

Subject: Re: PD Customer Service Survey's
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Mon, 31 Aug 2015 20:59:36 -0700 (PDT)
To: Melanie Valdes <melaniev@ci.garden-grove.ca.us>

Melanie Thank you!

----- Original Message -----

From: "Melanie Valdes" <melaniev@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Thursday, August 27, 2015 2:04:14 PM
Subject: PD Customer Service Survey's

Jim: Judy Moore forwarded your email to me. I get the survey's and respond and/or copy the various departments. I have three attached here, two from 2014 and one from 2008. Let me know if you need anything else.

Melanie

Subject: Fwd: Drone Policy

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 1 Sep 2015 12:52:54 -0700 (PDT)

To: Mike Johnson <mikej@ci.garden-grove.ca.us>

----- Forwarded Message -----

Hi Jim:

I am wondering if you have a Drone Policy or Municipal Code you could share?

Thanks for checking!

Sergeant Julie Webb

Orange County Sheriff's Department

S.A.F.E. Division

320 N. Flower, Santa Ana 92703

Desk: 714-834-2350

image001.png



image001.png	Content-Type: image/png
	Content-Encoding: base64

Subject: Fwd: Drone Policy

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 1 Sep 2015 12:54:06 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

this is my life now...thanks

----- Forwarded Message -----

Hi Jim:

I am wondering if you have a Drone Policy or Municipal Code you could share?

Thanks for checking!

Sergeant Julie Webb

Orange County Sheriff's Department

S.A.F.E. Division

320 N. Flower, Santa Ana 92703

Desk: 714-834-2350

image001.png



image001.png	Content-Type: image/png
	Content-Encoding: base64

Subject: Re: Drone Policy

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 1 Sep 2015 13:02:27 -0700 (PDT)

To: Juliana Webb <jwebb@ocsd.org>

Hi Julie,

Your request is certainly uncharted territory for Garden Grove. But I can only imagine it will be soon when the City may have to look at developing such policy. I am pretty sure that the City will opt for guidance from the FAA on such matter. There is a proposed joint DOT/FAA guidance for such, but that is probably two years away from being rule. See below:

UPDATE 2/15/2015: DOT and FAA Propose New Rules for sUAS

I listened in on a conference call this morning with DOT Secretary Anthony Fox and FAA Administrator Michael Heurta, as they discussed the proposed new regulatory rules for the use of sUAS. I was actually encouraged by what I heard - there are some sensible and reasonable regulations they are considering, which will undoubtedly assure that both pilots and manufacturers are putting safety first, with realistic guidelines.

Here are a few items in summary:

- Drones must be under 55 pounds
- Flights must take place during daylight hours
- Flights must take place within visual line of sight of the operator
- Operators may work with a visual observer, but the operator still must be able to maintain visual line of sight
- The drone must be registered and aircraft markings are required
- Operators must be 17 years old, pass an aeronautical knowledge test, hold an FAA UAS operator certificate, and pass a TSA background check
- Aeronautical knowledge testing must be renewed every 24 months (no private pilot license or medical rating would be required)
- Operators must ensure their aircraft is safe for flight, but there are no burdensome airworthiness standards or certification requirements (a preflight inspection conducted by the operator, checking communications links and equipment will be sufficient)
- Operators must report an accident to the FAA within 10 days of any operation that results in injury or property damage
- No operations are allowed in Class A (18,000 feet & above) airspace. Operations in Class B, C, D and E airspace are allowed with the required ATC permission, Operations in Class G airspace are allowed without ATC permission
- The new rules will not apply to model aircraft if those operators continue to satisfy all of the criteria specified in Sec. 336 of Public Law 112-95, including the stipulation that they be operated only for hobby or recreational purposes
- The proposed rule maintains the existing prohibition against operating in a careless or reckless manner. It also would bar an operator from allowing any object to be dropped from the UAS
- The operator must always see and avoid manned aircraft. If there is a risk of collision, the drone operator must be the first to maneuver away
- The operator must discontinue the flight when continuing would pose a hazard to other aircraft, people or property
- The operator must assess weather conditions, airspace restrictions and the location of people to lessen risks if he or she loses control of the UAS
- The drone may not fly over people, except those directly involved with the flight
- The drone must operate below 500 feet altitude and no faster than 100 mph
- Drones must stay out of airport flight paths and restricted airspace areas, and obey any FAA Temporary Flight Restrictions (TFRs)

They also discussed a "Micro UAS rule" for flights over people in Class G airspace

for sUAS under 4.4lbs.

To review the full press release from today's announcement, go here.

To add your comments on this issue to the FAA, visit: <http://www.regulations.gov/#!docketDetail;D=FAA-2015-0150>

In the meantime while all of this is sorted-out (could take up to 2 years before these regulations go into affect), you will still need to apply for the Section 333 Exemption and follow the procedures in place to get approval for commercial UAS flight in the FAA's eyes. No mention or comment of enforcement currently given at this time.

- See more at: <http://www.provideocoalition.com/drone-law-update-faa#sthash.8IiEsw9P.dpuf>

Thanks,

Jim

----- Original Message -----

From: "Juliana Webb" <jwebb@ocsd.org>

To: jamesc@garden-grove.org

Sent: Tuesday, September 1, 2015 12:30:32 PM

Subject: Drone Policy

Hi Jim:

I am wondering if you have a Drone Policy or Municipal Code you could share?

Thanks for checking!

Sergeant Julie Webb

Orange County Sheriff's Department

S.A.F.E. Division

320 N. Flower, Santa Ana 92703

Desk: 714-834-2350

Subject: Fwd: Drone Policy
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 1 Sep 2015 13:03:27 -0700 (PDT)
To: Mike Johnson <mikej@ci.garden-grove.ca.us>

I handled already...t22

----- Forwarded Message -----

Her email is not on this forward

Sergeant Mike Johnson
Professional Standards Division
Garden Grove Police Department
(714) 741-5746

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
To: "Mike Johnson" <mikej@ci.garden-grove.ca.us>
Sent: Tuesday, September 1, 2015 12:52:54 PM
Subject: Fwd: Drone Policy

----- Forwarded Message -----

Hi Jim:

I am wondering if you have a Drone Policy or Municipal Code you could share?

Thanks for checking!

Sergeant Julie Webb
Orange County Sheriff's Department
S.A.F.E. Division
320 N. Flower, Santa Ana 92703
Desk: 714-834-2350

Subject: Re: Next Chief's Corner Article
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Thu, 3 Sep 2015 14:19:55 -0700 (PDT)
To: Cindy Spindle - GG Chamber <ceo@gardengrovechamber.com>

hi! let me ask him if he has something..I will let you know tomorrow for sure ☺

----- Original Message -----
From: "Cindy Spindle - GG Chamber" <ceo@gardengrovechamber.com>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Thursday, September 3, 2015 1:37:27 PM
Subject: Re: Next Chief's Corner Article

Hi James,

Do you have a new message from Police Chief Todd Elgin for our upcoming Newsletter?

Thank you for your help.

Cindy Spindle

On Mon, Jun 1, 2015 at 10:47 AM, GG Chamber <ceo@gardengrovechamber.com > wrote:

Thank you James.

Cindy

On Sat, May 30, 2015 at 10:02 AM, James Colegrove <jamesc@ci.garden-grove.ca.us > wrote:

Dear Cindy Spindle,

Below is Police Chief Todd Elgin's desired submission for the next 'Chief's Corner' article. Please feel free to call me if you have any questions.

Preventing Robberies When Transporting Money

Your business is doing well. You are seeing an increase in profits. So now you need to make sure the money makes it to the bank for deposit. That's when you are the most at risk.


We are creatures of habit. All a robber has to do is watch your business and make some notes. The robber knows when the bank deposits are made, by whom and at what bank. This is how a robber makes a profit: by stealing your hard earned money.

Here are some tips to reduce your risk of loss:

- * Have safes or lock boxes in the office in case you do accumulate a large amount of cash during the day.
* Make cash drops from your registers during the day to avoid large amounts at the cash register.
* NEVER leave cash in registers, cars or lying around the office overnight.
* Use armored car services if your business does a large volume of cash transactions.
* Make sure that your couriers vary their routes to the bank- the shortest route in the transfer process, the more difficult it is for a robber to plan his act.
* Make your deposits irregularly and avoid a regular route to the bank.
* Avoid carrying bags or bundles that appear to look like bank deposits. Have several different carrying methods or bags to transport deposits.
* Make your deposits in the bank during the day instead of the night drop box whenever possible. The more people around you, the less likely you will have problems.

