, COURTNEY P	11/02/2023	\$3,114.18

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 9

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030674	E04539	CLASBY JR, BRIAN M	11/02/2023	\$123.58
00030675	E04872	CORNETT, KRISTINA L	11/02/2023	\$1,802.41
00030676	E04832	CORTEZ JR, DARRYL B	11/02/2023	\$2,704.80
00030677	E04666	CORTEZ, JULIO C	11/02/2023	\$4,299.77
00030678	E01875	COUGHRAN, ADAM B	11/02/2023	\$610.62
00030679	E01796	COULTER, GARY L	11/02/2023	\$3,315.62
00030680	E04555	CRUZ, REYNA	11/02/2023	\$2,072.57
00030681	E01364	DALTON, BRIAN D	11/02/2023	\$4,600.86
00030682	E04874	DANG, JOHN	11/02/2023	\$1,538.76
00030683	E00126	DANIELEY III, CHARLIE H	11/02/2023	\$1,406.97
00030684	E04503	DAVILA, ISAAC	11/02/2023	\$3,797.92
00030685	E04431	DE ALMEIDA LOPES, NICHOLAS A	11/02/2023	\$5,791.62
00030686	E04731	DE PADUA, TANNER C	11/02/2023	\$3,946.33
00030687	E03691	DELGADO JR, JUAN L	11/02/2023	\$5,358.55
00030688	E03395	DIX, JENNIFER A	11/02/2023	\$2,732.08
00030689	E05088	DOAN, THOMMY	11/02/2023	\$2,587.17
00030690	E02313	DOSCHER, RONALD A	11/02/2023	\$3,437.24
00030691	E04586	DOVEAS, CHRISTOPHER C	11/02/2023	\$127.88
00030692	E04281	DRISCOLL, RUSSELL B	11/02/2023	\$2,116.65
00030693	E04844	DUARTE, TAYLOR M	11/02/2023	\$2,850.61
00030694	E04720	DUDLEY, BROD D	11/02/2023	\$3,328.48
00030695	E03625	EARLE, CHRISTOPHER M	11/02/2023	\$3,562.07
00030696	E03740	EL FARRA, AMIR A	11/02/2023	\$5,943.64
00030697	E03927	ELHAMI, MICHAEL K	11/02/2023	\$3,438.64
00030698	E03933	ELIZONDO, BENJAMIN M	11/02/2023	\$11,932.92
00030699	E04016	ELIZONDO, FLOR DE LIS	11/02/2023	\$2,429.22
00030700	E01598	ELSOUSOU, HELENA	11/02/2023	\$3,080.13
00030701	E02708	ENRIQUEZ, JOHN G	11/02/2023	\$947.91
00030702	E05174	ESCOBAR, MARIANA	11/02/2023	\$451.61
00030703	E04334	ESCOBEDO, JOSHUA N	11/02/2023	\$3,585.22
00030704	E02724	ESTLOW, STEPHEN C	11/02/2023	\$3,250.16
00030705	E04358	ESTRADA MONSANTO, MICHELLE N	11/02/2023	\$3,667.89
00030706	E04748	FAJARDO, JESUS	11/02/2023	\$3,167.99
00030707	E04303	FERREIRA JR, HECTOR	11/02/2023	\$2,812.71
00030708	E01663	FERRIN, KORY C	11/02/2023	\$16,219.32

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 10

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030709	E03976	FIGUEREDO, GEORGE R	11/02/2023	\$4,674.43
00030710	E04774	FLINN, PATRICIA C	11/02/2023	\$3,039.51
00030711	E02887	FOSTER, VICTORIA M	11/02/2023	\$1,603.82
00030712	E04033	FRANCISCO, KATHERINE M	11/02/2023	\$3,004.38
00030713	E02963	FRANKS, JAMES D	11/02/2023	\$3,567.44
00030714	E04747	FRESENIUS, ROBERT D	11/02/2023	\$3,351.65
00030715	E00903	FRUTOS, VERONICA	11/02/2023	\$2,042.71
00030716	E04729	GARCIA, JOSEPH A	11/02/2023	\$2,325.63
00030717	E03086	GARCIA, PETE	11/02/2023	\$4,304.99
00030718	E03659	GARNER, AMANDA B	11/02/2023	\$2,151.05
00030719	E04351	GERDIN, MICHAEL E	11/02/2023	\$3,097.35
00030720	E04542	GIFFORD, ROBERT J	11/02/2023	\$3,563.37
00030721	E04658	GIRGENTI, BRIAN C	11/02/2023	\$3,401.49
00030722	E04401	GLEASON, SEAN M	11/02/2023	\$3,588.14
00030723	E04917	GOMEZ, JESUS	11/02/2023	\$2,783.36
00030724	E04863	GONZALEZ JR, GONZALO	11/02/2023	\$9,788.67
00030725	E05003	HA, DANNY	11/02/2023	\$2,719.23
00030726	E04732	HADDEN, TRAVIS J	11/02/2023	\$2,705.05
00030727	E04787	HALEY, KYLE N	11/02/2023	\$3,368.37
00030728	E03527	HALLER, TROY	11/02/2023	\$6,122.75
00030729	E03402	HEINE, STEVEN H	11/02/2023	\$3,989.92
00030730	E05157	HERNANDEZ CALLEROS, SAIRA	11/02/2023	\$1,808.07
00030731	E02469	HERRERA, JOSE D	11/02/2023	\$3,969.62
00030732	E04244	HINGCO, PINKY C	11/02/2023	\$3,857.70
00030733	E03713	HOLLOWAY, WILLIAM T	11/02/2023	\$4,726.73
00030734	E04739	HOWARD, JASON A	11/02/2023	\$5,160.71
00030735	E04654	HURLEY, KIRK P	11/02/2023	\$4,615.20
00030736	E04089	HUTCHINS, DONALD J	11/02/2023	\$3,817.11
00030737	E03815	HUYNH, AI KELLY	11/02/2023	\$3,190.29
00030738	E03559	HUYNH, THI A	11/02/2023	\$3,347.77
00030739	E04915	ITURRALDE, JENNIFER L	11/02/2023	\$1,808.07
00030740	E04583	JENSEN, MICHAEL J	11/02/2023	\$6,051.82
00030741	E02935	JENSEN, NICKOLAS K	11/02/2023	\$5,349.97
00030742	E04587	JIMENEZ JR, EFRAIN A	11/02/2023	\$4,744.55
00030743	E04781	JIMENEZ TAVAREZ, SERGIO J	11/02/2023	\$2,279.64

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 11

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030744	E04655	JOHNSON, CODY M	11/02/2023	\$2,566.43
00030745	E03368	JOHNSON, JASON L	11/02/2023	\$4,456.40
00030746	E03831	JORDAN, GERALD F	11/02/2023	\$5,405.92
00030747	E04610	JORDAN, VICTORIA A	11/02/2023	\$455.76
00030748	E04444	JULIENNE, PATRICK R	11/02/2023	\$3,486.98
00030749	E04460	KAISER, GEORGE R	11/02/2023	\$1,240.29
00030750	E04559	KELLEY, KRISTOFER D	11/02/2023	\$4,139.50
00030751	E04353	KEUILIAN, SHELBY	11/02/2023	\$2,310.82
00030752	E04663	KIM, CHAD B	11/02/2023	\$3,117.39
00030753	E04641	KIM, EDWARD K	11/02/2023	\$415.50
00030754	E04538	KIMBERLY, ALLYSON L	11/02/2023	\$1,814.94
00030755	E03932	KIVLER, ROBERT J	11/02/2023	\$3,063.60
00030756	E03389	KOLANO, JOSEPH L	11/02/2023	\$3,518.81
00030757	E03294	KOVACS, LEA K	11/02/2023	\$3,146.55
00030758	E05000	KOVACS, TIMOTHY M	11/02/2023	\$3,136.02
00030759	E04669	KOVACS, TIMOTHY P	11/02/2023	\$4,971.34
00030760	E03484	KUNKEL, PETER M	11/02/2023	\$3,643.55
00030761	E04804	LADD, LAUREN M	11/02/2023	\$3,028.40
00030762	E04857	LANG, MICHAEL J	11/02/2023	\$4,023.29
00030763	E03511	LAZENBY, NICHOLAS A	11/02/2023	\$3,410.63
00030764	E04877	LE, BAO TINH THI	11/02/2023	\$2,112.86
00030765	E04021	LEE, RAPHAEL M	11/02/2023	\$3,208.51
00030766	E03488	LEYVA, ERICK	11/02/2023	\$4,416.87
00030767	E04541	LINK, DEREK M	11/02/2023	\$3,976.27
00030768	E00030	LOERA JR, RAFAEL	11/02/2023	\$5,527.68
00030769	E05033	LOFFLER, CHARLES H	11/02/2023	\$5,645.57
00030770	E05066	LORD, MARK A	11/02/2023	\$4,078.78
00030771	E04581	LOWEN, BRADLEY A	11/02/2023	\$3,251.11
00030772	E04761	LUCATERO, JESSE A	11/02/2023	\$3,056.89
00030773	E00027	LUKAS, STEVEN W	11/02/2023	\$2,374.96
00030774	E04048	LUX, ROBERT D	11/02/2023	\$2,367.03
00030775	E03663	LUX, RYAN M	11/02/2023	\$3,603.82
00030776	E04772	LY, LINDALINH THU	11/02/2023	\$2,299.16
00030777	E04661	MACHUCA, ROBERTO	11/02/2023	\$4,488.10
00030778	E03752	MACY, TAYLOR A	11/02/2023	\$3,451.82

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 12

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030779	E04532	MANIACI, GIANLUCA F	11/02/2023	\$4,311.82
00030780	E04435	MARCHAND, MATTHEW P	11/02/2023	\$3,290.25
00030781	E01359	MARTINEZ JR, MARIO	11/02/2023	\$6,175.77
00030782	E04974	MARTINEZ, JUANITA PATRICIA	11/02/2023	\$2,779.95
00030783	E02792	MATA, RAQUEL D	11/02/2023	\$1,141.16
00030784	E04656	MAZON, JORGE L	11/02/2023	\$3,026.37
00030785	E02796	MCFARLANE, MARIA C	11/02/2023	\$2,667.47
00030786	E06761	MEEKS, REBECCA S	11/02/2023	\$4,372.14
00030787	E03826	MEERS, BRYAN J	11/02/2023	\$3,149.85
00030788	E02655	MENDOZA CAMPOS, MELISSA	11/02/2023	\$2,952.79
00030789	E03965	MIHALIK, DANNY J	11/02/2023	\$3,135.64
00030790	E04865	MORIN, LINDA M	11/02/2023	\$3,570.55
00030791	E04352	MORSE, JEREMY N	11/02/2023	\$4,465.49
00030792	E01940	MORTON, NATHAN D	11/02/2023	\$3,817.13
00030793	E04454	MOSER, MICHAEL A	11/02/2023	\$2,024.13
00030794	E03929	MURILLO JR, RAUL	11/02/2023	\$4,656.09
00030795	E04626	MURO, JASON M	11/02/2023	\$5,276.55
00030796	E04577	MUSCHETTO, PATRICK J	11/02/2023	\$2,917.68
00030797	E03422	NADOLSKI, THOMAS R	11/02/2023	\$2,095.13
00030798	E05084	NAKANO HITZKE, SARAH V	11/02/2023	\$2,825.47
00030799	E04111	NEELY, JACOB J	11/02/2023	\$3,348.66
00030800	E05111	NGUYEN, HAU D	11/02/2023	\$509.88
00030801	E02813	NGUYEN, TRINA T	11/02/2023	\$2,669.37
00030802	E04540	NIKOLIC, ADAM C	11/02/2023	\$11,060.84
00030803	E05146	NIZ, IXA N	11/02/2023	\$1,877.95
00030804	E05054	NUNEZ, BREANNE S	11/02/2023	\$3,507.21
00030805	E03367	OJEISEKHOBIA, JOHN O	11/02/2023	\$510.79
00030806	E03350	OLIVO, JOSHUA T	11/02/2023	\$19,366.17
00030807	E04035	ORTIZ, STEVEN TRUJILLO	11/02/2023	\$3,141.25
00030808	E03427	PANELLA, JOSEPH N	11/02/2023	\$2,577.91
00030809	E04910	PAQUA, BRANDON J	11/02/2023	\$2,384.92
00030810	E01948	PARK, BRANDY J	11/02/2023	\$3,458.40
00030811	E02995	PAYAN, CRISTINA V	11/02/2023	\$3,419.22
00030812	E00824	PAYAN, LUIS A	11/02/2023	\$5,456.12
00030813	E04843	PEREZ, EMMANUEL	11/02/2023	\$2,902.41

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 13

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030814	E00145	PERKINS, JASON S	11/02/2023	\$4,325.92
00030815	E04429	PHAM, PHILLIP H	11/02/2023	\$3,221.39
00030816	E06938	PLUARD, DOUGLAS A	11/02/2023	\$4,431.73
00030817	E03299	POLOPEK, COREY T	11/02/2023	\$3,937.47
00030818	E05173	PONCE, GALILEA	11/02/2023	\$524.44
00030819	E05050	QUANG, DENNIS	11/02/2023	\$2,575.31
00030820	E04788	QUIROZ, LUIS A	11/02/2023	\$2,165.14
00030821	E05100	RAABE, MATTHEW A	11/02/2023	\$2,387.67
00030822	E03967	RAMIREZ OROZCO, SINDY	11/02/2023	\$3,228.79
00030823	E04955	RAMIREZ, KAYLYN C	11/02/2023	\$1,734.30
00030824	E03390	RAMIREZ, LUIS F	11/02/2023	\$4,105.23
00030825	E05021	RAMIREZ, TERRA M	11/02/2023	\$4,001.14
00030826	E04914	RAMOS, RODOLFO B	11/02/2023	\$466.18
00030827	E03217	RANEY, JOHN E	11/02/2023	\$3,443.84
00030828	E04941	RASMUSSEN, TRENTON L	11/02/2023	\$10,992.91
00030829	E04659	REED, THOMAS S	11/02/2023	\$2,672.38
00030830	E03486	REYES, RON A	11/02/2023	\$3,300.52
00030831	E04911	RICHARDS, BRYANT D	11/02/2023	\$2,353.10
00030832	E04437	RICHMOND, RYAN R	11/02/2023	\$4,729.80
00030833	E04860	ROCHA, RUDY A	11/02/2023	\$1,819.91
00030834	E04738	RODRIGUEZ, DANIEL	11/02/2023	\$3,293.39
00030835	E04082	RODRIGUEZ, JENNIFER M	11/02/2023	\$3,879.70
00030836	E05001	RODRIGUEZ, RYAN ELIJAH	11/02/2023	\$2,286.51
00030837	E04438	ROGERS, CHRISTIN E	11/02/2023	\$3,261.98
00030838	E04385	ROJAS, ASHLEY C	11/02/2023	\$2,404.63
00030839	E04507	ROMBOUGH, JENNIFER V	11/02/2023	\$2,311.81
00030840	E05176	RUFF, KATHERINE	11/02/2023	\$562.91
00030841	E04552	RUZIECKI, ERIC T	11/02/2023	\$3,708.14
00030842	E02845	SALAZAR, SEAN M	11/02/2023	\$18,216.21
00030843	E04845	SALGADO JR., ALFREDO	11/02/2023	\$2,638.45
00030844	E03297	SAMOFF, TANYA L	11/02/2023	\$2,767.97
00030845	E02646	SANTANA, LINO G	11/02/2023	\$8,336.63
00030846	E05086	SEELY, BRITTANY L	11/02/2023	\$349.63
00030847	E03035	SEYMOUR, SUSAN A I	11/02/2023	\$3,313.12
00030848	E04282	SHELGREN, CHRISTOPHER M	11/02/2023	\$5,031.45

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 14

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030849	E04616	SHIPLEY, AARON T	11/02/2023	\$3,755.51
00030850	E02937	SHORROW, NICOLE D	11/02/2023	\$4,277.30
00030851	E04864	SILVA, LEVI JOENIEL	11/02/2023	\$2,468.57
00030852	E04576	SIMONS, SHAYLEN L	11/02/2023	\$3,030.98
00030853	E04934	SLETTVET, HEATHER P	11/02/2023	\$3,531.24
00030854	E02587	SOSEBEE, DANNY J	11/02/2023	\$2,938.12
00030855	E03563	SPELLMAN, MARSHA D	11/02/2023	\$3,022.13
00030856	E04500	STAAL, GAREY D	11/02/2023	\$3,824.29
00030857	E03218	STARNES, CHARLES W	11/02/2023	\$4,651.31
00030858	E03761	STEPHENSON III, ROBERT M	11/02/2023	\$5,438.04
00030859	E04584	STROUD, BRIAN T	11/02/2023	\$4,858.29
00030860	E02979	TESSIER, PAUL M	11/02/2023	\$3,951.10
00030861	E04449	TRAN, SPENCER T	11/02/2023	\$2,828.77
00030862	E05145	VACCARO, CHRISTIAN L	11/02/2023	\$524.44
00030863	E02982	VAICARO, VINCENTE J	11/02/2023	\$5,157.99
00030864	E05178	VALDEZ, GREGORY N.	11/02/2023	\$704.38
00030865	E03053	VALENCIA, EDGAR	11/02/2023	\$3,915.17
00030866	E04667	VAUGHN, CALEB I	11/02/2023	\$1,751.74
00030867	E04977	VAZQUEZ, BRIAN M	11/02/2023	\$393.34
00030868	E04434	VELLANOWETH, KIMBRA S	11/02/2023	\$2,364.22
00030869	E04903	VIGIL, DANIEL C	11/02/2023	\$2,693.19
00030870	E03022	VU, TUONG-VAN NGUYEN	11/02/2023	\$2,550.61
00030871	E04730	VU, TYLER D	11/02/2023	\$2,782.58
00030872	E01905	WAINWRIGHT, JONATHAN B	11/02/2023	\$3,736.88
00030873	E03220	WARDLE, DENNIS	11/02/2023	\$4,069.80
00030874	E03213	WARDLE, SANTA	11/02/2023	\$2,017.61
00030875	E04758	WEYKER, CHRYSTAL L	11/02/2023	\$2,209.75
00030876	E03305	WIMMER, ROYCE C	11/02/2023	\$3,891.70
00030877	E04762	WREN, DANIELLE E	11/02/2023	\$2,975.99
00030878	E04763	WRIGHT, SARAH A	11/02/2023	\$527.23
00030879	E04856	XU, DUO	11/02/2023	\$1,680.31
00030880	E03543	YELENSKY, SHANNON M	11/02/2023	\$1,923.35
00030881	E04156	YERGLER, JOHN J	11/02/2023	\$5,826.71
00030882	E04722	YNIGUEZ, COLE A	11/02/2023	\$3,759.68
00030883	E09942	YOUNG, DAVID C	11/02/2023	\$962.91



**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 15

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030884	E01978	ZMIJA, ADAM D	11/02/2023	\$4,538.97
00030885	E04517	AGUIRRE, ALFRED J	11/02/2023	\$3,386.06
00030886	E01626	AGUIRRE, ANSELMO	11/02/2023	\$2,204.58
00030887	E05087	ALVAREZ, CARLOS J	11/02/2023	\$1,850.07
00030888	E04631	ANDREI, IOAN	11/02/2023	\$1,211.42
00030889	E05113	ARAUJO, ANTONIO	11/02/2023	\$802.89
00030890	E04678	BABINSKI IV, SYLVESTER A	11/02/2023	\$2,947.61
00030891	E05098	BARNESE, VINCENZO A	11/02/2023	\$2,575.66
00030892	E05135	BARNHART, CHARLEY A	11/02/2023	\$918.01
00030893	E04336	BECERRA, RODOLPHO M	11/02/2023	\$2,329.67
00030894	E04972	BECERRA-SAMANIEGO JR, GABRIEL	11/02/2023	\$1,592.32
00030895	E01255	BOS, MICHAEL C	11/02/2023	\$2,330.81
00030896	E04650	BUCHLER, RAYMOND A	11/02/2023	\$1,763.19
00030897	E05162	CAISEROS, CHRISTIAN	11/02/2023	\$1,045.50
00030898	E01584	CANDELARIA, DANIEL J	11/02/2023	\$4,403.85
00030899	E04300	CANO, EDGAR A	11/02/2023	\$2,906.76
00030900	E03828	CANTRELL, JEFFREY G	11/02/2023	\$2,559.01
00030901	E05063	CARRILLO, GEORGE	11/02/2023	\$3,378.99
00030902	E03811	CARRISOZA, ALBERT J	11/02/2023	\$2,757.34
00030903	E00916	CARTER, PHILLIP J	11/02/2023	\$3,567.54
00030904	E04869	CHAVEZ, DAMIAN JESUS	11/02/2023	\$816.66
00030905	E04551	CONTRERAS, GABRIELA R	11/02/2023	\$2,729.03
00030906	E03518	COTTON, JULIE T	11/02/2023	\$1,893.25
00030907	E03807	DE LA ROSA, VINCENT L	11/02/2023	\$3,332.14
00030908	E05170	DELGADO REYES, JORGE A	11/02/2023	\$672.57
00030909	E03736	DIBAJ, KAMYAR	11/02/2023	\$3,606.94
00030910	E05122	DORADO, ANTHONY	11/02/2023	\$931.23
00030911	E02515	DUVALL, RICK L	11/02/2023	\$2,731.77
00030912	E04514	ESPINOZA, ERIC M	11/02/2023	\$3,282.25
00030913	E03733	ESPINOZA, JULIA	11/02/2023	\$1,362.65
00030914	E03405	FERNANDEZ, CECELIA A	11/02/2023	\$1,336.93
00030915	E04990	FLORES, MITCHELL C	11/02/2023	\$1,434.92
00030916	E05064	FOX, LUCAS	11/02/2023	\$385.50
00030917	E05037	GAINES, JEFFREY S	11/02/2023	\$923.93
00030918	E05010	GALVAN, EDGAR	11/02/2023	\$983.26

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 16

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030919	E04754	GARCIA, ALICIA R	11/02/2023	\$1,538.41
00030920	E04677	GIROUARD, CASEY G	11/02/2023	\$1,645.53
00030921	E05156	GOMEZ HERNANDEZ, RICARDO	11/02/2023	\$978.27
00030922	E04629	GOMEZ, DIANA	11/02/2023	\$1,148.78
00030923	E03341	GONZALEZ, JORGE	11/02/2023	\$1,291.36
00030924	E03400	GREENE, MICHAEL R	11/02/2023	\$2,440.03
00030925	E03685	GUZMAN, JESSE	11/02/2023	\$619.54
00030926	E04299	HANSEN, AARON R	11/02/2023	\$2,064.54
00030927	E03523	HARO, GLORIA A	11/02/2023	\$1,303.87
00030928	E03759	HERNANDEZ, HERMILO	11/02/2023	\$0.00
00030929	E04622	HOFER, ALICIA M	11/02/2023	\$2,041.54
00030930	E02874	HOLMON III, ALBERT J	11/02/2023	\$8,894.47
00030931	E04347	HSIEH, NICOLAS C	11/02/2023	\$3,666.62
00030932	E03588	HUYNH, HUY HOA	11/02/2023	\$2,466.12
00030933	E04831	ILFELD, MATTHEW D	11/02/2023	\$1,769.13
00030934	E01907	JACOT, ROSEMARIE	11/02/2023	\$2,392.57
00030935	E04296	JOHNSON, ERIC W	11/02/2023	\$1,829.31
00030936	E04979	JURADO, MICHAEL	11/02/2023	\$1,379.26
00030937	E04470	KAYLOR, BRENT	11/02/2023	\$3,119.97
00030938	E04728	KHALIL, MARK M	11/02/2023	\$2,568.39
00030939	E03534	KIM, SAMUEL K	11/02/2023	\$4,380.43
00030940	E05115	KOUTSOYANOPULOS, ALDOCHRIS V	11/02/2023	\$1,641.90
00030941	E04382	KWIATKOWSKI, BRYAN D	11/02/2023	\$1,953.81
00030942	E02852	LADNEY, MARK W	11/02/2023	\$2,906.41
00030943	E04769	LAMAS, LEONEL A	11/02/2023	\$1,076.67
00030944	E03813	LEWIS, SHAN L	11/02/2023	\$3,354.68
00030945	E03301	LEYVA, RAUL	11/02/2023	\$4,479.24
00030946	E05065	LOMELI, JONATHAN	11/02/2023	\$1,319.56
00030947	E05155	LOPEZ, MOISES	11/02/2023	\$1,026.80
00030948	E05006	MARQUEZ, STEVEN ADAM	11/02/2023	\$1,422.44
00030949	E05364	MARU, NAVIN B	11/02/2023	\$5,335.58
00030950	E04665	MEJIA, DIEGO A	11/02/2023	\$2,166.98
00030951	E03493	MENDEZ, RIGOBERTO	11/02/2023	\$2,510.50
00030952	E04998	MENDOZA, LAURA	11/02/2023	\$1,078.81
00030953	E04724	MOORE, DOUGLAS A	11/02/2023	\$2,849.16

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 17

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030954	E04827	MORELAND, ANDREW J	11/02/2023	\$1,679.23
00030955	E04222	MOSS, DANIEL C	11/02/2023	\$1,753.64
00030956	E01243	MURRAY JR, WILLIAM E	11/02/2023	\$6,983.24
00030957	E04634	NAVARRO, JUAN C	11/02/2023	\$3,337.83
00030958	E04969	ORNELLAS, MICHAEL	11/02/2023	\$1,674.96
00030959	E03378	ORTIZ, STEVEN T	11/02/2023	\$2,624.06
00030960	E04999	ORTUNO, ANIBAL	11/02/2023	\$2,073.44
00030961	E05114	PACE, FRANK D	11/02/2023	\$923.73
00030962	E03754	PINKSTON, RICHARD L	11/02/2023	\$2,641.85
00030963	E05112	POE, HEIDI L	11/02/2023	\$2,983.23
00030964	E04567	POWELL, AUSTIN H	11/02/2023	\$2,764.56
00030965	E03799	QUIROZ, ROLANDO	11/02/2023	\$3,095.96
00030966	E05031	RAMIREZ, AACIN	11/02/2023	\$2,089.18
00030967	E04572	REED, MELVIN P	11/02/2023	\$2,064.02
00030968	E02058	REYES, DELFRADO C	11/02/2023	\$1,356.41
00030969	E04295	ROBLES, RAFAEL	11/02/2023	\$2,076.67
00030970	E04563	RODRIGUEZ, ADRIANNA M	11/02/2023	\$1,782.88
00030971	E05141	RODRIGUEZ, JOY R	11/02/2023	\$921.07
00030972	E05004	RUELAS, SERGIO	11/02/2023	\$1,925.50
00030973	E04289	SALDIVAR, RICARDO	11/02/2023	\$2,659.76
00030974	E04505	SANTOS, MICHAEL F	11/02/2023	\$3,502.01
00030975	E05166	SEVELU, FAASEGA J	11/02/2023	\$978.27
00030976	E04836	SOTO, WILLIAM A	11/02/2023	\$2,132.96
00030977	E05089	STAIR, DEAN T	11/02/2023	\$1,008.79
00030978	E05171	STRAMBEANU, ALEXANDRU E	11/02/2023	\$673.01
00030979	E03091	SUDDUTH, STEPHEN D	11/02/2023	\$3,058.90
00030980	E01625	TAPIA, LUIS A	11/02/2023	\$3,115.51
00030981	E04756	TARIN, ALEXIS P	11/02/2023	\$658.83
00030982	E03239	TAUANU U, STEVE J	11/02/2023	\$0.00
00030983	E05154	TELLO, ALEJANDRO	11/02/2023	\$744.46
00030984	E04773	THURMAN JR, EDWIN O	11/02/2023	\$1,097.31
00030985	E08679	THURMAN, RODERICK	11/02/2023	\$1,991.90
00030986	E04825	TRUJILLO, JOSEPH E	11/02/2023	\$1,848.61
00030987	E02482	UPHUS, MARK P	11/02/2023	\$5,431.41
00030988	E03681	VASQUEZ, JOSE A	11/02/2023	\$3,982.63

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 18

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00030989	E05136	VASQUEZ, PEDRO	11/02/2023	\$1,783.93
00030990	E05134	VEGA, ERIC J	11/02/2023	\$918.01
00030991	E02942	VERA, EVARISTO	11/02/2023	\$2,050.54
00030992	E03727	VERGARA NEAL, ANA G	11/02/2023	\$3,198.79
00030993	E05093	VIRAMONTES, ALEXANDRA	11/02/2023	\$2,892.91
00030994	E01580	VU, DAI C	11/02/2023	\$4,744.70
00030995	E04362	VU, KHANG L	11/02/2023	\$3,900.95
00030996	E04006	WILLIAMS, RICHARD L	11/02/2023	\$3,603.39
00030997	E05023	YNIGUEZ, KARISSA N	11/02/2023	\$2,630.83
00030998	E05169	ZAMORA, JOEL D	11/02/2023	\$1,012.42
00030999	E03436	ZIEGLER, RICK S	11/02/2023	\$989.43
00031000	E03917	ALLEN, CHRISTOPHER L	11/02/2023	\$77.20
00031001	E04163	AMBRIZ GARCIA, EDWARD D	11/02/2023	\$1,558.95
00031002	E04063	BERGER, JAN	11/02/2023	\$2,677.99
00031003	E00651	BERMUDEZ, ROBERT P	11/02/2023	\$3,618.65
00031004	E03495	BLAS, VICTOR T	11/02/2023	\$2,894.39
00031005	E00070	CANNON, TIM P	11/02/2023	\$3,538.21
00031006	E04365	DAN, CARINA M	11/02/2023	\$2,685.62
00031007	E04440	DAVIS, RYAN H	11/02/2023	\$1,689.69
00031008	E03145	DE LA ROSA, FRANK X	11/02/2023	\$0.00
00031009	E03051	DIEMERT, RONALD W	11/02/2023	\$2,586.46
00031010	E02718	ESCOBAR, CHRIS N	11/02/2023	\$4,072.47
00031011	E03688	GLENN, JEREMY J	11/02/2023	\$111.09
00031012	E01618	GOMEZ, JOSE	11/02/2023	\$2,449.55
00031013	E02701	GONZALEZ, ALEJANDRO	11/02/2023	\$6,656.86
00031014	E03763	GRIFFIN, LARRY	11/02/2023	\$3,761.48
00031015	E04828	GUERRERO, MICHAEL V	11/02/2023	\$2,094.45
00031016	E04018	HAENDIGES, ROBERT A	11/02/2023	\$2,303.56
00031017	E03575	HART, RYAN S	11/02/2023	\$2,198.70
00031018	E03399	HOWENSTEIN, FRANK D	11/02/2023	\$2,874.64
00031019	E03406	HUY, EDWARD A	11/02/2023	\$3,234.43
00031020	E03446	JIMENEZ, VIDAL	11/02/2023	\$4,096.07
00031021	E04782	JIN, LIYAN	11/02/2023	\$2,678.66
00031022	E03254	KIRZHNER, ALLEN G	11/02/2023	\$3,291.47
00031023	E03988	LI, REBECCA PIK KWAN	11/02/2023	\$4,231.84

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 19

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00031024	E02063	MA AE, DAVID	11/02/2023	\$2,266.48
00031025	E03249	MANSON, RAQUEL K	11/02/2023	\$3,049.21
00031026	E04837	MARTINEZ, ALFREDO	11/02/2023	\$2,166.02
00031027	E02124	MEISLAHN, TYLER	11/02/2023	\$2,171.43
00031028	E04403	MONTGOMERY, JESSE K	11/02/2023	\$2,420.62
00031029	E03590	MOYA JR, STEVEN J	11/02/2023	\$63.32
00031030	E03519	MURAD, BASIL G	11/02/2023	\$2,970.43
00031031	E03144	NATLAND, KIRK L	11/02/2023	\$1,666.30
00031032	E04291	NGUYEN, DUC TRUNG	11/02/2023	\$2,878.26
00031033	E04904	NGUYEN, LISA	11/02/2023	\$1,051.51
00031034	E03221	NICOLAE, CORNELIU	11/02/2023	\$3,217.80
00031035	E04210	NUNES, BRANDON S	11/02/2023	\$2,039.84
00031036	E03923	ORNELAS, ANDREW I	11/02/2023	\$2,716.09
00031037	E03582	ORTEGA, DAVID A	11/02/2023	\$2,977.66
00031038	E03578	PASILLAS, CELESTINO J	11/02/2023	\$3,219.04
00031039	E03170	PEARSON, WILLIAM F	11/02/2023	\$2,651.51
00031040	E05161	PIINUU, EVANDEMITRI	11/02/2023	\$1,490.27
00031041	E04805	POLIDORI, JESSICA J	11/02/2023	\$3,676.11
00031042	E02500	PORRAS, STEPHEN	11/02/2023	\$3,434.73
00031043	E07590	RUITENSCHILD, LES A	11/02/2023	\$3,465.18
00031044	E03926	RUIZ, JONATHAN	11/02/2023	\$3,460.05
00031045	E05165	SANCHEZ, ALLEN J	11/02/2023	\$850.17
00031046	E07690	SANTOS, ALEXIS	11/02/2023	\$2,217.73
00031047	E07692	SARMIENTO, ADRIAN M	11/02/2023	\$3,395.60
00031048	E04956	SON, TOMMY T	11/02/2023	\$2,121.91
00031049	E04301	TALAMANTES JR, ALBERT	11/02/2023	\$2,441.22
00031050	E04121	TRAN, MINH K	11/02/2023	\$2,593.25
00031051	E08881	VALENZUELA, ALEJANDRO N	11/02/2023	\$4,188.13
00031052	E01882	VIRAMONTES, JESSE	11/02/2023	\$2,669.79
00031053	E04195	WOLLAND, RONALD J	11/02/2023	\$2,307.88
00031054	E09940	YERGENSEN, VICTOR K	11/02/2023	\$2,347.03
00031055	E09954	ZAVALA, JOHN	11/02/2023	\$3,995.19
00031056	E05099	BECK, CRAIG A	11/02/2023	\$3,459.92
00031057	E00740	BLODGETT, GREG	11/02/2023	\$5,565.02
00031058	E01338	CARRENO, SHAUNA J	11/02/2023	\$2,281.77

**CITY OF GARDEN GROVE**  
**GGFEFM002 Warrant Register Payroll**  
**Check Dates Nov 2, 2023**

Report Generated on Nov 2, 2023 9:59:34 AM

Page 20

Check	Vendor #	Vendor Name	Issue Date	Check Amount
00031059	E03808	CHENG, ALANA R	11/02/2023	\$3,034.08
00031060	E03353	COVARRUBIAS, MONICA	11/02/2023	\$3,803.59
00031061	E05102	FLORES CRUZ, LAURA	11/02/2023	\$2,054.17
00031062	E03697	GUERRERO, PAUL	11/02/2023	\$8,823.38
00031063	E04750	HO, VY D	11/02/2023	\$1,978.42
00031064	E04968	HONG, SEUNGBUM	11/02/2023	\$1,933.69
00031065	E02612	KLOESS, VILMA C	11/02/2023	\$2,938.26
00031066	E01949	LE, IVY	11/02/2023	\$2,014.87
00031067	E05092	LE, LINH D	11/02/2023	\$2,728.63
00031068	E01280	LE, TAMMY	11/02/2023	\$1,775.57
00031069	E03617	LEE, GRACE E	11/02/2023	\$3,091.17
00031070	E05159	LUNA-REYNOSA, URSULA	11/02/2023	\$6,555.36
00031071	E05180	MEDINA, MELANIE	11/02/2023	\$1,275.89
00031072	E05828	MIDDENDORF, LINDA	11/02/2023	\$3,716.05
00031073	E02895	MOURE, SVETLANA	11/02/2023	\$2,650.73
00031074	E05181	NGUYEN, DAVID	11/02/2023	\$785.15
00031075	E03255	NGUYEN, PHUONG VIEN T	11/02/2023	\$2,324.29
00031076	E02560	NGUYEN, QUANG	11/02/2023	\$2,844.47
00031077	E01286	NGUYEN, TINA T	11/02/2023	\$2,247.57
00031078	E03541	PHI, THYANA T	11/02/2023	\$3,027.09
00031079	E05106	ROMERO, ALEX	11/02/2023	\$1,977.13
00031080	E04408	THRONE, TIMOTHY E	11/02/2023	\$2,442.25
00031081	E02543	TO, TANYA L	11/02/2023	\$1,765.32
00031082	E01971	TRAN, CUONG K	11/02/2023	\$2,505.89
00031083	E02056	TRUONG, ELAINE	11/02/2023	\$1,902.41
00031084	E02562	VO, THANH-NGUYEN	11/02/2023	\$1,806.72
00031085	E05104	YANG, DANA DAEUN	11/02/2023	\$2,257.29
			<b>EFT - Total</b>	<b>\$1,741,405.01</b>
			<b>Overall - Total</b>	<b>\$1,749,792.70</b>

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Lisa L. Kim From: Ursula Luna-Reynoso

Dept.: City Manager Dept.: Economic Development & Housing Authority

Subject: Adoption of a Resolution approving an amendment to the Amended and Restated Agreement with AAA Oil, Inc. dba California Fuels and Lubricants. (Action Item) Date: 11/14/2023

OBJECTIVE

In 2016 the City Council approved the Amended and Restated Operating Covenant Agreement (the "2016 Agreement") with AAA Oil, Inc. dba California Fuels and Lubricants ("CFL"), located at 11621 and 11671 Westminster Avenue in Garden Grove (the "Site"). The purpose of this report is to provide information in connection with the City Council's consideration of an Amendment to the 2016 Agreement (the "Amended 2016 Agreement").

BACKGROUND

CFL was founded in Garden Grove with only 2 employees in September 2004, dedicated to delivering high-quality name brand petroleum products and services. Today, CFL is one of the City's top ten (10) highest sales tax producers. In August 2013, the City and CFL entered into an Operating Covenant Agreement (the "Original Agreement") pursuant to which the City agreed to share 50% of all incremental sales tax revenues generated by CFL above those then being generated (establishing an annual sales tax base of \$600,000), up to a maximum of \$2,000,000, for a period of 10 years. In addition, CFL agreed to hire additional employees, make a \$2,000,000 capital investment to expand its business and provide certain operating covenants to ensure CFL remained in Garden Grove.

