

January 20, 2016

VIA EMAIL AND CERTIFIED MAIL

Denise Kehn
Records Specialist
City of Garden Grove
714-741-5036

RE: APPLICATION FOR PUBLIC ACCESS TO RECORDS

Public Records Officer:

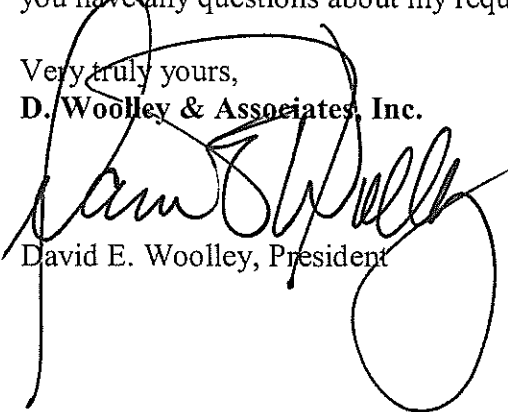
Pursuant to the State of California Public Records Act ("CPRA") GOVT. CODE §§ 6250-6276.48, I hereby request the following records:

1. Copy of "Notice of Completion" for the work related to the attached map "Median Installation Plans for Harbor Boulevard from Chapman Avenue to Wilken Way." (Drawing Number A-1813)

To reduce the usage of paper, we prefer that you provide the documents in electronic full size formats, preferably PDF files wherever possible. If possible, please email the files to mpaulk@dwoolley.com.

If, for any reason, you choose to deny this request, please state the reason for the denial within five (5) business days and provide me the name of the person with whom I may file an appeal. If you have any questions about my request, please call me at (714) 734-8462.

Very truly yours,
D. Woolley & Associates, Inc.


David E. Woolley, President