Let's put the robber out of business with the smart and safe transportation of money!

Re: Next Chief's Corner Article



Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414


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Regards,

Cindy Spindle, Acting Chamber Manager
Garden Grove Chamber of Commerce
714-638-7950
ceo@gardengrovechamber.com

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Regards,



Cindy Spindle, CEO/President
Garden Grove Chamber of Commerce
714-638-7950
ceo@gardengrovechamber.com

Subject: Cheif's Corner Article ~ Chief Todd D. Elgin

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 3 Sep 2015 16:15:16 -0700 (PDT)

To: Cindy Spindle - GG Chamber <ceo@gardengrovechamber.com>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Cindy,

The below four paragraphs make for a complete article for the Chamber of Commerce paper. Thanks!

"For the past few months Garden Grove Police Officer Brian Hatfield has been organizing a multi-government agency approach to the homeless population in the flood control channel near the west-end industrial area of Garden Grove. The presence of multiple homeless people and a large temporary living encampment within the flood channel near the industrial area made for a less safe environment for the surrounding businesses and their employees.

In late August 2015, six outreach and support groups along with the Orange County Sheriff's Department, the Orange County Public Works, and eight Garden Grove Police Officers contacted a total of 16 homeless people living in the flood control channel.

Due to the unsafe nature of the living situation within the flood control channel, all were relocated from the dangerous living situation. The flood control channel was cleared by Orange County Public Works due to the anticipated heavy El Nino rain conditions expected later this year.

Of the 16 people found in the encampment, two females agreed to also seek assistance with transitional housing and one male agreed to enter into a rehabilitation program. An Air Force veteran, who was included in the group, was offered additional support and resources through the Veterans Assistance Program.

The entire effort to assist the homeless people, which made for a safer environment for the local businesses in the area, was documented by the website "Behind The Badge OC". Further details of this success story can be found at <http://behindthebadgeoc.com/?p=9271>."

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Re: WEST NILE VIRUS SPRAYING NEXT WEEK

Subject: Re: WEST NILE VIRUS SPRAYING NEXT WEEK

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 3 Sep 2015 16:31:21 -0700 (PDT)

To: Mike Johnson <mikej@ci.garden-grove.ca.us>

BCC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Craig McIver <craigm@ci.garden-grove.ca.us>, John Keely <johnk@ci.garden-grove.ca.us>

Mike,

I need you to be outside during this spraying. It might solve your bug problem.

Thanks,

Jim

----- Original Message -----

From: "Ana Pulido" <anap@ci.garden-grove.ca.us>

To: "Everyone" <everyone@ci.garden-grove.ca.us>

Sent: Thursday, September 3, 2015 4:22:55 PM

Subject: WEST NILE VIRUS SPRAYING NEXT WEEK

Spraying for the West Nile virus is scheduled to take place next week in areas of Orange County, including Garden Grove.

Please see the notification from Orange County Mosquito and Vector Control District, on the City's website, for details:

<http://www.ci.garden-grove.ca.us/mosquito-control-application>

Re: Mid year update

Subject: Re: Mid year update

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 7 Sep 2015 10:04:04 -0700 (PDT)

To: James Fischer <jamesf@ci.garden-grove.ca.us>

Jim,

thank you very much...they've been added to the public drive and appreciate you getting back to me on this.

Jim

----- Original Message -----

From: "James Fischer" <jamesf@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, September 7, 2015 9:26:12 AM

Subject: Mid year update

The highlighted are the updates

Subject: Keri Access Request

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 9 Sep 2015 07:16:16 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

hey ... Kory Ferrin called and requested Sergeant access via Keri door systems..guess that would also apply to Loffler...am I 913..it's really your call since you make more money than me

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: from PERS website

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 9 Sep 2015 16:24:40 -0700 (PDT)

To: John <johnnd32@cox.net>

After we receive your application, we'll send you an acknowledgment letter letting you know we have received it. When we receive all of the required documentation and forms, we will begin the process of reviewing your file to see whether the information is current and complete, and if a determination can be made. If not, we may need to request additional information or an independent medical examination.

Generally, we can review a disability or industrial disability retirement application within three months after we receive all the required information. However, if we need additional information, the determination process can take longer. If your application is approved, you will be retired and begin receiving a monthly benefit payment from CalPERS usually within four to six weeks.

CalPERS can expedite retirement processing for those who are facing a terminal illness. If this is your case, contact us or your employer immediately to discuss an emergency retirement.

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: A Retirement Gift

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 9 Sep 2015 16:51:30 -0700 (PDT)

To: John Keely <johnk@ci.garden-grove.ca.us>

BCC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

<http://orangecounty.craigslist.org/sec/5213572014.html>

The information you requested

Subject: The information you requested

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 9 Sep 2015 16:59:48 -0700 (PDT)

To: John <johnnd32@cox.net>

BCC: dkivler <dkivler@yahoo.com>, Mike Martin <mmartin@ci.garden-grove.ca.us>

John Keely,

Hate to see you go..here's some helpful info!!

<https://hiringcenter.walmartstores.com/OnlineHiringCenter/initialPage.jsp>

Re: HI!

Subject: Re: HI!

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 10 Sep 2015 13:55:47 -0700 (PDT)

To: Katherine Anderson <katherinea@ci.garden-grove.ca.us>

can you tell me what door? exact doors meaning direction I.e. southern door, north main doors. etc.

----- Original Message -----

From: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:49:07 PM

Subject: HI!

Good afternoon!

I am having problems getting in to the special services building with my key fob, during regular hours, and after hours. This started tues upon my return from vacation. Any ideas as to why??? I am working overtime this whole weekend and need access to the building. Thank you!!!

Kathy Anderson

Subject: Cornerstone Agreement ~ Renewal

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 10 Sep 2015 13:58:53 -0700 (PDT)

To: Sandra Segawa <sandras@ci.garden-grove.ca.us>

Hi Sandy,

The PD wishes to renew a recently expired agreement with Cornerstone Communications & Public Relations, Inc. I believe the cost and duration will be the same.

Can the PD just do an amendment to the expired agreement or should we redo the entire agreement. I understand that current insurance will be required either way.

Thanks for helping me 😊

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Cornerstone Agreement.pdf	Content-Type: application/pdf
	Content-Encoding: base64

AGREEMENT BIBLIOGRAPHY

Agreement With:	Cornerstone Communications & Public Relations, Inc.
Agreement Type:	Public relations and public information services for the Garden Grove Police Department
Date Approved:	07 15 2014
Start Date:	07 15 2014
End Date:	07 14 2015
Contract Amount:	\$48,000
Comments:	Police Department
Insurance Expiration:	05 20 2015
Date Archived:	Archived on 07/16/2014



**CITY OF GARDEN GROVE
OFFICE OF THE CITY CLERK**

*Safeguard all official records of the City.
Conduct municipal elections and oversee legislative administration.
Provide reliable, accurate, and timely information to the
City Council, staff, and the general public.*

Bruce A. Broadwater
Mayor

Dina Nguyen
Mayor Pro Tem

Steven R. Jones
Council Member

Christopher V. Phan
Council Member

Kris Beard
Council Member

July 15, 2014

Cornerstone Communications & Public Relations, Inc.
1 Wrigley
Irvine, CA 92618

Enclosed for your file is a copy of an Agreement by and between the City of Garden Grove and Cornerstone Communications & Public Relations, Inc., to provide public relations and public information services for the Garden Grove Police Department.

Sincerely,

Kathleen Bailor, CMC
City Clerk

By: Teresa Pomeroy, CMC
Deputy City Clerk

Enclosure

c: Finance Department
Finance Department/Purchasing
Police Department

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made this 15th day of July, 2014, by the **CITY OF GARDEN GROVE**, a municipal corporation, ("CITY") and **CORNERSTONE COMMUNICATIONS & PUBLIC RELATIONS, INC.**, a California corporation ("CONSULTANT").