In 2015, CFL approached the City requesting to renegotiate the Original Agreement to allow CFL to be more competitive in the fuel industry and on May 12, 2015, the City Council directed staff to negotiate an amendment to the Original Agreement with CFL for the Council's consideration. On January 19, 2016, the City entered into an Amended and Restated Operating Covenant Agreement (the "2016 Agreement") with CFL pursuant to which the annual sales tax base decreased from \$600,000 to \$200,000 and sales tax revenues above \$200,000 were split between the City and CFL according to the following revised structure:

Portion of Annual Sales Tax Revenues Generated by Business	Percentage Retained by City	Percentage Payable to Company
First \$200,000	100%	0%
Next \$1,800,000	30%	70%
Next \$1,000,000	40%	60%
Next \$2,000,000	50%	50%
Next \$2,000,000	45%	55%
Amount in Excess of \$7,000,000	35%	65%

CFL has recently approached the City to initiate discussions for revising the Amended Agreement to be more competitive in the fuel industry. On June 16, 2023 the City received a formal request from CFL (Attachment 1).

DISCUSSION

The City desires to create and retain jobs and employment within Garden Grove. The City has the ability to implement AB 562 (codified as Government Code Section 53083), a Statewide economic development tool for the purpose of allowing local jurisdictions to induce economic development for the creation and maintenance of jobs. Pursuant to Section 53083, a report (the "Summary Report") (Attachment 2) has been prepared summarizing key components of the proposed transaction. The Summary Report has been made available to the public as it is posted to the City's website and will remain for the duration of the term of the Amended 2016

Agreement, if approved by the City Council.

The City and CFL are proposing to amend the 2016 Agreement to further encourage CFL to retain its headquarters and business operations within Garden Grove and increase their investment within the community. The City is proposing to provide financial assistance in the form of an economic development subsidy to CFL as included in the Amended 2016 Agreement (Attachment 3) and further described later in this staff report. As mentioned above, CFL was founded in Garden Grove in September 2004 with only 2 employees. Today, the company employs approximately 80 employees, doubling their employee count from the 2016 Agreement. CFL's sales have increased by over 350% since 2016, keeping CFL firmly in the top 10 sales tax producers for the City.

The proposed Amended 2016 Agreement makes two primary changes; 1) increases the sales tax base from \$200,000 to \$312,000 and 2) eliminates the tiered approach established in the 2016 Agreement to a one-tier split of 30% to the City and 70% to CFL for all sales tax revenue generated above \$312,000. If CFL continues to perform status quo, the proposed formula will result in increased sales tax revenue to the City. While the 30% City share after the \$312,000 base is less than the percentage allowed under the 2016 Agreement, CFL has not achieved that level of sales to date. This Amended 2016 Agreement would provide the opportunity for CFL to grow their business and achieve higher sales. If CFL can achieve those higher sales, a smaller percentage of higher sales achieves more sales tax revenue for the City.

### **City Benefits**

As part of these modifications, CFL would extend the proposed term of the operating covenant by 20 years (from 2036 to 2056) and commit to maintaining its business in Garden Grove as its point-of-sale through June 30, 2056. CFL has estimated that this Amended 2016 Agreement will enable CFL to expand into new markets, invest additional capital dollars in Garden Grove (minimum of an additional \$10 million), and hire and retain local employees. CFL anticipates its revenues will increase by over 350% due to increasing sales volume made possible by the Amended 2016 Agreement. Based on CFL projections, the City would receive approximately \$267 million in sales tax revenue through 2056. CFL also projects the addition of approximately one hundred (100) new jobs over a period of ten (10) years. New jobs are anticipated to include drivers, dispatchers, logistics office staff, accounting and IT positions. CFL will work closely with the City to prioritize the hiring of Garden Grove residents.

The sale of petroleum products is conducted by a limited number of companies in California all competing for market share. The industry is currently seeing consolidation opportunities. The purpose of the proposed Amended 2016 Agreement is to induce CFL to remain in Garden Grove through 2056, make significant capital investment of its own funds in its business in order to increase the volume of sales in Garden Grove, and increase employment opportunities in Garden Grove. If the anticipated expansion and sales growth occurs as a result of CFL's capital investment, the Amended 2016 Agreement will result in the generation of significant additional sales tax revenues to the City's General Fund, the creation of additional employment opportunities for residents of the City, the long-term maintenance of the Site in a first class condition, and other tangible and intangible benefits to the City.

### **FINANCIAL IMPACT**

The proposed Amended 2016 Agreement increased the sales tax base from \$200,000 to \$312,000. While the 30% City share after the increased base is less than the percentage allowed under the 2016 Agreement, CFL has not achieved that level of sales to date. Therefore, there is no negative financial impact to the City if CFL performs status quo. If CFL's revenue growth projections are realized, the approximately \$267 million in sales tax revenues from CFL's business would be generated through 2056 with approximately \$192 million to CFL and the City receiving \$75 million under the sales tax sharing structure in the proposed Amended 2016 Agreement. Without the Amended 2016 Agreement, there is a risk that CFL would not realize the opportunity to expand their market share and could choose to relocate in the future, in which case the City would forfeit sales tax revenues attributable to CFL.

### **RECOMMENDATION**

It is recommended that the City Council:

- Conduct a Public Hearing;
- Adopt the attached Resolution making certain findings and approving the Amended 2016 Agreement with AAA Oil, Inc. dba California Fuels and Lubricants; and
- Authorize the City Manager to execute the Amended 2016 Agreement, including any minor modifications as appropriate, and any other pertinent documents necessary to effectuate and/or implement the Agreement on behalf of the City.



**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
CFL Request Letter	11/7/2023	Backup Material	CFL_request_letter_061223.pdf
AB 562 Report	11/7/2023	Backup Material	11.14.23_Econ_Dev_Subsidy_Summary_Report.docx
Amended 2016 Agreement	11/8/2023	Agreement	First_Amendment_to_the_Amended_and_Restated_Operating_Covenant_Agreement_with_AAA_Oil_Final.docx
Resolution	11/8/2023	Resolution	11.14.23_Resolution_Approving_Amended_and_Restated_Operating_Covenant_Agreement_AAA_Oil__Inc_final.docx



June 13, 2023

Mrs. Lisa L. Kim  
City of Garden Grove  
11222 Acacia Parkway  
Garden Grove, CA 92840

Subject: Request to amend sales tax revenue agreement

Dear Lisa,

As a follow-up to our prior meetings, California Fuels and Lubricants (CFL) wishes to formally request an amendment be made to the existing sales tax revenue agreement with the City of Garden Grove. As discussed, CFL has lined out a long-term strategy focused on a high growth trajectory. The primary targets of this growth will be commercial customers predominantly in Southern California. The two primary marketers that CFL will compete against on a daily basis, will be SC Fuels in Orange and Amber Resources in Long Beach. Both entities are strong local suppliers and have existing sales tax revenue programs with their host municipalities. In implementing this growth strategy, CFL will be investing heavily in new assets, personnel and back-office infrastructure.

This new investment will be a strong follow-up to that which has already been made since 2015 (\$12.7mil). CFL is looking for support from the City to assist in this aggressive investment program, through an increase to an 85% share of any and all business over the last three-year average (2020-2022). This guarantees Garden Grove that the status quo continues and CFL is supported on the hard-fought business that is to come. In essence, the existing agreement only needs to have an amendment added, identifying this new tier. The three-year average becomes the par 70% CFL share and above that is subject to 85%. Please see the proposed thresholds below:

**Schedule to Replace "Exhibit B"  
on Operating Covenant Agreement**

Dated January 26, 2016

Portion of Quarterly Sales Tax Revenues		Percentage		
First \$50,000	X	0%	=	A
Next \$300,000 ***	X	70%	=	B
Above \$350,001	X	85%	=	C

\*\*\* Based on three-year average 2020 - 2022

CFL values the relationship it has with the City and this would further galvanize the business partnership that already exists. The City of Garden Grove is CFL's primary candidate municipality to work together with. Hopefully, this request is well received and there is no need to entertain other options.

Please feel free to contact me if you have any questions. We look forward to our next meeting on June 15<sup>th</sup>.

Sincerely,

*Charles McDaniel*

Charles McDaniel

President, California Fuels and Lubricants

**ECONOMIC DEVELOPMENT SUBSIDY REPORT  
PURSUANT TO GOVERNMENT CODE SECTION 53083  
FOR A SALES TAX SHARING AGREEMENT  
BY AND BETWEEN CITY OF GARDEN GROVE  
AND AAA OIL, INC. dba CALIFORNIA FUELS AND LUBRICANTS**

Pursuant to Government Code Section 53083, the City Council of the City of Garden Grove ("City") must hold a noticed public hearing and, prior to the public hearing, provide certain information in written form and available to the public and through the City's website regarding a proposed economic development subsidy to the benefit of the City and AAA Oil, Inc., dba California Fuels and Lubricants ("CFL"). In 2013 the City entered into an Operating Covenant Agreement ("Original Agreement") with CFL to share sales tax proceeds to induce CFL to make certain working capital improvements and to locate its business in Garden Grove. The Original Agreement was Amended and Restated in 2016 (the "2016 Agreement") to provide for additional working capital investment, to extend the length of the term, and to revise the method of calculating the sales tax sharing formula. A proposed Amended 2016 Agreement is being considered by the Garden Grove City Council to provide for even more working capital investment, to further extend the length of the term, and to again revise the method of calculating the sales tax sharing formula. Notice was published on the City's website for a public hearing to be held on November 14, 2023.

The purpose of this report is to provide the information required pursuant to Government Code Section 53083 in regards to the Amended 2016 Agreement. This report shall remain available to the public and posted on the City's website until the end date of the economic development subsidy, as further described in Number 2 below.

**1. The name and address of all corporations or any other business entities, except for sole proprietorships, that are the beneficiary of the economic development subsidy.**

The Agreement is with AAA Oil, Inc., dba California Fuels and Lubricants, a California corporation: 11621 and 11671 Westminster Avenue, Garden Grove, CA.

**2. The start and end dates and schedule, if applicable, for the economic development subsidy.**

The start date of the economic development subsidy began on August 13, 2013, was amended and restated on January 26, 2016 and will again be amended on November 14, 2023, if approved by the City Council, and the end date will be June 30, 2056. The economic development subsidy will be paid quarterly, within 30 days of the end of each quarter.

**3. A description of the economic development subsidy, including the estimated total amount of the expenditure of public funds by, or of revenue lost to, the local agency as a result of the economic development subsidy.**

The economic development subsidy, in all three iterations, is a portion of base sales tax accruing to the City with some formula of tax sharing after the City collects the base threshold.

Original Agreement (2013): City retains \$600,000 base and then shares 50% of sales tax proceeds after base is achieved. CFL did not produce sales tax in excess of \$600,000 base and therefore no sales tax was ever shared under the Original Agreement.

2016 Agreement: City retains \$200,000 base and then shares sales tax proceeds on a tiered scale as follows:

<b>Portion of Annual Sales Tax Revenues Generated by Business</b>	<b>Percentage Retained by City</b>	<b>Percentage Payable to Company</b>
First \$200,000	100%	0%
Next \$1,800,000	30%	70%
Next \$1,000,000	40%	60%
Next \$2,000,000	50%	50%
Next \$2,000,000	45%	55%
Amount in Excess of \$7,000,000	35%	65%

From 2016 to date, CFL did not bring in sales tax greater than \$1.8 million annually and therefore only the 30%/70% tier was utilized to share sales tax proceeds. During this period the City received approximately \$3 million in sales tax proceeds while CFL received approximately \$3.9 million in sales tax proceeds.

Proposed Amended 2016 Agreement: City retains \$312,000 base and then shares sales tax proceeds with 75% going to CFL and the City retaining 25%. Through the term of the proposed amendment (June 30, 2056), it is anticipated that CFL will receive approximately \$192.1 million of sales tax proceeds (average \$6 million annually).

#### **4. A statement of the public purpose for the economic development subsidy.**

CFL delivers high-quality name brand petroleum products and services throughout Southern California and Garden Grove is CFL's point-of-sale for sales tax purposes. CFL was founded in Garden Grove September 2004 with only 2 employees. CFL is one of the City's top ten (10) highest sales tax producers. In exchange for the changes included in the proposed Amended 2016 Agreement, the term of the operating covenant would be extended for 20 years (from 2036 to 2056) and CFL would agree to continue to keep its business in Garden Grove and designate Garden Grove as its point-of-sale through June 30, 2056. CFL has estimated that this Amended 2016 Agreement will enable CFL to expand into new markets, invest additional capital dollars in Garden Grove (minimum of \$10 million), and hire and retain local employees. CFL anticipates its revenues will increase by over 350% due to increasing sales volume made possible by the Amended 2016 Agreement. Based on CFL projections, the City would receive approximately \$266.9 million (present value) in sales tax revenue through 2056.

The sale of petroleum products is conducted by a limited number of companies in California all competing for market share. The industry is currently seeing consolidation opportunities. The purpose of the proposed Amended 2016 Agreement is to induce CFL to remain in Garden Grove through 2056, make significant capital investment of its own funds in its business in order to increase the volume of

sales in Garden Grove, and increase employment opportunities in Garden Grove. If the anticipated expansion and sales growth occurs as a result of CFL's capital investment, the Amended 2016 Agreement will result in the generation of significant additional sales tax revenues to the City's General Fund, the creation of additional employment opportunities for residents of the City, the long-term maintenance of the Site in a first class condition, and other tangible and intangible benefits to the City.

**5. The projected tax revenue to the local agency as a result of the economic development subsidy.**

Projections indicate that, over the 30+ year period of the Amended 2016 Agreement, roughly \$266.9 million (\$8.3 million annual average) in present value dollars of additional sales tax revenue could be received by the City. Of this amount, the City would pay CFL approximately \$192.1 million in present value terms.

**6. The estimated number of jobs created by the economic development subsidy, broken down by full-time, part-time and temporary positions.**

CFL also projects the addition of approximately one hundred (100) new jobs over a period of ten (10) years. New jobs are anticipated to include drivers, dispatchers, logistics office staff, accounting and IT positions. CFL will work closely with the City to prioritize the hiring of Garden Grove residents.

## **FIRST AMENDMENT TO THE AMENDED AND RESTATED OPERATING COVENANT AGREEMENT**

This Amendment to the Amended and Restated Operating Covenant Agreement ("Agreement"), dated for purposes of identification only as of November 14, 2023, is made and entered into by and between the CITY OF GARDEN GROVE, a California municipal corporation (the "City"), and AAA OIL, INC., dba California Fuels and Lubricants, a California corporation ("Company"). City and Company are sometimes referred to in this Agreement collectively as "Parties," and individually as a "Party."

### **RECITALS**

**A.** The Parties previously entered into that certain Operating Covenant Agreement, dated August 13, 2013 (the "Original Agreement"), as amended by that certain Amended and Restated Operating Covenant Agreement, dated January 26, 2016 (the "2016 Agreement") pertaining to operations of the Company occupying a portion of that certain real property located at 11621 and 11671 Westminster Avenue in the City of Garden Grove (the "Site"), on which Company currently operates a petroleum products distribution business (the "Business") and which is the current point of sale for the Business for purposes of the Bradley Burns Uniform Local Sales and Use Tax Law (the "Sales and Use Tax Law"). Company's Business is one of the largest sales tax generators in the City.

**B.** The Parties desire to amend the 2016 Agreement to provide for an additional capital investment in the Business by the Company, to extend the length of the Covenants Consideration Accrual Period and Operating Period, and to revise the method of calculating the Covenants Consideration.

**C.** Pursuant to the Original Agreement and the 2016 Agreement, Company agreed to invest over ten million dollars (\$10,000,000) in working capital for the Business and to expand the scope of the Business's operations. In order to further expand the Business's operations, Company intends to invest at least ten million dollars (\$10,000,000) in the Business in addition to the commitment made in the Original Agreement and the 2016 Agreement. Company and City anticipate that Company's expanded Business, as operated in accordance with this Amended 2016 Agreement, will generate additional Sales Tax Revenues and will also create significant employment opportunities and other tangible and intangible benefits to the City.

**D.** The City previously determined that the imposition of certain operating covenants and restrictive covenants with respect to the Business and the Site constitutes a valid public purpose, and therefore the City desires to extend the term of such operating covenants and restrictive covenants with respect to the Business and the Site and, subject to the terms hereof, Company is willing to enter into and be bound by such operating covenants and restrictive covenants.

**E.** In consideration for Company's agreement to be bound by such operating covenants and restrictive covenants, and of the additional Sales Tax Revenues to be paid by the Company for the benefit of the City, which the City would not otherwise realize, and in order to induce the Company to retain the Business in Garden Grove, the City has agreed to make certain

payments to the Company (referred to herein as "Covenants Consideration") through June 30, 2056. The City and the Company agree the amount of each payment required to be made by the City hereunder is a fair exchange for the consideration actually furnished pursuant to this Agreement by Company during each fiscal year of the City in which payment is made, that each payment to be made by the City hereunder has been calculated so that it will not exceed the resources available to make such payment, and further that in no event shall the City be immediately indebted to Company for the aggregate payments herein provided.

**F.** The purpose and intention of the City in paying the Covenant Consideration is solely to induce Company to make the above-described capital investment in order to expand its Business within the City, and to continue to locate and operate the expanded Business on the Site until at least June 30, 2056, so as to increase the amount of Local Sales Tax Revenues generated in the City, to further the continued maintenance of the Site and the well-being of the citizens at large, and to increase local employment opportunities.

**G.** The Covenants Consideration to be paid by the City is solely the result of arms-length negotiations by and between the City and the Company, and apart from such negotiations and this Agreement, which is the result thereof, is not otherwise required to be provided.

**H.** The Company anticipates and expects that the Covenants Consideration to be paid by the City pursuant hereto foreseeably will result in benefits to the Company in an amount commensurate with its value at the time of each payment.

**NOW THEREFORE**, in consideration of the foregoing Recitals that are a substantive part hereof and the covenants herein contained, and in consideration of the terms and conditions of this Agreement, City and Company agree as follows:

**1. Section 1. Definitions. Subsections l. and x.** are amended as follows:

l. Covenants Consideration Accrual Period. "Covenants Consideration Accrual Period" means the period commencing on the Effective Date and continuing until and expiring on June 30, 2056 or upon the earlier termination of this Agreement.

x. Operating Period. "Operating Period" means the period commencing on the Effective Date and continuing until and expiring on June 30, 2056 or upon earlier termination of this Agreement.

**2. Section 4. Operating Covenants and Restrictive Covenants. Subsection a.** is rescinded in its entirety and replaced as follows:

a. Additional Investment to Expand Business. Company hereby covenants and agrees that, between the period that commenced on November 1, 2023 and continuing up and through December 31, 2033, it will make an Additional Capital Investment of no less than Ten Million Dollars (\$10,000,000) for purposes of expanding the Business on the Site, excluding funds spent by Company, if any, on construction and/or development on the Site. Such Additional Capital Investment shall be wholly in addition to the Ten Million Dollar (\$10,000,000) investment in the Business required pursuant to the Original Agreement and 2016 Agreement, which



Company represents has already been made. Company hereby agrees that it will not allocate or use any Covenant Consideration paid to Company by City for construction and/or development on the Site. Upon request of City, Company shall provide documents evidencing its compliance with this Subsection 4.a.

3. **Section 5. Covenants Consideration. Subsections a. and b.** are rescinded in their entirety and replaced as follows:

a. **Covenants Consideration; Determined on an Annual Basis.** In consideration of Company's compliance with the Covenants, subject to availability and appropriation by the Garden Grove City Council of sufficient funds, commencing as of January 1, 2024, City agrees to pay Company Covenants Consideration in an amount, calculated as illustrated in Table 1, below, and determined on an annual basis, equal to a portion of all Sales Tax Revenues generated by the Business during each Fiscal Year in excess of Three Hundred Twelve Thousand Dollars (\$312,000) (the "Annual Covenants Consideration Amount"). In the event there is insufficient Sales Tax Revenues to trigger the payment of Covenants Consideration in any Fiscal Year, such insufficiency shall not carry forward to any future years.

Table 1

<b>Portion of Annual Sales Tax Revenues Generated by Business</b>	<b>Percentage Payable to Company as Covenants Consideration</b>
Amount in Excess of \$312,000	75%

b. **Covenants Consideration; Quarterly Payments.** For each Fiscal Year, the City shall pay the Annual Covenants Consideration Amount to Company in four (4) separate quarterly Covenants Consideration payments corresponding to the amount of Sales Tax Revenues generated during each Quarter of the Fiscal Year (the "Quarterly Payments"). The amount of each Quarterly Payment for the first three (3) quarters of any Fiscal Year shall be determined by the City by multiplying (i) the amount of Sales Tax Revenues generated by the Business during the applicable Quarter by (ii) the percentages set forth in Table 2, below (the product of which is referred to herein and in Exhibit "B" as the "Quarterly Covenants Consideration Amount").

Table 2

<b>Portion of Quarterly Sales Tax Revenues Generated by Business</b>	<b>Percentage Payable to Company as Covenants Consideration</b>
First \$78,000	0%
Amount in Excess of \$78,000	75%

If Sales Tax Revenues for the applicable Quarter are less than or equal to seventy-eight thousand dollars (\$78,000), then no Quarterly Payment attributable to such Quarter is due. However, if, and to the extent that, the aggregate sum of the previous Quarterly Payments for the Fiscal Year made by the City exceeds the Annual Covenant Consideration Amount for such Fiscal Year, then the City shall recapture such sum from the Company as provided in Subsection 5.g. More specific computational steps for computing the Annual Covenants Consideration Amount and the amount of the Quarterly Payments are set forth in Exhibit "B," which is attached hereto and incorporated herein by reference. Payment of the Covenants Consideration payment determined by City to be owing to Company for each Quarter shall be made by City within thirty (30) days after the City and/or the sales tax consultant retained by the City verifies that the City has received all Sales Tax Revenues for the applicable Quarter. Company expressly understands that nothing contained in this Agreement shall obligate or otherwise commit City to pay the Covenant Consideration for the applicable period unless and until City receives reasonably satisfactory verification that City has received all Sales Tax Revenues for such period.

4. **Exhibit B** is rescinded in its entirety and replaced with a new Exhibit B attached hereto and incorporated herein by this reference.

5. **Exhibit C** is rescinded in its entirety and replaced with a new Exhibit C attached hereto and incorporated herein by this reference.

*[SIGNATURES FOLLOW ON NEXT PAGE]*

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the respective dates set forth below.

**CITY:**

**CITY OF GARDEN GROVE**, a municipal corporation

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Lisa L. Kim  
City Manager

**ATTEST:**

\_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Omar Sandoval  
City Attorney

**COMPANY**

**AAA OIL, INC.**, a California corporation

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Jaime Duenas  
President

By: \_\_\_\_\_  
Efrain Davalos, Jr.  
Secretary

**CONSENT BY OWNER OF THE SITE**

The undersigned hereby represent and warrant that Duenas Management, LLC is the sole, fee simple Owner of the Site described in Exhibit "A" hereto, and that they are the sole owners, members, and officers of Duenas Management, LLC, and hereby consent to the entering into of this Agreement by AAA Oil, Inc. and the recordation of the Memorandum of Agreement against the Site in the official records of the County of Orange.

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Jaime Duenas

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Rogelio Duenas

## EXHIBIT "B"

### QUARTERLY COVENANTS CONSIDERATION PAYMENTS COMPUTATIONAL STEPS

#### Step for Calculating Quarterly Payments for Quarters 1-3

STEP 1: Determine and verify the amount of Sales Tax Revenues for Quarter.

STEP 2: As illustrated in the following table, multiply the applicable portion of the Sales Tax Revenues for Quarter by the corresponding percentage and add the resulting amounts together to determine the Quarterly Covenants Consideration Amount.

Portion of Quarterly Sales Tax Revenues		Percentage		
First \$78,000	x	0%	=	A
Amount in Excess of \$78,000	x	75%	=	B
				A+B = Quarterly Covenants Consideration Amount

STEP 3: If the Quarterly Covenants Consideration Amount is greater than zero, then Quarterly Payment equals the Quarterly Covenants Consideration Amount.

*[If Quarterly Covenants Consideration Amount > 0, then Quarterly Payment = Quarterly Covenants Consideration Amount]*

If the Quarterly Covenants Consideration Amount is zero, then no Quarterly Payment is due.

*If Quarterly Covenants Consideration Amount = 0, then Quarterly Payment = 0]*

### **Steps for Calculating Quarterly Payments for Quarter 4**

STEP 1: Determine and verify the amount of Sales Tax Revenues for the entire Fiscal Year.

STEP 2: As illustrated in the following table, multiply the applicable portion of the Sales Tax Revenues for the Fiscal Year by the corresponding percentage and add the resulting amounts together to determine the Annual Covenants Consideration Amount.

<b>Portion of Quarterly Sales Tax Revenues</b>		<b>Percentage</b>		
First \$312,000	x	0%	=	A
Amount in Excess of \$312,000	x	75%	=	B
				A+B = Annual Covenants Consideration Amount

STEP 3: Subtract the aggregate sum of the Quarterly Payments from Quarters 1, 2 and 3 from the Annual Covenants Consideration Amount to determine the Quarter 4 Quarterly Covenants Consideration Amount.

*[Annual Covenants Consideration Amount – Quarter 1 Quarterly Payment – Quarter 2 Quarterly Payment – Quarter 3 Quarterly Payment = Quarter 4 Quarterly Covenants Consideration Amount]*

STEP 5: If the Quarter 4 Quarterly Covenants Consideration Amount is greater than zero, then the Quarter 4 Quarterly Payment equals the Quarter 4 Quarterly Covenants Consideration Amount.

*[If Quarter 4 Quarterly Covenants Consideration Amount > 0, then Quarterly Payment = Quarter 4 Quarterly Covenants Consideration Amount]*

If the Quarter 4 Quarterly Covenants Consideration Amount is less than or equal to zero, then (i) no Quarterly Payment is due, and (ii) any Overpayment for Fiscal Year will be recaptured from Company by either invoicing Company or offsetting future Quarterly Payments.<sup>1</sup>

*If Quarter 4 Quarterly Covenants Consideration Amount ≤ 0, then Quarterly Payment = 0]*

---

<sup>1</sup> In the event the Sales Tax Revenues for any Fiscal Year are less than Three Hundred Twelve Thousand Dollars (\$312,000), resulting in a negative Annual Covenants Consideration Amount, such negative amount is *not* carried forward to future Fiscal Years. However, if a negative Annual Covenants Consideration Amount results in an Overpayment for the Fiscal Year, the Overpayment shall be recaptured from the Company as described in Step 5.

## EXHIBIT "C"

### MEMORANDUM OF AGREEMENT

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:

City of Garden Grove  
11222 Acacia Parkway  
Garden Grove, California 92840  
Attention: City Clerk

---

This document is exempt from the payment of a recording fee pursuant to Government Code Sections 6103 and 27383.

### MEMORANDUM OF AGREEMENT

This **MEMORANDUM OF AGREEMENT** (the "Memorandum") is entered into as of \_\_\_\_\_ by and between the **CITY OF GARDEN GROVE**, a municipal corporation (the "City"), **AAA OIL, INC., dba California Fuels and Lubricants**, a California corporation ("Company"), and **DUEÑAS MANAGEMENT, LLC** (the "Owner of the Site").

### RECITALS

A. The Owner of the Site is the fee simple owner of that certain real property located at 11621 and 11671 Westminster Avenue in the City of Garden Grove (the "Site"). The Site is commonly known as Assessors Parcel Number 100-130-38, and is more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference.

B. The Company owns and operates a petroleum products distribution business (the "Business") on the Site, and has a leasehold interest in the Site pursuant to a lease agreement between the Company and the Owners of the Site.

C. The City and the Company have entered into that certain Amended and Restated Operating Covenant Agreement, dated January 26, 2016 (the "2016 Agreement") and the Amended 2016 Agreement, dated \_\_\_\_\_ (collectively, the "Agreement"), pursuant to which, in exchange for certain Covenants Consideration to be paid by the City, the Company is required to comply with certain specified Covenants affecting the Site for the duration of the Operating Period (which includes the period through and including June 30, 2056). The Owner of the Site has expressly consented to entry into the Agreement by the Company and to execution and recordation of this Memorandum. A copy of the Agreement, as it may be amended from time to time, is available for review at the Office of the City Clerk of the City.

D. City, Company, and the Owner of the Site desire to execute this Memorandum to provide notice of the existence of the Agreement and all rights and obligations under the Agreement to all appropriately interested persons, including without limitation any and all future

owners and/or lessees of the Site or any part thereof or any interest therein, and this Memorandum in no way modifies the provisions of the Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the City, the Company, and the Owner of the Site hereby agree and confirm as follows:

1. Definitions. All capitalized words used herein, unless otherwise defined, shall have the meanings ascribed to them in the Agreement.

2. Effect of Agreement. The Agreement imposes certain Covenants on Company, which pertain to or affect the Site, and which are intended to be equitable servitudes running with the Site for the benefit of, and enforceable by, the City, and binding on upon all persons having any right, title or interest in the Site, or any part thereof, and their heirs, successors, and assigns, as further set forth below, including without limitation the following:

a. Investment to Expand Business. As more specifically set forth in Section 4 of the Agreement, Company is required to make an Additional Capital Investment of no less than Ten Million Dollars (\$10,000,000) for purposes of expanding the Business on the Site.

b. Operating Covenant; Continuous Operation. As more specifically set forth in Section 4 of the Agreement, Company is required to continuously conduct and operate, or cause to be conducted and operated, the Required Operations on the Site during the entire Operating Period (which means the period commencing on March 1, 2016 and continuing until and expiring on June 30, 2056). "Required Operations" means, collectively, the following on and with respect to the Site: (i) Company retaining and continuing to own a leasehold and/or ownership interest in all or such lesser portion of the Site sufficient to allow the Business to be conducted; (ii) Company's operation of the Business on the Site; and (iii) Company not transferring or otherwise relocating all or any portion of the retail sales operation or the point of sale as reported to the SBE for the Business to another facility or location outside of the City. Failure of Company to continuously conduct and operate, or cause to be conducted and operated, the Required Operations on the Site during the entire Operating Period shall entitle City to terminate the Agreement and demand repayment by Company of all previously paid Covenants Consideration in accordance with Subsection 6.b. of the Agreement.

c. Designation of Site as Point of Sale. As more specifically set forth in Section 4 of the Agreement, at all times during the Operating Period, Company is required to designate the Site as the point of sale for Sales Tax purposes in all Business and related sales.

d. Payment of Taxes. As more specifically set forth in Section 4 of the Agreement, Company is required to pay or cause to be paid any and all taxes applicable to or arising out of Company's operation of the Business and ownership, lease, operation and/or use of the Site and/or equipment and facilities on the Site (including, without limitation, all taxes attributable to sales occurring on the Site), except Company retains its right to protest and contest County of Orange decisions related to the value of its interest in the Site and/or SBE decisions related to the amount of Sales Tax due; and Company is required to make or cause to be made timely Sales Tax payments to the SBE.

e. Maintenance of Site. As more specifically set forth in Section 4 of the Agreement, during the Operating Period, Company is required, at no cost to the City, to keep and maintain, or cause to be kept and maintained, the Site, including all landscaping on the Site and all facilities and equipment pertaining to the Business that are located on the Site, in a first class condition, free from accumulation of debris, weeds, graffiti and waste materials, in good order and repair, and in a safe condition.

f. Compliance With Governmental Requirements. As more specifically set forth in Section 4 of the Agreement, subject to Company's right to contest the same, Company is required to, at all times, comply with all applicable laws, ordinances, statutes, codes, rules, regulations, orders and decrees of the United States, the State of California, the County of Orange, the City or any other political subdivision in which the Site is located, and of any other political subdivision, agency or instrumentality exercising jurisdiction over the City, the Company, or the Site, including all applicable federal, state and local occupation, safety and health laws, rules, regulations and standards, applicable federal and state labor standards, applicable prevailing wage requirements, the City zoning and development, building, plumbing, mechanical and electrical codes, and all other provisions of the City of Garden Grove and its Municipal Code, and all applicable disabled and handicapped access requirements, including, without the limitation, the Americans With Disability Act, 42 U.S.C. §12101 et seq., Government Code §4450 et seq., and the Unruh Civil Rights Act, Civil Code §51 et seq. ("Governmental Requirements").

3. Agreement and Memorandum Run with the Site. The Site and Company's interest therein shall be held, sold, conveyed, hypothecated, encumbered, used, occupied, leased and improved subject to the Covenants set forth in the Agreement and the provisions of this Memorandum, which are intended to be covenants running with the land and enforceable by the City, and its successors and assigns, as equitable servitudes against the Site for the benefit of the City, and binding on upon all persons having any right, title or interest in the Site, or any part thereof, and their heirs, successors, and assigns. All covenants, without regard to technical classification or designation shall be binding for the benefit of City and such covenants shall run in favor of City for the entire period during which such covenants shall be in force and effect, without regard to whether City is or remains an owner of any land or interest therein to which such covenants relate.

4. Provisions. To the extent of any inconsistency between the Agreement and this Memorandum, the Agreement shall control.

5. Successors and Assigns. This Memorandum shall be binding upon and inure to the benefit of each of the parties hereto and their respective successors and assigns.

6. Governing Law. This Memorandum shall be governed in accordance with the laws of the State of California.

7. Recordation. City, Company, and the Owner of the Site hereby confirm and acknowledge that this Memorandum shall be recorded in the Official Records of Orange County, California, following execution. Upon recordation of this Memorandum, this Memorandum shall replace that certain Memorandum of Agreement executed by City, Company, Jaime Duenas, and Rogelio Duenas, dated January 26, 2016, and recorded May 12, 2016, as document number



2016000212465 (the “2016 Memorandum”), and the 2016 Memorandum shall be of no further force and effect.

8. Counterparts. This Memorandum may be executed in counterparts, each of which shall be deemed an original and which together shall constitute a single agreement.

IN WITNESS WHEREOF, the City, the Company, and the Owner of the Site have executed this Memorandum as of the date first written above.

*[SIGNATURES FOLLOW ON NEXT PAGE]*

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Agreement on the respective dates set forth below.

**CITY:**  
**CITY OF GARDEN GROVE** , a municipal corporation

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Lisa L. Kim  
City Manager

**ATTEST:**

\_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Omar Sandoval  
City Attorney

**COMPANY**  
**AAA OIL, INC.**, a California corporation

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Jaime Duenas  
President

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Efrain Davalos, Jr.  
Secretary

**OWNER OF THE SITE**  
**DUENAS MANAGEMENT, LLC**, a  
California limited liability company

Dated: \_\_\_\_\_, 2023

\_\_\_\_\_  
Jaime Duenas, Member

Dated: \_\_\_\_\_, 2023

\_\_\_\_\_  
Rogelio Duenas, Member

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA                     )  
  )       ss.  
COUNTY OF ORANGE                   )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

SIGNATURE OF NOTARY PUBLIC

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA                                 )  
   )       ss.  
COUNTY OF ORANGE                                 )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA                   )  
  )     ss.  
COUNTY OF ORANGE                  )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

SIGNATURE OF NOTARY PUBLIC

STATE OF CALIFORNIA                   )  
   )       ss.  
COUNTY OF ORANGE                  )

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

SIGNATURE OF NOTARY PUBLIC

## **EXHIBIT "A"**

### **LEGAL DESCRIPTION**

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF ORANGE, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE SOUTH LINE OF SECTION 4, TOWNSHIP 5 SOUTH, RANGE 10 WEST, IN THE RANCHO LAS BOLSAS, AS SHOWN ON A MAP RECORDED IN BOOK 51, PAGE 12 OF MISCELLANEOUS MAPS, RECORDS OF ORANGE COUNTY, CALIFORNIA, DISTANT THEREON NORTH 89 DEG. 14R45" EAST 351 FEET FROM THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION AND RUNNING THENCE NORTH 0 DEG. 49' 15" WEST PARALLEL WITH THE WEST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 4, 495 FEET; THENCE EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 4, 529 FEET, MORE OR LESS, TO THE EASTERLY LINE OF THE WEST 20 ACRES, OF THE SOUTH 30 ACRES OF THE SOUTH WEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION; THENCE SOUTHERLY ALONG SAID EASTERLY LINE 495 FEET TO THE SOUTH LINE OF SAID SECTION; THENCE WESTERLY ALONG SAID SOUTH LINE 529 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THE WEST 320 FEET.

APN: **100-130-38**

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA,  
APPROVING AN AMENDMENT TO THE AMENDED AND RESTATED OPERATING  
COVENANT AGREEMENT BETWEEN THE CITY OF GARDEN GROVE AND AAA OIL, INC.  
DBA CALIFORNIA FUELS AND LUBRICANTS

THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, DOES  
HEREBY FIND AS FOLLOWS:

A. AAA Oil, Inc. dba California Fuels and Lubricants (the "Company") owns and operates a petroleum products distribution business (the "Business") in the City of Garden Grove and is one of the City's largest sales tax generators.

B. On or about August 13, 2013, the City and the Company entered into that certain Operating Covenant Agreement (the "Original Agreement"). Pursuant to the Original Agreement, the Company agreed to be bound by certain operating covenants and restrictive covenants with respect to the Business and the real property on which the Business is located (the "Site"), including, but not limited to, (i) committing to invest no less than two million dollars (\$2,000,000) in the Business; (ii) continuously operating the Business on the Site and designating the Site as the point of sale for all of the Business's sales until at least June 30, 2025; (iii) timely paying all taxes; (iv) maintaining the Site in accordance with specified standards; and (v) complying with all applicable laws and other governmental requirements. In consideration for Company's agreement to be bound by such operating covenants and restrictive covenants, the City agreed to make certain Covenants Consideration payments to the Company over a period of up to ten (10) years, up to a maximum of two million dollars (\$2,000,000).

City recognizes that retention of the Business will continue to contribute to the economic vitality of the City, continue to provide additional jobs in the City, continue to expand the City's tax base, and otherwise improve economic and physical conditions in the City.

C. In order to ensure retention of the Business in Garden Grove for the long term, to facilitate the retention and expansion of jobs in the City, to allow the Company to gain competitiveness within the fuel provision industry, and to incentivize the Company to make significant additional capital investments to expand its Business in the City, the City and the Company amended the Original Agreement to provide for an additional capital investment in the Business by the Company, to extend the length of the Covenants Consideration Accrual Period and Operating Period, and to revise the method of calculating the Covenants Consideration.