RECITALS

The following recitals are a substantive part of this Agreement:

1. This Agreement is entered into pursuant to Garden Grove Council Resolution No. 9212-14 (January 28, 2014).
2. CITY desires to utilize the services of CONSULTANT to furnish specified public relations and public information services.
3. CONSULTANT is qualified by virtue of experience, training, education and expertise to accomplish services.
4. CITY does not have the personnel/expertise to perform the services required under this Agreement.

AGREEMENT

THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Term and Termination.** The term of the agreement shall be for period of one (1) year from full execution of the Agreement. This agreement may be terminated by the CITY without cause. In such event, the CITY will compensate CONSULTANT for work performed to date in accordance with Proposal, which is attached to this Agreement as Attachment "A" and is hereby incorporated by reference. CONSULTANT is required to present evidence to support performed work.
2. **Services to be Provided.** The services to be performed by CONSULTANT shall consist of tasks as set forth in the Proposal. The Proposal and this Agreement do not guarantee any specific amount of work.
3. **Compensation.** CONSULTANT shall be compensated as follows:
 - 3.1 **AMOUNT.** CITY shall compensate CONSULTANT at the fixed flat rate of Four Thousand Dollars (\$4,000.00) per month, payable in arrears and in accordance with proposal in Attachment "A". Total Compensation under this agreement shall not exceed Forty Eight Thousand Dollars (\$48,000.00) per year.

- 3.2 Payment. For work under this Agreement, payment shall be made monthly per invoice submitted by CONSULTANT.
- 3.3 Records of Expenses. CONSULTANT shall keep complete and accurate records of all costs and expenses incidental to services covered by this Agreement. These records will be made available at reasonable times to CITY.
- 3.4 Termination. CITY and CONSULTANT shall have the right to terminate this agreement, without cause, by giving thirty (30) days written notice of termination. If the Agreement is terminated by CITY, then the provisions of paragraph 3 would apply to that portion of the work completed.

4. Insurance requirements.

- 4.1 COMMENCEMENT OF WORK. CONSULTANT shall not commence work under this Agreement until all certificates and endorsements have been received and approved by the CITY. All insurance required by this Agreement shall contain a Statement of Obligation on the part of the carrier to notify the CITY of any material change, cancellation, or termination at least thirty (30) days in advance.
- 4.2 WORKERS COMPENSATION INSURANCE. During the duration of this Agreement, CONSULTANT and all sub-consultants shall maintain Workers Compensation Insurance in the amount and type required by law, if applicable.
- 4.3 INSURANCE AMOUNTS. CONSULTANT shall maintain the following insurance for the duration of this Agreement:
- (a) Commercial general liability in an amount of \$5,000,000.00 per occurrence (**claims made and modified occurrence policies are not acceptable**); Insurance companies must be acceptable to CITY and have a Best's Guide Rating of A-, Class VII or better, as approved by the CITY.
- (b) Automobile liability in an amount of \$5,000,000.00 combined single limit (**claims made and modified occurrence policies are not acceptable**); Insurance companies must be acceptable to CITY and have a Best's Guide Rating of A-, Class VII or better, as approved by the CITY.

- (c) Professional liability in an amount not less than \$1,000,000. Insurance companies must be admitted and licensed in California and have a Best's Guide Rating of A-, Class VII or better, as approved by the City. If the policy is written on a "claims made" basis, the policy shall be continued in full force and effect at all times during the term of the agreement, and for a period of three (3) years from the date of the completion of services provided. In the event of termination, cancellation, or material change in the policy, professional/consultant shall obtain continuing insurance coverage for the prior acts or omissions of professional/consultant during the course of performing services under the term of the agreement. The coverage shall be evidenced either by a new policy evidencing no gap in coverage, or by obtaining separate extended "tail" coverage with the present or new carrier

An **On-Going and Completed Operations Additional Insured Endorsement** for the policy under section 4.3 (a) shall designate CITY, its officers, officials, employees, agents, and volunteers as additional insureds for liability arising out of work or operations performed by or on behalf of the CONSULTANT. CONSULTANT shall provide to CITY proof of insurance and endorsement forms that conform to CITY's requirements, as approved by the CITY.

An Additional Insured Endorsement for the policy under section 4.3 (b) shall designate CITY, its officers, officials, employees, agents, and volunteers as additional insureds for automobiles, owned, leased, hired, or borrowed by the CONSULTANT. CONSULTANT shall provide to CITY proof of insurance and endorsement forms that conform to CITY's requirements, as approved by the CITY.

For any claims related to this Agreement, CONSULTANT's insurance coverage shall be primary insurance as respects CITY, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the CITY, its officers, officials, employees, agents, and volunteers shall be excess of the CONSULTANT's insurance and shall not contribute with it.

If CONSULTANT maintains higher insurance limits than the minimums shown above, CONSULTANT shall provide coverage for the higher insurance limits otherwise maintained by the CONSULTANT.

5. **Non-Liability of Officials and Employees of the CITY.** No official or employee of CITY shall be personally liable to CONSULTANT in the event of

any default or breach by CITY, or for any amount which may become due to CONSULTANT.

6. **Non-Discrimination.** CONSULTANT covenants there shall be no discrimination against any person or group due to race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in any activity pursuant to this Agreement.
7. **Independent Contractor.** It is agreed to that CONSULTANT shall act and be an independent contractor and not an agent or employee of the CITY, and shall obtain no rights to any benefits which accrue to CITY'S employees.
8. **Compliance with Law.** CONSULTANT shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local government. CONSULTANT shall comply with, and shall be responsible for causing all CONSULTANTS and subcontractors performing any of the work pursuant to this Agreement to comply with, all applicable federal and state labor standards.
9. **Disclosure of Documents.** All documents or other information developed or received by CONSULTANT are confidential and shall not be disclosed without authorization by the CITY.
10. **Ownership of Work Product.** All documents, content, code, data, or other information developed or received by CONSULTANT pursuant to this Agreement shall be the property of the CITY and shall not be the subject of an application for copyright by or on behalf of CONSULTANT. CONSULTANT shall provide CITY with copies of these items upon demand or upon termination of this Agreement.
11. **Conflict of Interest and Reporting.** CONSULTANT shall at all times avoid conflict of interest or appearance of conflict of interest in performance of this Agreement.
12. **Notices.** All notices shall be personally delivered or mailed to the below listed address, or to such other addresses as may be designated by written notice. These addresses shall be used for delivery of service of process.

a. (CONSULTANT)
Cornerstone Communications & Public Relations, Inc.
Attention: Bill Rams
1 Wrigley
Irvine, CA 92618

b. (Address of CITY)	(with a copy to):
City of Garden Grove	Garden Grove City Attorney
11222 Acacia Parkway	11222 Acacia Parkway
Garden Grove, CA 92840	Garden Grove, CA 92840

13. **CONSULTANT'S PROPOSAL.** This Agreement shall include CONSULTANT'S proposal or bid which shall be incorporated herein by reference. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.
14. **Licenses, Permits, and Fees.** At its sole expense, CONSULTANT shall obtain a Garden Grove Business License, all permits, and licenses as may be required by this Agreement.
15. **Familiarity with Work.** By executing this Agreement, CONSULTANT warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the facilities, difficulties, and restrictions of the work under this Agreement. Should CONSULTANT discover any latent or unknown conditions materially differing from those inherent in the work or as represented by CITY, it shall immediately inform CITY of this and shall not proceed, except at CONSULTANT'S risk, until written instructions are received from CITY.
16. **Time of Essence.** Time is of the essence in the performance of this Agreement.
17. **Limitations Upon Subcontracting and Assignment.** The experience, knowledge, capability, and reputation of CONSULTANT, its principals and employees were a substantial inducement for CITY to enter into this Agreement. CONSULTANT shall not contract with any other entity to perform the services required without written approval of the CITY. This Agreement may not be assigned voluntarily or by operation of law, without the prior written approval of CITY. If CONSULTANT is permitted to subcontract any part of this Agreement, CONSULTANT shall be responsible to CITY for the acts and omissions of its subcontractor as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationship between any subcontractor and CITY. All persons engaged in the work will be considered employees of CONSULTANT. CITY will deal directly with and will make all payments to CONSULTANT.
18. **Authority to Execute.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement and that by executing this Agreement, the parties are formally bound.
19. **Indemnification.** CONSULTANT agrees to protect, defend, and hold harmless CITY and its elective or appointive boards, officers, agents, and employees from any and all claims, liabilities, expenses, or damages of any nature, including attorneys' fees, for injury or death of any person, or damage to property, or interference with use of property, arising out of, or in any way connected with performance of the Agreement by CONSULTANT, CONSULTANT'S agents, officers, employees, subcontractors, or independent

contractors hired by CONSULTANT. The only exception to CONSULTANT'S responsibility to protect, defend, and hold harmless CITY, is due to the sole negligence of CITY, or any of its elective or appointive boards, officers, agents, or employees.

This hold harmless agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by CONSULTANT.

20. **Modification.** This Agreement constitutes the entire agreement between the parties and supersedes any previous agreements, oral or written. This Agreement may be modified only by subsequent mutual agreements executed by the CITY and CONSULTANT.
21. **Waiver.** All waivers of the provisions of this Agreement must be in writing by the appropriate authorities of the CITY and CONSULTANT.
22. **California Law.** This Agreement shall be construed in accordance with the laws of the State of California. Any action commenced about this Agreement shall be filed in the central branch of the Orange County Superior Court.

\\ \\ \\

(Agreement Signature Block On Next Page)

IN WITNESS THEREOF, these parties have executed this Agreement on the day and year shown below.

Date: _____

"CITY"
CITY OF GARDEN GROVE
By: Ken J. Ramey ^{For}
City Manager

ATTESTED:

Kathleen Bailey
City Clerk

Date: July 15, 2014

"CONSULTANT"

**CORNERSTONE COMMUNICATIONS
& PUBLIC RELATIONS, INC.**

By: Bill Ramey (William)
Name: William J. Ramey ^{WJR}
Title: Principal
Date: 6/4/14
Tax ID No. 271917023

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

APPROVED AS TO FORM:

[Signature]
Garden Grove City Attorney

6/6/14
Date

ATTACHMENT "A"



CORNERSTONE
COMMUNICATIONS

GARDEN GROVE POLICE DEPARTMENT

PROPOSAL FOR COMMUNICATIONS/SOCIAL MEDIA SERVICES

Feb. 3, 2014

Prepared For: Kevin Raney
Police Chief

Prepared By: Cornerstone Communications
Bill Rams

Project Overview

Like many police departments, Garden Grove PD is grappling with how best to communicate with stakeholders during a time of significant change in the media and how community members access information. GGPD recognizes the importance of the best possible communications infrastructure and strategy in place to achieve the following goals:

- Share news and information about the police department and public safety in a timely way
- Provide residents and businesses with information on how they can participate in public safety initiatives
- Raise and strengthen GGPD's profile at the local and regional level
- Recruit and retain top talent
- Enhance morale
- Partner with the business community and key stakeholders to fight crime
- Employ communications strategies to help build a sustainable, thriving police department

Cornerstone Communications looks forward to working with GGPD to plan and execute a proactive communications program to help develop positive and productive relationships with key stakeholders in the media and community at large.

Audiences

- The community
- Current members of the department
- Policy leaders
- Potential recruits
- Business Community
- The media

At *Cornerstone Communications*, we understand the importance of developing and implementing a communications plan that will help educate and strengthen the police department's reputation and relationship with the community. We have assembled a team of highly qualified communications professionals who will work closely with you to develop and implement initiatives to help the organization accomplish its goals.

Scope of Work

1. Create a news site
 - Cornerstone will create a police department news site that will demonstrate the department's community-focused and transparent commitment to making the city as safe as possible. The news site will link to the police department's social media sites and offer detailed information about the department - helping it achieve its transparency goals.
2. Ongoing content development
 - Cornerstone will produce ongoing news stories - at least six news stories/month - for posting on the news site, which will include blogging software.
 - The content will be shared with the OC Register for potential use in its newly branded community newspapers and will be useful content for the PD's social media sites - and also useful content to pitch TV media.
 - Cornerstone will assist the PD in producing additional social media content and developing a Facebook, Twitter, social strategy.
3. Crisis communications counsel
 - Cornerstone will be available to provide messaging assistance in crisis situations as they arise.
4. Press release and internal communications assistance
 - Cornerstone will assist the PIO in drafting press releases and be available to write and assist with internal communications.

Team Members

Cornerstone Communications is a boutique communications firm specializing in strategic communications, media relations and community outreach.

Our partners possess more than 35 years of combined experience and a proven success record in performing numerous communications and community relations programs.

Our successful approach and high ethical standards help our clients increase awareness, build trust and accomplish their communications goals.

Here are the key team members:

BILL RAMS, MEDIA RELATIONS AND SOCIAL MEDIA

Bill Rams is a senior-level communications executive with extensive media relations experience. Merging traditional tactics and new tools such as social media, he has developed and managed successful communications programs that directly led to increased profits for private clients in real estate, law and education and heightened awareness for public ones in municipal government and law enforcement. He spent five years as a media relations director at Irvine Company - and nine years before that as a police and investigative reporter at the *Orange County Register*. Bill serves as a crisis counselor to police chiefs throughout the state, a service offered through the California Police Chiefs Association. He founded and served as publisher of *Behind the Badge*, a magazine geared toward California police chiefs. Bill also writes a police-focused column for the *Anaheim Bulletin* and *Fullerton News-Tribune*, two of *Orange County Register's* community newspaper. Over the past seven months, he led Fullerton Police Department's strategic communications efforts to prepare for publicity surrounding a criminal trial involving two former police officers. He also provided strategic communications guidance to Anaheim police officials following the city's summer of civil unrest in 2011, and led a communications and media audit and training for the Berkeley Police Department.

KATHLEEN FREED, COMMUNICATIONS STRATEGY & BRANDING

Ms. Freed is a senior-level communications executive with extensive experience in the public and private sectors. She has proven success in designing and managing multi-faceted communications campaigns that includes media relations, internal communications, community relations, event planning, and interactive marketing. Ms. Freed spent ten years working for an elected official where she served as a policy advisor on transportation, land use planning, and environmental issues. She also served as an advisor to the County's CEO during a time of fundamental change for the organization. She led the design and implementation of an integrated strategic planning process that resulted in corporate visioning, restructuring, business planning and performance measurements. During her tenure at the Irvine Company she provided strategic counsel on approach, positioning and execution of the company's open space and education campaigns which were designed to support business plan goals and reinforce the company's brand. She directed community communications efforts on The Irvine Ranch that resulted in securing governmental entitlements for more than a dozen major projects, including 30,000+ housing units, millions of square feet of office and retail development, and a world-class luxury resort on Newport Coast. Ms. Freed also oversaw a yearlong branding initiative to redefine and communicate the company's core mission, vision, message platform and positioning. As a result she directed the

complete redesign of the corporate Web site, including message development, positioning and use of video testimonials.

JOHN CHRISTENSEN, PUBLICITY & MEDIA RELATIONS

John Christensen begins his 23rd year as a strategic communications leader and serves as a principal of Cornerstone Communications. Christensen co-founded Cornerstone Communications after serving nine years at the Irvine Company, one of the nation's largest and most respected private real estate companies. As vice president of media relations, Christensen managed the company's daily media relations and crisis management. He provided strategic communications counsel to senior management and participated in the creation of communication strategies and initiatives to advance the company's efforts to secure development approvals and maintain the company's image. Christensen coordinated and directed the media relations coverage of the announcement and event activities surrounding the designation of The Irvine Ranch as a California Natural Landmark and National Natural Landmark. Christensen joined the Irvine Company after spending a decade with the Portland Trail Blazers of the National Basketball Association. As the Director of Sports Communications, he served as the club's liaison between the media and the team, coordinating requests from local, national and international media. He also was responsible for game-day media accommodations, news conferences and the production of team information.