Accordingly, the City and the Company entered into that certain Amended and Restated Operating Covenant Agreement (the "2016 Agreement"). Pursuant to the 2016 Agreement, the Company agreed to be bound by certain expanded operating covenants and restrictive covenants with respect to the Business and the Site, including, but not limited to, (i) committing to invest no less than an additional eight million dollars (\$8,000,000) to expand the Business in Garden Grove; (ii) continuously operating the Business on the Site and designating the Site as the point of sale for all of the Business's sales until at least June 30, 2036, and agreeing not to solicit or accept economic incentives from other public or private entities to relocate the Business outside of the City during this period; (iii) timely paying all taxes; (iv) maintaining the Site in accordance with specified standards; and (v) complying with all applicable laws and other governmental requirements. In consideration for Company's agreement to be bound by such



operating covenants and restrictive covenants, and of the additional sales tax revenues to be paid by the Company for the benefit of the City, which the City would not otherwise realize, the City agreed to make certain Covenants Consideration payments to the Company in amounts measured by the amount of sales tax revenues generated by the Company's Business from March 1, 2016 through June 30, 2036, in accordance with the following structure:

<b>Portion of Annual Sales Tax Revenues Generated by Business</b>	<b>Percentage Retained by City</b>	<b>Percentage Payable to Company</b>
First \$200,000	100%	0%
Next \$1,800,000	30%	70%
Next \$1,000,000	40%	60%
Next \$2,000,000	50%	50%
Next \$2,000,000	45%	55%
Amount in Excess of \$7,000,000	35%	65%

The Company was further prohibited from allocating or using any Covenants Consideration paid to Company under the Agreement for construction and/or development on the Site.

D. In order to ensure the growth of the Business in Garden Grove for the long term, to facilitate the retention and expansion of jobs in the City, to allow the Company to gain competitiveness within the fuel provision industry, and increase its market share, the City and the Company desire to amend the 2016 Agreement to extend the length of the Covenants Consideration Accrual Period and Operating Period and to revise the method of calculating the Covenants Consideration.

Accordingly, the City and the Company propose to enter into that certain Amended 2016 Agreement (the "Amended 2016 Agreement"). Pursuant to the proposed Amended 2016 Agreement, the Company would continue to be bound by all covenants and restrictive covenants with respect to the Business and the Site as outlined in the 2016 Agreement with the following additions; (i) committing to invest no less than an additional ten million dollars (\$10,000,000) to expand the Business in Garden Grove; (ii) continuously operating the Business on the Site and designating the Site as the point of sale for all of the Business's sales until at least June 30, 2056, and agreeing not to solicit or accept economic incentives from other public or private entities to relocate the Business outside of the City during this period; (iii) timely paying all taxes; (iv) maintaining the Site in accordance with specified standards; and (v) complying with all applicable laws and other governmental requirements. In consideration for Company's agreement to be bound by such operating covenants and restrictive covenants, and of the additional sales tax revenues to be paid by the Company for the benefit of the City, which the City would not otherwise realize, the City would agree to make certain Covenants Consideration payments to the Company in amounts measured by the amount of sales tax revenues generated by the Company's Business from January 1, 2024 through June 30, 2056, in accordance with the following structure:

<b>Portion of Annual Sales Tax Revenues Generated by Business</b>	<b>Percentage Retained by City</b>	<b>Percentage Payable to Company</b>
First \$312,000	100%	0%
Amount in Excess of \$312,000	25%	75%

E. The Company has represented to the City that the proposed additional employment growth and investment in, and expansion of, the Company's Business would not be feasible without the Covenants Consideration to be paid by the City pursuant to the Amended 2016 Agreement, and that the Company anticipates and expects that such Covenants Consideration payments foreseeably would result in benefits to the Company in an amount commensurate with their value at the time of each payment.

F. The Company and the City anticipate that Company's expanded Business, as operated in accordance with the Amended 2016 Agreement, would generate additional sales tax revenues to the City, ensure the long-term maintenance of the Site in a first-class condition, and create significant employment opportunities and other tangible and intangible benefits to the City.

G. The City prepared an economic analysis of the proposed Amended 2016 Agreement in accordance with Government Code 53083. A copy of the report (the "Summary Report") is attached hereto as Exhibit "B" and was made available to the public and on the City's website prior to the November 14 Public Hearing. The Summary Report describes the Company, describes the start and end dates for the economic development subsidy under the Amended 2016 Agreement, describes the economic development subsidy called for under the Amended 2016 Agreement, including the estimated total amount of the expenditure of public funds as a result of the economic development study, includes a statement of the public purposes for the economic development subsidy under the Amended 2016 Agreement, contains an estimate of the projected tax revenue to the City as a result of the economic development subsidy, and contains an estimate of the number of jobs that will be created by the economic development subsidy under the Amended 2016 Agreement. The Summary Report concludes that, over the more than 30-year term of the Amended 2016 Agreement, it is estimated that the Company will receive an approximately \$192 million total subsidy, that the City will receive approximately \$75 million in sales tax revenues attributable to the Company's Business, and that approximately 100 new jobs will be created in Garden Grove as a result of the Amended 2016 Agreement.

H. Prior to approval of the Amended 2016 Agreement, the City made the information required by Government Code Section 53083(a) available in written form and on the City's website.

I. On November 14, 2023 the City Council held a noticed public hearing regarding the Amended 2016 Agreement and the City's obligations thereunder to pay the Covenants Consideration as required by Government Code Section 53083(b).

J. The City Council has duly considered the terms of the proposed Amended 2016 Agreement, the Summary Report, the value of the assistance provided by the City pursuant to

the Amended 2016 Agreement, the benefits the City will derive from the Amended 2016 Agreement, the report of City Staff, and other evidence and testimony provided at the November 14, 2023 Public Hearing.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The City Council hereby makes the following findings:

- A. The recitals set forth above are true and correct and are incorporated herein by reference.
- B. The Company's significant capital investment to expand the Business, the conduct and operation of the expanded Business on the Site, the imposition of the operating covenants and restrictive covenants upon the Business and the Site, and the City's payment of the Covenant Consideration in accordance with the proposed Operating Covenant Agreement constitute valid public purposes under Article XVI, Section 6 of the California Constitution as necessary for the economic enhancement of the City and to contribute to the City's general fund that supports services for the health, safety and welfare of the residents of the City.
- C. The proposed Amended 2016 Agreement is in the vital and best interest of the City and the welfare of its residents and is in accordance with the public purposes and provisions of applicable state and local laws. Without limiting the foregoing, the Company's expanded Business, as operated in accordance with the Agreement, will generate additional sales tax revenues to the City, will create significant employment opportunities for residents of the City, will ensure proper maintenance of the Site, and will provide other tangible and intangible benefits to the City.
- D. The purpose and intention of the City in paying the Covenant Consideration pursuant to the Agreement is solely to induce Company to make a significant capital investment in order to expand its Business within the City, and to continue to locate and operate the expanded Business on the Site until at least June 30, 2056, so as to increase the amount of sales tax revenues generated in the City, to further the continued maintenance of the Site and the well-being of the citizens at large, and to increase local employment opportunities.
- E. The Company's planned working capital investment in the Business and planned expansion of the Company's Business within the City would not be feasible without the Covenants Consideration to be paid by the City pursuant to the Agreement.
- F. The benefits provided by the continued operation of the Company's Business on the Site in accordance with the Amended 2016 Agreement will result in substantially more benefits to the City than the costs to the City of providing the Covenants Consideration provided for in the Amended 2016 Agreement.
- G. The Covenants Consideration to be paid by the City pursuant to the Amended 2016 Agreement foreseeably will result in benefits to the Company in an amount commensurate with its value at the time of each payment, and the total aggregate amount of the Covenants Consideration payments to be made by the City pursuant

to the Amended 2016 Agreement is not anticipated to exceed the minimum additional amount the Company is required to invest to expand the Business within the City pursuant to the Agreement.

- H. The amount of each payment required to be made by the City under the Amended 2016 Agreement is a fair exchange for the consideration actually furnished pursuant to the Agreement by the Company during each fiscal year of the City in which payment is made; each payment to be made by the City under the Amended 2016 Agreement has been calculated so that it will not exceed the resources available to make such payment; and in no event shall the City be immediately indebted to Company for the aggregate payments provided for pursuant to the Amended 2016 Agreement.
- I. The Amended 2016 Agreement does not include or require any activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The Amended 2016 Agreement does not require any change or significant intensification in land use or density and prohibits the Company from allocating or using any Covenant Consideration paid by the City pursuant to the Amended 2016 Agreement for construction and/or development on the Site. The Company is not required to secure any other discretionary government approvals pursuant to the Agreement that would trigger California Environmental Quality Act (CEQA) review. Therefore, in light of the whole record, it can be seen with certainty that the project has no potential to cause a significant effect on the environment. As such, the City Council finds that approval of the Agreement is exempt from the provisions of CEQA pursuant to CEQA Guidelines Section 15061(b)(3).

SECTION 2. The Amended 2016 Agreement between the City of Garden Grove and AAA Oil, Inc., attached hereto at Exhibit "A", is hereby approved.

SECTION 3. The City Manager is hereby authorized to execute the Amended 2016 Agreement, the Memorandum of the Amended 2016 Agreement, and any other related attachments, including any minor modifications as appropriate, and any other pertinent documents necessary to effectuate and/or implement the Amended 2016 Agreement.

SECTION 4. The City Manager (or his/her duly authorized representative) is further authorized to implement the Amended 2016 Agreement and take all further actions and execute all documents referenced therein and/or necessary and appropriate to carry out the Amended 2016 Agreement. The City Manager (or his/her duly authorized representative) is hereby authorized to the extent necessary during the implementation of the Amended 2016 Agreement to make technical or minor changes thereto after execution, as necessary to properly implement and carry out the Amended 2016 Agreement, provided the changes shall not in any manner materially affect the rights and obligations of the City.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

Adopted this 14th day of November, 2023.

**Exhibit "A"**

**Amended 2016 Agreement**

**Exhibit "B"**

**Summary Report**

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Niki Wetzel

Dept.: City Manager Dept.: Community Development

Subject: Introduction and first reading Date: 11/14/2023  
to consider adopting  
Ordinances approving  
Amendment No. A-038-  
2023(a) and A-038-2023(b)

---

**OBJECTIVE**

To transmit a recommendation from the Planning Commission to the City Council to adopt a City-initiated zoning text amendment (A-038-2023) to Title 9 (Land Use) of the Garden Grove Municipal Code pertaining to retail sale by delivery of medicinal cannabis [A-038-2023(A)] and development standards for mechanical equipment, maximum hardscape coverage within front yard setbacks, and substitute landscaping [A-038-2023(B)]. The proposed code amendment would update portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards, Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations and Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code to specify standards for the screening of mechanical equipment within an exterior equipment enclosure in residential zones; to clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for artificial turf in all zones. In addition, the proposed code amendment would amend existing provisions of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code in a manner consistent with the recently enacted Medicinal Cannabis Patients' Right of Access Act to permit the retail sale by delivery of medicinal cannabis in the City from licensed facilities located outside of the City, subject to specified regulations.

**BACKGROUND**

**A-038-2023(A) - Retail Sale by Delivery of Medicinal Cannabis**

Senate Bill (SB) 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act, prohibits local jurisdictions, beginning January 1, 2024, from adopting or enforcing any regulation that prohibits, or has the effect of prohibiting, the retail sale by delivery within the jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses in a timely

and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the local jurisdiction. SB 1186 permits local jurisdictions to adopt and enforce reasonable regulations on retail sale by delivery of medicinal cannabis, and does not limit or otherwise affect the ability of a local jurisdiction to adopt and enforce any regulations on commercial cannabis operations other than retail sale by delivery of medicinal cannabis in the local jurisdiction.

#### A-038-2023(B) - Focused Code Enforcement Zoning Amendment

The City's Code Enforcement team has long served as a tool for maintaining the image, and resolving property maintenance issues across the City. The City Council identified Code Enforcement as a Tier 2 priority this fiscal year, and a related implementation item includes evaluation of the Garden Grove Municipal Code to promote positive property maintenance. Code Enforcement has identified three recurring problem areas in Title 9 of the Municipal Code to reevaluate: the appearance of exterior mechanical equipment (e.g., water heaters) attached to residential units, over-paving of front yards, and the improper installation of artificial turf. The intent of this proposed text Amendment No. A-038-2023(B) is to make the Municipal Code easier for property owners to understand and implement, and easier for Code Enforcement to regulate.

There are four (4) specific updates to Title 9 of the Municipal Code under this Amendment. Collectively, the updated language will affect all zoning designations of the Municipal Code. The updates are as follows: (1) updating the General Requirements in all residential (R-1, R-2, and R-3) zones, (2) revising the maximum front yard hardscape percentage in all residential (R-1, R-2, and R-3) zones, (3) updating the language pertaining to the maximum front yard hardscape percentage in the landscaping requirements for all residential (R-1, R-2, and R-3) and commercial zones (C-1, C-2, C-3, O-P, O-S, M-1, M-P) zones, and (4) adding language pertaining to the installation of artificial turf in all zones.

#### DISCUSSION

#### A-038-2023(A) - Retail Sale by Delivery of Medicinal Cannabis

The proposed amendment will allow the City of Garden Grove to be in compliance with the provisions of SB 1186. The proposed amendment will also include additional reasonable regulations intended to continue to protect the public health, safety and welfare of the community.

The California Department of Cannabis Control regulates the sale and delivery of both adult use and medicinal cannabis and has adopted detailed regulations governing many aspects of cannabis delivery operations. A copy of the pertinent state regulations pertaining to cannabis delivery can be found in Attachment 1.

The following is a summary of the state regulations:

1. Deliveries of cannabis goods shall be performed by an employee who is at least 21 years old and is directly employed by a licensed retailer.
2. Deliveries of cannabis goods shall be made in person during specified hours of operation in which the delivery employee may not engage in any activities except for cannabis goods delivery and necessary rest, fuel, or vehicle repair stops.
3. Delivery employees shall return to the licensed premises if they have any unsold



cannabis goods.

4. Delivery employees shall, carry a copy of the retailer's current license, a copy of the QR Code certificate issued by the Department of Cannabis Control, the employee's government-issued identification, and an identification badge provided by the employer.
5. Delivery employees shall confirm the identity and age of the delivery customer.
6. An unlicensed third party, intermediary business, broker, or any other business or entity, may not be used to sell cannabis goods to a customer. However, a technology platform may be used to facilitate the sale and delivery of cannabis goods, subject to specific restrictions.
7. Delivery employees may only deliver cannabis goods to a physical address in California.
8. Delivery employees shall not deliver cannabis goods to an address located on publicly owned land or any address on land or in a building leased by a public agency, to a K-12 school, day care center, or youth center.
9. A vehicle used in the delivery of cannabis goods shall not have any marking or other indications on the exterior that may indicate that cannabis goods are located within the vehicle and the cannabis goods shall not be visible to the public.
10. Cannabis goods shall be stored in a secure, fully enclosed trunk that cannot be accessed from inside the vehicle, or in a secured area or compartment within the interior of the vehicle.
11. Cannabis goods shall not be in an unattended motor vehicle unless the motor vehicle is locked and equipped with an active vehicle alarm system.
12. The vehicle shall be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled.
13. Upon request, a licensed retailer shall provide the vehicle's make, model, color, Vehicle Identification Number, license plate number and Department of Motor Vehicles registration information.
14. Vehicles used to deliver cannabis goods may be stopped and inspected by the Department of Cannabis Control at any licensed premises or during delivery.
15. Delivery employees may only carry cannabis goods in the delivery vehicle with a value not to exceed \$10,000 and for one licensed retailer only at any time.
16. Delivery employees may only carry cannabis goods in the delivery vehicle and may only perform deliveries for one licensed retailer at a time.
17. Before leaving the licensed premises, the delivery employee must have a delivery inventory ledger of all cannabis goods provided to the delivery employee.
18. The inventory log must include all stops, and the log must be turned in to the licensed retailer when the delivery employee returns to the licensed premises.
19. Prior to arrival at any delivery location, the licensed retailer must have received a delivery request from the customer and provided the delivery request receipt to the delivery employee electronically or in hard copy.
20. If a delivery employee does not have any delivery requests to be performed for a 30-minute period, the delivery employee shall return to the licensed premises. Upon returning to the licensed premises, all undelivered cannabis goods shall be returned to the licensed retailer's inventory and recorded.
21. Delivery employees shall not consume cannabis during deliveries.
22. While making deliveries of cannabis goods, a licensed retailer's delivery

employee shall only travel from the retailer's licensed premises to the delivery address, from one delivery address to another delivery address, or from a delivery address back to the retailer's licensed premises.

The City is proposing restrictions and requirements in addition to the provisions set forth by the Department of Cannabis Control. A summary of the reasonable regulations imposed by the City through the proposed amendment is as follows:

- Delivery of medicinal cannabis is allowed to medicinal cannabis patients or their primary caregivers by a medicinal cannabis business from a fixed location outside of the City only.
- Medicinal cannabis businesses engaging in the retail sale by delivery of medicinal cannabis within the City shall be subject to the following requirements:
- Shall obtain and maintain a City of Garden Grove business tax certificate.
- Shall maintain an active M-license (medicinal license) issued by the State of California and all applicable permits and/or licenses required by the local jurisdiction in which the business is located.
- Shall comply with all applicable regulations of the California Department of Cannabis Control.
- Shall not deliver adult-use cannabis, cannabis accessories, and/or branded merchandise.
- Deliveries shall be performed by a delivery employee who is directly employed by the medicinal cannabis business.
- Shall maintain an accurate list of its delivery employees and shall provide the list to the City upon request.
- Delivery employees shall carry and immediately provide upon request by the City or any law enforcement officer the following: a copy of the current business tax certificate, a copy of the license issued by the State Department of Cannabis Control, a copy of the QR Code certificate issued by the State Department of Cannabis Control, the employee's government issued identification, an identification badge, delivery inventory ledgers, all delivery receipts for cannabis goods carried in the delivery vehicle, or any deliveries that have already been made to customers, and a log of all stops from the time the employee left the employer's premises.
- Shall not carry cannabis goods value in excess of \$5,000 in the delivery vehicle.
- Shall not deliver to a physical address that is not located on publicly owned land, on land or in a building leased by a public agency, a school providing instruction in kindergarten or any grades one through twelve, a day care center, or youth center.
- Shall only deliver to individuals who are at least 18 years of age and possesses a valid physician's recommendation and identification.
- Shall maintain a list of all vehicles, including vehicles' make, model, year, color, license plate number, vehicle identification number (VIN) and Department of Motor Vehicles registration information, along with proof of current automobile liability insurance.
- Shall utilize delivery vehicles that are unmarked.
- Shall deliver using a vehicle that is outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled to by the delivery employee.

The exact proposed changes to the Municipal Code are shown in the draft City Council Ordinance (Exhibit "A") that is attached to Planning Commission Resolution No. 6071-23.

#### A-038-2023(B) - Focused Code Enforcement Zoning Amendment

##### General Requirements

The City has seen an increase in the installation of new heat-pump water heaters, which are substantially larger than tankless heaters. As a result, these new heat pumps are often installed on the exteriors of buildings. Manufacturers' specifications for this type of equipment typically includes requirements for the equipment to be protected in an enclosure. Code Enforcement has received numerous complaints that the installation of equipment in enclosures to be unsightly. Currently, the Municipal Code provides general requirements pertaining to the installation of mechanical and metering equipment in residential zones. The proposed Amendment would address said requirements in Section 9.08.040.010 (Single-Family Residential – General Requirements) of Chapter 9.08 (Single-Family Residential Development Standards), and Section 9.12.040.010 (Multifamily Residential – General Requirements) of Chapter 9.12 (Multifamily Residential Development Standards). Currently, the Municipal Code does not explicitly address equipment enclosures. The Amendment will allow for equipment enclosures, as required by manufacturer specifications, and requires said enclosures to be painted to match the color of the existing house. The proposed language adds objective language that help disguise mechanical equipment enclosures from being readily viewed from the street or adjacent properties, helping create a more uniform residential neighborhoods.

##### General Development Standards

With the proliferation of Accessory Dwelling Units (ADUs) and Senate Bill 9 (SB 9) units, which often do not require additional parking per State law, Code Enforcement has received an increase in complaints for both on- and off-street parking. Title 9 of the Garden Grove Municipal Code only regulates parking on private properties. In wanting to maintain attractive residential neighborhoods, the Municipal Code also maintains a maximum of 50% hardscape within the front yard setback. As more property owners replace landscaping with parking, Code Enforcement officers are finding more properties exceed the maximum amount of hardscape, and that enforcing the maximum 50% hardscape area is becoming more challenging. The Municipal Code regulates the maximum amount of hardscape that can be provided in the front yard setback for residential uses. The proposed Amendment clarifies what land area counts toward the maximum hardscape percentage. Specifically, Section 9.08.040.020 (Residential – General Development Standards) of Chapter 9.08 (Single-Family Development Standards) and Section 9.12.040.020 (Residential – General Development Standards) of Chapter 9.12 (Multifamily Development Standards) are proposed to be revised.

In requiring a maximum 50% hardscape in the front yard setback, the Municipal Code exempts driveway parking from that requirement, as said parking is required in other sections of the Code. With the proposed Amendment, the language will now specify that driveways required for exterior parking, and the respective sizes for each driveway, are exempt from the maximum front yard hardscape requirements. Until the proposed Amendment, the Municipal Code has not specified the required driveway area, in terms of square feet, that can be exempted from the maximum hardscape percentage. The

driveway area that can be exempted is the same size of garage that the driveway is intended to lead to. The revised language also identifies that only those driveways that lead to a garage, or a legally converted garage, can be exempted from the maximum hardscape requirements. For multiple-family developments, where there is often a shared drive aisle, the front yard hardscape percentage is limited to a maximum of 50%, exclusive of any driveway or walkway necessary to access the site. Chapter 9.12 (Multifamily Development Standards) will therefore not make any exceptions for driveway parking.

This is consistent with the typical pattern of multifamily developments with a shared driveway, and no driveway parking.

#### *Landscaping- General Provisions*

Similar to the aforementioned General Development Standards, the landscaping requirements of the Municipal Code also regulate the maximum amount of hardscape that can be provided in a front yard setback. The proposed Amendment simplifies the calculation of the maximum hardscape percentage. Section 9.08.040.050 (Landscaping – General Provisions) of Chapter 9.08 (Single-Family Residential Development Standards), Section 9.12.040.080 (Landscaping – General Provisions) of Chapter 9.12 (Multifamily Residential Development Standards), and Section 9.16.040.060 (Landscaping – General Provisions) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards) are proposed to be revised. The current language in the Municipal Code allows for five-foot (5'-0") wide walkways to be exempted from the hardscape requirements in residential zones. The Code does not specify how many walkways, or the allowed locations of the walkways that can be exempted from this requirement. This proposed Amendment strikes this allowance in its entirety, leaving a simpler maximum 50% hardscape area. In commercial zones, the 50% maximum requirement will be removed altogether, consistent with other Development Standards of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards). The amended language of the Landscape General Provisions would be consistent with the previously discussed Residential General Development Standards section of the Municipal Code. The maximum hardscape in the front yard setback will continue to be limited to a maximum of 50 percent.

#### *Landscaping Requirements*

In an effort to keep landscape maintenance costs to a minimum, more property owners are installing artificial turf. The Municipal Code allows artificial turf, as it is similar in appearance to live grass. Code Enforcement has encountered numerous artificial turf installations that do not abide by manufactures' specifications. Incorrectly installed turf can pose a hazard, and can also prevent proper drainage during rainstorms. Incorrectly installed, and poorly maintained, artificial turf also does not mimic the appearance of live grass, counter to the intent of the Municipal Code. Currently, the use of artificial turf as a substitute landscaping material is implemented with similar regulations across all zones. Any changes to the requirements for artificial turf will need to be revised across all residential, commercial, industrial, and mixed-use zones. Therefore, the proposed amendments would amend Section 9.08.040.060 (Landscaping Requirements) of Chapter 9.08 (Single-Family Residential Development Standards), Section 9.12.040.090 (Landscaping Requirements) of Chapter 9.12 (Multifamily Residential Development Standards), Section 9.16.040.070 (Landscaping Requirements) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards), and Section 9.18.120.030 (Landscaping Requirements) of Chapter 9.18 (Mixed Use Regulations and Development Standards). The proposed Amendment to the language of

the artificial turf regulations will add language to guide the installation of artificial turf. Specifically, the proposed modification to the artificial turf requirements clarify what type of turf is required, how it shall be installed, what type of base layer is required, and guide the proper maintenance of said turf. If adhered to, the proposed language can help ensure artificial turf is installed safely, and that its appearance is long-lasting.

### Environmental Review

#### A-038-2023(A) - Retail Sale by Delivery of Medicinal Cannabis

The adoption of an ordinance is not subject to the California Environmental Quality Act ("CEQA") where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (CEQA Guidelines Section 15061(b)(3)). The proposed ordinance merely implements the provisions of State law governing retail sale of medicinal cannabis and will impose limits and procedural requirements on this activity, which is already permitted by State law. The ordinance will not result in new land uses or authorize new activities that have the potential to significantly affect the environment.

#### A-038-2023(B) - Focused Code Enforcement Zoning Amendment

The operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use, are categorically exempt from CEQA pursuant to CEQA's Class 1 Categorical exemption (CEQA Guidelines Section 15301). The proposed Amendment will make minor clarifying amendments to existing zoning provisions. The activities stemming from the proposed Amendment are covered by the Class 1 exemption. The proposed Code amendments are also exempt from CEQA pursuant to the "common sense" exemption because it can be seen with certainty there is no possibility they may have a significant impact on the environment (CEQA Guidelines Section 15061(b)(3)).

### FINANCIAL IMPACT

None.

### RECOMMENDATION

It is recommended that the City Council:

- Conduct a Public Hearing;
- Introduce and conduct the first reading of an Ordinance approving Amendment No. A-038-2023(A), a zoning text amendment to portions of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code in a manner consistent with the recently enacted Medicinal Cannabis Patients' Right of Access Act to permit the retail sale by delivery of medicinal cannabis in the City from licensed facilities located outside of the City, subject to specified regulations;
- Introduce and conduct the first reading of an Ordinance approving Amendment No. A-038-2023(B), a zoning text amendment to update portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards,

Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations and Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code to specify standards for the screening of mechanical equipment within an exterior equipment enclosure in residential zones; to clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for artificial turf in all zones.

By: Mary Martinez, Urban Planner; and

By: Priit Kaskla, AICP, Associate Planner

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
10/19/23 Planning Report	11/9/2023	Backup Material	10-19-23_agenda_report.pdf
Attach. 1 Dept. of Cannabis Control Reg.	11/9/2023	Backup Material	Attachment_1.pdf
Attach. 2 PC Res 6071-23	11/9/2023	Resolution	Attachment_2.pdf
Attach. 3 Res 6072-23	11/9/2023	Resolution	Attachment_3.pdf
10/19/23 Minute Excerpt	11/9/2023	Minutes	10-19-23_Minute_Excerpt.pdf
Draft Ord A-038-23A	11/9/2023	Ordinance	Draft_Ord_A-038-23_A.pdf
Draft Ord A-038-23B	11/9/2023	Ordinance	Draft_Ord_A-038-23_B.pdf

# COMMUNITY DEVELOPMENT DEPARTMENT PLANNING STAFF REPORT

<b>AGENDA ITEM NO.:</b> C.1.	<b>SITE LOCATION:</b> Citywide
<b>HEARING DATE:</b> October 19, 2023	<b>GENERAL PLAN:</b> N/A
<b>CASE NO.:</b> Amendment No. A-038-2023	<b>ZONE:</b> N/A
<b>APPLICANT:</b> City of Garden Grove	<b>APN:</b> N/A
<b>OWNER:</b> N/A	<b>CEQA DETERMINATION:</b> Exempt: 15061(b)(3) – Common Sense; and 15301 – Existing Facilities

## **REQUEST:**

A City-initiated zoning text amendment to Title 9 (Land Use) of the Garden Grove Municipal Code pertaining to retail sale by delivery of medicinal cannabis [A-038-2023(A)] and development standards for mechanical equipment, maximum hardscape coverage within front yard setbacks, and substitute landscaping [A-038-2023(B)]. The proposed code amendment would update portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards, Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations and Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code to specify standards for the screening of mechanical equipment within an exterior equipment enclosure in residential zones; to clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for artificial turf in all zones. In addition, the proposed code amendment would amend existing provisions of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code in a manner consistent with the recently enacted Medicinal Cannabis Patients' Right of Access Act to permit the retail sale by delivery of medicinal cannabis in the City from licensed facilities located outside of the City, subject to specified regulations.

## **BACKGROUND:**

### **A-038-2023(A) - RETAIL SALE BY DELIVERY OF MEDICINAL CANNABIS**

On January 26, 2016, the City Council adopted Ordinance No. 2863, adding Chapter 9.52 "Cannabis Activities" to Title 9 of the Garden Grove Municipal Code. Chapter 9.52 prohibited the establishment, maintenance, or operation of marijuana dispensaries and related commercial cannabis activities, including the distribution, manufacture, cultivation and delivery of cannabis and/or cannabis products in all zoning districts, planned unit development districts, and specific plan areas in the City.

On November 8, 2016, California voters approved Proposition 64 – the Control, Regulate, and Tax Adult Use of Marijuana Act – legalizing recreational marijuana use

for adults 21 or older. Although the measure legalized recreational use of marijuana, it allowed the City to continue to prohibit marijuana business activities, except that the City could not prohibit adults 21 years or older from cultivating up to six (6) living marijuana plants inside a private residence, or inside an accessory structure that is fully enclosed and securely located at that private residence. In 2017, the City adopted Ordinance No. 2882 approving Amendment No. A-017-2017 amending portions of Chapter 9.52 to conform the City's Land Use Code by incorporating the changes to State law regarding private cannabis cultivation. The ordinance affirmed continuation of the ban against marijuana business activities, but carved out the private cultivation exception so that the City's ban could conform to the new measure.

Senate Bill (SB) 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act, prohibits local jurisdictions, beginning January 1, 2024, from adopting or enforcing any regulation that prohibits, or has the effect of prohibiting, the retail sale by delivery within the jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the local jurisdiction. SB 1186 permits local jurisdictions to adopt and enforce reasonable regulations on retail sale by delivery of medicinal cannabis, and does not limit or otherwise affect the ability of a local jurisdiction to adopt and enforce any regulations on commercial cannabis operations other than retail sale by delivery of medicinal cannabis in the local jurisdiction.

To respond to SB 1186, the City is proposing to amend Chapter 9.52.020 (Cannabis Dispensaries and Delivery Prohibited) of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code to permit the retail sale by delivery of medicinal cannabis in the City subject to specified regulations in compliance with recent State law changes.

#### A-038-2023(B) - FOCUSED ZONING AMENDMENT

The City's Code Enforcement team has long served as a tool for maintaining the image of the City, helping to resolve property maintenance issues across the City. The City Council identified Code Enforcement as a Tier 2 priority this fiscal year, and a related implementation item includes evaluation of the Garden Grove Municipal Code to promote positive property maintenance.

Code Enforcement has found that certain property maintenance issues continuously appear across a multitude of properties. Namely, Code Enforcement has identified three recurring problem areas: the appearance of exterior mechanical equipment (e.g., water heaters) attached to residential units, over-paving of front yards, and the improper installation of artificial turf. The intent of this proposed text Amendment is to make the Municipal Code easier for property owners to understand and implement, and easier for Code Enforcement to regulate.

Due to recent changes to State-required energy standards for residential units, many property owners are moving away from tankless water heaters, and installing heat-pump water heaters instead. Tankless heaters are typically wall-mounted, which



does not require any floor area for installation. The new heat-pump water heaters are substantially larger than tankless heaters, limiting the ability to locate them inside a residential unit. As a result, these new heat pumps are often installed on the exteriors of buildings. Manufacturers' specifications for this type of equipment typically includes requirements for the equipment to be located in a protective enclosure. Code Enforcement has received numerous complaints that the installation of equipment in enclosures to be unsightly.

With the proliferation of Accessory Dwelling Units (ADUs), and Senate Bill 9 (SB 9) units, which often do not require additional parking per State law, Code Enforcement has received an increase in complaints regulating parking both on- and off-street. Title 9 of the Garden Grove Municipal Code does not regulate on-street parking, only parking on private properties. In wanting to keep residential neighborhoods an attractive place to live, the Municipal Code requires a maximum of 50% hardscape within the front yard setback. As more property owners remove landscaping to add parking, Code Enforcement officers are finding more properties do not meet the minimum amount of landscape area, and that enforcing the maximum 50% hardscape area is becoming more challenging.

In an effort to keep landscape maintenance costs to a minimum, particularly water costs associated with irrigation, more property owners are installing artificial turf in lieu of live landscaping. The Municipal Code does allow artificial turf, as it is similar in appearance to live grass. Code Enforcement has encountered numerous artificial turf installations that do not abide by manufactures' requirements and/or specifications. Incorrectly installed turf can pose a hazard to passerby (e.g., tripping hazard), and can also prevent proper drainage during rainstorms. Incorrectly installed, and poorly maintained, artificial turf also does not mimic the appearance of live grass, counter to the intent of the Municipal Code.

While these problem areas are most prevalent in R-1 (Single-Family Residential) zoned properties, the Municipal Code has similar language across multiple zones. Revising the Municipal Code text across all zones will help make interpreting the Code simpler, and more readily implementable. This assists home owners to understand the City's property maintenance requirements, and helps streamline Code Enforcement procedures for these recurring issues.

## **DISCUSSION:**

### **A-038-2023(A) - RETAIL SALE BY DELIVERY OF MEDICINAL CANNABIS**

The proposed amendment will allow the City of Garden Grove to be in compliance with the provisions of SB 1186, which require cities to permit the retail sale by delivery of medicinal cannabis within their jurisdictions. The proposed amendment will also include additional reasonable regulations intended to continue to protect the public health, safety and welfare of the community.

The California Department of Cannabis Control regulates the sale and delivery of both adult use and medicinal cannabis and has adopted detailed regulations governing many aspects of cannabis delivery operations. A copy of the pertinent state

regulations pertaining to cannabis delivery can be found in [Attachment 1](#). The following is a summary of the state regulations:

- All deliveries of cannabis goods shall be performed by a delivery employee who is at least 21 years old and is directly employed by a licensed retailer.
- All deliveries of cannabis goods shall be made in person during specified hours of operation in which the delivery employee may not engage in any activities except for cannabis goods delivery and necessary rest, fuel, or vehicle repair stops.
- Delivery employees shall return to the licensed premises after making their last delivery of the day if they have any unsold cannabis goods to return to the premises.
- A delivery employee shall, during deliveries, carry a copy of the retailer's current license, a copy of the QR Code certificate issued by the Department of Cannabis Control, the employee's government-issued identification, and an identification badge provided by the employer.
- A delivery employee shall confirm the identity and age of the delivery customer.
- An unlicensed third party, intermediary business, broker, or any other business or entity, may not be used to sell cannabis goods to a customer. However, a technology platform may be used to facilitate the sale and delivery of cannabis goods, subject to specific restrictions.
- A delivery employee may only deliver cannabis goods to a physical address in California.
- A delivery employee shall not deliver cannabis goods to an address located on publicly owned land or any address on land or in a building leased by a public agency, to a school providing instruction in kindergarten or any grades 1 through 12, day care center, or youth center.
- A vehicle used in the delivery of cannabis goods shall not have any marking or other indications on the exterior that may indicate that cannabis goods are located within the vehicle and the cannabis goods shall not be visible to the public. Cannabis goods shall be stored in a secure, fully enclosed trunk that cannot be accessed from inside the vehicle, or in a secured area or compartment within the interior of the vehicle. Cannabis goods shall not be in an unattended motor vehicle unless the motor vehicle is locked and equipped with an active vehicle alarm system. The vehicle shall be outfitted with a dedicated Global

Positioning System (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled.

- Upon request, a licensed retailer shall provide the vehicle's make, model, color, Vehicle Identification Number, license plate number and Department of Motor Vehicles registration information.
- Vehicles used to deliver cannabis goods may be stopped and inspected by the Department of Cannabis Control at any licensed premises or during delivery.
- A delivery employee may only carry cannabis goods in the delivery vehicle with a value not to exceed \$10,000 and for one licensed retailer only at any time.
- A delivery employee may only carry cannabis goods in the delivery vehicle and may only perform deliveries for one licensed retailer at a time.
- Before leaving the licensed premises, the delivery employee must have a delivery inventory ledger of all cannabis goods provided to the delivery employee. The inventory log must include all stops, and the log must be turned in to the licensed retailer when the delivery employee returns to the licensed premises.
- Prior to arrival at any delivery location, the licensed retailer must have received a delivery request from the customer and provided the delivery request receipt to the delivery employee electronically or in hard copy.
- If a delivery employee does not have any delivery requests to be performed for a 30-minute period, the delivery employee shall return to the licensed premises. Upon returning to the licensed premises, all undelivered cannabis goods shall be returned to the licensed retailer's inventory and recorded.
- Delivery employees shall not consume cannabis during deliveries.
- While making deliveries of cannabis goods, a licensed retailer's delivery employee shall only travel from the retailer's licensed premises to the delivery address, from one delivery address to another delivery address, or from a delivery address back to the retailer's licensed premises.

The City is proposing restrictions and requirements in addition to the provisions set forth by the Department of Cannabis Control. A summary of the reasonable regulations imposed by the City through the proposed amendment is as follows:

- Delivery of medicinal cannabis is allowed to medicinal cannabis patients or their primary caregivers by a medicinal cannabis business from a fixed location outside of the City only.
- Medicinal cannabis businesses engaging in the retail sale by delivery of medicinal cannabis within the City shall be subject to the following requirements:
  - Shall obtain and maintain a City of Garden Grove business tax certificate.
  - Shall maintain an active M-license (medicinal license) issued by the State of California and all applicable permits and/or licenses required by the local jurisdiction in which the business is located.
  - Shall comply with all applicable regulations of the California Department of Cannabis Control.
  - Shall not deliver adult-use cannabis, cannabis accessories, and/or branded merchandise.
  - Deliveries shall be performed by a delivery employee who is directly employed by the medicinal cannabis business.
  - Shall maintain an accurate list of its delivery employees and shall provide the list to the City upon request.
  - Delivery employees shall carry and immediately provide upon request by the City or any law enforcement officer the following: a copy of the current business tax certificate, a copy of the license issued by the State Department of Cannabis Control, a copy of the QR Code certificate issued by the State Department of Cannabis Control, the employee's government-issued identification; an identification badge, delivery inventory ledgers, all delivery receipts for cannabis goods carried in the delivery vehicle, or any deliveries that have already been made to customers, and a log of all stops from the time the employee left the employer's premises.
  - Shall not carry cannabis goods valued in excess of \$5,000 in the delivery vehicle.
  - Shall deliver to a physical address that is not located on publicly owned land, on land or in a building leased by a public agency, a school providing instruction in kindergarten or any grades one through twelve, a day care center, or a youth center.
  - Shall only deliver to individuals who are at least 18 years of age and possesses a valid physician's recommendation and identification.

- Shall maintain a list of all vehicles, including vehicles' make, model, year, color, license plate number, vehicle identification number (VIN), and Department of Motor Vehicles registration information, along with proof of current automobile liability insurance.
- Shall utilize delivery vehicles that are unmarked.
- Shall deliver using a vehicle that is outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled to by the delivery employee.