Project Fees

Ongoing social media/media strategy, web and content development, crisis counsel:
\$4,000/month for 12 months

References

Dan Hughes
Chief of Police
City of Fullerton
(714) 738-6825, dhughes@ci.fullerton.ca.us

Raul Quezada
Chief of Police
City of Anaheim
(714) 765-1601, rquezada@anaheim.net

David Maggard
City of Irvine
Chief of Police
Past President
California Police Chiefs Association
(714) 724-7101, dmaggard@ci.irvine.ca.us



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/03/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Peter Green Insurance Agency LLC 3151 Airway Ave., Suite F203 Costa Mesa, Ca 92626 License #: 0G81352	CONTACT NAME: Vivian Nguyen
	PHONE (A/C, No, Ext): 714-258-2800 FAX (A/C, No): 714-258-2820
Peter Green Vivian Nguyen Peter@pgiallc.com	E-MAIL ADDRESS: vivian@pgiallc.com
INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Travelers	
INSURER B: Hiscox USA - Lloyds	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F: Com	

INSURED
Cornerstone Communications & Public Relations
PO Box 10246
Bill Rams
Newport Beach, CA 92658
brams@cornerstonecommunications.com

COVERAGES CERTIFICATE NUMBER: 00000186-350232 REVISION NUMBER: 20

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	680-006E535136	05/20/2014	05/20/2015	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	680-006E535136	05/20/2014	05/20/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB DED <input type="checkbox"/> RETENTION \$	Y	CUP-006E535369	05/20/2014	05/20/2015	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	UB-6E577938	05/20/2014	05/20/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Errors and Omission		US UUA 2627657.13	06/17/2014	06/17/2015	Occ/Agg 1,000,000/2,000,000
A	Property		680-006E535136	05/20/2014	05/20/2015	Property 17,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Those Usual to the Insured's Operations. AS RESPECTS TO GENERAL LIABILITY, CITY OF GARDEN GROVE, ITS OFFICERS, OFFICIALS, AGENTS, EMPLOYEES, AND VOLUNTEERS ARE ADDITIONAL INSURED - BLANKET ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS, CG D1 05, BUT ONLY AS RESPECTS TO WORK PERFORMED BY OUR INSURED. AS RESPECTS TO GENERAL LIABILITY, COVERAGE IS AFFORDED ON A PRIMARY AND NON-CONTRIBUTORY BASIS AS PER CG D0 37. ✓
(continued on ACORD 101 Additional Remarks Schedule)

CERTIFICATE HOLDER CITY OF GARDEN GROVE 11222 ACACIA PKWY GARDEN GROVE, CA 92840	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Vivian Nguyen</i> (VAN)
--	--

Heidi Yung
7-9-14 Risk Management

AGENCY CUSTOMER ID: 00000186

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Peter Green Insurance Agency LLC		NAMED INSURED Cornerstone Communications & Public Relations Inc .	
POLICY NUMBER N/A			
CARRIER Multiple Carriers	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

(continued from Description of Operations)
AS RESPECTS TO GENERAL LIABILITY, EMPLOYERS LIABILITY AND EXCESS LIABILITY, 30 DAYS NOTICE OF CANCELLATION IS PROVIDED FOR CERTIFICATE HOLDER AS PER IL T4 00 AND WC99 06 11 A. Umbrella coverage includes endorsement UM 03 45 02 00 Auto Liability Following Form, UM 03 92 11 03 Employer Liability Following Form, and General Liability Follows Form UM 00 01 11 03.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS:

1. WHO IS AN INSURED (SECTION II) is amended to include as an insured any person or organization (called hereafter "additional insured") whom you have agreed in a written contract, executed prior to loss, to name as additional insured, but only with respect to liability arising out of "your work" or your ongoing operations for that additional insured performed by you or for you.
2. With respect to the insurance afforded to Additional Insureds the following conditions apply:
 - a. Limits of Insurance – The following limits of liability apply:
 1. The limits which you agreed to provide; or
 2. The limits shown on the declarations, whichever is less.
 - b. This insurance is excess over any valid and collectible insurance unless you have agreed in a written contract for this insurance to apply on a primary or contributory basis.
3. This insurance does not apply:
 - a. on any basis to any person or organization for whom you have purchased an Owners and Contractors Protective policy.
 - b. to "bodily injury," "property damage," "personal injury," or "advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:
 1. The preparing, approving or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; and
 2. Supervisory, inspection or engineering services.

Reviewed and approved as to insurance language
and/or requirements.

Heidi M. Jay
Risk Management
7-9-14

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

OTHER INSURANCE – ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS

COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV), Paragraph 4. (Other Insurance), is amended as follows:

1. The following is added to Paragraph a. Primary Insurance:

However, if you specifically agree in a written contract or written agreement that the insurance provided to an additional insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with that other insurance, provided that:

- a. The "bodily injury" or "property damage" for which coverage is sought occurs; and

- b. The "personal injury" or "advertising injury" for which coverage is sought arises out of an offense committed

subsequent to the signing and execution of that contract or agreement by you.

2. The first Subparagraph (2) of Paragraph b. Excess Insurance regarding any other primary insurance available to you is deleted.

3. The following is added to Paragraph b. Excess Insurance, as an additional subparagraph under Subparagraph (1):

That is available to the insured when the insured is added as an additional insured under any other policy, including any umbrella or excess policy.

Reviewed and approved as to insurance
and/or requirements.

Heidi M. Jay
Risk Management
7-9-14

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

HIRED AUTO AND NONOWNED AUTO LIABILITY

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Reviewed and approved as to insurance language
and/or requirements.

Heidi M. Jay
Risk Management
7-9-14

SCHEDULE

Insurance is provided only with respect to those coverages for which a specific premium charge is shown:

COVERAGE	ADDITIONAL PREMIUM
Hired Auto Liability	\$ INCLUDED
Nonowned Auto Liability	\$ INCLUDED

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

PROVISIONS

A. COVERAGE

If a premium charge is shown in the SCHEDULE above, the insurance provided under Section I – Coverage A – Bodily Injury And Property Damage Liability applies to "bodily injury" and "property damage" arising out of the maintenance or use of a "hired auto" or "nonowned auto". Maintenance or use of a "nonowned auto" includes test driving in connection with an "auto business".

B. EXCLUSIONS

With respect to the insurance provided by this endorsement:

1. The exclusions, under Section I – Coverage A – Bodily Injury And Property Damage Liability, other than exclusions a., b., d., e., f. and i. and the Nuclear Energy Liability Exclusion (Broad Form) are deleted and replaced by the following:
 - a. "Bodily injury" to:
 - (1) Any fellow "employee" of the insured arising out of and in the course of:
 - (a) Employment by the insured; or
 - (b) Performing duties related to the conduct of the insured's business.
 - b. "Property damage" to:
 - (1) Property owned or being transported by, or rented or loaned to the insured; or
 - (2) Property in the care, custody or control of the insured.

C. WHO IS AN INSURED

Section II – Who Is An Insured is replaced by the following:

Each of the following is an insured under this insurance to the extent set forth below:

1. You;
2. Anyone else including any partner or "executive officer" of yours while using with your permission a "hired auto" or a "nonowned auto" except:
 - a. The owner or lessee (of whom you are a sublessee) of a "hired auto" or the owner or lessee of a "nonowned auto" or any agent or "employee" of any such owner or lessee;
 - b. Your "employee" if the covered "auto" is owned by that "employee" or a member of his or her household;
 - c. Your "employee" if the covered "auto" is leased, hired or rented by him or her or a member of his or her household under a lease or rental agreement for a period of 180 days or more;
 - d. Any partner or "executive officer" with respect to any "auto" owned by such partner or officer or a member of his or her household;
 - e. Any partner or "executive officer" with respect to any "auto" leased or rented to such partner or officer or a member of his or her household under a lease or rental agreement for a period of 180 days or more;

COMMERCIAL GENERAL LIABILITY

- f. Any person while employed in or otherwise engaged in duties in connection with an "auto business", other than an "auto business" you operate;
- g. Anyone other than your "employees", partners, a lessee or borrower or any of their "employees", while moving property to or from a "hired auto" or a "nonowned auto"; or
3. Any other person or organization, but only with respect to their liability because of acts or omissions of an insured under 1. or 2. above.

D. AMENDED DEFINITIONS

The Definition of "insured contract" of Section V – Definitions is amended by the addition of the following exceptions to paragraph f.:

Paragraph f. does not include that part of any contract or agreement:

- (4) That pertains to the loan, lease or rental of an "auto" to you or any of your "employees", if the "auto" is loaned, leased or rented with a driver; or
- (5) That holds a person or organization engaged in the business of transporting property by "auto" for hire harmless for your use of a covered "auto" over a route or territory that person or organization is authorized to serve by public authority.

E. ADDITIONAL DEFINITIONS

Section V – Definitions is amended by the addition of the following definitions:

1. "Auto Business" means the business or occupation of selling, repairing, servicing, storing or parking "autos".
2. "Hired auto" means any "auto" you lease, hire, rent or borrow. This does not include:
 - a. Any "auto" you lease, hire or rent under a lease or rental agreement for a period of 180 days or more, or
 - b. Any "auto" you lease, hire, rent or borrow from any of your "employees", partners, stockholders, or members of their households.
3. "Nonowned auto" means any "autos" you do not own, lease, hire, rent or borrow that are being used in the course and scope of your business at the time of an "occurrence". This includes "autos" owned by your "employees" or partners or members of their households but only while being used in the course and scope of your business at the time of an "occurrence".

If you are a sole proprietor, "nonowned auto" means any "autos" you do not own, lease, hire, rent or borrow that are being used in the course and scope of your business or personal affairs at the time of an "occurrence".

POLICY NUMBER: 680-6E535136-14-42 ✓

ISSUE DATE: 06/09/2014

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED ENTITY – NOTICE OF CANCELLATION/NONRENEWAL PROVIDED BY US

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION: Number of Days Notice of Cancellation: 30

NONRENEWAL: Number of Days Notice of Nonrenewal: 30

PERSON OR
ORGANIZATION:
CITY OF GARDEN GROVE

ADDRESS:
11222 ACACIA PKWY
GARDEN GROVE CA 92840

PROVISIONS:

- A. If we cancel this policy for any statutorily permitted reason other than nonpayment of premium, and a number of days is shown for cancellation in the schedule above, we will mail notice of cancellation to the person or organization shown in the schedule above. We will mail such notice to the address shown in the schedule above at least the number of days shown for cancellation in the schedule above before the effective date of cancellation.
- B. If we decide to not renew this policy for any statutorily permitted reason, and a number of days is shown for nonrenewal in the schedule above, we will mail notice of the nonrenewal to the person or organization shown in the schedule above. We will mail such notice to the address shown in the schedule above at least the number of days shown for nonrenewal in the schedule above before the expiration date.

TRAVELERS
ONE TOWER SQUARE
HARTFORD, CT 06183

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY
ENDORSEMENT WC 99 06 11 (A)

POLICY NUMBER: (IJUB-6E57793-8-14)

NOTICE OF CANCELLATION

Except for non-payment of premium by you, we agree that no cancellation or limitation of this policy shall become effective until the number of day's written notice specified in item 2 of the Schedule has been mailed to you and to the person or organization designated in item 1 of the Schedule at the address indicated.

SCHEDULE

1. Name: CITY OF GARDEN GROVE

Address: 11222 ACACIA PKWY
GARDEN GROVE, CA 92840

2. Number of Days Written Notice: 30 Additional Days

Reviewed and approved as to insurance language
and/or requirements

Heidi M. Jay
Risk Management
7-9-14

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective

Policy No.

Endorsement No.

Insured

Premium \$

Insurance Company

Countersigned by _____

DATE OF ISSUE: 05-30-14

ST ASSIGN:

Page 1 of 1

POLICY NUMBER: CUP-6E535369-14-42 ✓

UMBRELLA

ISSUE DATE: 05/19/2014

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SCHEDULE OF UNDERLYING INSURANCE

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

Item 6 of the Declarations to include:

POLICY	LIMITS (000 OMITTED)	COVERAGE	COMPANY
UB-6E577938-14	1,000	EACH ACCIDENT	EMPLOYER'S LIABILITY TIL
	1,000	AGGREGATE EMPLOYEE DISEASE	
	1,000	EACH EMPLOYEE DISEASE	
680-006E535136-14	2,000	EACH OCCURRENCE	GENERAL LIABILITY ACJ
	4,000	PROD/COMP OPS AGG	
	4,000	GENERAL AGGREGATE	

"(If you have any employee exposure in the State of New York, the Employers Liability Limits are applicable only to bodily injury to your "non-subject employees" as defined under Rule VIII - Limits of Liability, A.2., of the WC/EL Manual of the State of New York)"

POLICY NUMBER: 680-6E535136-14-42 ✓

ISSUE DATE: 05/30/2014

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED ENTITY – NOTICE OF CANCELLATION/NONRENEWAL PROVIDED BY US

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION:	Number of Days Notice of Cancellation:	30
NONRENEWAL:	Number of Days Notice of Nonrenewal:	30

PERSON OR
ORGANIZATION:
CITY OF GARDEN GROVE

ADDRESS:
11222 ACACIA PKWY
GARDEN GROVE CA 92840

PROVISIONS:

- A. If we cancel this policy for any statutorily permitted reason other than nonpayment of premium, and a number of days is shown for cancellation in the schedule above, we will mail notice of cancellation to the person or organization shown in the schedule above. We will mail such notice to the address shown in the schedule above at least the number of days shown for cancellation in the schedule above before the effective date of cancellation.
- B. If we decide to not renew this policy for any statutorily permitted reason, and a number of days is shown for nonrenewal in the schedule above, we will mail notice of the nonrenewal to the person or organization shown in the schedule above. We will mail such notice to the address shown in the schedule above at least the number of days shown for nonrenewal in the schedule above before the expiration date.

Heidi M. Jay
Risk Management
7-9-14

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTO LIABILITY – FOLLOWING FORM

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

This insurance applies to "bodily injury" or "property damage" arising out of the:

1. ownership;
2. operation;
3. maintenance;
4. use;
5. loading;
6. unloading, or
7. entrustment to others

of any "auto" that is owned, operated, maintained, used, operated or hired by, or rented or loaned to any insured within the "auto hazard", but, only if such "bodily injury" or "property damage" would be covered by "underlying insurance" shown in Item 6. SCHEDULE OF UNDERLYING INSURANCE of the Declarations, or the renewal or replacement of such "underlying insurance" but for the exhaustion of the applicable limits of insurance of the "underlying insurance".

Reviewed and approved as to insurance coverage
and/or requirements.

Heidi M. Jay
Risk Management
7-9-14

POLICY NUMBER: CUP-6E535369-14-42 ✓

UMBRELLA

ISSUE DATE: 05/19/2014

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SCHEDULE OF UNDERLYING INSURANCE

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY (UMBRELLA) INSURANCE

Item 6 of the Declarations to include:

POLICY	LIMITS (000 OMITTED)	COVERAGE	COMPANY
UB-6E577938-14	1,000	EACH ACCIDENT	EMPLOYER'S LIABILITY TIL
	1,000	AGGREGATE EMPLOYEE DISEASE	
	1,000	EACH EMPLOYEE DISEASE	
680-006E535136-14	2,000	EACH OCCURRENCE	GENERAL LIABILITY ACJ
	4,000	PROD/COMP OPS AGG	
	4,000	GENERAL AGGREGATE	

"(If you have any employee exposure in the State of New York, the Employers Liability Limits are applicable only to bodily injury to your "non-subject employees" as defined under Rule VIII - Limits of Liability, A.2., of the WC/EL Manual of the State of New York)"

✓ 7-9-14

Zimbra

heidij@ci.garden-grove.ca.us

FW: Cornerstone Communications & Public Relations Inc ., Travelers, 680-006E535136.

From : Peter Green <Peter@pgiallc.com>

Thu, Jul 03, 2014 04:08 PM

Subject : FW: Cornerstone Communications & Public Relations Inc ., Travelers, 680-006E535136.

3 attachments

To : heidij@ci.garden-grove.ca.us

Cc : Vivian Nguyen <Vivian@pgiallc.com>, John Christensen <jchristensen@cornerstonecomms.com>

Hi Heidi,

Please see below and attached. Per your email the only items missing are:

- 1. Please include a form number on the excess auto liability endorsement. (Form UM03450200 - Auto Liability Following Form).

This was sent previously but is also re attached here

- 2. Please forward an additional insured endorsement for the excess general liability coverage. Please reference the form number of the endorsement on the certificate. *If the endorsement is not available, please send an e-mail to confirm. Also please confirm that the City will have coverage under the excess policy with the underlying general liability endorsement.*

Per email below as Vivian previously stated the AI endorsement on the excess policy is not available but the City of Garden Gove will have coverage under the excess policy because it follows the underlying general liability form and the City is Named AI on the general liability.