The exact proposed changes to the Municipal Code are shown in the draft City Council Ordinance (Exhibit "A") that is attached to the proposed Planning Commission Resolution No. 6071-23.

#### A-038-2023(B) - FOCUSED ZONING AMENDMENT

The following discussion summarizes the proposed amendments to the Municipal Code. These proposed revisions to the existing standards and regulations are intended to maintain the positive character of the City's residential, commercial, and mixed use areas in support of the City Council's identification of Code Enforcement as a Tier 2 priority. The specific language is intended to simplify the Code, making it easier for property owners to comply with, and for Code Enforcement officers to enforce. The proposed changes to the Municipal Code are found in the draft City Council Ordinance (Exhibit "A") that is attached to the proposed Planning Commission Resolution No. 6072-23.

There are four updates to Title 9 of the Municipal Code under this Amendment. Collectively, the four areas of update will affect all zoning designations of the Municipal Code. The areas that will be updated are as follows: (1) updating the General Requirements in all three residential (R-1, R-2, and R-3) zones, (2) revising the maximum front yard hardscape percentage in all residential (R-1, R-2, and R-3) zones, (3) updating the language pertaining to the maximum front yard hardscape percentage in the landscaping requirements for all three residential (R-1, R-2, and R-3) and the commercial zones (C-1, C-2, C-3, O-P, O-S, M-1, M-P) zones, and (4) and adding language pertaining to the installation of artificial turf in all zones.

#### General Requirements:

Currently, the Municipal Code provides general requirements pertaining to the installation of mechanical equipment and metering equipment in residential zones. The proposed Amendment would address said requirements in Section 9.08.040.010 (Single-Family Residential – General Requirements) of Chapter 9.08 (Single-Family Residential Development Standards), and Section 9.12.040.010 (Multifamily Residential – General Requirements) of Chapter 9.12 (Multifamily Residential Development Standards).

The proposed Amendment would add additional language to address exterior enclosures that may be required for exterior equipment. Currently, the Municipal Code does not explicitly address equipment enclosures. The Amendment specifically allows for equipment enclosures, as required by manufacturer specifications, and requires said enclosures to be painted to match the color of the existing house. The intent is to create a more uniform look in residential zoned properties. It would also more closely match the requirements for commercial and mixed-use zone properties, which require all equipment to be screened from view, or placed in equipment enclosures.

While changes to State energy standards may necessitate the location of more efficient equipment on the exterior of residential units, the proposed Amendment would help improve their aesthetic appeal. The proposed language adds objective design standards that help shield mechanical equipment enclosures from being readily viewed from the public right-of-way, or adjacent properties. Requiring enclosures, and their attachments and/or appurtenances, to be painted to match the house, can help disguise the equipment. Furthermore, requiring equipment enclosures to be painted to match the house is consistent with other City requirements for new construction or improvements to match existing buildings.

#### Residential – General Development Standards:

The Municipal Code regulates the maximum amount of hardscape that can be provided in the front yard setback for residential uses. The intent is to create a more attractive streetscape, maintaining a certain amount of landscaping in the front yard. In addition to the aesthetics, other benefits to limiting front yard hardscaping and requiring landscaping can include ensuring proper drainage of stormwater, energy savings, and ecological benefits. The proposed Amendment clarifies what land area counts toward the maximum hardscape percentage. Specifically, Section 9.08.040.020 (Residential – General Development Standards) of Chapter 9.08 (Single-Family Development Standards) and Section 9.12.040.020 (Residential – General Development Standards) of Chapter 9.12 (Multifamily Development Standards) are proposed to be revised.

With the proposed Amendment, the language defining the maximum front yard hardscaping will be altered. The specific language will now specify that driveways required for exterior parking, and the specific sizes for each driveway based on the size of the garage, are exempt from the maximum front yard hardscape requirements. The Municipal Code currently makes exceptions to the front yard landscape requirements for “standard driveway” areas that are required for parking. Whereas a “standard driveway” was not previously defined, this proposed Amendment adds specificity to how much driveway area can be exempted from the maximum hardscape percentage.

For multiple-family developments, where there is often a central driveway, the front yard hardscape percentage is limited to a maximum of 50%, exclusive of any driveway or walkway necessary to access the site. Chapter 9.12 (Multifamily Development Standards) will therefore not make any exceptions for driveway parking. This is consistent with the typical pattern of multifamily developments with a shared driveway, and no driveway parking.

In requiring a maximum 50% hardscape in the front yard setback, the Municipal Code exempts driveway parking from that requirement, as said parking is required in other sections of the Code. In the parking section of the Municipal Code, each garage requires a certain amount of driveway parking. For example, a two-car garage requires 400 square feet of driveway parking. Until the proposed Amendment, the Municipal Code has not specified the required driveway area, in terms of square feet, that can be exempted from the maximum hardscape percentage. The driveway area that can be exempted is the same size of the garage that the driveway is intended to lead to. Additionally, in some cases, properties can also have multiple driveways. The revised language also identifies the specific driveway location that can be exempted. Only those driveways that lead to a garage, or a legally converted garage, can be exempted from the maximum hardscape requirements.

#### Landscaping – General Provisions:

Similar to the aforementioned General Development Standards, the landscaping requirements of the Municipal Code also regulate the maximum amount of hardscape that can be provided in the front yard setback. The proposed Amendment simplifies the calculation of the maximum hardscape percentage. Section 9.08.040.050 (Landscaping – General Provisions) of Chapter 9.08 (Single-Family Residential Development Standards), Section 9.12.040.080 (Landscaping – General Provisions) of Chapter 9.12 (Multifamily Residential Development Standards), and Section 9.16.040.060 (Landscaping – General Provisions) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards) are proposed to be revised.

The current language in the Municipal Code allows for up to a five-foot (5'-0") wide walkways to be exempted from the hardscape requirements in residential zones. The Code does not specify how many walkways, or the allowed locations of the walkways that can be exempted from this requirement. The Amendment strikes this allowance in its entirety, leaving a simpler maximum 50% hardscape area. In commercial zones, the 50% maximum requirement will be removed altogether, consistent with other Development Standards of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards).

The amended language of the Landscape General Provisions would be consistent with the aforementioned Residential General Development Standards section of the Municipal Code. The maximum hardscape in the front yard setback will continue to be limited to a maximum of 50%. By limiting, and specifying, the exceptions to the maximum hardscape area, the calculation becomes easier to implement. It is expected that the net amount of landscape versus hardscape will largely stay unchanged Citywide.

#### Landscaping Requirements:

Currently, the use of artificial turf as a substitute landscaping material is implemented with similar regulations across all zones in the City. Any changes to the requirements for artificial turf will need to be revised across all residential, commercial, industrial, and mixed-use zones. Therefore, the proposed amendments would amend Section

9.08.040.060 (Landscaping Requirements) of Chapter 9.08 (Single-Family Residential Development Standards), Section 9.12.040.090 (Landscaping Requirements) of Chapter 9.12 (Multifamily Residential Development Standards), Section 9.16.040.070 (Landscaping Requirements) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards), and Section 9.18.120.030 (Landscaping Requirements) of Chapter 9.18 (Mixed Use Regulations and Development Standards).

The proposed Amendment to the language of the artificial turf regulations will add specific language to guide the installation of artificial turf. Currently, the Municipal Code defers artificial turf installation to manufacturers' requirements. Compared to when the artificial turf requirements were originally crafted, artificial turf is much more readily available to purchase at home improvement stores and other retailers. Retail purchases of artificial turf are often absent any guidance from manufacturer or certified landscapers; installing artificial turf is not bound to any proper installation techniques. This Amendment of the Municipal Code can give guidance on how to properly and safely install artificial turf across all zones.

The intent of the artificial turf landscaping is to mimic the look and feel of live grass. The proposed Amendment is consistent with that same intent. Specifically, the proposed modification to the artificial turf requirements clarify what type of turf is required, how it shall be installed, what type of base layer is required, and guide the proper maintenance of said turf. If adhered to, the proposed language can help ensure artificial turf is installed safely, and that its appearance is long-lasting. This can help limit any hazards related to turf (e.g., uplifting seams or edges), allow proper drainage, and improve the aesthetics of turf installations.

#### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):**

##### **A-038-2023(A) - RETAIL SALE BY DELIVERY OF MEDICINAL CANNABIS**

The adoption of an ordinance is not subject to the California Environmental Quality Act ("CEQA") where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (CEQA Guidelines Section 15061(b)(3)). The proposed ordinance merely implements the provisions of State law governing retail sale of medicinal cannabis and will impose limits and procedural requirements on this activity, which is already permitted by State law. The ordinance will not result in new land uses or authorize new activities that have the potential to significantly affect the environment.

##### **A-038-2023(B) - FOCUSED CODE ENFORCEMENT ZONING AMENDMENT**

The operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use, are categorically exempt from CEQA pursuant to CEQA's Class 1 Categorical exemption. (CEQA Guidelines Section 15301) The proposed Amendment will make minor and clarifying amendments to existing zoning provisions governing enclosures screening mechanical equipment installed on private residential property, the



calculation of the maximum amount of hardscape that may be installed in the front yard setback on private property, and standards for the installation of artificial turf on private property, each of which are activities covered by the Class 1 exemption. The proposed Code amendments are also exempt from CEQA pursuant to the "common sense" exemption because it can be seen with certainty there is no possibility they may have a significant impact on the environment. (CEQA Guidelines Section 15061(b)(3))

The modified language of the Amendment does not introduce new development standards; the Amendment merely clarifies the way the existing standards of the Code are applied. Therefore, it can be assumed that there is no environmental effect relating to the Amendment.

**RECOMMENDATION:**

Staff recommends that the Planning Commission:

1. Adopt Resolution No. 6071-23 recommending that the Garden Grove City Council approve Amendment No. A-038-2023(A).
2. Adopt Resolution No. 6072-23 recommending that the Garden Grove City Council approve Amendment No. A-038-2023(B).



MARIA PARRA  
Planning Services Manager



By: Mary Martinez  
Urban Planner



By: Priit Kaskla, AICP  
Associate Planner

- Attachment 1: Department of Cannabis Control Regulations Pertaining to Retail Sale by Delivery of Medicinal Cannabis
- Attachment 2: Resolution No. 6071-23 for Amendment No. A-038-2023(A)
- Attachment 3: Resolution No. 6072-23 for Amendment No. A-038-2023(B)

**§ 15414. Non-Storefront Retailer.**

- (a) A non-storefront retailer licensee shall be authorized to conduct retail sales exclusively by delivery as defined in Business and Professions Code section 26001(o).
- (b) A complete application for a non-storefront retailer license shall include all the information required in an application for a retailer license.
- (c) A non-storefront retailer licensee shall comply with all the requirements applicable to retailer licensees, except for those provisions related to public access to the licensed premises and the retail area.
- (d) The licensed premises of a non-storefront retailer licensee shall be closed to the public.

**§ 15415. Delivery Employees.**

- (a) All deliveries of cannabis goods shall be performed by a delivery employee who is directly employed by a licensed retailer.
- (b) Each delivery employee of a licensed retailer shall be at least 21 years of age.
- (c) All deliveries of cannabis goods shall be made in person. A delivery of cannabis goods shall not be made through the use of an unstaffed vehicle.
- (d) Deliveries of cannabis goods shall be received by customers only during the hours of operation established by section 15403. Delivery employees shall return to the licensed premises after making their last delivery of the day if they have any unsold cannabis goods to return to the premises.
- (e) During the process of delivery, the licensed retailer's delivery employee may not engage in any activities except for cannabis goods delivery and necessary rest, fuel, or vehicle repair stops.
- (f) A delivery employee of a licensed retailer shall, during deliveries, carry a copy of the retailer's current license, a copy of the QR Code certificate issued by the Department, which complies with section 15039, subsection (d), the employee's government-issued identification, and an identification badge provided by the employer pursuant to section 15043. A delivery employee shall provide a copy of the retail license, a copy of the QR Code certificate, and their employee identification badge to a delivery customer upon request.
- (g) Prior to providing cannabis goods to a delivery customer, a delivery employee shall confirm the identity and age of the delivery customer as required by section 15404 and ensure that all cannabis goods sold comply with requirements of section 15413.
- (h) A licensed retailer shall maintain an accurate list of the retailer's delivery employees and shall provide the list to the Department upon request.

**§ 15415.1. Deliveries Facilitated by Technology Platforms.**

- (a) A licensed retailer or licensed microbusiness shall not sell or otherwise transfer any cannabis goods to a customer through the use of an unlicensed third party, intermediary business, broker, or any other business or entity.
- (b) Notwithstanding subsection (a) of this section, a licensed retailer or licensed microbusiness may contract with a service that provides a technology platform to

facilitate the sale and delivery of cannabis goods, in accordance with all of the following:

- (1) The licensed retailer or licensed microbusiness does not allow for delivery of cannabis goods by the technology platform service provider.
- (2) The licensed retailer or licensed microbusiness does not share in the profits of the sale of cannabis goods with the technology platform service provider, or otherwise provide for a percentage or portion of the cannabis goods sales to the technology platform service provider.
- (3) The licensed retailer or licensed microbusiness shall not advertise or market cannabis goods in conjunction with the technology platform service provider, outside of the technology platform, and shall ensure that the technology platform service provider does not use the licensed retailer's or licensed microbusiness's license number or legal business name on any advertisement or marketing that primarily promotes the services of the technology platform.
- (4) The licensed retailer or licensed microbusiness shall ensure the following information is provided to customers:
  - (A) Any cannabis goods advertised or offered for sale on or through the technology platform shall disclose, at a minimum, the licensed retailer's or licensed microbusiness's legal business name and license number.
  - (B) Customers placing an order for cannabis goods through the technology platform shall be able to easily identify the licensed retailer or licensed microbusiness that each cannabis good is being ordered or purchased from. This information shall be available to the customer prior to the customer placing an order or purchasing the cannabis goods.
- (5) All required sales invoices and receipts, including any receipts provided to the customer, shall disclose, at a minimum, the licensed retailer's or licensed microbusiness's legal business name and license number.
- (6) All other delivery, marketing, and advertising requirements under this division are complied with.

#### **§ 15416. Delivery to a Physical Address.**

- (a) A delivery employee may only deliver cannabis goods to a physical address in California.
- (b) A delivery employee shall not leave the State of California while possessing cannabis goods.
- (c) A delivery employee shall not deliver cannabis goods to an address located on publicly owned land or any address on land or in a building leased by a public agency. This prohibition applies to land held in trust by the United States for a tribe or an individual tribal member unless the delivery is authorized by and consistent with applicable tribal law.
- (d) A delivery employee may deliver to any jurisdiction within the State of California provided that such delivery is conducted in compliance with all delivery provisions of this division.
- (e) A delivery employee shall not deliver cannabis goods to a school providing instruction in kindergarten or any grades 1 through 12, day care center, or youth center.

**§ 15417. Delivery Vehicle Requirements.**

(a) A licensed retailer's delivery employee, carrying cannabis goods for delivery, shall only travel in an enclosed motor vehicle. Any vehicle used in the delivery of cannabis goods shall be operated by a delivery employee of the licensee. A vehicle used in the delivery of cannabis goods shall not have any marking or other indications on the exterior of the vehicle that may indicate that the delivery employee is carrying cannabis goods for delivery. Only the licensee or an employee of the retailer licensee for whom delivery is being performed shall be in the delivery vehicle.

(b) While carrying cannabis goods for delivery, a licensed retailer's delivery employee shall ensure the cannabis goods are not visible to the public. Cannabis goods shall be stored in a secure, fully enclosed trunk that cannot be accessed from inside the vehicle, or in a secured area or compartment within the interior of the vehicle. A "secured area" is defined as an area where solid or locking metal partitions, cages, or high-strength shatterproof acrylic can be used to create a secure compartment in the fully enclosed vehicle. The secured area may be comprised on three sides by any part of the body of the vehicle, provided the parts of the vehicle used for the purposes of this section are shatterproof and are not made of glass.

(c) A licensed retailer's delivery employee shall not leave cannabis goods in an unattended motor vehicle unless the motor vehicle is locked and equipped with an active vehicle alarm system. Any cannabis goods left in an unattended vehicle must be stored in a container as required in subsection (b).

(d) A vehicle used for the delivery of cannabis goods shall be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled to by the delivery employee while engaged in delivery. A dedicated GPS device must be owned by the licensee and used for delivery only. The device shall be either permanently or temporarily affixed to the delivery vehicle and shall remain active and inside of the delivery vehicle at all times during delivery. At all times, the licensed retailer shall be able to identify the geographic location of all delivery vehicles that are making deliveries for the licensed retailer and document the history of all locations traveled to by a delivery employee while engaged in delivery. A licensed retailer shall provide this information to the Department upon request. The history of all locations traveled to by a delivery employee while engaging in delivery shall be maintained by the licensee for a minimum of 90 days.

(e) Upon request, a licensed retailer shall provide the Department with information regarding any motor vehicle used for the delivery of cannabis goods, including the vehicle's make, model, color, Vehicle Identification Number, license plate number and Department of Motor Vehicles registration information.

(f) Any motor vehicle used by a licensed retailer to deliver cannabis goods is subject to inspection by the Department. Vehicles used to deliver cannabis goods may be stopped and inspected by the Department at any licensed premises or during delivery.

**§ 15418. Cannabis Goods Carried During Delivery.**

(a) A licensed retailer's delivery employee shall not carry cannabis goods in the delivery vehicle with a value in excess of \$10,000 at any time.

(b) For the purposes of this section, the value of cannabis goods shall be determined using the current retail price of all cannabis goods carried by, or within the delivery vehicle of, the licensed retailer's delivery employee.

(c) A delivery employee may only carry cannabis goods, cannabis accessories, branded merchandise of any licensee, or promotional materials in the delivery vehicle and may only perform deliveries for one licensed retailer at a time. A delivery employee must depart and return to the same licensed premises before taking possession of any cannabis goods from another licensee to perform deliveries.

(d) Before leaving the licensed premises, the licensed retailer's delivery employee must have a delivery inventory ledger of all cannabis goods provided to the licensed retailer's delivery employee. The contents of the delivery inventory ledger must comply with the requirements of section 15049.3. During the delivery trip, as defined in section 15049.3, the delivery employee shall maintain the delivery inventory ledger in hard copy or electronically, the latter of which may be an electronic copy maintained in the track and trace system. The delivery inventory ledger must be updated after each completed delivery to reflect the remaining inventory carried by the delivery employee. The delivery inventory ledger must otherwise be updated in accordance with the requirements of section 15049.3, and then entered into the track and trace system no later than the end of the calendar day on which the delivery trip occurred.

(e) The licensed retailer's delivery employee shall maintain a log that includes all stops from the time the licensed retailer's delivery employee leaves the licensed premises to the time that the licensed retailer's delivery employee returns to the licensed premises, and the reason for each stop. The log shall be turned in to the licensed retailer when the licensed retailer's delivery employee returns to the licensed premises. The licensed retailer must maintain the log as a commercial cannabis activity record as required by this division. The log may be maintained electronically.

(f) Prior to arrival at any delivery location, the licensed retailer must have received a delivery request from the customer and provided the delivery request receipt to the licensed retailer's delivery employee electronically or in hard copy. The delivery request receipt provided to the licensed retailer's delivery employee shall contain all of the information required in section 15420, except for the date and time the delivery was made, and the signature of the customer.

(g) Immediately upon request by the Department or any law enforcement officer, the licensed retailer's delivery employee shall provide:

(1) The delivery inventory ledgers from the time the licensed retailer's delivery employee left the licensed premises up to the time of the request;

(2) All delivery request receipts for cannabis goods carried by the delivery employee, in the delivery vehicle, or any deliveries that have already been made to customers; and

(3) The log of all stops from the time the licensed retailer's delivery employee left the licensed premises up to the time of the request.

(h) If a licensed retailer's delivery employee does not have any delivery requests to be performed for a 30-minute period, the licensed retailer's delivery employee shall not make any additional deliveries and shall return to the licensed premises. Required meal breaks shall not count toward the 30-minute period.

(i) Upon returning to the licensed premises, all undelivered cannabis goods shall be returned to the licensed retailer's inventory and recorded within the track and trace system in accordance with section 15049.3.

#### **§ 15419. Cannabis Consumption During Delivery.**

A licensed retailer's delivery employees shall not consume cannabis or cannabis products while delivering cannabis goods to customers.

#### **§ 15420. Delivery Request Receipt.**

A licensed retailer shall prepare a hard copy or electronic delivery request receipt for each delivery of cannabis goods.

(a) The delivery request receipt shall contain the following:

- (1) The legal business name and license number of the licensed retailer;
  - (2) The first name and employee number of the licensed retailer's delivery employee who delivered the order;
  - (3) The first name and employee number of the licensed retailer's employee who prepared the order for delivery;
  - (4) The first name of the customer and a licensed retailer-assigned customer number for the person who requested the delivery;
  - (5) The date and time the delivery request was made;
  - (6) The delivery address;
  - (7) A detailed description of all cannabis goods requested for delivery. The description shall include the weight, volume, or any other accurate measure of the amount of all cannabis goods requested;
  - (8) The total amount paid for the delivery, including any taxes or fees, the cost of the cannabis goods, and any other charges related to the delivery; and
  - (9) Upon delivery, the date and time the delivery was made, and the handwritten or electronic signature of the customer who received the delivery.
- (b) At the time of the delivery, the delivery employee of the retailer shall provide the customer who placed the order with a hard or electronic copy of the delivery request receipt. The delivery employee shall retain a hard or electronic copy of the signed delivery request receipt for the licensed retailer's records.
- (c) For the purposes of this section, an employee number is a distinct number assigned by a licensed retailer to an employee that would allow the licensed retailer to identify the employee in documents or records using the employee number rather than the employee's full name. A licensed retailer shall be able to identify the employee associated with each employee number upon request from the Department.
- (d) For the purposes of this section, a customer number is a distinct number assigned by a licensed retailer to a customer that would allow the licensed retailer to identify the customer in documents or records using the customer number rather than the customer's full name. A licensed retailer shall be able to identify the customer associated with each customer number upon request from the Department.

**§ 15421. Delivery Route.**

While making deliveries of cannabis goods, a licensed retailer's delivery employee shall only travel from the retailer's licensed premises to the delivery address; from one delivery address to another delivery address; or from a delivery address back to the retailer's licensed premises. A delivery employee of a licensed retailer shall not deviate from the delivery path described in this section, except for necessary rest, fuel, or vehicle repair stops, or because road conditions make continued use of the route unsafe, impossible, or impracticable.

RESOLUTION NO. 6071-23

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GARDEN GROVE RECOMMENDING THAT THE CITY COUNCIL APPROVE AMENDMENT NO. A-038-2023(A), A ZONING TEXT AMENDMENT TO CHAPTER 9.52 (CANNABIS ACTIVITIES) OF TITLE 9 (LAND USE) OF THE GARDEN GROVE MUNICIPAL CODE TO PERMIT THE RETAIL SALE BY DELIVERY OF MEDICINAL CANNABIS IN THE CITY SUBJECT TO SPECIFIED REGULATIONS IN COMPLIANCE WITH STATE LAW.

BE IT RESOLVED that the Planning Commission of the City of Garden Grove, in regular session assembled on October 19, 2023, does hereby recommend that the City Council approve Amendment No. A-038-2023(A) and adopt the draft Ordinance attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED in the matter of Amendment No. A-038-2023(A), the Planning Commission of the City of Garden Grove does hereby report as follows:

1. The case was initiated by the City of Garden Grove.
2. The City of Garden Grove is proposing a zoning text amendment to Chapter 9.52.020 (Cannabis Dispensaries and Delivery Prohibited) of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code to permit the retail sale by delivery of medicinal cannabis in the City subject to specified regulations in compliance with State law.
3. The Planning Commission recommends the City Council find that the proposed amendment is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3) (It can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment).
4. Pursuant to legal notice, a public hearing was held on October 19, 2023, and all interested persons were given an opportunity to be heard.
5. Report submitted by City staff was reviewed.
6. The Planning Commission gave due and careful consideration to the matter during its meeting of October 19, 2023; and

BE IT FURTHER RESOLVED, FOUND AND DETERMINED that the facts and reasons supporting the conclusion of the Planning Commission are as follows:

FACTS:

On January 26, 2016, the City Council adopted Ordinance No. 2863, adding Chapter 9.52 "Cannabis Activities" to Title 9 of the Garden Grove Municipal Code. Chapter 9.52 prohibited the establishment, maintenance, or operation of marijuana dispensaries and related commercial cannabis activities, including the distribution,



manufacture, cultivation and delivery of cannabis and/or cannabis products in all zoning districts, planned unit development districts, and specific plan areas in the City.

On November 8, 2016, California voters approved Proposition 64 – the Control, Regulate, and Tax Adult Use of Marijuana Act – legalizing recreational marijuana use for adults 21 or older. Although the measure legalized recreational use of marijuana, it allowed the City to continue to prohibit marijuana business activities, except that the City could not prohibit adults 21 years or older from cultivating up to six (6) living marijuana plants inside a private residence, or inside an accessory structure that is fully enclosed and secured located at that private residence. In 2017, the City adopted Ordinance No. 2882 approving Amendment No. A-017-2017 amending portions of Chapter 9.52 to conform the City's Land Use Code by incorporating the changes to State law regarding private cannabis cultivation. The ordinance affirmed continuation of the ban against marijuana business activities, but carved out the private cultivation exception so that the City's ban could conform to the new measure.

Senate Bill (SB) 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act, prohibits local jurisdictions, beginning January 1, 2024, from adopting or enforcing any regulation that prohibits, or has the effect of prohibiting, the retail sale by delivery within the jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the local jurisdiction. SB 1186 permits local jurisdictions to adopt and enforce reasonable regulations on retail sale by delivery of medicinal cannabis, and does not limit or otherwise affect the ability of a local jurisdiction to adopt and enforce any regulations on commercial cannabis operations other than retail sale by delivery of medicinal cannabis in the local jurisdiction.

To respond to SB 1186, the City is proposing to amend Chapter 9.52.020 (Cannabis Dispensaries and Delivery Prohibited) of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code to permit the retail sale by delivery of medicinal cannabis in the City subject to specified regulations in compliance with recent State law changes.

The proposed amendment will allow the City of Garden Grove to be in compliance with the provisions of SB 1186, which require cities to permit the retail sale by delivery of medicinal cannabis within their jurisdictions. The proposed amendment will also include additional reasonable regulations intended to continue to protect the public health, safety and welfare of the community.

The California Department of Cannabis Control regulates the sale and delivery of both adult use and medicinal cannabis and has adopted detailed regulations governing many aspects of cannabis delivery operations. The City is proposing restrictions and requirements in addition to the provisions enforced by the Department of Cannabis Control.

The proposed amendment does not authorize the establishment of physical premises within the City from which retail sale by delivery of medicinal cannabis is conducted. There are presently more than thirty (30) licensed medicinal cannabis retailers located within a 15 mile radius of the City of Garden Grove from which retail sale by delivery of medicinal cannabis in the City is or may be available. Therefore, prohibiting the establishment of physical premises within the City from which retail sale by delivery of medicinal cannabis is conducted will not have the effect of prohibiting the retail sale by delivery of medicinal cannabis to medicinal cannabis patients or their primary caregivers in a timely and readily accessible manner in types and quantities that are sufficient to meet demand from medicinal cannabis patients who reside in the City.

#### FINDINGS AND REASONS:

1. The Amendment is internally consistent with the goals, objectives and elements of the City's General Plan.

The proposed code amendment to Chapter 9.52.020 (Cannabis Dispensaries and Delivery Prohibited) of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code will affirm continuation of the City's ban against cannabis activities, but permit and regulate the retail sale by delivery of medicinal cannabis in the City to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses located outside of the City in a timely and readily accessible manner and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the City. The proposed amendment will not allow for the establishment or development of new land uses in the City. The General Plan does not contain specific goals or policies pertaining to cannabis-related activities. However, continuing to prohibit cannabis dispensaries in the City, with the limited exception for retail sale by delivery of medicinal cannabis, as required by Senate Bill 1186, is consistent with the City's General Plan Land Use Element, which encourages compatibility between uses and seeks to protect residential areas from the effects of potentially incompatible uses. The proposed amendment is also consistent with the crime reduction goals set forth in the General Plan Safety Element by establishing regulations and registration requirements for medicinal cannabis businesses that engage in the retail sale of medicinal cannabis in the City.

2. The Amendment will promote the public interest, health, safety and welfare.

The proposed Code Amendment will conform to SB 1186 by continuing to prohibit commercial cannabis activities in the City, but permit and regulate the retail sale by delivery of medicinal cannabis in the City to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses located outside of the City in a timely and readily accessible manner and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the City. The California Department of Cannabis Control regulates the sale and delivery of cannabis and has adopted detailed regulations governing many aspects of cannabis delivery operations. The proposed code amendment will include restrictions and requirements in addition to the provisions enforced by the Department of Cannabis Control, which will promote the public interest, health, safety, and welfare, such as the requirement for a City business license, the prohibition of adult-use cannabis and cannabis accessories/merchandise deliveries, the restriction of deliveries to physical addresses only not located on public or school properties, the limit of the value of cannabis goods on the delivery vehicles not to exceed \$5,000, and the requirement for vehicle delivery logs, registration, and insurance information.

INCORPORATION OF FACTS AND FINDINGS SET FORTH IN STAFF REPORT:

In addition to the foregoing the Planning Commission incorporates herein by this reference, the facts and reasons set forth in the staff report.

BE IT FURTHER RESOLVED that the Planning Commission does conclude:

1. Amendment No. A-038-2023(A) possesses characteristics that would indicate justification of the request in accordance with Municipal Code Section 9.32.030.D.1 (Code Amendment).
2. The Planning Commission recommends that the City Council approve Amendment No. A-038-2023(A) and adopt the amendments to Title 9 reflected in the draft Ordinance attached hereto as Exhibit "A".

Adopted this 19th day of October 2023

ATTEST:

/s/ JOSH LINDSAY  
CHAIR

/s/ JUDITH MOORE  
RECORDING SECRETARY

STATE OF CALIFORNIA     )

COUNTY OF ORANGE ) SS:  
CITY OF GARDEN GROVE )

I, JUDITH MOORE, Secretary of the City of Garden Grove Planning Commission, do hereby certify that the foregoing Resolution was duly adopted by the Planning Commission of the City of Garden Grove, California, at a meeting held on October 19, 2023, by the following vote:

AYES:	COMMISSIONERS:	(7)	ARBGAST, CUEVA, CUNNINGHAM, LARICCHIA, LINDSAY, PAREDES, RAMIREZ
NOES:	COMMISSIONERS:	(0)	NONE
ABSENT:	COMMISSIONERS:	(0)	NONE

/s/ JUDITH MOORE  
RECORDING SECRETARY

PLEASE NOTE: Any request for court review of this decision must be filed within 90 days of the date this decision was final (See Code of Civil Procedure Section 1094.6).

A decision becomes final if it is not timely appealed to the City Council. Appeal deadline is November 9, 2023.

RESOLUTION NO. 6072-23

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GARDEN GROVE RECOMMENDING THAT THE CITY COUNCIL APPROVE AMENDMENT NO. A-038-2023(B), A ZONING TEXT AMENDMENT TO PORTIONS OF CHAPTERS 9.08, 9.12, 9.16, AND 9.18 OF TITLE 9 OF THE CITY OF GARDEN GROVE MUNICIPAL CODE ESTABLISHING ENHANCED STANDARDS FOR THE SCREENING OF MECHANICAL EQUIPMENT WITHIN AN EXTERIOR EQUIPMENT ENCLOSURE IN RESIDENTIAL ZONES; CLARIFYING HOW THE MAXIMUM PERMITTED HARDSCAPE COVERAGE IN THE FRONT YARD SETBACK IN RESIDENTIAL, COMMERCIAL, INDUSTRIAL, AND OPEN SPACE ZONES IS CALCULATED; AND UPDATING THE STANDARDS FOR ARTIFICIAL TURF IN ALL ZONES.

BE IT RESOLVED that the Planning Commission of the City of Garden Grove, in regular session assembled on October 19, 2023, does hereby recommend that the City Council approve Amendment No. A-038-2023(B) and adopt the draft Ordinance attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED in the matter of Amendment No. A-038-2023(B), the Planning Commission of the City of Garden Grove does hereby report as follows:

1. The case was initiated by the City of Garden Grove.
2. The City of Garden Grove is proposing a zoning text amendment to portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards, Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations and Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code to specify standards for the screening of mechanical equipment within an exterior equipment enclosure in residential zones; to clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for artificial turf in all zones.
3. The Planning Commission recommends the City Council find that the proposed Amendment is exempt from the California Environmental Quality Act ("CEQA"), Cal. Pub. Resources Code Section 21000 et seq., pursuant to Sections 15301, Existing Facilities, and 15601(b)(3), Common Sense, of the State CEQA Guidelines (Cal. Code of Regs., Title 14, Sections 15301 and 15601(b)(3)).
4. Pursuant to legal notice, a public hearing was held on October 19, 2023, and all interested persons were given an opportunity to be heard.
5. Report submitted by City staff was reviewed.

6. The Planning Commission gave due and careful consideration to the matter during its meeting of October 19, 2023; and

BE IT FURTHER RESOLVED, FOUND AND DETERMINED that the facts and reasons supporting the conclusion of the Planning Commission are as follows:

FACTS:

There are four updates to Title 9 of the Municipal Code under this Amendment. Collectively, the four areas of update will affect all zoning designations of the Municipal Code. The areas that will be updated are as follows: (1) updating the General Requirements for exterior mechanical equipment in all three residential (R-1, R-2, and R-3) zones, (2) revising the maximum front yard hardscape percentage in all residential (R-1, R-2, and R-3) zones, (3) updating the language pertaining to the maximum front yard hardscape percentage in the landscaping requirements for all three residential (R-1, R-2, and R-3) and the commercial zones (C-1, C-2, C-3, O-P, O-S, M-1, M-P) zones, and (4) and updating the language pertaining to the installation of artificial turf in all zones.

Currently, the Municipal Code provides general requirements pertaining to the installation of mechanical equipment and metering equipment in residential zones. The proposed Amendment would address said requirements in Section 9.08.040.010 (Single-Family Residential – General Requirements) of Chapter 9.08 (Single-Family Residential Development Standards), and Section 9.12.040.010 (Multifamily Residential – General Requirements) of Chapter 9.12 (Multifamily Residential Development Standards).

The Municipal Code does not explicitly address equipment enclosures. The Amendment specifically allows for equipment enclosures, as required by manufacturer specifications, but requires said enclosures to be painted to match the color of the existing house. The intent is to create a more uniform look in residential zoned properties. The proposed language adds objective design standards that help shield mechanical equipment enclosures from being readily viewed from the public right-of-way, or adjacent properties.

The Municipal Code regulates the maximum amount of hardscape that can be provided in the front yard setback for residential uses. The intent is to create a more attractive streetscape, maintaining a certain amount of landscaping in the front yard. The proposed Amendment clarifies what land area counts toward the maximum hardscape percentage. Specifically, Section 9.08.040.020 (Residential – General Development Standards) of Chapter 9.08 (Single-Family Development Standards) and Section 9.12.040.020 (Residential – General Development Standards) of Chapter 9.12 (Multifamily Development Standards) are proposed to be revised.

With the proposed Amendment, the language defining the maximum front yard hardscaping will be altered. In the R-1 (Single-Family Residential) zone, the specific language will now specify that driveways required for exterior parking, and the specific sizes for each driveway based on the size of the garage, are exempt from the maximum front yard hardscape requirements. Until the proposed Amendment, the Municipal Code has not specified the required driveway area, in terms of square feet, that can be exempted from the maximum hardscape percentage. In the R-2 and R-3 (Limited Multiple Residential) and R-3 (Multiple-Family Residential) zones, only driveways and pedestrian walkways necessary to access the site are excluded from the 50% hardscape area.

Similar to the aforementioned General Development Standards, the landscaping requirements of the Municipal Code reiterate the maximum amount of hardscape that can be provided in the front yard setback. Section 9.08.040.050 (Landscaping – General Provisions) of Chapter 9.08 (Single-Family Residential Development Standards), Section 9.12.040.080 (Landscaping – General Provisions) of Chapter 9.12 (Multifamily Residential Development Standards), and Section 9.16.040.060 (Landscaping – General Provisions) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards) are proposed to be revised.

The maximum hardscape in the front yard setback will continue to be limited to a maximum of 50% in all residential zones. The current language in the Municipal Code allows for a five-foot (5'-0") wide walkways to be exempted from the hardscape requirements. The exception for walkways will be removed altogether. In the commercial, industrial, and open space zones, the 50% maximum requirement will be removed altogether, consistent with other Development Standards of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards).

Currently, the use of artificial turf as a substitute landscaping material is implemented with similar regulations across all zones in the City. Any changes to the requirements for artificial turf will need to be revised across all residential, commercial, industrial, and mixed-use zones. Therefore, the proposed amendments would amend Section 9.08.040.060 (Landscaping Requirements) of Chapter 9.08 (Single-Family Residential Development Standards), Section 9.12.040.090 (Landscaping Requirements) of Chapter 9.12 (Multifamily Residential Development Standards), Section 9.16.040.070 (Landscaping Requirements) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards), and Section 9.18.120.030 (Landscaping Requirements) of Chapter 9.18 (Mixed Use Regulations and Development Standards).

The proposed Amendment to the language of the artificial turf regulations will add specific language to guide the installation of artificial turf. Currently, the Municipal Code defers artificial turf installation to manufacturers' requirements. Retail purchases of artificial turf are often absent any guidance from manufacturer or

certified landscapers. This Amendment of the Municipal Code can give guidance on how to properly and safely install artificial turf across all zones. Specifically, the proposed modification to the artificial turf requirements clarify what type of turf is required, how it shall be installed, what type of base layer is required, and guide the proper maintenance of said turf. If adhered to, the proposed language can help ensure artificial turf is installed safely, and that its appearance is long-lasting.

#### FINDINGS AND REASONS:

1. The Amendment is internally consistent with the goals, objectives and elements of the City's General Plan.

The General Plan contains objectives, goals, policies, and implementation programs that address well-planned commercial areas with a variety of uses, safe and effective design standards, and land use compatibility. One of the many objectives in the City's General plan is to uphold a high standard of property maintenance across all land uses and zones throughout the City. The proposed Amendment achieves this objective by making Municipal Code requirements easier to implement, and enforce. In particular, the Amendment is consistent with the following General Plan Goals, Policies, and Implementation Measures:

*Goal LU-2 Stable, well-maintained residential neighborhoods in Garden Grove.* The proposed Amendment is intended to assist Code Enforcement officers in addressing property maintenance issues throughout the City. Modifying the Municipal Code to be more readily understood by property owners, and easier for Code Enforcement officers to administer, can help maintain a high standard of property maintenance. The proposed Amendment addresses current deficiencies in the Code, and clarifies requirements that are persistently difficult for Code Enforcement officers to enforce.