7-9-14

As far as we can tell you have all of the information you have requested. Please let us know if anything else is needed at this time.

Regards,
Peter

Peter W. Green, CWCU

An Affiliate Professional Insurance Associates Inc
Peter Green Insurance Agency LLC
3151 Airway Ave., Suite F-203
Costa Mesa, CA 92626

Ca. Lic OG81352
Office: 714-258-2800
Toll Free: 888-858-6259

Fax: 714-258-2820

Email: peter@pgiallc.com

Web: PeterGreenInsurance.com

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From: Vivian Nguyen

Sent: Thursday, July 03, 2014 3:31 PM

To: Peter Green

Subject: FW: Cornerstone Communications & Public Relations Inc ., Travelers, 680-006E535136.

From: Vivian Nguyen

Sent: Tuesday, July 01, 2014 11:44 AM

To: Heidi Janz (heidij@ci.garden-grove.ca.us)

Subject: Cornerstone Communications & Public Relations Inc ., Travelers, 680-006E535136.

Hi Heidi,

Attached are the forms for all three policies. Per Travelers, we cannot add GG as AI on the Umbrella policy, because the umbrella is follows forms already and the underlying policies are listed already, which should be sufficient.

Vivian A. Nguyen

Customer Service Representative



The Agency Life Insurance Rates Health Insurance Quote


Office: 714-258-2800
Direct: 714-258-2800 x200
Fax: 714-258-2820
Email: vivian@pgiallc.com
Web: PeterGreenInsurance.com


Peter Green Insurance Agency LLC
An Affiliate of Professional Insurance Associates
3151 Airway Ave., Suite F-203
Costa Mesa, CA 92626
Ca. Lic OG81352

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image001.jpg
4 KB

 **07-01-2014 FORMS.pdf**
870 KB

 **00000186-04-247.PDF**
38 KB

Re: HI!

Subject: Re: HI!

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 10 Sep 2015 14:00:13 -0700 (PDT)

To: Katherine Anderson <katherinea@ci.garden-grove.ca.us>

hmm...your card/FOB is OK...it sounds like the locking mechanism is starting to fail...I will call Comlock Security for service...

Thanks!

----- Original Message -----

From: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:57:06 PM

Subject: Re: HI!

I have only tried the door we usually use, which is the west door by the metal gate.

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:55:47 PM

Subject: Re: HI!

can you tell me what door? exact doors meaning direction I.e. southern door, north main doors. etc.

----- Original Message -----

From: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:49:07 PM

Subject: HI!

Good afternoon!

I am having problems getting in to the special services building with my key fob, during regular hours, and after hours. This started tues upon my return from vacation. Any ideas as to why??? I am working overtime this whole weekend and need access to the building. Thank you!!!

Kathy Anderson

Re: HI!

Subject: Re: HI!

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 10 Sep 2015 14:00:59 -0700 (PDT)

To: Katherine Anderson <katherinea@ci.garden-grove.ca.us>

ok..now that's a different story!!!! the wave means that your card/FOB is losing power...is it a FOB or CARD?? Can you meet me t19 real quick now before I leave for weekend???

----- Original Message -----

From: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:59:00 PM

Subject: Re: HI!

I just tried the front door, its slow but if I wave it around for about 10 seconds it will open.

----- Original Message -----

From: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:57:06 PM

Subject: Re: HI!

I have only tried the door we usually use, which is the west door by the metal gate.

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:55:47 PM

Subject: Re: HI!

can you tell me what door? exact doors meaning direction I.e. southern door, north main doors. etc.

----- Original Message -----

From: "Katherine Anderson" <katherinea@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 10, 2015 1:49:07 PM

Subject: HI!

Good afternoon!

I am having problems getting in to the special services building with my key fob, during regular hours, and after hours. This started tues upon my return from vacation. Any ideas as to why??? I am working overtime this whole weekend and need access to the building. Thank you!!!

Kathy Anderson

Subject: Re: Cornerstone Agreement ~ Renewal
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Thu, 10 Sep 2015 20:51:52 -0700 (PDT)
To: Sandy Segawa <sandras@ci.garden-grove.ca.us>

Sandy,

The contract expired 07-14-2015.

Jim

----- Original Message -----

From: "Sandy Segawa" <sandras@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Thursday, September 10, 2015 4:18:17 PM
Subject: Re: Cornerstone Agreement ~ Renewal

Jim,

When did the contract expire?

Sandy

Sent from my iPhone

On Sep 10, 2015, at 1:58 PM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hi Sandy,

The PD wishes to renew a recently expired agreement with Cornerstone Communications & Public Relations, Inc. I believe the cost and duration will be the same.

Can the PD just do an amendment to the expired agreement or should we redo the entire agreement. I understand that current insurance will be required either way.

Thanks for helping me 😊

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

<Cornerstone Agreement.pdf>

Subject: UASI Reimbursement ~ timesheet copy request

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 14 Sep 2015 11:40:48 -0700 (PDT)

To: Shawna Mcdonough <shawnam@ci.garden-grove.ca.us>

CC: Rhonda Kawell <rhondak@ci.garden-grove.ca.us>

Hi Shawna,

Can I get a PDF copy of Vince Vaicaro's approved timesheet dated 8/15/2015 ~ 8/28/2015.

I need to submit it to Anaheim PD for UASI reimbursement.

Thank you very much for your help.

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Re: Labor Expense report for UASI
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Mon, 14 Sep 2015 11:41:03 -0700 (PDT)
To: Rhonda Kawell <rhondak@ci.garden-grove.ca.us>

excellent thanks!!!!

----- Original Message -----

From: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Friday, September 11, 2015 5:33:49 PM
Subject: Labor Expense report for UASI

Hi Jim,

Attached is the labor report for your billing. Let me know if you need anything else.

Have a great day,
Rhonda

----- Original Message -----

From: ricoh104@ci.garden-grove.ca.us
To: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>
Sent: Friday, September 11, 2015 5:23:53 PM
Subject: Message from "ricoh104"

This E-mail was sent from "ricoh104" (Aficio MP 6001).

Scan Date: 09.11.2015 17:23:52 (-0700)
Queries to: ricoh104@ci.garden-grove.ca.us

Subject: UASI Overtime Update

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 14 Sep 2015 12:16:32 -0700 (PDT)

To: Ray Bex <rayb@ci.garden-grove.ca.us>, Lino Santana <linos@ci.garden-grove.ca.us>, Otto Escalante <ottoe@ci.garden-grove.ca.us>, Vince Vaicaro <vincev@ci.garden-grove.ca.us>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Hello Gentlemen:

The fiscal year 2014/2015 UASI Federal Grant gave GGPD \$27,591 to spend on UASI instructor OVERTIME only for GGPD personnel who are trained in Immediate Action Teams (IAT).

Good News: As of today, the remainder of the grant is \$19,118 for GGPD instructor personnel OVERTIME. If the opportunity arises for you to receive OVERTIME for a UASI sponsored IAT class, then by all means please go for it. I truly believe it is in the Department's best interests to show that we are utilizing the funds to the best of our ability.

Thanks!

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

P.S. As all of you already know, please give me a heads-up when you worked UASI OVERTIME so that I can prepare the proper reimbursement requests.

Subject: Re: PD Access

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 14 Sep 2015 13:00:02 -0700 (PDT)

To: James Cunningham <jamescu@ci.garden-grove.ca.us>

CC: Karen Brame <karenb@ci.garden-grove.ca.us>

Hi James,

No problem at all and will do...

Thanks!

Jim

----- Original Message -----

From: "James Cunningham" <jamescu@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, September 14, 2015 10:30:00 AM

Subject: PD Access

Hi James,

This is James Cunningham with Public Works. I have a new employee starting on September 14, 2015. I would like to get access to the Pd please. Her name is Kelli Patterson. If you would leave the fob with Karen it would be greatly appreciated. If you have any questions you can reach me on my cell [REDACTED]. Thank you for your help.