*Policy LU-2.2 Strive to provide a diverse mix of housing types, along with uniformly high standards of residential property maintenance to preserve residents' real estate values and their high quality of life.* The proposed Amendments are intended to help Code Enforcement officers in their inspections of property maintenance-related complaints. The modified language makes the Municipal Code easier to interpret and enforce. This can help maintain a high standard of property maintenance. Specifically, the proposed Amendment helps maintain the appearance of mechanical equipment within an exterior equipment enclosure in residential zones; clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for artificial turf in all zones.

*LU-IMP-2A Continue to monitor maintenance standards in neighborhoods to maintain high standards of appearance and stability in the neighborhood.* The City's Code Enforcement team has received recurrent complaints pertaining to a selection of Municipal Code Standards. This includes standards for mechanical equipment, hardscaping in the front yard setback, and artificial turf installations.



The proposed Amendment addresses all of these repeat issues. Modifying the standards within the Municipal Code will help simplify the implementation of said standards. The Amendment is intended to clarify the existing provisions in the Code, not to add additional regulations. This will help sustain high standards of property maintenance throughout the City.

*Goal LU-18 Preservation of City quality and character through compliance with relevant codes and regulations.* The proposed Amendments are intended to help Code Enforcement officers in their inspections of property maintenance-related complaints. The modified language makes the Municipal Code easier to interpret and implement, by both property owners and Code Enforcement officers alike. This can help maintain a high standard of property maintenance.

*Policy LU-18.1 Review the Zoning Code and determine which sections are outdated to meet current trends, regulations, adopted community visions, and the General Plan 2030 land use designations, and revise as necessary.* The proposed Amendment addresses recent property maintenance trends that the City's Code Enforcement officers routinely encounter. The subject Municipal Code sections that are consistently cited as difficult to understand or outdated, are proposed to be revised as a part of this Amendment. These modifications can help keep the Municipal Code up-to-date, and more easily understood and implemented.

*Goal CD-1 Create a positive and distinctive City image by protecting historic resources, and by strengthening the positive qualities of the City's overall image and neighborhood identity.* The proposed Amendment is intended to assist Code Enforcement address property maintenance issues in various neighborhoods throughout the City. Clarifying the Municipal Code to be easier to interpret and enforce can help maintain a high standard of property maintenance. Properly maintaining property helps strengthen the positive image of the City.

*CD-IMP-8A Amend the City's Zoning Code to incorporate development standards.* The proposed Amendment revises existing development standards for mechanical equipment, maximum permitted hardscape coverage in the front yard setback, and standards for artificial turf installations. The proposed language of the specific Code changes incorporate objective development standards. Codifying development standards can contribute to a more cohesive Citywide aesthetic, and also assist property owners in their maintenance of properties across all zones.

*CON-IMP-1C Promote site appropriate, low-water-use, and drought tolerant native plants city-wide.* In an effort to reduce water use for irrigation, the Municipal Code allows for the installation of artificial turf as a substitute for live grass lawns. The Amendment keeps in that intent. The proposed modifications to the artificial turf standards of the Municipal Code helps promote the proper installation of artificial turf. Adhering to the language of the Amendment will help limit potential hazards, and ensure the proper maintenance of artificial turf areas.

2. The Amendment will promote the public interest, health, safety and welfare.

The zoning and development standards proposed in this Amendment promote the public interest, health, safety, and welfare by helping to achieve a high standard of property maintenance. The Development Standards and Landscaping Requirements in the Municipal Code provide regulations that help maintain public health, safety, and welfare needs of the City.

By maintaining high property maintenance standards, the Municipal Code promotes the public interest by helping keep Garden Grove an attractive place to live. Well-maintained properties and their aesthetic values can increase property values. In addition, the proposed Amendment can help reduce energy costs (e.g., by promoting landscaping), allow for the infiltration of stormwater, and reduce potential hazards (e.g., tripping hazards from improperly installed artificial turf). All of these benefits have the public interest in mind; every property owner can receive these benefits if they adhere to the standards of the Municipal Code.

The proposed Amendment also promotes public health, safety, and welfare. The revised language helps ensure mechanical equipment is installed correctly, according to the manufacturers' specifications. These specifications are intended to ensure the safe operation of the specific equipment. Additionally, the proposed Amendment intends to promote the proper maintenance of the front yard either through hardscaping or landscaping. Proper maintenance of the front yard in accordance with the Amendment can reduce tripping hazards, facilitate proper stormwater drainage to reduce localized flooding, and reduce energy costs. These benefits all propose the public health, safety, and welfare.

#### INCORPORATION OF FACTS AND FINDINGS SET FORTH IN STAFF REPORT:

In addition to the foregoing the Planning Commission incorporates herein by this reference, the facts and reasons set forth in the staff report.

BE IT FURTHER RESOLVED that the Planning Commission does conclude:

1. Amendment No. A-038-2023(B) possesses characteristics that would indicate justification of the request in accordance with Municipal Code Section 9.32.030.D.1 (Code Amendment).
2. The Planning Commission recommends that the City Council approve Amendment No. A-038-2023(B) and adopt the amendments to Title 9 reflected in the draft Ordinance attached hereto as Exhibit "A".

Adopted this 19th day of October 2023

ATTEST:

/s/ JOSH LINDSAY  
CHAIR

/s/ JUDITH MOORE  
RECORDING SECRETARY

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     ) SS:  
CITY OF GARDEN GROVE )

I, JUDITH MOORE, Secretary of the City of Garden Grove Planning Commission, do hereby certify that the foregoing Resolution was duly adopted by the Planning Commission of the City of Garden Grove, California, at a meeting held on October 19, 2023, by the following vote:

AYES:	COMMISSIONERS:	(7)	ARBGAST, CUEVA, CUNNINGHAM, LARICCHIA, LINDSAY, PAREDES, RAMIREZ
NOES:	COMMISSIONERS:	(0)	NONE
ABSENT:	COMMISSIONERS:	(0)	NONE

/s/ JUDITH MOORE  
RECORDING SECRETARY

PLEASE NOTE: Any request for court review of this decision must be filed within 90 days of the date this decision was final (See Code of Civil Procedure Section 1094.6).

A decision becomes final if it is not timely appealed to the City Council. Appeal deadline is November 9, 2023.

GARDEN GROVE PLANNING COMMISSION  
Community Meeting Center  
11300 Stanford Avenue, Garden Grove, CA 92840

Draft Meeting Minutes  
Thursday, October 19, 2023

CALL TO ORDER: 7:01 p.m.

ROLL CALL:

Commissioner Arbgast  
Commissioner Cueva  
Commissioner Cunningham  
Commissioner Laricchia  
Commissioner Lindsay  
Commissioner Paredes  
Commissioner Ramirez

Absent: Paredes

Commissioner Paredes joined the meeting at 7:02 p.m.

PLEDGE OF ALLEGIANCE: Led by Commissioner Cueva

ORAL COMMUNICATIONS – PUBLIC – None.

October 5, 2023 MINUTES:

Action: Received and filed.

Motion: Arbgast      Second: Laricchia

Ayes: (7) Arbgast, Cueva, Cunningham, Laricchia, Lindsay,  
Paredes, Ramirez

Noes: (0) None

Absent: (0) None

PUBLIC HEARING – AMENDMENT NO. A-038-2023, CITY OF GARDEN GROVE,  
CITYWIDE

Applicant: CITY OF GARDEN GROVE  
Date: October 19, 2023

Request: A City-initiated zoning text amendment to Title 9 (Land Use) of the Garden Grove Municipal Code pertaining to retail sale by delivery of medicinal cannabis and development standards for mechanical equipment, maximum hardscape coverage within front yard setbacks,

and substitute landscaping. The proposed code amendment would update portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards, Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations and Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code to specify standards for the screening of mechanical equipment within an exterior equipment enclosure in residential zones; to clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for artificial turf in all zones. In addition, the proposed code amendment would amend existing provisions of Chapter 9.52 (Cannabis Activities) of Title 9 of the Garden Grove Municipal Code in a manner consistent with the recently enacted Medicinal Cannabis Patients' Right of Access Act to permit the retail sale by delivery of medicinal cannabis in the City from licensed facilities located outside of the City, subject to specified regulations. The proposed code amendment is exempt from the provisions of the California Environmental Quality Act.

Action: Resolution Nos. 6071-23 (Cannabis) and 6072-23 (Landscape) were approved.

Motion: Arbgast Second: Ramirez

Ayes: (7) Arbgast, Cueva, Cunningham, Laricchia Lindsay, Paredes, Ramirez

Noes: (0) None

Absent: (0) None

PRESENTATION - CIVIC CENTER REVITALIZATION PROJECT UPDATE: Staff gave a brief presentation on the completed tasks, the current status, and the next steps for the Civic Center Revitalization Project.

MATTERS FROM COMMISSIONERS: None.

MATTERS FROM STAFF: Staff mentioned the November 2<sup>nd</sup> meeting would be cancelled, then gave a brief description of the agenda items for the November 16<sup>th</sup>, December 7<sup>th</sup>, and December 21<sup>st</sup> Planning Commission meetings.

ADJOURNMENT: At 8:02 p.m.

---

Judith Moore  
Recording Secretary

## Exhibit "A"

ORDINANCE NO. \_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE APPROVING A ZONING TEXT AMENDMENT TO CHAPTER 9.52 OF TITLE 9 OF THE GARDEN GROVE MUNICIPAL CODE PERTAINING TO RETAIL SALE BY DELIVERY OF MEDICINAL CANNABIS.

### **City Attorney Summary**

***This Ordinance amends Chapter 9.52 (Cannabis Activities) of Title 9 (Land Use) of the Garden Grove Municipal Code to permit the retail sale by delivery of medicinal cannabis in the City subject to specified regulations in compliance with State law.***

THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, HEREBY FINDS AND DETERMINES AS FOLLOWS:

WHEREAS, the City of Garden Grove currently prohibits the delivery of medicinal cannabis within the City limits; and

WHEREAS, SB 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act ("Act"), prohibits local jurisdictions, beginning January 1, 2024, from adopting or enforcing any regulation that prohibits, or has the effect of prohibiting, the retail sale by delivery within the jurisdiction of medicinal cannabis to medicinal cannabis patients or their primary caregivers by licensed medicinal cannabis businesses in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal cannabis patients within the local jurisdiction ; and

WHEREAS, the Act permits local jurisdictions to adopt and enforce reasonable regulations on retail sale by delivery of medicinal cannabis; and

WHEREAS, the Act does not limit or otherwise affect the ability of a local jurisdiction to adopt and enforce any regulations on commercial cannabis operations other than retail sale by delivery of medicinal cannabis in the local jurisdiction; and

WHEREAS, Amendment No. A-038-2023(A) was initiated by the City of Garden Grove and includes a zoning text amendment to Chapter 9.52 of the Garden Grove Municipal Code to establish an exception in accordance with the Act to permit and regulate the retail sale by delivery of medicinal cannabis within the City; and

WHEREAS, the City Council finds that there are presently more than thirty (30) licensed medicinal cannabis retailers located within a 15 mile radius of the City of Garden Grove from which retail sale by delivery of medicinal cannabis in the City is or may be available; therefore, prohibiting the establishment of physical premises within the City from which retail sale by delivery of medicinal cannabis is conducted will not have the effect of prohibiting the retail sale by delivery of medicinal cannabis to medicinal cannabis patients or their primary caregivers in a timely and readily accessible manner in types and quantities that are sufficient to meet demand from medicinal cannabis patients who reside in the City; and

WHEREAS, the City Council finds that the proposed Ordinance is exempt from the California Environmental Quality Act ("CEQA"), Cal. Pub. Resources Code Section 21000 et seq. pursuant to Section 15061(b)(3) of the State CEQA Guidelines (Cal. Code of Regs., Title 14, Section 15064(b)(3)) because it can be seen with certainty that there is no possibility that the proposed Ordinance may have a significant effect on the environment.

WHEREAS, following a public hearing held on October 19, 2023, the Garden Grove Planning Commission adopted Resolution No. 6071-23 recommending that the City Council approve Zoning Text Amendment No. A-038-2023(A) and adopt the proposed Ordinance; and

WHEREAS, a duly noticed public hearing regarding Amendment No. A-038-2023(A) was held by the City Council on \_\_\_\_\_, 2023 and all interested persons were given an opportunity to be heard; and

WHEREAS, the City Council of the City of Garden Grove gave due and careful consideration to the matter during its meeting of \_\_\_\_\_, 2023, and considered all oral and written testimony presented; and

WHEREAS, the City Council hereby makes the following findings regarding Zoning Text Amendment No. A-038-2023(A):

- A. Amendment No. A-038-2023(A) is internally consistent with the goals, objectives and elements of the City's General Plan as described in the Findings and Reasons of Planning Commission Resolution No. 6071-23.
- B. Amendment No. A-038-2023(A) will promote the public interest, health, safety, and welfare as described in the Findings and Reasons of Planning Commission Resolution No. 6071-23.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: The City Council finds that the above recitals are true and correct.

SECTION 2: Amendment No. A-038-2023(A) is hereby approved pursuant to the findings set forth herein and the facts and reasons stated in Planning Commission Resolution No. 6071-23 a copy of which is on file in the Office of the City Clerk, and which is incorporated herein by reference with the same force and effect as if set forth in full.

SECTION 3: Subsection (C) of Section 9.52.020 (Cannabis Dispensaries and Delivery Prohibited) of Chapter 9.52 (Cannabis Activities) of Title 9 (Land Use) of the Garden Grove Municipal Code is hereby amended to read as follows (additions in **bold/underline** text):

## C. Exemptions.

(1) Pursuant and subject to Proposition 64 adopted by the State voters in November 2016, this section shall not prohibit: (1) the possession, planting, cultivation, harvesting, drying, or processing of up to six marijuana plants by persons 21 years of age or older inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure; or (2) the possession of, or giving away of, the marijuana produced by such plants to persons 21 years of age or older.

(2) (a) Pursuant and subject to SB 1186 (Chapter 395, Statutes of 2022), known as the Medicinal Cannabis Patients' Right of Access Act, subject to the provisions of this subsection C(2), this section shall not prohibit the retail sale by delivery within the City of medicinal cannabis to medicinal cannabis patients or their primary caregivers by a medicinal cannabis business from a fixed location outside of the City. For purposes of this subsection (C)(2), the terms "medicinal cannabis," "medicinal cannabis business," and "medicinal cannabis patient" shall have the same meaning as defined in Section 26321 of the California Business and Professions Code.

(b) Medicinal cannabis businesses engaging in the retail sale by delivery of medicinal cannabis within the City shall be subject to the following requirements:

(i) Each medicinal cannabis business engaging in the retail sale by delivery of medicinal cannabis in the City shall obtain and maintain a City of Garden Grove business tax certificate pursuant to Title 5 (Business Operation Taxes, Permits and Regulations) of the Garden Grove Municipal Code.

(ii) Each medicinal cannabis business shall maintain an active M-license issued by the State of California and all applicable permits and/or licenses required by the local jurisdiction in which the business is located. The business shall submit a copy of any and all of its State and local licenses and permits required for its operation to the City's Tax Administrator prior to issuance or renewal of a business tax certificate. The business shall notify the City's Tax Administrator if any applicable State or local license or permit required for its operation expires or is denied, suspended, modified, revoked.

(iii) Each medicinal cannabis business and employee of a medicinal cannabis business engaged in the retail sale by delivery of medicinal cannabis in the City shall at all times comply with all applicable regulations promulgated by the California Department of Cannabis Control, including, but not limited to, the regulations



pertaining to the delivery of cannabis set forth in Cal. Code of Regs., tit. 4, sections 15415 through 15421.

(iv) In accordance with Subsection A above, the retail sale by delivery of adult-use cannabis is prohibited throughout the City. Only the retail sale by delivery of medicinal cannabis or medicinal cannabis products in the City as required by State law is permitted. A medicinal cannabis business or employee of a medicinal cannabis business shall not sell or offer for sale any cannabis accessories or branded merchandise of any kind concurrently or in conjunction with the retail sale of medicinal cannabis or medicinal cannabis products in the City.

(v) All deliveries of medicinal cannabis shall be performed by a delivery employee who is directly employed by the medicinal cannabis business. Each medicinal cannabis business shall maintain an accurate list of its delivery employees and shall provide the list to the City upon request. Each delivery employee engaging in the retail sale by delivery of medicinal cannabis in the City shall carry during deliveries and immediately provide upon request by the City or any law enforcement officer the following: a copy of the current business tax certificate issued to the medicinal cannabis business; a copy of the current license or licenses issued to the medical cannabis business by the State Department of Cannabis Control which authorize it to engage in the retail sale of medicinal cannabis; a copy of the QR Code certificate issued by the State Department of Cannabis Control; the employee's government-issued identification; an identification badge provided by the employer; delivery inventory ledgers from the time the employee left the employer's premises; all delivery receipts for cannabis goods carried by the delivery employee, in the delivery vehicle, or any deliveries that have already been made to customers; and a log of all stops from the time the employee left the employer's premises. A delivery employee shall not carry cannabis goods valued in excess of five thousand dollars (\$5,000) at any time while engaged in the retail sale by delivery of medicinal cannabis in the City.

(vi) All deliveries of medicinal cannabis must be made to a physical address that is not located on publicly owned land, on land or in a building leased by a public agency, a school providing instruction in kindergarten or any grades one through twelve, a day care center, or a youth center. A licensed retailer shall only sell medicinal cannabis goods to individuals who are at least 18 years of age and possesses a valid physician's recommendation after confirming the customer's age, identity, and physician's recommendation.

(vii) Each medicinal cannabis business shall maintain an accurate list of all vehicles used by its employees to deliver medicinal cannabis in the City, including each vehicles' make, model, year, color, license plate number, vehicle identification number (VIN), and Department of Motor Vehicles registration information, along with proof of current automobile liability insurance for each such vehicle as required by State law, and shall provide such list and proof of automobile insurance to the City upon request, in the event of any changes, and prior to issuance or renewal of a business tax certificate. Retail sale by delivery of medicinal cannabis in the City may only be conducted using a properly insured vehicle that is identified on the most current list provided to the City and that is outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle and recording a history of all locations traveled to by the delivery employee while engaged in delivery, as provided by State law. In accordance with State law, a delivery vehicle shall not have any marking or other indications on the exterior of the vehicle that may indicate that the delivery employee is carrying cannabis goods for delivery.

(c) This Subsection C(2) only authorizes the retail sale by delivery of medicinal cannabis by a licensed medical cannabis business from a fixed premises located outside of the City. Nothing in this section shall be construed to permit the establishment of a cannabis dispensary or other physical premises from which retail sale by delivery of medicinal cannabis within the City is conducted.

(d) Nothing in this subsection C(2) is intended to or shall be interpreted to prohibit medicinal cannabis patients or their caregivers from purchasing by delivery sufficient medicinal cannabis to meet their demands in a timely and readily accessible manner.

SECTION 4: If any section, subsection, subdivision, sentence, clause, phrase, word, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, word, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, words or portions thereof be declared invalid or unconstitutional.

SECTION 5: The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect thirty (30) days after adoption or on January 1, 2024, whichever is later.

## Exhibit "A"

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE APPROVING AMENDMENT NO. A-038-2023(B), A ZONING TEXT AMENDMENT TO PORTIONS OF CHAPTERS 9.08, 9.12, 9.16, AND 9.18 OF TITLE 9 OF THE CITY OF GARDEN GROVE MUNICIPAL CODE ESTABLISHING ENHANCED STANDARDS FOR THE SCREENING OF MECHANICAL EQUIPMENT WITHIN AN EXTERIOR EQUIPMENT ENCLOSURE IN RESIDENTIAL ZONES; CLARIFYING HOW THE MAXIMUM PERMITTED HARDSCAPE COVERAGE IN THE FRONT YARD SETBACK IN RESIDENTIAL, COMMERCIAL, INDUSTRIAL, AND OPEN SPACE ZONES IS CALCULATED; AND UPDATING THE STANDARDS FOR ARTIFICIAL TURF IN ALL ZONES.

### **City Attorney Summary**

**This Ordinance approves zoning text amendments to portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards, Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations And Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code to establish enhanced standards for the screening of mechanical equipment within an exterior equipment enclosure in residential zones; to clarify how the maximum permitted hardscape coverage in the front yard setback in residential, commercial, industrial, and open space zones is calculated; and to update the standards for installation of artificial turf in all zones.**

THE CITY COUNCIL OF THE CITY OF GARDEN GROVE FINDS AND DETERMINES AS FOLLOWS:

WHEREAS, Amendment No. A-038-2023(B) was initiated by the City of Garden Grove and is a zoning text amendment to portions of Chapters 9.08, 9.12, 9.16, and 9.18 (Single-Family Residential Development Standards, Multifamily Residential Development Standards, Commercial, Office Professional, Industrial, and Open Space Development Standards, and Mixed Use Regulations and Development Standards, respectively) of Title 9 of the City of Garden Grove Municipal Code establishing enhanced general development standards within residential zones and modified landscaping requirements within all zones;

WHEREAS, following a Public Hearing held on October 19, 2023, the Planning Commission adopted Resolution No. 6072-23 recommending approval of Amendment No. A-038-2023(B);

WHEREAS, pursuant to a legal notice, a Public Hearing regarding the proposed adoption of this Ordinance was held by the City Council on \_\_\_\_\_, 2023, and all interested persons were given an opportunity to be heard;

WHEREAS, the City Council gave due and careful consideration to the matter; and

WHEREAS, the City Council hereby incorporates by reference the findings and reasons set forth in Planning Commission Resolution No. 6072-23, and makes the following findings regarding Amendment No. A-038-2023(B):

A. The Amendment is internally consistent with the goals, objectives and elements of the City's General Plan.

B. The Amendment will promote the public interest, health, safety and welfare.

WHEREAS, the City Council finds that the proposed Ordinance is exempt from the California Environmental Quality Act ("CEQA"), Cal. Pub. Resources Code Section 21000 et seq. pursuant to Sections 15301, Existing Facilities, and 15601(b)(3), Common Sense, of the State CEQA Guidelines (Cal. Code of Regs., Title 14, Sections 15301 and 15601(b)(3)).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE DOES ORDAIN AS FOLLOWS:

SECTION 1: The above recitals are true and correct.

SECTION 2: The facts and reasons stated in Planning Commission Resolution No. 6072-23 recommending approval of Amendment No. A-038-2023(B), a copy of which is on file in the Office of the City Clerk, are hereby incorporated herein by reference with the same force and effect as if set forth in full.

SECTION 3: Subdivision G of Section 9.08.040.010 (Single-Family Residential – General Requirements) of Chapter 9.08 (Single-Family Residential Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to specify standards for exterior equipment enclosures (deletions shown in ~~strikethrough~~, additions shown in ***bold-italics***):

G. Mechanical Equipment, Metering Devices. All roof and ground mounted mechanical equipment and metering devices shall be screened from view from either on or off the property.

Ground-mounted mechanical equipment, including, but not limited to, water heaters, heating, cooling or ventilating equipment, swimming pool or spa heaters, pumps or filters, may be permitted to be located in a side yard setback on any property improved with a single-family residence, provided that the equipment is screened from view from all public rights-of-way. ***If required by manufacturer's specifications, equipment may be installed within exterior equipment enclosures. All equipment enclosures, including any flues, accessories, or other appurtenances, shall be painted to match the main house.*** If the equipment is to be located between a structure and the property line, an unobstructed path at least three feet wide shall be provided between the equipment and the property line.

SECTION 4: Subdivision G of Section 9.12.040.010 (Multifamily Residential – General Requirements) of Chapter 9.12 (Multifamily Residential Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to specify standards for exterior equipment enclosures (deletions shown in ~~strikethrough~~, additions shown in ***bold-italics***):

G. Mechanical Equipment, Metering Devices—Screening and Location.

1. Except as otherwise required by state law, all roof-mounted and ground-mounted mechanical equipment and metering devices shall be screened from view from the adjacent public rights-of-way, adjacent properties, and on-site uses using one of the following methods for the specific equipment referenced. Exceptions to this screening requirement shall be fire-fighting equipment required by the Fire Department.

a. Roof-mounted: Shall be screened by parapet walls, rooftop architectural features such as a tower equal to the height of the equipment, or low walls surrounding the equipment and shall be painted to match the color of the building materials.

b. Ground-mounted: Shall be screened by densely planted and maintained landscaped hedges or a fence or wall. Ground-mounted equipment shall not exceed the maximum allowable height for a wall, fence, or hedge.

2. Ground-mounted mechanical equipment including, but not limited to, water heaters, heating, cooling or ventilating equipment, swimming pool or spa heaters, pumps or filters shall not be located within a front yard setback but may be permitted to be located in a rear or side yard setback, provided that the equipment is screened from view from all abutting public rights-of-way and is shielded to achieve the requirements of Garden Grove Municipal Code Chapter 8.47 (Noise Control). ***If required by manufacturer's specifications, equipment may be installed within exterior equipment enclosures. All equipment enclosures, including any flues, accessories, or other appurtenances, shall be painted to match the main house.*** If the equipment is to be located between a structure and the property line, an unobstructed path at least three feet wide shall be provided between the equipment and the property line.

SECTION 5: Footnote 4 to the R-1 Development Standards Table in Subdivision A of Section 9.08.040.020 (Residential – General Development Standards) of Chapter 9.08 (Single-Family Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to clarify how the maximum permitted hardscape coverage in the front yard setback is calculated (deletions shown in ~~strikethrough~~, additions shown in ***bold-italics***):

### R-1 DEVELOPMENT STANDARDS TABLE

Placement	R-1
...	...
Maximum front setback coverage (4)	50%
...	...

...

4. Hardscape ***counted toward maximum coverage*** percentage includes driveways ***and pedestrian walkways, excepting portions of driveways that directly lead to a private garage, or legally converted garage, in the following amounts: 200 square feet for a one-car garage, 400 square feet for a two-car garage, 600 square feet for a three-car garage, and 800 square feet for a four-car garage*** (~~except allowed standard driveway in the front yard~~).

SECTION 6: Subdivision D of Section 9.08.040.050 (Landscaping – General Provisions) of Chapter 9.08 (Single-Family Residential Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to clarify how the maximum permitted hardscape coverage in the front yard setback is calculated (deletions shown in ~~strikethrough~~, additions shown in ***bold-italics***):

D. The following regulations are for maximum coverage of hardscape.

1. The maximum permitted hardscape coverage in the front yard setback shall be 50%, ***inclusive of pedestrian walkways and portions of driveways not excepted pursuant to Section 9.08.040.020***. ~~Private sidewalks and walkways are excluded from this 50% so long as they do not exceed a width of five feet.~~

2. The measurement of the front yard setback shall be from the back of sidewalk or street dedication line. The public parkway area between the curb and sidewalk must be fully landscaped.

SECTION 7: Footnote 3 of Subdivision A of Section 9.12.040.020 (Residential – General Development Standards) of Chapter 9.12 (Multifamily Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to clarify how the maximum permitted hardscape coverage in the front yard setback is calculated (deletions shown in ~~strikethrough~~, additions shown in ***bold-italics***):

**R-2 and R-3 Development Standards Table**

Placement	R-2 (5)	R-3 (5)
...	...	...
Front setback coverage – Maximum (3)	50%	50%
...	...	...

...

3. Hardscape ***counted towards maximum coverage*** percentage includes driveways ***and pedestrian walkways*** ~~(except allowed standard driveway in the front yard).~~

SECTION 8: Subdivision D of Section 9.12.040.080 (Landscaping – General Provisions) of Chapter 9.12 (Multifamily Residential Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to clarify how the maximum permitted hardscape coverage in the front yard setback is calculated (deletions shown in ~~striketrough~~, additions shown in ***bold-italics***):

D. The following regulations are for maximum coverage of hardscape.

1. The maximum permitted hardscape coverage in the front yard setback shall be 50%, ***inclusive of driveways and pedestrian walkways***. ~~Private sidewalks and walkways are excluded from this 50% so long as they do not exceed a width of five feet.~~

2. The measurement of the front yard setback shall be from the back of sidewalk or street dedication line. The public parkway area between the curb and sidewalk must be fully landscaped.

SECTION 9: Subdivision D of Section 9.16.040.060 (Landscaping – General Provisions) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to establish standards for installation of artificial turf (deletions shown in ~~striketrough~~, additions shown in ***bold-italics***):

~~D. The following regulations are for maximum coverage of hardscape.~~

~~1. The maximum permitted hardscape coverage in the front yard setback shall be 50%. Private sidewalks and walkways are excluded from this 50% so long as they do not exceed a width of five feet.~~

~~2. The measurement of the front yard setback shall be from the back of sidewalk or street dedication line. The public parkway area between the curb and sidewalk~~ ***All portions of the front yard setback, not covered with approved driveways and walkways, must be fully landscaped, including, but not limited to, the public parkway area between the curb and sidewalk.***

SECTION 10: Subdivision N of Section 9.08.040.060 (Landscaping Requirements) of Chapter 9.08 (Single-Family Residential Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to establish standards for installation of artificial turf (deletions shown in ~~striketrough~~, additions shown in ***bold-italics***):

N. Substitute Landscaping

1. Materials such as crushed rock, decomposed granite, redwood chips, pebbles and stone may be used in lieu of live plant materials for up to 30% of the required landscape coverage area. Artificial plants and synthetic groundcovers are prohibited, except where allowed within the R-1 (Single-Family Residential) zone, subject to the following standards:

a. Artificial turf is permitted, provided it complies with the following:

i. Artificial turf shall have a minimum eight-year "No Fade" warranty.

ii. Artificial turf shall be installed ~~by a licensed professional and shall be installed pursuant to manufacturer's requirements, except if the artificial turf is installed by the homeowner. The homeowner shall be required to follow the manufacturer's specifications for installation.~~

***iii. Artificial turf shall be of a type known as cut pile infill, and shall be installed over a compacted and porous road base material, and shall be anchored at all edges and seams. Artificial turf may not be layered over concrete or other nonporous surfaces, according to the manufacturer's specifications for installation. A proper drainage system shall be installed underneath the turf to prevent excessive run-off or pooling.***

***iv. ~~iii.~~ Artificial turf shall be installed and maintained to effectively simulate the appearance of a well-maintained lawn. The turf shall be maintained in a green fadeless condition and shall be maintained free of weeds, debris, tears, holes, and impressions. An infill medium consisting of clean washed sand or other approved mixture shall be brushed into the fibers to ensure that the fibers remain in an upright position, and to provide ballast that will help hold the turf in place and provide a cushioning effect.***



**v. ~~iv.~~** The use of indoor or outdoor plastic or nylon carpeting as a replacement of artificial turf or natural turf shall be prohibited. No rubber infill is permitted.

**vi. ~~v.~~** Artificial shrubs, flowers, trees, and vines in lieu of living plant material shall be prohibited.

**vii. ~~vi.~~** Areas of living plant material (i.e., flower beds, tree wells, etc.) shall be included in the overall landscape design when installing artificial turf. Living plant material shall include shrubs, vines, trees, and flowering groundcovers and shall constitute a minimum of 25% of the landscape area.

**viii. ~~vii.~~** Artificial turf shall be separated from flower beds by a concrete mow strip, bender board, or other barriers acceptable to the City to prevent intrusion of living plant material into the artificial turf.

**ix. ~~viii.~~** Artificial turf in front yards shall be limited to 75% of required landscape area.

SECTION 11: Subdivision N of Section 9.12.040.090 (Landscaping Requirements) of Chapter 9.12 (Multifamily Residential Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to establish standards for installation of artificial turf (deletions shown in ~~striketrough~~, additions shown in ***bold-italics***):

N. Substitute Landscaping

1. Materials such as crushed rock, decomposed granite, redwood chips, pebbles and stone may be used in lieu of live plant materials for up to 30% of the required landscape coverage area. Artificial plants and synthetic groundcovers are prohibited.

Artificial turf is permitted, provided it complies with the following criteria:

- a. Artificial turf shall have a minimum eight-year "No Fade" warranty.
- b. Artificial turf shall be installed ~~by a licensed professional and shall be installed pursuant to manufacturer's requirements, except if the artificial turf is installed by the homeowner. The homeowner shall be required to follow the manufacturer's specifications for installation.~~
- c. ***Artificial turf shall be of a type known as cut pile infill, and shall be installed over a compacted and porous road***

***base material, and shall be anchored at all edges and seams. Artificial turf may not be layered over concrete or other nonporous surfaces, according to the manufacturer's specifications for installation. A proper drainage system shall be installed underneath the turf to prevent excessive run-off or pooling.***

~~d.e.~~ Artificial turf shall be installed and maintained to effectively simulate the appearance of a well-maintained lawn. The turf shall be maintained in a green fadeless condition and shall be maintained free of weeds, debris, tears, holes, and impressions. ***An infill medium consisting of clean washed sand or other approved mixture shall be brushed into the fibers to ensure that the fibers remain in an upright position, and to provide ballast that will help hold the turf in place and provide a cushioning effect.***

~~e.d.~~ The use of indoor or outdoor plastic or nylon carpeting as a replacement of artificial turf or natural turf shall be prohibited. No rubber infill is permitted.

~~f.e.~~ Artificial shrubs, flowers, trees, and vines in lieu of living plant material shall be prohibited.

~~g.f.~~ Areas of living plant material (i.e., flower beds, tree wells, etc.) shall be included in the overall landscape design when installing artificial turf. Living plant material shall include shrubs, vines, trees, and flowering groundcovers and shall constitute a minimum of 25% of the landscape area.

~~h.g.~~ Artificial turf shall be separated from flower beds by a concrete mow strip, bender board, or other barriers acceptable to the City to prevent intrusion of living plant material into the artificial turf.

~~i.h.~~ Artificial turf in front yards shall be limited to 75% of required landscape area.

SECTION 12: Subdivision N of Section 9.16.040.070 (Landscaping Requirements) of Chapter 9.16 (Commercial, Office Professional, Industrial, and Open Space Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to establish standards for installation of artificial turf (deletions shown in ~~strike through~~, additions shown in ***bold-italics***):

N. Substitute Landscaping

1. Materials such as crushed rock, decomposed granite, redwood chips, pebbles and stone may be used in lieu of live plant materials

for up to 30% of the required landscape coverage area. Artificial plants, with the exception of artificial turf, are prohibited. Artificial turf shall be allowed within the O-P (Office Professional), C-1 (Neighborhood Commercial), C-2 (Community Commercial), C-3 (Heavy Commercial), M-1 (Limited Industrial), M-P (Industrial Park), and O-S (Open Space) zones, subject to the following standards:

a. Artificial turf is permitted, provided it complies with the following:

i. Artificial turf shall have a minimum eight-year "No Fade" warranty.

ii. Artificial turf shall be installed ~~by a licensed professional and shall be installed pursuant to manufacturer's requirements, except if the artificial turf is installed by the homeowner. The homeowner shall be required to follow the manufacturer's specifications for installation.~~

***iii. Artificial turf shall be of a type known as cut pile infill, and shall be installed over a compacted and porous road base material, and shall be anchored at all edges and seams. Artificial turf may not be layered over concrete or other nonporous surfaces, according to the manufacturer's specifications for installation. A proper drainage system shall be installed underneath the turf to prevent excessive run-off or pooling.***

~~iv.iii.~~ Artificial turf shall be installed and maintained to effectively simulate the appearance of a well-maintained lawn. The turf shall be maintained in a green fadeless condition and shall be maintained free of weeds, debris, tears, holes, and impressions. ***An infill medium consisting of clean washed sand or other approved mixture shall be brushed into the fibers to ensure that the fibers remain in an upright position, and to provide ballast that will help hold the turf in place and provide a cushioning effect.***

~~v.iv.~~ The use of indoor or outdoor plastic or nylon carpeting as a replacement of artificial turf or natural turf shall be prohibited. No rubber infill is permitted.

~~vi.v.~~ Artificial shrubs, flowers, trees, and vines in lieu of living plant material shall be prohibited.

~~vii.vi.~~ Areas of living plant material (i.e., flower beds, tree wells, etc.) shall be included in the overall landscape design when installing artificial turf. Living plant material shall include

shrubs, vines, trees, and flowering groundcovers and shall constitute a minimum of 25% of the landscape area.

~~viii.vii.~~ Artificial turf shall be separated from flower beds by a concrete mow strip, bender board, or other barriers acceptable to the City to prevent intrusion of living plant material into the artificial turf.

~~ix.viii.~~ Artificial turf in front yards shall be limited to 75% of required landscape area.

SECTION 13: Subdivision E of Section 9.18.120.030 (Landscaping Requirements) of Chapter 9.18 (Mixed Use Regulations and Development Standards) of Title 9 of the Garden Grove Municipal Code is hereby amended as follows to establish standards for installation of artificial turf (deletions shown in ~~strike through~~, additions shown in ***bold-italics***):

E. Artificial Turf. Artificial turf shall be permitted within the front and rear yards and shall comply with the following criteria:

1. Artificial turf shall have a minimum eight-year "No Fade" warranty.

2. Artificial turf shall be installed ~~by a licensed professional and shall be installed~~ pursuant to manufacturer's requirements.

***3. Artificial turf shall be of a type known as cut pile infill, and shall be installed over a compacted and porous road base material, and shall be anchored at all edges and seams. Artificial turf may not be layered over concrete or other nonporous surfaces, according to the manufacturer's specifications for installation. A proper drainage system shall be installed underneath the turf to prevent excessive run-off or pooling.***

~~4.3.~~ Artificial turf shall be installed and maintained to effectively simulate the appearance of a well-maintained lawn. The turf shall be maintained in a green fadeless condition and shall be maintained free of weeds, debris, tears, holes, and impressions. ***An infill medium consisting of clean washed sand or other approved mixture shall be brushed into the fibers to ensure that the fibers remain in an upright position, and to provide ballast that will help hold the turf in place and provide a cushioning effect.***

~~5.4.~~ The use of indoor or outdoor plastic or nylon carpeting as a replacement of artificial turf or natural turf shall be prohibited.

Artificial shrubs, flowers, trees, and vines in lieu of living plant material shall be prohibited.

~~6.5.~~ Areas of living plant material (i.e., flower beds, tree wells, etc.) within the front yard, side, rear, and common areas shall be included within the overall landscape design when installing artificial turf. Living plant material shall include shrubs, vines, trees, and flowering groundcovers.

~~7.6.~~ Artificial turf shall be separated from flowerbeds by a concrete mow strip, bender board, or other barrier acceptable to the City in order to prevent intrusion of living plant material into the artificial turf.

~~8.7.~~ Three sets of detailed landscape and irrigation plans shall be submitted to the planning division for review and approval prior to installation of the artificial turf in order to confirm compliance with the City Code and any valid land use entitlement for the property.

SECTION 14: If any section, subsection, subdivision, sentence, clause, phrase, word, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, word, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, words or portions thereof be declared invalid or unconstitutional.

SECTION 15: The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect thirty (30) days after adoption.

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Patricia Song  
Dept.: City Manager Dept.: Finance  
Subject: Receive and file the Measure O Citizen's Oversight Committee Annual Report for Fiscal Year 2022-23. (*Action Item*) Date: 11/14/2023

---

**OBJECTIVE**

For the City Council to receive and file the Measure O Citizen's Oversight Committee annual report for Fiscal Year 2022-23 per Resolution No. 9540-19.

**BACKGROUND**

Resolution No. 9540-19, titled "A Resolution Defining the Composition of the Measure O – Citizens' Oversight Committee, Purpose, Terms of Office for Committee Members, the Scope of the Committee's Responsibilities and Other Related Matters" requires a report be presented by the Committee to the City Council annually. This annual report is to summarize the Committee's activities during the year, and communicate the Committee's findings in regards to the City's audited financial information and General Fund budget/CIP plan in regards to the Measure O revenue received and corresponding appropriation within the reporting period.

**DISCUSSION**

The attached Measure O Citizen's Oversight Committee Annual Report discussed the following items:

- The Committee's proceedings and activities during Fiscal Year 2022-23 with focuses on:
  - o Audited Fiscal Year 2021-22 annual financial information;
  - o Amended General Fund's budget for Fiscal Year 2022-23; and
  - o Mid-year General Fund financial performance for Fiscal Year 2022-23.
- The Committee's findings and recommendations.

The Committee concluded that the audited FY2021-22 financial information reflected the appropriate collection and use of the Measure O – Public Safety and Vital City

Services tax during the year, and the City's FY2022-23 General Fund budget protected and maintained the City's core services.

#### FINANCIAL IMPACT

There is no fiscal impact to receive and file the Measure O Citizen's Oversight Committee annual report.

#### RECOMMENDATION

It is recommended that the City Council:

- Receive and file the Measure O Citizen's Oversight Committee Annual Report for Fiscal Year 2022-23.

#### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Attachment 1 - Measure O Committee Annual Report	10/31/2023	Exhibit	MeasureO_CommitteeAnnualReport-2023.pdf

**City of Garden Grove**  
**INTER-DEPARTMENT MEMORANDUM**

To: City Council

From: Measure O – Citizen’s Oversight Committee

Subject: MEASURE O COMMITTEE ANNUAL  
REPORT FOR FISCAL YEAR 2022-23

Date: October 23, 2023

**OBJECTIVE**

To present to City Council the Measure O Citizen’s Oversight Committee annual report for Fiscal Year 2022-23 per Resolution No. 9540-19.

**BACKGROUND**

On November 6, 2018, Garden Grove voters passed Ordinance No. 2897, also known as Measure O, imposing a one-cent (1%) transactions and use (sales) tax. The Measure O – Citizen’s Oversight Committee was established on February 26, 2019, to review the City’s annual budget, mid-year budget, and year-end audited financial information in regards to the receipt and use of Measure O funds. Resolution No. 9540-19 requires that an annual report be presented to the City Council communicating the Committee’s activities and to provide a response to the following questions:

- Does the current audited financial information reflect that the Measure O – Public Safety and Vital City Services tax was collected and appropriately spent?
- Does the City’s proposed General Fund annual budget and CIP plan protect and maintain the City’s core services including public safety?

**DISCUSSION**

***Summary of Committee’s Proceedings and Activities for FY 2022-23***

- Two Committee meetings were held during FY 2022-23:

October 19, 2022 Meeting

- Reviewed the draft Measure O annual report to City Council for Fiscal Year (FY) 2021-22;
- Reviewed FY 2021-22 unaudited General Fund financial data;



- Reviewed the amended FY2022-23 biennial budget for the General Fund; and
- Discussed other matters including impact of federal interest rate hike to the City, the operating cost and funding source of the Navigation Center, and the public safety spending in relation to the overall General Fund operating budget.

#### March 6, 2023 Meeting

- Reviewed Chapter 2.02 of the Garden Grove Municipal Code on Code of Ethics for Public Officers and Employees;
- Reviewed FY 2021-22 audited General Fund financial information;
- Reviewed FY 2022-23 mid-year General Fund financial performance; and
- Discussed other matters including the progress of the Central Cities Navigation Center, the development of major hotel projects, and the potential environmental impact of the construction of the public safety facility.

### ***Audited Financial Information for Fiscal Year 2021-22***

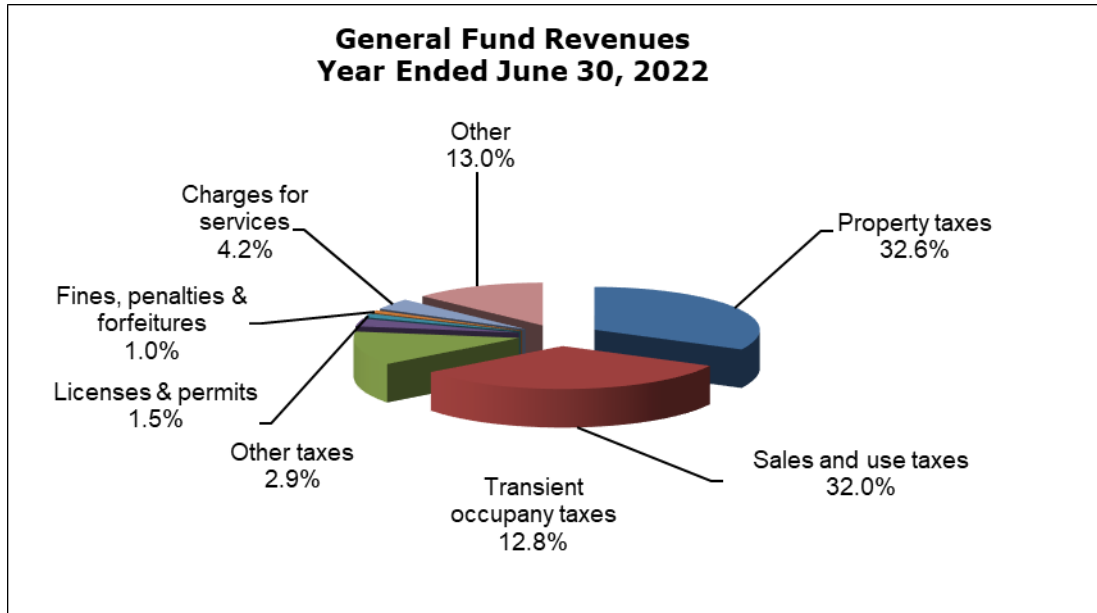
Staff presented to the Committee FY 2021-22 audited revenue and expenditure of the City's General Fund. The General Fund as presented in the City's Annual Comprehensive Financial Report (Financial Report) includes the City's main operating fund (the General Fund), Economic Development Fund, Tourism Improvement District Funds, Land Sale Proceeds Fund, and Deposits Fund.

Table 1 below summarizes the City's overall General Fund revenues. In FY2021-22, the City received approximately \$28.9 million from the one-cent sales tax from Measure O, which was an increase of \$5.6 million from the prior fiscal year.

**Table 1 – General Fund Revenues - Audited**

<b>Revenue Description</b>	<b>FY 2021-22 (\$000)</b>
Sales Tax – Bradley-Burns	\$ 29,860
Measure O	28,910
Property Tax	59,773
Hotel Tax (TOT)	23,421
Other Taxes	5,391
Licenses & Permits	2,705
Fines, Forfeits & Penalties	1,859
Charges for Current Services	7,671
Other	23,804
<b>Total General Fund</b>	<b><u>\$ 183,394</u></b>

**Graph 1 – General Fund Revenue by Category**

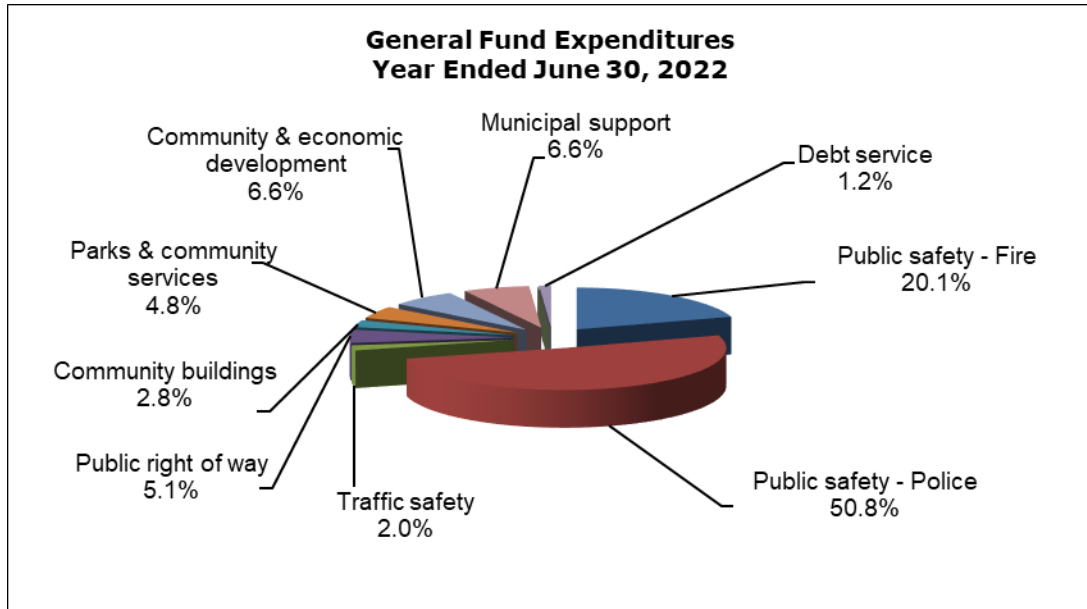


Total General Fund expenditures for the same fiscal year was \$134.2 million, of which 70.9% was for public safety. Comparing to the previous fiscal year, expenditure on police safety increased by 2.4 million. Table 2 below summarizes the City's General Fund audited expenditures for FY 2021-22.

**Table 2 – General Fund Expenditures - Audited**

Expenditure Category	FY 2021-22 (\$000)	% of Total
Public Safety - Fire	\$ 26,975	20.1%
Public Safety - Police	68,181	50.8%
Traffic Safety	2,709	2.0%
Public Right of Way	6,781	5.1%
Community Buildings	3,713	2.8%
Parks & Community Services	6,407	4.8%
Community & Economic Dev.	8,916	6.6%
Municipal Support	8,856	6.6%
Debt Service	1,634	1.2%
<b>Total Expenditure</b>	<b>\$ 134,172</b>	<b>100.0%</b>

## Graph 2 – General Fund Expenditure by Type



### ***Amended General Fund Budget FY 2022-23***

The Committee reviewed the City's amended FY 2022-23 General Fund Budget.

Amended revenue showed a total increase of \$11.4 million from the adopted budget. Sales tax has been realizing growth exceeding the pre-pandemic levels. While high inflation is causing the economy to show signs of slowing down, it does provide for additional tax collection related to higher prices. The City's revenue consultant increased their previous estimate by 17.2% for FY2022-23. Measure O was expected to bring in \$27.1 million to the City for the year.

Property tax also had an upward adjustment of \$2.7 million, largely due to the trend of higher prices and more active real estate market in the City.

Transient Occupancy Tax, or hotel tax, was amended to be at 85% level of the City's pre-pandemic peak based on strong performances during the last quarter of the previous fiscal year.

Other General Fund revenues were maintained at the same level with the adopted amounts.

Table 3 below is a summary of adopted and amended General Fund revenues for FY2022-23.

**Table 3 – Fiscal Year 2022-23 General Fund Budget - Revenue**

<b>Revenue Description</b>	<b>Adopted (\$000)</b>	<b>Amended (\$000)</b>
Sales Tax – Bradley-Burns	\$ 25,393	\$ 29,237
Measure O	22,694	27,133
Property Tax	55,631	58,362
Hotel Tax (TOT)	21,300	22,342
Other Taxes	5,100	5,100
Licenses & Permits	3,000	3,000
Fines, Forfeits & Penalties	2,300	1,800
Charges for Current Services	6,288	5,657
Investment Earnings	570	1,000
Other	3,000	3,012
<b>Total General Fund</b>	<b>\$ 145,276</b>	<b>\$ 156,643</b>

Table 4 below shows adopted and amended expenditure budget by category for FY2022-23.

**Table 4 – Fiscal Year 2022-23 General Fund Budget – Operating Expenditure**

<b>Expenditures Category</b>	<b>Adopted (\$000)</b>	<b>Amended (\$000)</b>
Fire	\$ 31,737	\$ 30,917
Police	72,301	76,136
City Manager	3,228	3,501
City Attorney	908	971
Community & Economic Dev.	7,942	9,570
Community Services	4,661	4,944
Finance	3,347	3,570
Human Resources	1,619	1,715
Information Technology	948	999
Public Works	17,359	17,946
Debt Service	1,510	1,510
<b>Total General Fund</b>	<b>\$ 145,560</b>	<b>\$ 151,779</b>

Operating budget for the General Fund increased by \$6.2 million in the amended budget to cover a 7.0% inflation adjustment as well as some mandated costs. Appropriations for public safety occupied 70.8% of total amended General Fund's operating budget.

For capital outlays, appropriations increased by \$17.4 million, among which \$7.0 million were designated for the acquisition of a navigation center, and \$8.3 million for the public facilities project, specifically Police Headquarters/Civic Center. The increase in appropriations were necessary to carry out City Council priorities, and was enabled by higher revenues and the one-time pandemic relief funds.

### ***Committee Findings and Recommendations***

The Measure O – Citizen’s Oversight Committee has reviewed the audited financial data for FY 2021-22, and budget information for Fiscal Year 2022-23. The Committee concludes the following:

- The audited financial information presented for FY 2021-22 properly reflects the Measure O – Public Safety and Vital City Services tax was collected and appropriately spent.
- The City’s amended General Fund FY 2022-23 budget and five-year Capital Improvement Plan protect and maintain the City’s core services including public safety.

The Committee recommends staff to continue:

- Review Fiscal Year 2022-23 audited annual financial information and report on Measure O tax revenue collected and expenditures for public safety and other vital services;
- Review General Fund operating budget allocations; and
- Update the Committee as needed on Fiscal Year 2023-24 General Fund revenue and expenditures to ensure an appropriate and transparent financial system is in place to account for the funds generated by the Measure O tax.

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: William E. Murray

Dept.: City Manager Dept.: Public Works

Subject: Authorization of the issuance Date: 11/14/2023  
of a purchase order to PB  
Loader for one (1) new  
Police Department Command  
Post. (Cost: \$1,199,660.40)  
(Continued Action Item from  
October 24, 2023.)

---

**OBJECTIVE**

To secure City Council authorization to purchase one (1) new Police Department command post from PB Loader through the Sourcwell competitive bid program, Contract #080521-PBL.

**BACKGROUND**

The Public Works Department has one (1) Police Department command post that currently meets the City's guidelines for replacement. Funding for the replacement was approved in the FY 2023-24 Fleet Management Fund's budget. The vehicle being replaced is a 2007 Freightliner LDV command post with 6,100 miles VIN# 4UZAASBV17CX75529. The current command post was acquired through a Urban Area Security Initiative (UASI) grant program.

**DISCUSSION**

Experience has shown that the City's buying power is enhanced through joining with other public agencies to purchase fleet vehicles and equipment. Sourcwell nationally solicits, evaluates, and awards contracts through a competitive bid process. As a member of Sourcwell, the City is able to utilize bid awards for equipment purchases. Staff recommends piggybacking on the results of a recent Sourcwell competitive bid program, Contract #080521-PBL. The results deemed PB Loader as the lowest responsive bid.

PB Loader \$1,199,660.40\*

\* This price includes all applicable tax and destination charges.

**FINANCIAL IMPACT**

The cost of replacing the vehicle is \$1,199,660.40 and is included in the the Fleet Management Fund's Fiscal Year 2023-24 budget. There is no impact to the General Fund. The disposition of the surplus equipment will be facilitated by the Police Department through the UASI grant program, requiring the return of the used equipment under code 2 CFR part 200.313.

#### RECOMMENDATION

It is recommended that the City Council:

- Authorize the Finance Director to issue a purchase order in the amount of \$1,199,660.40 to PB Loader for the purchase of one (1) new Police Department Command Post.

By: Steve Sudduth, Equipment Maintenance Supervisor

#### ATTACHMENTS:

Description	Upload Date	Type	File Name
PB Loader quote	10/11/2023	Backup Material	PB Loader_command_post_quote.pdf
Command post specs	10/11/2023	Backup Material	Command_Post_specs.pdf
Command post backup material	10/26/2023	Backup Material	Command_post_backup_material.pdf



CITY OF GARDEN GROVE - POLICE DEPARTMENT  
GARDEN GROVE, CA  
SOURCEWELL MEMBER ID # 32278

QUOTATION  
NO. 11958R

DATE: 10/5/2023  
TERMS: NET 30

PROJECT: 26FT MOBILE COMMAND CENTER

QTY	PART NO.	DESCRIPTION	PRICE	EXTENSION
1	26FT_MCC	<p><b><u>PB LOADER CONTRACT NO. 080521-PBL</u></b> <b><u>SOURCEWELL CONTRACT - LISTED PRICES</u></b></p> <p><b><u>26FT MOBILE COMMAND CENTER</u></b></p> <p>LDV MOBILE COMMAND CENTER 26' WALK-IN VAN BODY BUILT ON A FREIGHTLINER MT55 FRONT ENGINE WALK-IN VAN CHASSIS WITH:</p> <ul style="list-style-type: none"> <li>• 250" WHEELBASE • 431" OVERALL LENGTH OF APPARATUS • 99" OVERALL APPARATUS WIDTH, RUB RAIL TO RUB RAIL • 142" OVERALL HEIGHT OF APPARATUS (LOADED) • 83" RAW INTERIOR WALKWAY HEIGHT • 81.5' FINISHED INTERIOR WALKWAY HEIGHT • 312" INTERIOR WALKWAY LENGTH • 96" RAW INTERIOR WIDTH • 87" INTERIOR FINISHED WIDTH</li> <li>• CUMMINS B6.7 260HP @ 2400 RPM DIESEL ENGINE • ALLISON 2200 EVS AUTOMATIC TRANSMISSION WITH PARK PAWL WITH PTO PROVISION • DA-RS-17.5-2 17,500# L-SERIES SINGLE REAR AXLE • 18,000# AIRLINER REAR SUSPENSION • DA-F-10.0-3 10,000# FF1 69.0 KPI/3.50DROP SINGLE FRONT AXLE • 10,000# TAPERLEAF FRONT SUSPENSION • 60 GALLON RECTANGULAR STEEL FUEL TANK - BETWEEN RAILS • MICHELIN 255/70R22.5 16 PLY RADIAL TIRES • MAXION STEEL DISC WHEELS • FEDERAL SIGNAL BACK-UP ALARM MODEL 210331 • US DOT TRIANGLE REFLECTOR KIT WITH THREE (3) TRIANGLES • CLASS III RECEIVER HITCH (BALL MOUNT AND BALL NOT INCLUDED) • REESE BRAKEMAN® IV DIGITAL ELECTRONIC TRAILER BRAKE CONTROL • 7 POLE BLADE STYLE TRAILER CONNECTOR • <b>FRONT FRP BULKHEAD WALL BEHIND FRONT DRIVER AND PASSENGER SEATS.</b> • <b>SAMSUNG FLIP 2 WM65R 65 INCH DIGITAL WHITEBOARD</b> • <b>IRIDIUM 9575 EXTREME DOCKING STATION</b> • <b>RJ-45 CAT6 COMPUTER NETWORK FOR THREE (3) WORKSTATIONS, ONE (1) PRINTER, TWO (2) PASSENGER SEAT AREA, TWO (2) EXTERIOR TO TV COMPARTMENT, TWO (2) IN EXTERIOR INPUT BOX.</b></li> </ul> <p style="text-align: right;"><b>10% SOURCEWELL DISCOUNT:</b></p> <p style="text-align: right;"><b>SUB-TOTAL:</b></p> <p style="text-align: right;"><b>SALES TAX (8.75%):</b></p> <p style="text-align: right;"><b>TIRE FEE:</b></p> <p style="text-align: right;"><b>TOTAL PRICE PER UNIT:</b></p> <p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>1. SEE FULL SPECIFICATOINS FOR FULL DESCRIPTION OF COMMAND CENTER.</li> <li>2. PAYMENT TERMS ARE 50% DOWN PAYMENT, 50% NET 30.</li> <li>3. QUOTE IS FIRM FOR 30 DAYS FROM DATE ABOVE.</li> <li>4. THE QUOTED PRICE DOES NOT INCLUDE ANY APPLICABLE FET.</li> <li>5. TRAILER HITCH IS RATED FOR 5,000 LBS; HOWEVER, TOWING CAPACITY IS LIMITED TO MAXIMUM VEHICLE GROSS COMBINED WEIGHT RATING (GCWR).</li> <li>6. FINAL MEASUREMENTS ARE DEPENDENT ON BODY BUILDER, CHASSIS COMPONENTS, AXLES, TIRES, FRAME, SUSPENSION, AND ROOF-MOUNTED EQUIPMENT.</li> </ol>		<p>\$1,225,707.00</p> <p>(\$122,571.00)</p> <p>\$1,103,136.00</p> <p>\$96,524.40</p> <p>\$10.50</p> <p>\$1,199,660.40</p>





180 Industrial Drive  
Burlington, WI 53105 USA  
Phone: 800-558-5986  
Fax: (262) 767-2529  
Direct: +1 (262) 763-0147  
[www.ldvusa.com](http://www.ldvusa.com)

**PRELIMINARY  
SPECIFICATIONS FOR:**

**GARDEN GROVE PD (CA)  
(VELOCITY TRUCK CENTER)  
MOBILE COMMAND CENTER**

**LDV PROPOSAL # S36MCC-35686-23**

August 21, 2023  
**SEPTEMBER 15, 2023 REV 1**

## **TABLE OF CONTENTS**

PRICING PAGE:.....	3
CHASSIS: .....	4
BODY:.....	4
PAINT / GRAPHICS: .....	7
DRIVER / PASSENGER CAB AREA: .....	8
WALLS, CEILING AND FLOOR: .....	8
GALLEY:.....	9
SEATING: .....	9
CABINETS:.....	10
HVAC SYSTEM:.....	11
AC ELECTRICAL SYSTEM:.....	11
DC ELECTRICAL SYSTEM: .....	15
EMERGENCY LIGHTING / SIRENS: .....	17
AUDIO / VIDEO: .....	18
MAST AND MAST MOUNTED EQUIPMENT: .....	20
RADIOS: .....	21
COMPUTER NETWORK AND EQUIPMENT: .....	22
MISCELLANEOUS ELECTRONICS: .....	23
EXTERIOR STORAGE COMPARTMENTS: .....	23
MISCELLANEOUS OTHER: .....	24



180 Industrial Drive  
Burlington, WI 53105 USA  
Phone: 800-558-5986  
Fax: (262) 767-2529  
Direct: +1 (262) 763-0147  
[www.ldvusa.com](http://www.ldvusa.com)

--

Delivery terms: Ask your Sales Representative.

Payment Terms: 50% down payment, 50% net 30.

Quote is firm for 30 days from specification date.

Quoted price does not include any applicable FET, federal, state or local tax unless specified.

Item	Qty	
1.00		<b><u>CHASSIS/BODY DIMENSIONS:</u></b> 26' walk-in van <ul style="list-style-type: none"> <li>• Wheelbase of chassis: 250"</li> <li>• Overall length of apparatus: 431"</li> <li>• Overall apparatus width, rub rail to rub rail: 99"</li> <li>• Overall height of apparatus (loaded): 142"</li> <li>• Interior walkway height raw body: 83"</li> <li>• Interior walkway height finished: 81.5"</li> <li>• Interior walkway length: 312"</li> <li>• Interior raw body width: 96"</li> <li>• Interior finished body width: 87"</li> </ul> Final measurements are dependent on body builder, chassis components, axles, tires, frame, suspension, and roof-mounted equipment.
2.00		<b><u>CHASSIS:</u></b>
2.01	1	Customer supplied chassis check in. Test all chassis equipment before any upgrades are done. <ul style="list-style-type: none"> <li>- Interior and exterior, structure, locks, lights, electronics, batteries, as applicable.</li> <li>- Chassis fluid levels, batteries</li> </ul>
2.02	1	Federal Signal Back-up alarm model 210331.
2.03	1	US DOT triangle reflector kit with three (3) triangles, for compliance with FMCSA regulations. Includes plastic storage case. Kit will be shipped loose in the vehicle.
2.04	1	Custom fabricated Class III receiver hitch (ball mount and ball not included). Includes: <ul style="list-style-type: none"> <li>• Reese Brakeman® IV digital electronic trailer brake control</li> <li>• 7 pole blade style trailer connector.</li> </ul> Note: Trailer hitch is rated for 5,000 lbs; however, towing capacity is limited to maximum vehicle Gross Combined Weight Rating (GCWR).
2.05	1	Stainless steel wheel liners with braided stainless steel valve stem extenders.
2.06	1	Route horizontal exhaust to streetside.
3.00		<b><u>BODY:</u></b>
3.01	1	<ul style="list-style-type: none"> <li>• Load space area shall be 83" high x 96" wide x 26' long all aluminum step van body.</li> <li>• Driver sedan door with slider window, door skin shall be chemically bonded to door frame structure reducing the amount of rivets required. Door shall have continuous stainless steel piano hinge and two (2) nylon straps.</li> <li>• Passenger sedan door with slider window, door skin shall be chemically bonded to door frame structure reducing the amount of rivets required. Door shall have continuous stainless steel piano hinge and two (2) nylon straps.</li> <li>• Sedan doors shall have a 0.125" aluminum tread plate step well for 18" skirt depth.</li> <li>• Sedan doors shall have black non-skid tape on all door entry sills.</li> <li>• Sedan doors shall have polished aluminum TriMark flush mounted locking hardware with self-aligning rotary latch and matching key locks. Outside door handles not to exceed 50" from ground.</li> </ul>

Item	Qty	
		<ul style="list-style-type: none"> <li>• Aluminum alloy double H wall beam, 6005-T5 alloy, 3" x 3" wide at the base, 1.5" wide at the top, 0.125 wall thickness. Studs feature machined wire pass-throughs, and raised adhesive control features on base.</li> <li>• I-beams shall be chemically bonded to sidewalls eliminating the need for additional rivets. Buck-rivets will be used to fasten the top, bottom and rub rail. Use of two-sided tape is not acceptable.</li> <li>• Body shall have 0.125" strain-hardened aluminum alloy 5052-H36 side panels. The upper panels shall be free of rivets allowing for smooth graphics application.</li> <li>• Skirt supports, 1.5 x 1.5 x 0.125 angle to reinforce skirt edge and hold bottom edge in a straight line. 0.188 x 1.00" flat braces placed at 4' intervals and riveted to lower wall angle and floor to maintain sidewall skirt rigidity.</li> <li>• NFPA 1901 embossed 0.125" aluminum tread plate roof attached to 3" x 1 1/2" x 0.125" extruded aluminum roof bows on 16" centers. Bows are 2" skip welded every 12". Tread plate seams shall be continuous welded. Perimeter of roof shall be chemically sealed.</li> <li>• Lift-up molded fiberglass hood with chrome grill insert. Hood shall have integrated headlamps and turn signal indicators and dual assist gas charged lift shocks. The use of mechanical assist springs is not acceptable.</li> <li>• Extruded aluminum floor with interlocking planks, 1.88" high x various widths, 0.125" top surface. 6005-T5 alloy and temper. Heavy-duty thick-wall extruded planks fore and aft of all floor cutouts and every 5th plank in all other areas. Planks made of 6005-t5 alloy and temper, 0.250" thick top surface.</li> <li>• Bright polished front bumper.</li> <li>• Tinted safety plate glass windshield with driver and passenger sun visors.</li> <li>• Full width 12" deep heavy-duty aluminum rear bumper with center step, painted to match the body.</li> <li>• Integral cab air conditioning and heating system with dash controls.</li> <li>• Velvac heated remote control rear view mirrors with dash controls. Upper mirror has 62-sq.in. of flat surface and lower mirror has 30-sq.in. of convex surface. Mirror has a fold-away arm.</li> <li>• Driver seat shall be Seats Inc. Magnum 200 mechanical suspension seat on fixed pedestal. Seat shall be covered in black cloth and have arm rests, lumbar support, tilt back and 3-point seat belt.</li> <li>• Passenger seat shall be black jump seat with 2-point seat belt.</li> <li>• Intermittent windshield wiper/washer with single heavy-duty windshield wiper motor.</li> <li>• Custom front wheel cutouts for tires.</li> <li>• Aluminum engine box cover with acoustical and thermal insulation.</li> <li>• Acoustical and thermal insulation with heat shield on exterior fire-wall.</li> <li>• Full length skirting. Skirt shall extend 18" down from the bottom of floor extrusions.</li> <li>• All clearance and side marker lights to be LED.</li> <li>• Standard structural warranty of 5 years or 50,000 miles and standard component warranty of 12 months or 12,000 miles.</li> <li>• The vehicle shall be fully sanded on all exterior surfaces with no more than 150 grit to assure removal of imperfections in metal surface. All aluminum shall be chemically etched and primed prior to painting. Base body color shall be oven baked and painted to commercial truck standards.</li> </ul>

Item	Qty	
		Note: Specifications are from body manufacturer and are subject to change without notice.
3.02	1	32" wide x 82" high 0.125" aluminum sedan door with 21.5" wide x 25.5" high fixed window. Door shall have continuous stainless steel piano hinge, two (2) nylon door straps and an aluminum drip rail. <b>NOTE:</b> Interior window covering will be a mini blind.
3.03	3	Exterior heavy-duty knurled aluminum grab handle with chrome plated stanchions, installed at entry door.
3.04	1	Interior heavy-duty knurled aluminum grab handle with chrome plated stanchions, installed at entry door.
3.05	3	Automatic LED courtesy light at entry door.
3.06	1	Courtesy light defeat in Intel-I-Touch™ multiplex control screen. Each entry door courtesy light will be automatically deactivated where the corresponding room has the overhead lighting set to night mode.
3.07	1	Lippert Treadlite 24" wide - single - automatic electric steel entry step mounted under entry door. Product features: • Automatic LED ground light • Hold/Cycle switch that allows step to remain extended unless ignition is turned on. <b>NOTE:</b> Step light will be tied into courtesy light defeat.
3.08	1	Lippert Treadlite 30" wide - single - automatic electric steel entry step mounted under entry door. Product features: • Automatic LED ground light • Hold/Cycle switch that allows step to remain extended unless ignition is turned on. <b>NOTE:</b> Step light will be tied into courtesy light defeat.
3.09	1	Whelen Stop/Turn/Tail/Backup light set. Includes two of each of the following: • Whelen M6FCV4 polished chrome vertical housings for four M6 series lightheads. The fourth light head will be an emergency flasher as specified in the DC Emergency Lighting section. • Whelen M6 series LED arrow shaped amber turn signal, model number M62T. • Whelen M6 series LED brake/tail light heads, model number M62BTT. • Whelen M6 series LED back-up light heads, model number M62BU.
3.10	1	Cast Products LP0004-1-B aluminum license plate mounting frame with LED light.
3.11	1	Entire underside shall be undercoated. Includes floor extrusions, step wells and aluminum compartments.
3.12	1	LDV rear mud flaps. Includes anti-sail brackets when required.
3.13	2	Flat floor slide-out room extension fabricated with a structurally rigid welded aluminum tube design with a fully bonded aluminum shell. During deployment an electronic control system automatically expands the room extension and lowers the floor to flush position. Features: • Electric over hydraulic control system programmed to lower the slide out to floor height after full extension.

Item	Qty	
		<ul style="list-style-type: none"> <li>• Awning that automatically extends and retracts over the top of the room to protect from weather and debris.</li> <li>• Full perimeter double rubber bulb seal with an additional seal in the fully extended and fully retracted positions.</li> <li>• No track or hardware shall be attached to the ceiling of the body.</li> </ul> <p><b>NOTE:</b> Slide out up to 96" length x 30" deep (full extension of 26").</p>
3.14		Ignition Interlock to prevent vehicle from starting when any of the external extension devices are deployed.
3.15	4	Flashing warning light for slide out. <b>NOTE:</b> Amber LED color.
4.00		<b><u>PAINT / GRAPHICS:</u></b>
4.01		Body base color shall be white.
4.02		Body base paint shall be a commercial single stage white color.
4.03	1	4-inch wide reflective stripe on the exterior back and sides of the vehicle.
4.04	1	Custom computer-generated non-reflective vinyl graphics per customer specifications. Includes up to seventy 8"-10" letters and up to forty-five 3"-6" letters. All lettering can be shaded or outlined.
4.05	5	Custom computer-generated non-reflective vinyl shield. Customer shall supply true vector artwork required to produce shield. <b>NOTE:</b> Customer is to supply vector file format artwork (ai, .eps True Vector File) to LDV to produce graphics. LDV will provide printing, material and install of graphics.
5.00		<p><b><u>INTERIOR:</u></b></p> <ul style="list-style-type: none"> <li>• Wall Covering Front/Rear rooms: Chrome carpet</li> <li>• Wall Covering Middle room: Wilsonart laminate Satin Stainless 483</li> <li>• Bulkheads - Wilsonart laminate Satin Stainless 483</li> <li>• Control console cabinet – Black laminate</li> <li>• Ceiling: <ul style="list-style-type: none"> <li>○ Center (ductwork) #HAT2-C0111 Charcoal Gray Texture Powder Coated</li> <li>○ Outside Silver Mist carpet</li> </ul> </li> <li>• Trim: #HAT2-C0111 Charcoal Gray Texture Powder Coated</li> <li>• Floor Covering: #150 Onyx PVC Flooring</li> <li>• Office Chairs: Black</li> <li>• Cabinets: #HAT2-C0111 Charcoal Gray Texture Powder Coated Aluminum</li> <li>• Powdercoat color for slideout valance and interior door panel <ul style="list-style-type: none"> <li>○ #HAT2-C0111 Charcoal Gray Texture Powder Coated</li> </ul> </li> <li>• Vinyl/fabric coverings: <ul style="list-style-type: none"> <li>○ Seat bottom to be stock Black Vinyl.</li> <li>○ Seat back to be Ultraleather Dwell 570-5635 Basalt back</li> </ul> </li> <li>• Counters and Tables: #4879-38 Steel Mesh Laminate with GRAY T-molding</li> </ul> <p>Note: Manufacturer reserves the right to substitute equivalent materials.</p>

Item	Qty	
6.00		<b><u>DRIVER / PASSENGER CAB AREA:</u></b>
6.01	1	Walk-in van custom cab area finishing. <ul style="list-style-type: none"> <li>• Cover cab doors with aluminum panels powder coated.</li> <li>• Heavy-duty rubber grab handle on each door.</li> <li>• Panels covered with vinyl or fabric above driver and passenger doors.</li> <li>• Vehicle height sign on dash.</li> <li>• Insulated black rubber mat in driver and passenger toe plate area.</li> <li>• Insulate walls in kick plate area and install black carpeted panels.</li> <li>• Vehicle shall have a Final Stage Vehicle Certification and Altered Vehicle Certification as required by Federal Motor Vehicle Safety Standards (FMVSS) 49 CFR Part 567.5 and 567.7</li> <li>• Payload sticker in cab area with vehicle axle load ratings and available axle payload as built.</li> </ul>
6.02	1	Work area on passenger side covered with laminate to match rear countertops and trimmed with vinyl T-molding.
6.03	1	Custom fabricated console to house electrical distribution components and control panels shall be located in the overhead console above the windshield. The entire console shall be constructed of 3/4" plywood. The face shall be finished with laminate the bottom shall be covered with vinyl.
6.04	1	Red/Clear LED dome light with 3-position switch, red/off/white.
6.05	1	Brigade Backeye 360 Select surround surveillance system with 7" LCD monitor.
6.06	1	AM/FM stereo with Bluetooth and one (1) pair of 6" x 9" speakers.
6.07	1	Blackout curtains with magnetic securement for all cab area windows. Curtain specs: <ul style="list-style-type: none"> <li>• Woven fabric made of pigmented and acrylic top coated 45% polyester / 55% cotton fabric</li> <li>• Tensile Strength: 283 lbs. x 214 lbs.</li> <li>• Manufacturer's 5-year limited warranty</li> <li>• Seams shall be double stitch/single fold</li> <li>• Meets California State Fire Marshall requirements for flame retardancy - Title 19, CPAI-84 (Section 6), and FMVSS-302</li> </ul> <b>NOTE:</b> Blackout curtain color will be Grey
7.00		<b><u>WALLS, CEILING AND FLOOR:</u></b>
7.01		Insulate walls with a minimum of 2-1/2" of fiberglass insulation. Cover interior body side posts with 1/2" plywood sub wall.
7.02		Cover sub wall with ribbed loop pile carpet.
7.03		Cover sub wall with Wilsonart laminate.
7.04		Insulate ceiling with a minimum of 2-1/2" of fiberglass with an R-11 rating. <ul style="list-style-type: none"> <li>• Cover interior roof beams with 1/2" plywood.</li> <li>• Modular panel design allows for manageable future additions and repairs.</li> <li>• Plywood Panels covered in acoustical fabric.</li> </ul>
7.05		Floor underlayment to be 5/8" exterior grade tongue and groove structural plywood, 6 ply, face veneer plugged and sanded.



Item	Qty	
7.06		Lonseal Loncoin II Flecks non-skid commercial grade PVC flooring. The flooring shall be continuous, one piece full length, full width, no seams.
7.07		Vinyl cove molding (mop board) at base of wall, 2-1/2" high. Installed where required.
7.08	2	Flush pocket door installed on heavy-duty aluminum c-channel track with two (2) three-wheel roller trucks and soft open/close feature. Pocket door shall have recessed handle and magnetic closure to keep the door open/closed.
7.09		All bulkheads shall be covered with materials to match walls. Trim exposed edges of bulkheads with rounded anodized aluminum trim where applicable.
7.10	1	Cover load space door with powder coated aluminum panel with heavy-duty rubber grab handle. <b>NOTE:</b> Interior window covering will be a mini blind.
7.11	1	Hehr Street side mounted 36" wide x 24" high flush mount deep-tint horizontal sliding egress window with screen. <b>NOTE:</b> Interior window covering will be a mini blind.
8.00		<b><u>GALLEY:</u></b>
8.01	1	Microwave oven, minimum 1.0 cu. ft..1000-watt. <b>NOTE:</b> Current model is Panasonic NN-SU656B 1.3 Cu. Ft. Black Countertop Microwave Oven
8.02	1	KEURIG K-Duo Plus Single Serve & Carafe Coffee Maker • 12 Cup Thermal Carafe • Use Ground Coffee or KCup & Reg Pods • 14.19" H x 7.68" W x 15.88" D (17.5" top is open)
8.03	1	Norcold model DE105 12Vdc/120Vac combination refrigerator/freezer. Features: • 3.3-cu.ft. capacity • Two white powder-coated wire shelves with raised lip • Dual clear door bins • LED interior light
9.00		<b><u>SEATING:</u></b>
9.01	6	Space Air Grid office chair 5560 black with armrests, five caster spider base, and adjustable height.
9.02	6	Securement strap with buckle installed under counter to secure office chair.
9.03	1	Upgrade from passenger Jump Seat to a Magnum 200 mechanical suspension seat on fixed pedestal. Seat shall be covered in black cloth and have arm rests, lumbar support, tilt back and 3-point seat belt.
9.04		Fabricate and install fixed bench seating with removable cushions as shown on drawing. Bench seat cushions shall be covered in heavy-duty vinyl.
9.05		<b><u>BENCH SEAT REQUIREMENTS:</u></b> • Foam for seat backs and bottoms shall be firm density. • All bench seating material must meet Federal Motor Vehicle Safety Standards part 571.302 Flammability of Interior Materials. • Material corners shall be squared or angled to fit precise cut of foam.

Item	Qty	
		<ul style="list-style-type: none"> <li>• Foam shall be bonded to plywood backer with industrial grade adhesive.</li> <li>• Attachment of fabric/vinyl to backer shall utilize industrial grade upholstery staples.</li> </ul>
10.00		<b><u>CABINETS:</u></b>
10.01		<p>Custom fabricated aluminum cabinets located as shown on drawing. Cabinet specifications:</p> <ul style="list-style-type: none"> <li>• Base cabinets constructed of 0.080" powder coated aluminum with anodized aluminum frames.</li> <li>• Base cabinet doors are double shell, formed from a single sheet of 0.080" aluminum, with a 0.040" aluminum door back attached.</li> <li>• Overhead cabinets constructed of 0.064" powder coated aluminum with anodized aluminum frames.</li> <li>• Overhead cabinet doors are double shell, formed from a single sheet of 0.064" aluminum, with a 0.040" aluminum door back attached.</li> <li>• Overhead cabinet doors swing up with gas spring lift supports.</li> </ul>
10.02	4	Dry erase writing surface on overhead cabinet door.
10.03	1	<p>LED light with on/off switch, mounted under overhead cabinet.</p> <p><b>NOTE:</b> Galley</p>
10.04	7	Key lock on drawer.
10.05	4	Key lock on cabinet door.
10.06	1	Slide-out printer tray.
10.07	8	<p>Magnetic dry erase board framed in aluminum. Includes aluminum clip frame for easy board replacement, sized as required.</p> <p><b>NOTE:</b> Locate:</p> <ul style="list-style-type: none"> <li>(1) Each Street side slide out, side walls</li> <li>(1) Each on Curb side slide out, side walls</li> <li>(1) Street side, front facing pocket door bulk head</li> <li>(1) Curb side, front facing pocket door bulk head</li> <li>(2) Rear room, Street side above bench seating</li> <li>(1) Rear room, rear wall</li> </ul>
10.08	1	Cut behind framed white dry erase board
10.09	4	FRP shelf up to 24" wide with 2" lip at front edge.
10.10	1	<p>Aluminum box pan shelf up to 36" wide.</p> <p><b>NOTE:</b> Shelf for UPS above printer</p>
10.11		<p>Closet shelves shall be infinitely adjustable using mini B-line track and hardware.</p> <p><b>NOTE:</b> Street side closet</p>
10.12		Countertops shall be covered in 0.040" Wilsonart laminate. All exposed edges shall be covered with heavy duty flexible PVC T-molding.
10.13		Removable table covered in 0.040" Wilsonart laminate. All exposed edges shall be covered with heavy duty flexible PVC T-molding.
10.14	6	Computer cable pass-thru grommet in counter.
10.15	1	Install a key display board inside overhead cabinet and clearly tag all keys for the vehicle as to their purpose.

Item	Qty	
		<b>NOTE:</b> Ship Loose
11.00		<b><u>HVAC SYSTEM:</u></b>
11.01	1	Fan-tastic Vent model 1450 3-speed reversible 12" power roof ventilator.
11.02	4	Ducted low profile rooftop air conditioner controlled through multiplex control system. Includes: <ul style="list-style-type: none"> <li>• 13,500 nominal Btu/hr air conditioner with condensate pump.</li> <li>• Chill Grille Assembly with 6,000 Btu/hr heat strip</li> <li>• Louvered Ceiling Vents, as required</li> </ul> <b>NOTE:</b> Locate: (2) Front Room (1) Middle Room (1) Rear room
11.03	2	Broan model 174 wall mount 5,120 Btu/hr electric heater. <b>NOTE:</b> (1) Front room (1) Rear room
12.00		<b><u>AC ELECTRICAL SYSTEM:</u></b>
12.01	1	Power Tech 20-kW 120/240Vac liquid-cooled diesel generator with air bag mounts installed in a custom fabricated compartment. Generator features: <ul style="list-style-type: none"> <li>• Tier 4F Emissions</li> <li>• USTC Certified Manufacturer</li> <li>• Warranty: 2 years from date of purchase, or 3000 hours whichever comes first, or 36 months from the date of manufacture.</li> <li>• Four point air bag mounting system</li> <li>• Four-cycle water cooled diesel engine</li> <li>• Radiator cooled, direct mounted</li> <li>• High-coolant temp and low oil pressure shutdown sensors</li> <li>• Spin-on fuel and oil filter</li> <li>• Single side service</li> <li>• Typical Gallon Per Hour fuel consumption: 25% load = 0.45, 50% load = 0.90, 100% load = 1.80</li> </ul> Compartment shall be constructed to the following specifications: <ul style="list-style-type: none"> <li>• 0.187" aluminum with all welded seams.</li> <li>• 2" deep 0.125" aluminum box pan doors and 0.125" aluminum frames.</li> <li>• Door frames riveted to the body and welded to the compartments.</li> <li>• Stainless steel door hinges attached with stainless steel machine screws.</li> <li>• Flush mounted door handles with slam latches.</li> <li>• 0.100" aluminum treadplate panels on interior door surfaces.</li> <li>• Gas charged lift/support cylinders to hold doors open at 90°.</li> <li>• Industrial grade neoprene gasket door seals.</li> </ul> <b>NOTE:</b>



180 Industrial Drive  
Burlington, WI 53105 USA  
Phone: 800-558-5986  
Fax: (262) 763-0156  
Direct: +1 (262) 763-0147  
[www.ldvusa.com](http://www.ldvusa.com)

Item	Qty	
		Generator exhaust shall be routed to the street side of the vehicle.

Item	Qty	
12.02	1	<p>ACData surge suppressor for protection of entire AC power system.</p> <p>Product features:</p> <ul style="list-style-type: none"> <li>• UL listed: UL1449 3rd Edition</li> <li>• LED visual verification of status</li> </ul>
12.03	1	<p>LDV exclusive Intel-I-Touch™ vehicle automation control system.</p> <p>A multiplexed vehicle automation system must be incorporated into a common touch screen(s) that is custom programmed to monitor and control onboard systems as described throughout the specifications. The automation system software must allow simultaneous distribution of information to multiple onboard control/monitoring stations and the software must be updateable and configurable as required. This system is mandatory as it simplifies start up procedures, contains fewer operating components, reduces operational start-up time, reduces the total amount of wiring in the vehicle and includes error detection protocols and troubleshooting features.</p> <p>Features include:</p> <ul style="list-style-type: none"> <li>• One (1) 10" LCD touch screen with custom graphics for control and monitoring systems</li> <li>• AC power distribution control and monitoring for the generator with power management</li> <li>• DC power distribution control and monitoring</li> <li>• Manual or automatic generator control</li> <li>• HVAC and temperature control.</li> <li>• Interior and exterior lighting control</li> <li>• Automatic power transfer switches</li> <li>• Automated startup and shutdown procedures</li> <li>• Seamless control of generators, lighting, awnings and additional devices</li> <li>• Mast control</li> <li>• Safety interlocks</li> <li>• Battery saver feature</li> <li>• Generator Service Alerts</li> </ul> <p>The system must be completely upgradeable with power modules located throughout vehicle. Additional components may be added to system with a simple software modification System capability is not to be achieved with use of multiple monitoring systems designed for specific use i.e. water monitors, battery monitors etc.</p> <p><b>NOTE:</b> Touch screen located above windshield</p>
12.04	1	<p>Additional 10" LCD touch screen with custom graphics for control and monitoring systems. All touch screens provide complete control and monitoring of vehicle systems.</p> <p><b>NOTE:</b> Locate: Middle room, above entry door</p>
12.05	1	<p>3" Touch panel for dedicated local control and monitoring of specific vehicle automation system features. Includes control layout and indicators where applicable.</p> <p><b>NOTE:</b> Location: Exterior TV compartment</p>

Item	Qty	
12.06	1	3" Touch panel with numeric display for dedicated local control and monitoring of specific vehicle automation system features including room HVAC. Display shows current room temperature and HVAC setpoint when adjusted. Includes control layout and indicators where applicable. <b>NOTE:</b> Location: Rear room.
12.07		<b>Storage Mode</b> maintains the vehicle in a ready-to-deploy condition. Battery chargers, specified outlets, and other pre-determined equipment is powered. HVAC is maintained at a storage mode setting to prevent freezing in the winter or overheating in the summer. The generator can be set to automatically start in the event of a loss of shore power. Other items as necessary can be made available in Storage Mode.
12.08		<b>Travel Mode</b> places the vehicle in a ready-to-travel condition based on vehicle application and equipment. In most cases this includes: starting the generator and transferring off of shore power, turning on HVAC and adjusting temperature to normal operating setpoints, stowing all equipment for travel, powering up communication gear. Travel Mode is a custom programmed, automated process similar to the Auto Startup and Auto Shutdown.
12.09		<b>Reduced Lighting Mode</b> is white ceiling lighting in each room have the option of All-On or Half-On.
12.10	1	Kussmaul Auto Eject 20, 20A-120Vac shore power inlet with 25-ft. 20A-120Vac shore power cord. #091-20WP-120RD. <b>NOTE:</b> Streetside front
12.11	1	Marinco 100A-125/250Vac waterproof shore power inlet, 25-ft. 100A-125/250Vac shore power cord and 6-ft. 100A-125/250Vac pigtail. <b>NOTE:</b> Streetside front
12.12	8	20A-125Vac duplex receptacle with dual USB charging ports [one (1) Type A and one (1) Type C]. Receptacle is not dedicated to any installed equipment. <b>NOTE:</b> Locate: (1) at Each workstation [Total 6] (1) front passenger workstation (1) at rear street side, lower bench seat base
12.13	3	20A-125Vac GFCI duplex receptacle. These receptacles are not dedicated to any installed equipment. <b>NOTE:</b> Locate: (1) Galley area (1) in Rear exterior street side pass through box (1) Exterior TV compartment
12.14	2	30A-120 Vac receptacle in electronics rack for UPS. <b>NOTE:</b> (1) Street side rack (1) Curb side rack

Item	Qty	
12.15	2	20A-125Vac exterior GFCI duplex receptacle. <b>NOTE:</b> Receptacle will be installed with a weatherproof cover. (1) Rear street side (1) Rear curb side
12.16		Wire chase wire management raceway system located as shown on drawing. Product features: • Satin anodized finish. The finish resists rust, corrosion and fading. Material extruded from 6063-T5 aluminum alloy. • Removable dual cover. Makes wiring easy and accessible and provides maximum flexibility for adding or relocating outlets and circuits.
12.17	2	APC Smart-UPS 3,000VA rack mount UPS, SRT3000RMXLA (or current model). Product features: • 3,000VA/2,700W output capacity • 120V output voltage • (8) NEMA 5-20R and (1) NEMA L5-30R output receptacles • Typical Backup Time at Half Load 19.2 minutes (1125 Watts) • Typical Backup Time at Full Load 5.7 minutes (2250 Watts) • Dimensions: 3.35"H x 17"W x 25"D <b>NOTE:</b> Locate: (1) Curb side SRSR Rack -UPS to power components in Rack (1) Street side rack - UPS to power outlets at workstations for PC's and Monitors and rack components
12.18	6	Red specification grade 20A-125Vac duplex receptacle with stainless steel wall plate located as shown on drawing. These receptacles are dedicated to the UPS/Inverter as specified elsewhere in this document. <b>NOTE:</b> Locate: (1) Each at workstations, below counter top [Total 6]
12.19		<b><u>AC WIRING REQUIREMENTS:</u></b> • All AC main wiring shall be stranded THHN wire and run in non-metallic liquid tight conduit. • All AC branch circuit wiring shall be stranded THHN wire (AWG 12 minimum) and run in non-metallic liquid tight and ENT conduit. • All electrical circuits and appliances shall conform to applicable national electrical codes.
13.00		<b><u>DC ELECTRICAL SYSTEM:</u></b>
13.01	1	• Six (6) Lead acid deep-cycle 6Vdc batteries. Batteries shall be installed underbody in slide out weather resistant compartment. Four (4) batteries will be separated for auxiliary equipment and two (2) batteries will be for communications equipment. • Three (3) electronic converter/chargers, 80 amp minimum output each installed underbody in weather resistant climate controlled. Compartment to draw ambient air from interior of truck and will have thermostatically controlled exhaust fan to circulate warm air to exterior (no exceptions). Converter/charger features:



Item	Qty	
		<ul style="list-style-type: none"> <li>• Charges three banks of batteries at the same time.</li> <li>• UL listed for safety.</li> <li>• Manual reset circuit breaker.</li> <li>• Reverse battery protection.</li> <li>• Electronic current limiting.</li> <li>• High voltage protection.</li> <li>• All DC electrical and metering switched and monitored through the multiplex system.</li> </ul>
13.02	18	Light, Orion 6" LED, neutral white with polished bezel and voltage regulation.
13.03	8	Light, Orion 6" LED, neutral white / red with polished bezel and voltage regulation.
13.04	8	Whelen M9LZC Gradient LED Scene Light with chrome flange. <b>NOTE:</b> Locate: (3) Street side (3) Curb side (2) Rear
13.05	6	Whelen PEL2C LED light with chrome housing. <b>NOTE:</b> Three (3) Street side, Three (3) Curb side
13.06	4	12VDC dual USB power port. <b>NOTE:</b> Locate: (2) at Exterior TV compartment (1) at drivers area (1) at Rear curb side exterior pass through box
13.07		<b><u>12VDC WIRING REQUIREMENTS:</u></b> <ul style="list-style-type: none"> <li>• 2-gauge minimum copper stranded battery cable shall be used for 12Vdc main supply lines. All cable runs shall be full length, no splices. All cable terminals shall be staked and soldered. All cable shall be enclosed in convoluted polyethylene tubing and the ends of the cable shall be sealed with color-coded shrink-wrap identifying the function of the cable.</li> <li>• All added electrical branch circuits shall be protected from over-current by resettable circuit breakers appropriately rated for the load. Only circuit breakers shall be used in the installation of added electrical branch circuit wiring (plug type fuses are unacceptable).</li> <li>• Circuit breaker functions shall be identified by engraved or printed labels.</li> <li>• All added wiring for load runs of AWG 10, 12, 14, and 18, shall conform to MIL-W-16878/2 and/or UL1007/1569"</li> <li>• All added wiring for load runs of AWG 8, shall conform to MIL-W-16878/3 and/or UL1028</li> <li>• Wire terminals for added circuits must conform to MIL-T-7928. Terminals shall be insulated, insulation grip, TYPE II, CLASS 2 and shall be crimped with tooling recommended by the terminal manufacturer.</li> <li>• All wiring shall be numbered or lettered on 6" centers minimum.</li> <li>• Wiring shall be protected from chafing and abrasion with convoluted polyethylene tubing (wire loom) as required.</li> <li>• Where wire passes through sheet metal, bulkheads and structural supports, plastic grommets</li> </ul>



Item	Qty	
		<p>shall be used to protect both wiring and wire looms.</p> <ul style="list-style-type: none"> <li>• All wire bundles shall be tied with trimmed nylon ties.</li> <li>• Extreme care shall be exercised to provide for easy serviceability of the system in future years.</li> <li>• Extreme care must be taken in the installation to avoid the engine manifold, engine exhaust, and muffler, which could expose the wiring to severe overheating during long periods of operation. Proper insulation and heat deflection panels must be installed in such areas.</li> <li>• A high-current 12Vdc system wiring schematic shall be provided.</li> <li>• These are the minimum acceptable 12Vdc wiring requirements.</li> </ul>
14.00		<b><u>EMERGENCY LIGHTING / SIRENS:</u></b>
14.01	1	<p>Whelen 295SLSA6 siren with 9 low current lighting control switches. California Title 13 compliant.</p> <p><b>NOTE:</b> Slide Bar Positions Control:</p> <ol style="list-style-type: none"> <li>1. Rear (Upper and Lower)</li> <li>2. Rear (Upper and Lower), All Upper, Front Wall or "Light bar"</li> <li>3. All</li> </ol>
14.02	1	Whelen SA315P high performance speaker.
14.03	1	<p>Whelen TLIR ION-T- Series™ Linear Super-LED® Red with clear outer lens &amp; TIONFC chrome flange.</p> <p><b>NOTE:</b> Street side Grille -Red light to be set to steady burn</p>
14.04	1	<p>Whelen TLIB ION-T- Series™ Linear Super-LED® Blue with clear outer lens &amp; TIONFC chrome flange.</p> <p><b>NOTE:</b> Curb side Grille</p>
14.05	9	<p>Whelen M6 series, M6RC (or current model), Linear Super-LED lighthouse with internal flasher, RED LED's with CLEAR outer lens. Includes M6FC chrome flange.</p> <p><b>NOTE:</b> Locate:</p> <ul style="list-style-type: none"> <li>(2) Above windshield</li> <li>(2) Street side</li> <li>(2) Rear</li> <li>(1) Tail light housing</li> <li>(2) Curb</li> </ul>
14.06	9	<p>Whelen M6 series, M6BC (or current model), Linear Super-LED lighthouse with internal flasher, BLUE LED's with CLEAR outer lens. Includes M6FC chrome flange.</p> <p><b>NOTE:</b> Locate:</p> <ul style="list-style-type: none"> <li>(2) Above windshield</li> <li>(2) Street side</li> <li>(2) Rear</li> <li>(1) Tail light housing</li> </ul>

Item	Qty	
		(2) Curb
14.07	1	Custom fabricated bracket to mount M6 series light above windshield, painted to match body.
15.00		<b>AUDIO / VIDEO:</b>
15.01	6	LG 24" Black 720P LED HDTV - 24LM530S-PU Features: <ul style="list-style-type: none"> <li>• 720P resolution</li> <li>• (2) HDMI inputs</li> <li>• (2) Speakers</li> </ul> <b>NOTE:</b> Locate: (1) at each workstation [Total 6]
15.02	6	ASUS ProArt Display PA329CV 32" 16:9 Adaptive-Sync UHD HDR IPS Monitor <ul style="list-style-type: none"> <li>• 3840 x 2160 UHD Resolution @ 60 Hz</li> <li>• (2) HDMI, (1) Display port</li> <li>• Vesa Mount 100 x 100mm</li> <li>• Dimensions: 16.86" x 28.63" x 2.67"</li> </ul> <b>NOTE:</b> Locate: (1) at each workstation [Total 6] Monitor to be centered in between Tv's located at workstations
15.03	1	Samsung 55" QLED TV (QN60Q60BAF) with wall mount bracket. Product features: <ul style="list-style-type: none"> <li>• Resolution 4K</li> <li>• (3) HDMI, (2) USB</li> <li>• (2) Speakers</li> <li>• DTV Tuner/ATSC / Clear QAM</li> <li>• Dimensions: 53.1"(W) x 30.6"(H) x 1"(D) Weight 41.01lbs</li> </ul> <b>NOTE:</b> Locate: Exterior curb side TV compartment
15.04	1	Weatherproof single door exterior work station and TV/monitor compartment. Constructed from 0.125" aluminum with all welded seams and hinged at the top. Includes: <ul style="list-style-type: none"> <li>• Internal flip down work surface</li> <li>• LED strip light (illuminates when door is opened)</li> <li>• Gas charged lift support and locking latch</li> </ul> <b>NOTE:</b> <ul style="list-style-type: none"> <li>• 55" Samsung TV</li> <li>• 2 HDMI, one input, one output</li> <li>• 3" intel-I touch pad</li> <li>• Extron control pad</li> <li>• (2) Cat6 network ports</li> <li>• Duplex receptacle</li> <li>• Dual 12V, with USB charger</li> <li>• (1) APX8500 radio</li> </ul>

Item	Qty	
15.05	1	Axis camera station S2208 standalone NVR. All-in-one 8-channel, 4TB, high definition recorder with integrated switch.
15.06	1	Wireless keyboard and mouse combo with USB dongle.
15.07	1	Prewire and make installation provisions for customer owned DSS receiver, does not include rack mount kit.
15.08	1	Axis Communications four camera perimeter surveillance system with T8705 video decoder <u>One (1) F9114 Box connect up to 4 camera sensors:</u> <ul style="list-style-type: none"> <li>• Full HD 1080p Video</li> <li>• Up to 4 Axis Sensor Units Supported</li> <li>• H.264 Compression</li> </ul> <u>Four (4) F2105-RE camera sensor lens:</u> <ul style="list-style-type: none"> <li>• 1080p resolution 1920 x 1080</li> <li>• Lens F2.0, 3.1mm with 108° horizontal field of view and 58° vertical field of view</li> <li>• Low light performance</li> <li>• Color</li> <li>• Fixed iris</li> <li>• Fixed focal</li> </ul> Mounted on exterior wall.
15.09	1	SD Memory Card for IP camera. The SD card shall record IP camera allowing it to be downloaded and viewable via an IP address. <b>NOTE:</b> 256 GB SD Card
15.10	1	JACK® model OA8500 Digital HDTV Antenna + Mount with SureLock™ DTV Signal Meter. No crank up, built in Amplifier and 360° rotation for improved reception.
15.11	1	Extron DXP 1616HD 4K PLUS 16X16 HDMI Matrix Switcher. 60-1497-01 <b>NOTE:</b> INPUTS: (13) (2) Mast cameras (1) Perimeter Camera (1) Future DSS receiver (1) Extron Sharelink (6) HDMI Inputs at workstations #1-6 (1) HDMI Input in Exterior workstation (1) HDMI Input at Exterior input box OUTPUTS: (6) 24" TV (4) 32" Monitor's (1) 55" Exterior TV (1) HDMI output at Exterior workstation (1) HDMI output at Exterior input box
15.12	3	Extron MKP 2000 X-Y Remote Control Panel for Extron Matrix Switchers. <b>NOTE:</b> Locate: (1) Front room

Item	Qty	
		(1) Rear room (1) Exterior TV compartment
15.13	1	Extron ShareLink Pro 500 Series Wireless Collaboration Gateway Key Features <ul style="list-style-type: none"> <li>• Wirelessly share content from personal mobile devices</li> <li>• Supports Microsoft Windows® and OS X® computers as well as Apple® and Android™ smartphones and tablets</li> <li>• Integrated dual band wireless access point at 2.4 GHz or 5 GHz</li> <li>• Provides full screen mirroring for Apple iOS devices<sup>1</sup></li> <li>• Dedicated mobile app, MirrorOp® for Extron ShareLink™, for reliable iOS and Android content sharing</li> </ul>
16.00		<b><u>MAST AND MAST MOUNTED EQUIPMENT:</u></b>
16.01	1	Fireco 2200 series heavy-duty non-locking telescoping pneumatic mast. Mast features: <ul style="list-style-type: none"> <li>• 265 lb. max top load capacity</li> <li>• 26' 2" extended height</li> <li>• 6' 1" nested height</li> </ul> Includes: <ul style="list-style-type: none"> <li>• KEY-WAY breakaway nylon key prevents tower rotation. Easily replaceable.</li> <li>• Air safety valve for over pressure release and condensation drainage.</li> <li>• Water drainage holes to avoid freezing at low temperatures.</li> <li>• Interlock to prevent vehicle from being driven with mast raised.</li> <li>• Fireco tower does not require routine lubrication.</li> <li>• Mast cap covers the top of all tower sections when the tower is in the retracted position keeping dirt and moisture out of the tower when stowed.</li> </ul>
16.02	1	Thomas Ultra Air-Pac 1/2-hp compressor with 2 gallon air tank.
16.03	1	Custom fabricated 0.125" aluminum Nycoil cylinder painted to match body color.
16.04	1	Custom fabricated bracket on mast to mount two individual camera systems. <b>NOTE:</b> Mast mount (2) CAT6 for mast cameras (2) CAT6 Spares (1) Power for look up light
16.05	1	Mast lookup light mounted on mast.
16.06	1	Weatherproof mast up/down control switch on exterior of vehicle.
16.07	2	AXIS Q6318-LE PTZ Dome Network Camera <ul style="list-style-type: none"> <li>• 4K UHD and 31x optical zoom</li> <li>• Axis Sharpdome technology with Speed Dry</li> <li>• Optimized IR with power-efficient, long-life 850 nm IR LEDs, range of reach 300 m (984 ft) or more depending on the scene</li> <li>• Built-in laser that provides laser focus for precise focus and quick-zoom functionality, it allows you to easily follow fast-moving objects</li> </ul>

Item	Qty	
16.08	2	Axis T8705 Video Decoder <ul style="list-style-type: none"> <li>• Enables digital monitors to connect to and display live video from Axis network cameras</li> <li>• HDTV 1080p HDMI video decoder</li> <li>• Sequence and Multiview (up to 16 cameras)</li> </ul>
16.09	2	SD Memory Card for IP camera. The SD card shall record mast camera allowing it to be downloaded and viewable via an IP address. <b>NOTE:</b> 256GB
17.00		<b><u>RADIOS:</u></b>
17.01		Primary 12Vdc power leads for communications radios shall be minimum 2-gauge copper stranded wire with soldered crimp-on end connectors (gauge based on radio requirements). Cables shall be enclosed in convoluted tubing and function identified with colored shrink-wrap. Power to radios shall be controlled by a continuous-duty switch actuated by the auxiliary battery disconnect switch.
17.02	8	Prewire and make installation provisions for communications radio. Installation includes: <ul style="list-style-type: none"> <li>• NMO-style base on the roof or antenna raceway, as applicable.</li> <li>• LMR195 antenna cable routed to radio transceiver location in Carlon Carflex ENT conduit.</li> <li>• 12Vdc power routed to radio transceiver location.</li> </ul> <b>NOTE:</b> Customer supplied radios and locations: Motorola APX-8500 all band single antenna radios (1) Cab area (2) at street side workstations (2) at curb side workstations (2) at rear curb side workstations (1) Exterior TV compartment
17.03		Install hinged panels under countertops to conceal radio transceivers where applicable.
17.04	1	Fabricate and install 3" x 3" square aluminum tubing antenna raceway on the roof of the vehicle. Antenna raceway will penetrate the roof on each side of the truck at radio box locations and in the overhead console location. Includes: <ul style="list-style-type: none"> <li>• 3" high x 3" long aluminum access cover at each antenna base location on the side of the tubing for access to antenna base and coax cable.</li> <li>• Access covers with watertight gasket and attached with four (4) stainless steel machine screws. Raceway tube to have nut-serts installed for access cover attachment.</li> <li>• Carlon Carflex ENT conduit routed from antenna raceway penetration location to radio transceiver locations.</li> </ul>
17.05	9	Magnetic microphone holder. Magnetic Mic MMSU-1.

Item	Qty	
18.00		<b><u>COMPUTER NETWORK AND EQUIPMENT:</u></b>
18.01	19	RJ-45 Cat6 computer network jack with Cat6 cable routed through Carlon Flex-Plus ENT conduit or raceway (as applicable). <b>NOTE:</b> Network runs will be tagged at each end to facilitate future trouble shooting, expansion, or modification. Locations: <ul style="list-style-type: none"> <li>• Two (2) @ workstations #1-6 (Qty. 12)</li> <li>• One (1) @ printer</li> <li>• Two (2) @ the passenger seat area</li> <li>• Two (2) in exterior TV compartment</li> <li>• Two (2) in the exterior input box</li> </ul>
18.02	1	Leviton 69270-U48 (or current model) 48-port Cat6 rack mount patch panel.
18.03		Certified 18" Cat6 patch cord. As Required.
18.04		Certified 36" Cat6 patch cord. As Required.
18.05	1	Cable Certification Report confirming that network wiring complies with Cat6 specifications.
18.06	1	HP Color LaserJet Pro Multi-Function Printer (MFP) M479FDW Product features: <ul style="list-style-type: none"> <li>• Black/white or color print, copy, scan, and fax capable</li> <li>• 1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE) 802.11b/g/n / 2.4 / 5 GHZ Wi-Fi radio</li> <li>• Dimensions (W X D X H) 16.8 x 25.7 x 16.3 in; 51.6 Lbs.</li> </ul> <b>NOTE:</b> Located: Curb side
18.07	6	Install customer supplied computers. Install includes mount and Dual USB cables run from computer to wall plate. <b>NOTE:</b> Locate: (1) each at Workstations #1-6
18.08	1	Cradlepoint E3000 cellular router with WiFi (5G Modem) and 1-year NetCloud Enterprise Branch Essentials Plus Advanced Plan. <b>NOTE:</b> If Cradlepoint brand, info requirement to transfer device support: <ul style="list-style-type: none"> <li>• Name of Company/Agency -</li> <li>• Physical address -</li> <li>• Persons Name -</li> <li>• E-mail address</li> </ul>
18.09	1	Cradlepoint MC400 5GV Wireless Cellular Modem (BF-MC400-5GB) for E300/E3000 Enterprise Branch Routers.
18.10	1	Cellular modem antenna with GNSS. Airgain CENTURION Next 9 IN 1 High Performance External IP67 Antenna for LTE and 5G. 4x Cellular (600 MHz-6 GHz), 4x WIFI and GNSS, Threaded-Bolt Mount, 15 FT Cabling With SMA Connectors for Cell/GNSS, and RP-SMA for WIFI, Black.

Item	Qty	
18.11	1	Cellular modem antenna with GNSS. Airgain CENTURION Next High Performance External IP67 Antenna for LTE and 5G. 4x Cellular (600 MHz-6 GHz), Threaded-Bolt Mount, 15 FT Cabling With SMA Connectors for Cell, Black.
19.00		<b><u>MISCELLANEOUS ELECTRONICS:</u></b>
19.01	1	Middle Atlantic Products, Inc. MRK-4026 forty-space 19" wide x 26.5" depth (24" useable depth) open framed electronics equipment rack with caster base. Rack can easily slide out from its fixed position to allow side access to rack equipment. <b>NOTE:</b> Rack located street side
19.02	1	Middle Atlantic VFD-40 Vented front door with Thumb Latch (No Key Lock).
19.03	1	Middle Atlantic MW-4FT top fan panel, with two (2) 50 cfm ventilation fans, QFAN.
19.04	3	Middle Atlantic PD-815SC-NS 15 amp power strip with eight (8) outlets. Includes PB-XS rack mounting bracket.
19.05	1	2" box pan door and door frame fabricated from 0.125" aluminum installed in body to allow exterior access to Middle Atlantic equipment rack. Includes key lock and gas spring. <b>NOTE:</b> Street side rack
19.06	1	Custom fabricated mounting system to secure Middle Atlantic SRSR-4-18 (or current model) eighteen (18) space 19" wide x 26.5" depth (24" useable depth) open framed EIA electronics equipment rack with sliding rail system and swivel base. Rack to easily slide out and swivel from its fixed position allowing full access to rack mounted equipment. 250lb weight limit. <b>NOTE:</b> Rack located curb side.
19.07	1	Middle Atlantic FTA-3 1 space fan tray, with three (3) 69 cfm ventilation fans.
19.08	3	Cast Products EB00013-1 (or current model) cast aluminum box with key lock. The rear of the box will be removed to allow cables to be passed into the vehicle. <b>NOTE:</b> Locate: (1) Street side, workstation #2 (1) Curb side, workstation #4 (1) Curb side, rear workstation #5
19.09	3	Shroud with weatherproof pass-through hatch installed in the door of the input box.
20.00		<b><u>EXTERIOR STORAGE COMPARTMENTS:</u></b>
20.01	1	Double door underbody storage compartment with approximate interior dimensions up to 15" high x up to 72" wide x 25" deep constructed from 0.125" aluminum with all welded seams. <b>NOTE:</b> Locate: Street side



Item	Qty	
20.02		<p>Compartments listed above will be constructed to the following specifications:</p> <ul style="list-style-type: none"> <li>• Sweep out type bottoms with 1/2" drain holes.</li> <li>• 2" box pan doors and door frames fabricated from 0.125" aluminum.</li> <li>• Door frames shall be riveted to the body and welded to the compartments.</li> <li>• Compartments shall have an LED light that illuminates when the door is opened.</li> </ul> <p>Compartment doors will be constructed to the following specifications:</p> <ul style="list-style-type: none"> <li>• Stainless steel hinges attached with stainless machine screws.</li> <li>• Slam latches and flush mounted handles.</li> <li>• 0.100" bright polished aluminum diamond plate on interior surfaces fastened with stainless hardware.</li> <li>• All doors shall be sealed with industrial grade neoprene gasket.</li> </ul>
21.00		<b><u>MISCELLANEOUS OTHER:</u></b>
21.01	1	<p>Girard Nova motorized retractable lateral arm awning. Features:</p> <ul style="list-style-type: none"> <li>• Dual-pitch awning with up to three lateral arms for superior strength,</li> <li>• AC electric powered motor with crank handle/manual override</li> <li>• Sensor that will retract the awning to prevent damage from the wind</li> </ul>
21.02	1	Rooftop lateral arm awning mounting bracket.
21.03	1	<p>15" wide roof access ladder mounted on rear. Ladder features:</p> <ul style="list-style-type: none"> <li>• All welded construction for maximum strength</li> <li>• 1" diameter X 0.083" brush finished tubular aluminum rails</li> <li>• Aluminum grip-strut rungs</li> </ul>
21.04	1	<p>Heavy-duty Quadra Mfg. Bigfoot® four point fully automatic one-touch leveling system. Includes:</p> <ul style="list-style-type: none"> <li>• Four (4) QEII-24 jacks with 17,000-lb. capacity each, 24" long with 18" stroke</li> <li>• Air ride dump valve</li> <li>• Fully automatic control panel with manual feature</li> <li>• Safety interlock when jacks are deployed</li> </ul>
21.05	1	Set of four (4) Super Dolly Pads high density polypropylene, injection molded yellow colored for use with leveling system jacks. Pads measure 15" x 17" x 1" thick with a grab strap on one side.
21.06	1	5 pound dry chemical fire extinguisher.
21.07	3	Battery powered combination Carbon Monoxide and Smoke alarm.
21.08	1	<p>Complete manual set, including the following (as applicable):</p> <ul style="list-style-type: none"> <li>• As-built specifications with interior and exterior drawings as used for production of the vehicle.</li> <li>• Chassis and body owner's manuals.</li> <li>• 12Vdc and 120Vac legends showing wire gauge, color, number and function.</li> <li>• 12Vdc high current wiring diagram illustrating the battery system, isolators, power converters, alternator, disconnect switches and control panels.</li> <li>• Roof top antenna placement drawing and legend identifying antenna placements and termination points.</li> <li>• Audio/Video cabling diagram.</li> <li>• Chassis and generator maintenance and service logs.</li> <li>• Battery maintenance information.</li> </ul>



Item	Qty	
		<ul style="list-style-type: none"> <li>• All individual component manuals and warranty registration cards as provided by component manufacturers. Customer is responsible for completing warranty cards and mailing them to manufacturers.</li> </ul>
21.09	1	<p>TRAINING. An LDV representative will provide up to eight (8) hours of orientation on LDV provided systems, as applicable:</p> <ul style="list-style-type: none"> <li>• Generator start up and shut down procedure</li> <li>• Leveling system operation</li> <li>• AC and DC electrical systems operation</li> <li>• HVAC systems operation</li> <li>• Mast operation</li> <li>• Audio/Video system operation, does not include programming DVR's, TV's, etc.</li> <li>• Awning operation</li> </ul>
21.10		LDV warranty of one (1) year/12,000 miles, whichever comes first, for manufacturer's defects in materials and workmanship. Refer to LDV warranty statement for details of warranty coverage.
21.11		<p>Note: Project scope does not include certain tasks or costs that are the responsibility of the customer unless clearly specified as LDV supplied. These items include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Radio and telephone system programming.</li> <li>• Activation and service fees for cellular telephones, satellite telephones, satellite TV, satellite internet access.</li> <li>• Loading and configuring computer software.</li> </ul> <p>In the event of a discrepancy between the drawing and specification, the specification will supersede. LDV reserves the right to make substitutions of equal quality and specifications of those listed in this document.</p> <p>Some component models change frequently. In the event that a specified component model becomes unavailable at the time LDV attempts to source it, LDV will provide a replacement model with equivalent or better features, as agreed upon with the customer.</p>

Zimbra

stevesu@ci.garden-grove.ca.us

---

**Fwd: MCV**

---

**From :** Robert Stephenson <roberts@ggcity.org>

Tue, Oct 24, 2023 02:44 PM

**Subject :** Fwd: MCV 1 attachment**To :** Steve Sudduth <stevesu@ggcity.org>

Steve,

See the email below in regards to the command post.

Respectfully,

Lieutenant Bob Stephenson  
West Division Commander  
Community Policing Bureau  
Garden Grove Police Department  
714-741-5235

----- Forwarded Message -----

From: "Ricardo Diaz" <RDiaz@santa-ana.org>  
To: "Robert Stephenson" <roberts@ggcity.org>  
Sent: Wednesday, August 30, 2023 1:06:09 PM  
Subject: MCV

Lt. Stevenson,

You inquired about your current MCV and how to transfer it. Our guiding document in regards to equipment requirements purchased through UASI, including disposition of equipment is 2 CFR Part 200.313.

The most likely scenario would be to offer the MCV to our operational region partners then we can draft a transfer letter between your agency the receiving agency.

Can you provide me a timeframe of when you think your new MCV will be operational and no longer in need of the old MCV? UASI would need to take photos of the old MCV in preparation to offer it to the regional partners.

[Sergeant]

Ricardo Diaz  
SERGEANT, HOMELAND SECURITY DIVISION  
UASI Grant Coordinator  
Santa Ana Police Department  
60 Civic Center Plaza, P.O. Box 1981, Santa Ana, CA 92701

Page 406 of 434

# CITY OF GARDEN GROVE

P.O. BOX 3070  
GARDEN GROVE, CALIF. 92842  
PHONE: (714) 741-5050

## PURCHASE ORDER

NO. 07-2383

THIS ORDER NUMBER MUST APPEAR ON ALL  
PACKAGES, INVOICES AND SHIPPING PAPERS.

DATE: 10/26/06

VENDOR NO. 94119

VENDOR PHONE 916-324-8578

V  
E  
N  
D  
O  
R

OES/CCDPPJATTN: ACCTG, CCDPP, 1122PGM  
1130 "K" STREET, STE 300  
SACRAMENTO, CA 95814

S  
H  
I  
P  
T  
O

PUBLIC WORKS  
13802 NEWHOPE STREET  
GARDEN GROVE, CA. 92843

ACCOUNT NO.		REQN. NO.	DELIVERY DATE
266104.80	226.7006.45000	66835	10/31/07
350000.00	289.7006.45000	BUYER	BID REFERENCE
		TOM	REGULAR PO

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	<p>MCC30LL S300D-03 Mobile Command Center Police Dept. designed as per revised specification dated 20 Oct 06</p> <p>This purchase is facilitated through the 1122 Program for the State of California for the Garden Grove Police Department. Vendor: LDV, Inc.</p> <p>180 Industrial Drive Burlington, WI 53105</p> <p>Approved by City Council 10/24/06 Confirming Order</p> <p>This purchase is subject to the City of Garden Grove self accrual of all sales tax. The City will pay sales tax directly to the California State Board of Equalization.</p> <p>Payment Terms 2%-10 Days 1 1/2-15 Days Net-30 Days</p>	1	ea	571791.00	571791.00
TERMS				SALES TAX	44313.80
FOB DESTINATION				TOTAL	616104.80

### BILLING INSTRUCTIONS

invoices in duplicate to:

CITY OF GARDEN GROVE  
P.O. BOX 3070  
Garden Grove, California 92842  
ATTENTION: Accounts Payable

### CITY OF GARDEN GROVE

BY \_\_\_\_\_ (PURCHASING AGENT)  
07-2383 PURCHASE ORDER NO

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	William E. Murray
Dept.:	City Manager	Dept.:	Public Works
Subject:	Adoption of a Resolution authorizing the submittal of an application to the Orange County Transportation Authority for the Construction Phase of the Harbor/Garden Grove Intersection Improvement Project. ( <i>Grant Amount \$3,704,967.50</i> ) ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

For City Council to adopt a Resolution authorizing submittal of an application for the Harbor/Garden Grove Intersection Improvement Project, Construction Phase to the Orange County Transportation Authority's (OCTA) 2023 Comprehensive Transportation Funding Program (CTFP).

**BACKGROUND**

The CTFP is the funding mechanism by which OCTA administers competitive funding for streets and road projects, including the Intersection Capacity Enhancement Program, which funds capital improvements, such as the addition of turning lanes at qualifying intersections.

**DISCUSSION**

The City is submitting an application for the 2023 CTFP call for projects for Construction Phase funding. The City is requesting \$3,704,967.50 (65%) in grant funding, with a matching local obligation of \$1,994,982.50 (35%) for a total project cost of \$5,699,950.

**FINANCIAL IMPACT**

There is no impact to the General Fund. If approved, the CTFP program will provide 65% of funding, and the remaining 35% local match will be funded by Gas Tax in the

amount of \$1,994,982.50 for this grant cycle.

### **RECOMMENDATION**

It is recommended that the City Council:

- Adopt the attached Resolution authorizing the submittal of a grant application to the OCTA's Comprehensive Transportation Funding Program for the City of Garden Grove's Harbor/Garden Grove Intersection Improvement Project Construction Phase; and
- Appropriate \$3,704,967.50 (65%) in grant funding, and \$1,994,982.50 (35%) from Gas Tax for a total project cost of \$5,699,950 once grant application is approved.

By: Alexa Viramontes, Sr. Administrative Analyst

### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Resolution	10/31/2023	Resolution	11-14-23_CTFP_Resolution.pdf

GARDEN GROVE CITY COUNCIL

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE  
APPROVING THE SUBMITTAL OF THE HARBOR/GARDEN GROVE INTERSECTION  
IMPROVEMENT PROJECT, ENGINEERING PHASE TO THE ORANGE COUNTY  
TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE COMPREHENSIVE  
TRANSPORTATION PROGRAM

WHEREAS, the Orange County Transportation Authority intends to allocate funds for transportation improvement projects, if approved, within the incorporated cities and the County;

WHEREAS, the City's Circulation Element is consistent with the County of Orange Master Plan of Arterial Highways;

WHEREAS, the City of Garden Grove has been declared by the Orange County Transportation Authority to meet the eligibility requirements to receive M2 "Fair Share" funds;

WHEREAS, the City of Garden Grove must include all project funded by Net Revenues in the Seven-Year Capital Improvement Program as part of the Measure M2 Ordinance eligibility requirements;

WHEREAS, the City of Garden Grove will not use M2 funds to supplant Developer Fees or other commitments;

WHEREAS, the City of Garden Grove desires to implement the transportation improvements listed below;

WHEREAS, the City of Garden Grove will provide a minimum of 35 percent in matching funds for the Harbor/Garden Grove Intersection Improvement Project, Construction Phase as required by the Orange County Comprehensive Transportation Funding Program Guidelines; and

WHEREAS, the City of Garden Grove authorizes a formal amendment to the Seven-Year Capital Improvement Program to add projects approved for funding upon approval from the Orange County Transportation Authority Board of Directors, if necessary.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS THAT:

The City of Garden Grove hereby requests the Orange County Transportation Authority allocate funds in the amount specified in the City's application to said City from the Comprehensive Transportation Programs. Said funds shall be matched by funds from said City as required and shall be used as supplemental funding to aid the City in the improvement of the following intersection: Harbor Boulevard and Garden Grove Boulevard.

Adopted this 14<sup>th</sup> day of November 2023.

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	Patricia Song
Dept.:	City Manager	Dept.:	Finance
Subject:	Adoption of a Resolution authorizing the City Manager to take actions necessary to finance the Public Safety Facility and Civic Center Revitalization Project through the issuance of debt by the Garden Grove Public Financing Authority. ( <i>Action Item</i> )		
		Date:	11/14/2023

---

**OBJECTIVE**

For the City Council to adopt a resolution directing the City Manager to take actions necessary to finance the public safety facility and the Civic Center Revitalization project through the issuance of lease revenue bonds or certificates of participation by the Garden Grove Public Financing Authority and approving certain acts in connection therewith.

**BACKGROUND**

The City has been consistently investing efforts to revitalize the Civic Center to make it a safer, more pedestrian friendly place with improved amenities, safe and clean neighborhoods, and high quality public safety services for all current and future residents.

On November 6, 2018, Garden Grove voters approved Measure O, a one-cent (1%) local sales tax to support annual funding for public safety and vital city services. Voters approved Measure O to support police recruitment, maintaining 9-1-1 response times, and to evaluate the need to modernize or replace existing Police Department public safety facilities.

In January 2020, a police facilities space needs assessment was conducted to address current and future needs of the Garden Grove Police Department (GGPD). Findings of the report identified deficiencies in the existing GGPD facilities and insufficient spacing available for building, parking, and site needs to accommodate current and future demands of our growing community.



In January 2023, the City Council directed staff to advance the Public Safety Facility and Civic Center Revitalization Project (the Project) and identify opportunities to accelerate project delivery. In July 2023, the City released the Civic Center Revitalization Project Request for Qualification. Six quality development teams submitted responses, and on September 26, 2023, the City Council authorized staff to enter an exclusive negotiation agreement with Edgemoor/Clark/AC Martin development team.

## DISCUSSION

Staff started working with the development team on formulating financing strategies since beginning of October 2023. Five potential financing options were proposed and evaluated, including General Obligation Bonds, City issued Lease Revenue Bonds, Conduit Lease Revenue Bonds, Certificates of Participation, and Project Certificate Revenue Bonds. The options were evaluated based on the cost of issuance, timeline, and the ongoing cost and administrative requirements. Staff also engaged the City's municipal advisor, Filedman Rolapp & Associates, as well as our bond counsel, Stradling Yocca Carlson & Rauth to evaluate the proposed financing options.

Staff along with consultants came to a conclusion that given the City's strong credit rating, sufficient cash on hand, aggressive project schedule, and the current market condition, it is most cost effective to finance the Project through debt issued by the Garden Grove Financing Authority, in the form of lease revenue bonds or certificates of participation.

## FINANCIAL IMPACT

The estimated project cost is approximately \$150.0 million. The cost includes the construction of an approximately 90,000 square-foot Police Department building, a standalone parking structure for 450 vehicles, and a new 2.7 acre park expansion. The City has set aside \$17.5 million to advance the Project. These funds are paying for pre-development work. Much of the cost are directly related to capital improvement and is eligible for bond financing. The remaining costs will be financed through tax-exempt debt.

The par amount of the proposed debt will not exceed \$140,000,000. Annual debt service is estimated to be approximately \$9.0 million, and will be paid by the general revenues collected by the City's General Fund. Cost of issuance will be paid from the proceeds of the debt. The issuance of the debt will not result in additional taxes or fees to our tax payers.

The attached resolution authorizes the use of the debt proceeds to reimburse the City for direct costs incurred prior to the issuance. It also provides direction to staff to work towards accomplishing the debt financing, including hiring a financing team.

## RECOMMENDATION

It is recommended that the City Council:

- Adopt the Resolution directing the City Manager to take actions necessary to finance the public safety facility and the Civic Center Park project through the issuance of lease revenue bonds or certificates of participation and approving certain acts in connection therewith.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Attachment 1 - Resolution	11/7/2023	Resolution	City_Resolution_Directing_Staff_to_Proceed_and_Hiring_Consultants.pdf

GARDEN GROVE CITY COUNCIL

RESOLUTION NO. \_\_\_\_ - 23

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE DIRECTING THE CITY MANAGER TO TAKE ACTIONS NECESSARY TO FINANCE THE PUBLIC SAFETY FACILITY AND CIVIC CENTER PARK PROJECT THROUGH THE ISSUANCE OF LEASE REVENUE BONDS OR CERTIFICATES OF PARTICIPATION AND APPROVING CERTAIN ACTS IN CONNECTION THEREWITH

WHEREAS, the City of Garden Grove (the "City"), a municipal corporation and general law city of the State of California, desires to finance certain costs of replacing the existing, aging police department building; expanding and activating the new, existing Civic Center park; and constructing and replacing surface parking lot with a new, secure parking garage (collectively, the "Project"); and

WHEREAS, the City has requested that the Garden Grove Public Financing Authority (the "Authority") assist in the financing of the Project by issuing lease revenue bonds or certificates of participation in the reasonably expected maximum principal amount of \$140,000,000 (the "Bonds"); and

WHEREAS, the interest on the Bonds will be excluded from gross income for federal income tax purposes; and

WHEREAS, the City expects to incur costs in furtherance of the Project and to reimburse such costs with the proceeds of the Bonds, if and when issued; and

WHEREAS, in order to provide for the issuance of the Bonds to finance the Project, City staff, under the direction of the City Manager and the Finance Director and with the assistance of certain attorneys, consultants, and other third parties designated in Section 4 hereof, will proceed to evaluate the feasibility of and take actions needed to proceed with the financing of the Project through issuance of the Bonds; and

WHEREAS, prior to and as a condition to issuance of the Bonds, the City Council of the City (the "City Council") and the Board of Directors of the Authority (the "Board") must authorize the issuance of the Bonds at a future public meeting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Recitals. All the recitals in this Resolution are true and correct and this City Council so finds, determines and represents.

SECTION 2. Reimbursement. The City hereby states its intention and reasonably expects to reimburse Project costs incurred prior to the issuance of the Bonds with proceeds of the Bonds. The Project is described in Exhibit A attached hereto.

(a) The reasonably expected maximum principal amount of the Bonds is \$140,000,000.

(b) This resolution is being adopted on or prior to the date (the “Expenditures Date or Dates”) that the City will expend monies for the portion of the Project costs to be reimbursed from proceeds of the Bonds.

(c) Except as described below, the expected date of issue of the Bonds will be within 18 months of the later of the Expenditure Date or Dates and the date the Project is placed in service; provided, the reimbursement may not be made more than three years after the original expenditure is paid. For Bonds subject to the small City exception of Section 148(f)(4)(D) of the Internal Revenue Code, the “eighteen-month limit” of the previous sentence is changed to “three years” and the limitation of the previous sentence beginning with “; provided, . . . .” is not applicable.

(d) Proceeds of the Bonds to be used to reimburse for Project costs are not expected to be used, within one year of reimbursement, directly or indirectly to pay debt service with respect to any Bond (other than to pay current debt service coming due within the next succeeding one year period on any tax exempt Bond of the City (other than the Bonds)) or to be held as a reasonably required reserve or replacement fund with respect to an Bond of the City or any entity related in any manner to the City, or to reimburse any expenditure that was originally paid with the proceeds of any Bond, or to replace funds that are or will be used in such manner.

(e) This resolution is consistent with the budgetary and financial circumstances of the City, as of the date hereof. No monies from sources other than the Bond issue are, or are reasonably expected to be reserved, allocated on a long term basis, or otherwise set aside by the City (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, this Board is not aware of the previous adoption of official intents by the City that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax exempt Bonds have not been issued.

(f) The limitations described in Section 2(c) and Section 2(d) do not apply to (a) costs of issuance of the Bonds, (b) an amount not in excess of the lesser of \$100,000 or five percent (5%) of the proceeds of the Bonds, or (c) any preliminary expenditures, such as architectural, engineering, surveying, soil testing, and similar costs other than land acquisition, site preparation, and similar costs incident to commencement of construction, not in excess of twenty percent (20%) of the aggregate issue price of the Bonds that finances the Project for which the preliminary expenditures were incurred.

(g) This resolution is adopted as official action of the City in order to comply with Treasury Regulation § 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of City expenditures incurred prior to the date of issue of the Bonds, is part of the City’s official proceedings, and will be available for inspection by the general public at the main administrative office of the City.

**SECTION 3. Direction to Proceed with Financing.** The City Manager, the Finance Director, and their designees (the “Authorized Officers”) are hereby authorized and directed to work with the attorneys, consultants, and third parties designated in Section 4 below to

take all actions necessary and appropriate to present the Bonds and related agreements to the City Council and the Board for approval at a future meeting.

SECTION 4. Appointment of Professionals. The City Council hereby approves and appoints Stradling Yocca Carlson & Rauth, a Professional Corporation, as Bond and Disclosure Counsel, Fieldman, Rolapp & Associates, Inc., as Municipal Advisor, and U.S. Bank Trust Company, National Association as Trustee, each to provide such services to the City as may be required to issue the Bonds. The Authorized Officers are hereby authorized to enter into contracts or to sign such other documentation as is necessary or appropriate to evidence such engagements and retain such services in connection with the Bonds.

SECTION 5. Effectiveness. This resolution shall take effect immediately.

Adopted this 14th day of November 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF CALIFORNIA                    )  
COUNTY OF ORANGE                    ) SS:  
CITY OF GARDEN GROVE)

I, TERESA POMEROY, City Clerk of the City of Garden Grove, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Garden Grove, California, at a meeting held on November 14, 2023, by the following vote:

AYES:

NOES:

ABSENT:

---

CITY CLERK

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	Niki Wetzel
Dept.:	City Manager	Dept.:	Community Development
Subject:	Introduction and first reading Date: 11/14/2023 of an Ordinance amending the Municipal Code pertaining to the regulation of the sale of tobacco products		

---

**OBJECTIVE**

For the City Council to introduce for first reading and pass to second reading and adoption an Ordinance amending Chapter 6.44 of Title 6 of the Garden Grove Municipal Code pertaining to the regulation of the sale of tobacco products, including flavored tobacco.

**BACKGROUND**

Conventional tobacco products that include cigars and hookah are also sold in flavors (such as menthol and wintergreen) that can appeal to youths and young adults and influence tobacco initiation and continued use. Despite local, State, and federal efforts to limit youth access to tobacco, flavored tobacco and vaping products, minors are still able to access these products.

The State Legislature has recognized the danger of tobacco use and has made reducing youth access to tobacco products a high priority, with various tobacco control laws including: the prohibition against the sale or furnishing of tobacco products and smoking paraphernalia to minors (Cal. Pen. Code, § 308); the sale or furnishing of vaping products to minors (Cal. Health & Safety Code, § 119405); and the sale of loose or single cigarettes. In 2016, the State amended the Stop Tobacco Access to Kids Enforcement (STAKE) Act to prohibit the sale of tobacco and restricts its access to anyone under 21 years of age. This law further requires tobacco retailers to check the identification of tobacco purchasers who appear to be under 21 years of age, and requires notices to be posted on or around tobacco products (Cal. Bus. & Prof. Code, § 22956); and in August 2020, the California Legislature adopted Senate Bill 793 to prohibit the sale of most flavored tobacco products (codified at Cal. Health & Safety Code, §104559.5).

State law permits local jurisdictions to adopt ordinances that impose greater restrictions on the access to tobacco products than the restrictions imposed by State

law (Cal. Bus. & Prof. Code, § 22964 and Cal. Health & Safety Code, §104559.5(g)).

## DISCUSSION

Chapter 6.44 of the Garden Grove Municipal Code pertaining to the regulation of the sale of tobacco products was last amended in 2011. Staff recommends that the City Council introduce the attached Ordinance to amend Chapter 6.44 concerning tobacco sales, particularly to expressly prohibit the sale of tobacco products to persons under 21 years of age, the sale of tobacco products through vending machines, and the sale of flavored tobacco products. The ordinance will make the City's regulations to be consistent with the latest changes to State law.

## CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The proposed Ordinance is exempt from the California Environmental Quality Act ("CEQA"), Cal. Pub. Resources Code Section 21000 et seq. pursuant to Section 15061 of the State CEQA Guidelines (Cal. Code of Regs., Title 14, Section § 15061(b)(3)) because it can be seen with certainty that adoption of the proposed Ordinance will not have a significant effect on the environment. Therefore, staff recommends that the City Council determine that the Ordinance is exempt from CEQA.

## FINANCIAL IMPACT

None.

## RECOMMENDATION

It is recommended that the City Council:

- Introduce the Ordinance amending Chapter 6.44 of Title 6 of the Garden Grove Municipal Code pertaining to the regulation of the sale of tobacco products, including flavored tobacco; and
- Determine that the Ordinance is exempt from the California Environmental Quality Act.

By: David Dent, Deputy Director

## **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Flavored Tobacco draft ordinance	10/31/2023	Ordinance	Flavored_Tobacco_draft_ordinance__10_24_2023.DOCX



ORDINANCE NO. \_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE AMENDING CHAPTER 6.44 OF TITLE 6 OF THE GARDEN GROVE MUNICIPAL CODE PERTAINING TO REGULATION OF THE SALE OF TOBACCO PRODUCTS.

**City Attorney Summary**

*This Ordinance amends Chapter 6.44 (Regulation of the Sale of Tobacco Products) of Title 6 (Health and Sanitation) of the Garden Grove Municipal Code to reflect recent changes in State law concerning tobacco sales and to expressly prohibit the sale of tobacco products to persons under 21 years of age, the sale of tobacco products through vending machines, and the sale of flavored tobacco products.*

THE CITY COUNCIL OF THE CITY OF GARDEN GROVE, CALIFORNIA, HEREBY FINDS AND DETERMINES AS FOLLOWS:

WHEREAS, conventional tobacco products including cigars and hookah are also sold in flavors (such as menthol and wintergreen) that can appeal to youths and young adults and influence tobacco initiation and continued use; and

WHEREAS, despite local, State, and federal efforts to limit youth access to tobacco, flavored tobacco and vaping products, minors are still able to access these products; and

WHEREAS, the California Legislature has recognized the danger of tobacco use and has made reducing youth access to tobacco products a high priority, with various tobacco control laws including: the prohibition against the sale or furnishing of tobacco products and smoking paraphernalia to minors (Cal. Pen. Code, § 308); the sale or furnishing of vaping products to minors (Cal. Health & Safety Code, § 119405); and the sale of loose or single cigarettes; and

WHEREAS, the Stop Tobacco Access to Kids Enforcement (STAKE) Act prohibits the sale of tobacco and restricts its access to anyone under 21 years of age, requires tobacco retailers to check the identification of tobacco purchasers who appear to be under 21 years of age, and requires notices to be posted on or around tobacco products (Cal. Bus. & Prof. Code, § 22956); and

WHEREAS, in August 2020, the California Legislature passed, and Governor Newsom signed into law Senate Bill 793 ("SB 793"), prohibiting the sale of most flavored tobacco products (codified at Cal. Health & Safety Code, §104559.5); and

WHEREAS, State law permits local jurisdictions to adopt ordinances that impose greater restrictions on the access to tobacco products than the restrictions imposed by State law; and

WHEREAS, the City of Garden Grove desires to update its Municipal Code to reflect recent changes in State law concerning tobacco sales, and to expressly prohibit the sale of tobacco products to persons under 21 years of age, the sale of tobacco products through vending machines, and the sale of flavored tobacco products; and

WHEREAS, the City Council finds that the proposed Ordinance is exempt from the California Environmental Quality Act ("CEQA"), Cal. Pub. Resources Code Section 21000 et seq. pursuant to Section 15061 of the State CEQA Guidelines (Cal. Code of Regs., Title 14, Section § 15061(b)(3)) because it can be seen with certainty that adoption of the proposed Ordinance will not have a significant effect on the environment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1 The City Council finds that the above recitals are true and correct.

SECTION 2 Chapter 6.44 (Regulation of the Sale of Tobacco Products) of Title 6 (Health and Sanitation) of the Garden Grove Municipal Code is hereby amended as follows (deletions in ~~strikeout~~ text; additions in **bold/underline** text):

#### **Chapter 6.44 REGULATION OF THE SALE OF TOBACCO PRODUCTS**

##### 6.44.010 Definitions

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section:

**"Characterizing flavor" means a distinguishable taste or aroma, or both, other than the taste or aroma of tobacco, imparted by a tobacco product or any byproduct produced by the tobacco product. Characterizing flavors include, but are not limited to, tastes or aromas relating to any fruit, vanilla, chocolate, honey, candy, cocoa, dessert, alcoholic beverage, menthol, mint, wintergreen, herb, or spice. A tobacco product shall not be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information. Rather, it is the presence of a distinguishable taste or aroma, or both, as described in the first sentence of this definition, that constitutes a characterizing flavor.**

**"Constituent" means any ingredient, substance, chemical, or compound, other than tobacco, water, or reconstituted tobacco sheet, that is added by the manufacturer to a tobacco product during the processing, manufacture, or packing of the tobacco product.**

"Employee" means any person who is employed by any employer in consideration for direct or indirect wages or profit, and any person who volunteers his or her services for a nonprofit entity.

**"Flavored tobacco product" means any tobacco product that contains a constituent that imparts a characterizing flavor.**

**“Hookah” means a type of waterpipe, used to smoke shisha or other tobacco products, with a long flexible tube for drawing aerosol through water. Components of a hookah may include heads, stems, bowls, and hoses.**

**“Hookah tobacco retailer” means a tobacco retailer that is engaged in the retail sale of shisha tobacco products, hookah, and hookah smoking accessories.**

“Minor” means any person under the age of 18 years.

“Nonprofit entity” means any corporation, unincorporated association, or other entity created for charitable, philanthropic, education character-building, political, social, or other similar purpose, the net proceeds from the operations of which are committed to the promotion of the objectives or purposes of the entity and not to private gain. A public agency is not a “nonprofit entity” within the meaning of this section.

“Self-service display” means any open display of tobacco products and point-of-sale tobacco-related promotional products that the public has access to without the intervention of an employee.

**“Shisha tobacco product” means a tobacco product smoked or intended to be smoked in a hookah. “Shisha tobacco product” includes, and maybe referred to as, hookah tobacco, waterpipe tobacco, maassel, narghile, and argileh. “Shisha tobacco product” does not include any electronic devices, such as an electronic hookah, electronic cigarette, or electronic tobacco product.**

“Tobacco product” means **a tobacco product as defined in Section 104495 of the California Health and Safety Code, as that provision may be amended from time to time, including but not limited to the following:** ~~any tobacco cigarette, cigar, pipe tobacco, smokeless tobacco, snuff, or any other form of tobacco that may be utilized for smoking, chewing, inhaling, or other manner of ingestion.~~

- A. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.**
- B. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.**
- C. Any component, part, or accessory of a tobacco product, whether or not sold separately.**

**“Tobacco product flavor enhancer” means a product designed, manufactured, produced, marketed, or sold to produce a characterizing flavor when added to a tobacco product.**

“Tobacco retailer” means any person or governmental entity that operates a store, stand, booth, **vending machine**, concession, or other place at which sales of tobacco products are made to purchasers for consumption or use.

“Vendor-assisted” means that only a store employee has access to the tobacco product and assists a customer by supplying the tobacco product, and the customer does not take possession of the tobacco product until it is purchased.

#### 6.44.020 Prohibitions

A. No person, business, tobacco retailer, or owner, manager, or employee of a business or tobacco retailer shall be engaged in the sale of tobacco products without first posting a plainly visible sign at the point of purchase of tobacco products that **complies with all requirements established by the State Department of Public Health pursuant to subdivision (b) of section 22952 of the California Business and Professions Code.** has wording substantially similar to:

~~THE SALE OF TOBACCO PRODUCTS TO PERSONS UNDER THE AGE OF 18 YEARS IS PROHIBITED BY LAW AND SUBJECT TO PENALTIES. PHOTO IDENTIFICATION IS REQUIRED OF PURCHASERS APPEARING TO BE UNDER 21 YEARS OF AGE.~~

~~The letters of the sign shall be at least one-half inch high.~~

B. No person, business, tobacco, retailer or owner, manager, or employee of any business or tobacco retailer shall sell, offer to sell or permit to be sold, any tobacco product to any purchaser who appears to be under ~~18~~ **21** years of age, without first verifying by means of photographic identification containing the bearer’s date of birth, that the purchaser is not under ~~18~~ **21** years of age, unless the seller has some other reasonable and reliable basis for determining the purchaser’s age.

C. No person, business, tobacco retailer, or owner, manager, or employee of any business or tobacco retailer shall sell, offer to sell, or permit to be sold, any tobacco product not in the original packaging provided by the manufacturer and with all required health warnings.

D. No person, business or tobacco retailer or owner, manager, or employee of any business or tobacco retailer shall sell, offer for sale, display for sale, or permit to be sold, offered for sale, or displayed for sale, any tobacco product by means of self-service display, **vending machine**, or by any means other than vendor-assisted sales.

**E. No person, business or tobacco retailer or owner, manager, or employee of any business or tobacco retailer shall sell, offer for sale, display for sale, or permit to be sold, offered for sale, or displayed for sale, any flavored tobacco product or tobacco product flavor enhancer. There is a rebuttable presumption that a tobacco product is a flavored tobacco product if a manufacturer or any of the manufacturer’s agents or employees, in the course of their agency or employment, has made a statement or claim directed to consumers or to the public that the tobacco product has or produces a characterizing flavor, including, but not limited to, text, color,**

**and/or images on the product's labeling or packaging that are used to explicitly or implicitly communicate that the tobacco product has characterizing flavor.**

6.44.030 Exceptions

**A.** Section 6.44.020(A), (B), (C) and (D) shall not apply to any establishment where access to the premises by persons under ~~18~~**21** years of age is prohibited by law.

**B.** **Section 6.44.020(E) shall not apply to loose leaf tobacco or premium cigars, as defined in Section 104495.5 of the California Health and Safety Code.**

**C.** **Section 6.44.020(E) shall not apply to the sale of flavored shisha tobacco products by a lawfully established and duly licensed hookah tobacco retailer, provided the hookah tobacco retailer does not permit any person under 21 years of age to be present or enter the premises at any time and operates in compliance with all applicable state and local laws.**

**SECTION 3:** If any section, subsection, subdivision, sentence, clause, phrase, word, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, word, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, words or portions thereof be declared invalid or unconstitutional.

**SECTION 4:** Nothing in this chapter shall be interpreted or applied so as to create any requirement, power, or duty that is preempted by federal or state law.

**SECTION 5:** The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect thirty (30) days after adoption.

PASSED AND ADOPTED, at a regular meeting of the City Council for the City of Garden Grove on this \_\_\_\_ day of \_\_\_\_, 2023.

\_\_\_\_\_  
STEVEN R. JONES  
MAYOR

ATTEST:

\_\_\_\_\_  
TERESA POMEROY, CITY CLERK

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Amir El-Farra  
Dept.: City Manager Dept.: Police Chief  
Subject: Second reading and adoption of Ordinance No. 2944 Date: 11/14/2023

---

Attached for second reading is Ordinance No. 2944 recommended for adoption.

**ATTACHMENTS:**

Description	Upload Date	Type	File Name
Ordinance 2944	10/31/2023	Ordinance	2944_GG_Ordinance_Adopting_the_GGPD_Military_Equipment_Use_Policy_706.DOCX

ORDINANCE NO. 2944

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN GROVE ADOPTING THE GARDEN GROVE POLICE DEPARTMENT MILITARY EQUIPMENT USE POLICY PURSUANT TO GOVERNMENT CODE 7071 AND RESCINDING ORDINANCE NO. 2935

**City Attorney Summary**

***This Ordinance adopts the Garden Grove Police Department Military Equipment Use Policy pursuant to Government Code 7071 and replaces Ordinance No. 2935, which provided the initial approval of the Department's Military Equipment Use Policy.***

WHEREAS, the mission of the Garden Grove Police Department (Department) is to provide the highest quality police services to the communities it serves; and

WHEREAS, the Department values transparency and public input, and welcomes open dialogue about its practices and operations; and

WHEREAS, the preservation and sustainability of public safety, civil rights, and officer safety is paramount; and

WHEREAS, the Department responds to a wide variety of critical incidents, instances of civil unrest, and life and death situations, and operates in numerous unpredictable, dynamic environments; and

WHEREAS, a variety of equipment options is needed for safe and effective resolution of those situations; and

WHEREAS, each situation is evaluated by incident commanders or supervisors who, based on circumstances and Department directives, determine which equipment should be used; and

WHEREAS, the Department's diverse catalogue of military equipment, as defined in state law, and associated training gives police officers the confidence and capability to deescalate volatile situations, enhance the safety of the public and officers, and bring critical incidents to a safe resolution; and

WHEREAS, from time to time, the Department may be asked to assist or need to be assisted by other law enforcement agencies, which may include use of military equipment, as defined in state law; and

WHEREAS, partnerships with other law enforcement agencies are an integral part of maintaining the continuity of public safety within the region; and

WHEREAS, Assembly Bill 481 (AB 481) became effective on January 1, 2022; and

WHEREAS, AB 481 defines military equipment in Government Code section 7070(c) to include a wide range of equipment as described in the Department's Military Equipment Policy 706; and

WHEREAS, AB 481 requires the Department to obtain the approval of the City Council by an ordinance adopting its Policy 706 prior to requesting military equipment from the federal government, seeking funds for military equipment, including grants and donations, acquiring military equipment, collaborating with another law enforcement agency in the use of military equipment in Garden Grove, using any new or existing military equipment in a manner not previously approved by the City Council, or entering into an agreement for funding, receipt, acquisition, use of, or collaboration in the use of military equipment; and

WHEREAS, to promote public safety, civil rights, and officer safety, the Department desires to continue using, seeking funding for, acquiring, and collaborating, when necessary, with other law enforcement agencies, in the use of the military equipment described in its Policy 706; and

WHEREAS, on June 14, 2022, the Council adopted Ordinance No. 2935 approving the Department's initial Military Use Policy which was, at that time, identified as General Order 2.29 and which is substantively the same as Policy 706; and

WHEREAS, the Department has presented its annual report regarding the Department's use of military equipment to the Council and the Council finds that the annual report meets the requirements of Government Code section 7072; and

WHEREAS, the Council has examined the Department's Policy 706 and finds that the Police Department has submitted all information described in Government Code section 7070(d) and 7072(a), enabling the City Council to make the findings in this ordinance; and

WHEREAS, pursuant to Government Code section 7071(d), the City Council finds that the military equipment described in Policy 706 is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety; and

WHEREAS, pursuant to Government Code section 7071(d), the City Council further finds that Policy 706 will safeguard the public's welfare, safety, civil rights, and civil liberties; and

WHEREAS, pursuant to Government Code section 7071(d), the City Council further finds that continued use of existing military equipment and purchase of



military equipment described in Policy 706 is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety; and

WHEREAS, pursuant to Government Code section 7071(d), the City Council further finds that the Department will ensure use of existing military equipment described in Policy 706 will comply with the policy in the future; and

WHEREAS, the Department's Policy 706 has been prepared as its proposed military equipment use policy, and it has been published on the Garden Grove Police Department's internet website since June 2022.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDEN GROVE HEREBY ORDAINS AS FOLLOWS:

SECTION 1: The foregoing recitals are hereby incorporated in full and adopted as the City Council's findings pertaining to the Garden Grove Police Department's Military Equipment Use Policy.

SECTION 2: Based on the above recitals and findings, and the information provided to the City Council at the public meeting, the City Council determines that Policy No. 706 of the Garden Grove Police Department complies with standards for approval under Government Code section 7071:

1. The identified military equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.
2. Policy No. 706 will safeguard the public's welfare, safety, civil rights, and civil liberties.
3. The purchase and use of the identified military equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.
4. All military equipment use prior to the adoption of Policy No. 706 complied with applicable Department policy in effect at that time, and adoption of Policy No. 706 will ensure future compliance.

SECTION 3: Garden Grove Police Department Policy No. 706 pertaining Military Equipment, establishing the Department's Military Equipment Use Policy is hereby approved and adopted.

SECTION 4: The City Council approves seeking funds for military equipment described in Policy No. 706, including grants and donations, acquiring military equipment described in Policy No. 706, collaborating as needed with another law

enforcement agency in the deployment or use of military equipment in Garden Grove or Orange County, using existing military equipment as described in Policy No. 706, and soliciting or entering into an agreement for funds, acquisition, use of, or collaboration for use of military equipment described in Policy No. 706.

SECTION 5: That this approval is not intended to and shall not supersede existing procedures to seek approval for the appropriation and expenditure of specific funds through the bi-annual budget process, or existing processes for the approval and execution of contracts, donations, and grants.

SECTION 6: That the City Council shall review this Ordinance annually and vote whether to renew the Ordinance, consistent with the requirements of state law.

SECTION 7: This Ordinance replaces Ordinance No. 2935 and upon its adoption Ordinance No. 2935 is hereby rescinded.

SECTION 8: If any section, subsection, subdivision, sentence, clause, phrase, word, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, word, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, words or portions thereof be declared invalid or unconstitutional.

SECTION 9: The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect thirty (30) days after adoption.

The foregoing Ordinance was passed by the City Council of the City of Garden Grove on the \_\_\_\_ day of \_\_\_\_\_.

ATTEST:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     ) SS:  
CITY OF GARDEN GROVE )

I, TERESA POMEROY, City Clerk of the City of Garden Grove, do hereby certify that the foregoing Ordinance was introduced for first reading and passed to second reading on October 24, 2023, with a vote as follows:

AYES:	COUNCIL MEMBERS:	(7)	O'NEILL, TRAN, DOVINH, KLOPFENSTEIN, NGUYEN-PENALOZA, BRIETIGAM, JONES
NOES:	COUNCIL MEMBERS:	(0)	NONE
ABSENT:	COUNCIL MEMBERS:	(0)	NONE

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To:	Lisa L. Kim	From:	Ursula Luna-Reynosa
Dept.:	City Manager	Dept.:	Economic Development and Housing Authority
Subject:	Update on the Civic Center Revitalization Project as requested by City Manager Kim.	Date:	11/14/2023

---

**OBJECTIVE**

To provide an update to the City Council on the Civic Center Revitalization Project (Project) regarding the progress of the design development phase.

**BACKGROUND**

On September 26, 2023, City Council directed staff to move forward with an Exclusive Negotiation Agreement (ENA) with the recommended development team of Edgemoor/Clark/AC Martin for the design and pre-development of the Project.

**DISCUSSION**

An ENA was executed on October 2, 2023, initiating the six-month ENA period where city staff and the development team will prepare design drawings, establish a guaranteed maximum price, create a legal framework, and structure a financial package to deliver the planned public safety building, parking garage and reimagined park. At the end of the ENA effort, a comprehensive design, timeline and funding strategy will be presented to City Council for consideration.

To accomplish the various activities needed to meet the ENA schedule, five work teams were setup to better focus resources. These include:

- **Technical** – Focusing primarily on the architectural plans for the Project, the Technical work team will review programming adjacencies, site layout, different massing studies, a design within budget, and initiate construction management logistics.
- **Entitlements, Permitting & Engagement** – This work team is overseeing the necessary entitlements for the project, including environmental impacts and necessary conditions associated with construction. The team is also coordinating the plan check process, ensuring good communication between the design documents and

regulatory requirements. Lastly, the team is also managing the community engagement component. Ensuring regular project updates are shared with the community via the City's website and through various community events.

- **Project Financing** – The primary focus of this group is analyzing different financial instruments and determining which provides the best value for the City. Once an approach is finalized, the team will work to develop the financing documents, execute funding and oversee distribution of funds.
- **Commercial/Legal** – This team is responsible for developing the terms and legal structure to execute the planned project. They will also support the financing team to ensure any necessary elements of the financing structure are included in the final agreement.
- **Building Commissioning** – An important component of the project relates to how the building will be operated and maintained over its lifecycle. This team is looking at different options for electrical and mechanical equipment that can both support the Project's sustainability goals, but also provide efficient and reliable operation of the facility.

Over the past six-weeks since City Council took action on the ENA, significant progress has been made. Each of the five work teams have held multiple meetings to further their particular component of the overall work effort, and as of now, no major issues have been identified that would significantly alter the course for the planned Project.

With respect to the different design milestones highlighted in the ENA, the Technical work team has made considerable progress on the site plan. Through engagement with several key users of the new facilities, several operational components have been evaluated. Elements such as program adjacencies, ingress/egress, security and accessibility have shaped the design conversation. As the operational conversations advanced, the team was also reviewing building massing, site orientation, interaction within the surrounding civic center campus and the pedestrian scale. Through these efforts, the team has advanced the Project from the initial "design vision" to "conceptual design," and achieving an important milestone in the ENA schedule.

The presentation tonight is intended to update City Council on the progress made to date and share the current conceptual design drawings.

#### FINANCIAL IMPACT

There is no financial impact as this report is for informational purposes and no action is required.

#### RECOMMENDATION

This report is for informational purposes and no action is required by the City Council.

By: Craig Beck, Consultant and Grace Lee, Project Planner