James Cunningham
Custodial Supervisor
Public Works
City Of Garden Grove

714-741-5734 VM

Re: OCTMA

Subject: Re: OCTMA

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 14 Sep 2015 13:38:53 -0700 (PDT)

To: Kerrstyn Vega <KVega@anaheim.net>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Mike Johnson <mikej@ci.garden-grove.ca.us>

Thank you very much Kerrstyn!!

Also, thanks for your help too earlier..I had my Captain sign the paperwork this morning and it should be forwarded promptly once I receive a formal copy of the timesheet.

thanks,

Jim

----- Original Message -----

From: "Kerrstyn Vega" <KVega@anaheim.net>

To: jamesc@ci.garden-grove.ca.us

Sent: Monday, September 14, 2015 1:08:28 PM

Subject: OCTMA

Hi Sgt,

Our UASI Training & Exercise coordinator will be off on Wednesday so he will not be able to attend. Please let me know if you need anything else.

Thanks!

Kerrstyn

Kerrstyn Vega

Anaheim Police Department

Budget & Finance- Special Operations/UASI/Support Services

ph- 714-765-1919

fax- 714-765-1616

kvega@anaheim.net

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Re: OCTMA

If you have received this communication in error, please notify the sender immediately by e-mail or telephone, and delete the original message immediately.
Thank you.

Subject: Kiera Long #4405

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 14 Sep 2015 16:02:59 -0700 (PDT)

To: Terry Chang <terryc@ci.garden-grove.ca.us>

CC: Nick Jensen <nickj@ci.garden-grove.ca.us>

Hi Terry,

I sent you the following IT request for our newest employee:

Community Services Officer Kiera Long #4405

As soon as you develop her login name, temporary password, and ZIMBRA, I will be able to get her started on PowerDMS for the policies and procedures (General Orders).

If you are running out of licenses for ZIMBRA, the following people have left the organization within the last two weeks:

Nick Hutchins

John Keely

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

upstairs copier

Subject: upstairs copier

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 14 Sep 2015 17:07:48 -0700 (PDT)

To: Carole Kanegae <carolek@ci.garden-grove.ca.us>

Carole,

can we get service for the upstairs copier...see attached PDF; it's mis-aligned (crooked) and all my PDF's for the last two weeks have been mis-aligned...

Thanks,

Jim

201509141610.pdf

Content-Type: application/pdf

Content-Encoding: base64

**FY14 Anaheim/ Santa Ana Urban Areas Security Initiative Grant Program
Reimbursement Request for Grant Expenditures**

This is the final reimbursement request.

Mail Reimbursement Request To:
Kerrstyn Vega, Grant Coordinator Anaheim Police Department Budget & Finance Bureau 425 S. Harbor Blvd. Anaheim, CA 92805

Activity Information
Project or Class Title(s):
Immediate Action Teams
Date(s) of Activity or Event:
Aug 20th & Aug 24th, 2015

Agency/ City Requesting Reimbursement	Garden Grove Police Department
Payroll Total (Salaries, Overtime, Backfill, etc)	1,154.78
Travel Total (Tuition, Meals, Lodging, etc)	
Equipment & Supplies Total	
Total Amount Requested	1,154.78

Under Penalty of perjury, I certify that:

I am the duly authorized officer of the claimant herein. This claim is in all respects true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations, and grant conditions and assurances. All attached documents for items and/or services have been received in full.

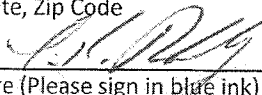
Authorized Agent

Kevin Boddy
Printed Name

Police Captain
Title

11301 Acacia Parkway
Mailing Address

Garden Grove CA 92842
City, State, Zip Code


Signature (Please sign in blue ink)

741-741-5414
Phone Number


kevinb@ci.garden-grove.ca.us
E-Mail Address

714-741-5955
Fax Number

9-14-15
Date

For Anaheim/Santa Ana UASI Grant Office Use Only	
Approved for Processing	Date
Account and Activity Number	
Grant Year/Grant	Project and Solution Area
Special Instructions/Comments	

**FY14 Anaheim and Santa Ana Urban Areas Security Initiative
Travel Reimbursement Application Worksheet**

Agency/City Name:	Garden Grove Police Department			Tracking Number:		Project & Solution Area:	H - Training				
Course Title:	Immediate Actions Teams			Course Dates:	Aug. 20th & Aug 24th, 2015		Course Location:	SAPD			
Employee Name	Job Title	Division	Travel Start Date	Travel End Date	Tuition	Travel, Lodging, Meals, etc	Overtime or Backfill	Name of Backfill Employee	Hourly OT Rate	Total OT Amount	Total Expenses
Vince Vaicaro	Officer		08/20/15	08/24/15			OT (14 HRS of instruction)		82.48	1,154.78	1,154.78
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<i>I certify that all charges are true and accurate, adhere to grant guidelines, and documentation of these transactions are maintained and available for at minimum, three years beyond the close of the grant for audit.</i>										Total	\$ 1,154.78
Signature:							Date: 09-14-15				
Submitted By:	Kevin Boddy, Captain						Title:	Captain			

CFDA #97.067

Grant # 2013-00110

Cal-EMA ID# 995010

Garden Grove Police Department

INVOICE

11301 Acacia Parkway
Garden Grove, CA 92840
Attn: James Colegrove, Planning and Research Division
Phone (714) 741-5819 Fax (714) 741-5955

INVOICE #09-14-15
IAT INSTRUCTORS
DATE: SEPTEMBER 14, 2015
DUE UPON RECEIPT

TO:
City of Anaheim
Anaheim Police Department
Budget & Finance Bureau
425 s. Harbor Boulevard
Anaheim CA 92805

FOR:
FY14 UASI Overtime reimbursement for UASI Immediate Action
Teams training class Aug 20 ~ Aug 24 , 2015

DESCRIPTION	HOURS	RATE *	AMOUNT
FY14 UASI Overtime reimbursement for UASI Immediate Action Teams training class instruction	14 OT Hours	Varies	1,154.78
TOTAL			1,154.78

NOTE:

Please make all checks payable to City of Garden Grove.

Please attach one copy of this invoice to your check and remit to the address listed above.

Subject: Re: Kiera Long #4405

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 15 Sep 2015 09:09:36 -0700 (PDT)

To: Terry Chang <terryc@ci.garden-grove.ca.us>

got it thanks!

----- Original Message -----

From: "Terry Chang" <terryc@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, September 15, 2015 9:08:26 AM

Subject: Re: Kiera Long #4405

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Terry Chang" <terryc@ci.garden-grove.ca.us>

Cc: "Nick Jensen" <nickj@ci.garden-grove.ca.us>

Sent: Monday, September 14, 2015 4:02:59 PM

Subject: Kiera Long #4405

Hi Terry,

I sent you the following IT request for our newest employee:

Community Services Officer Kiera Long #4405

As soon as you develop her login name, temporary password, and ZIMBRA, I will be able to get her started on PowerDMS for the policies and procedures (General Orders).

If you are running out of licenses for ZIMBRA, the following people have left the organization within the last two weeks:

Nick Hutchins

John Keely

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Re: Power DMS

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 15 Sep 2015 11:38:44 -0700 (PDT)

To: Ashley Serota <ashleys@ci.garden-grove.ca.us>

Hi Ashley,

I want to help you, but you'll have to come to my office so I can log onto PowerDMS as the Administrator to figure out the problem.

Let me know ☺

Jim Colegrove

----- Original Message -----

From: "Ashley Serota" <ashleys@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Maria McFarlane" <mmcfarlane@ci.garden-grove.ca.us>

Sent: Saturday, September 12, 2015 6:15:45 PM

Subject: Power DMS

Hello Sgt. Colegrove,

I am still having difficulties logging into Power DMS. Terry helped me check my junk mail file, but there is nothing in there from PowerDMS regarding my password or how to change it. I am wondering if maybe somehow the system has an incorrect email address for me.

I appreciate your help!

Thanks!

Ashley Serota
Police Records Specialist
Garden Grove Police Department
714-741-5719
ashleys@ci.garden-grove.ca.us

You're lucky to be alive

Subject: You're lucky to be alive

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 15 Sep 2015 12:25:14 -0700 (PDT)

To: John <johnnd32@cox.net>

<http://www.foxnews.com/us/2015/09/15/fatalities-reported-after-float-plane-carrying-10-crashes-in-alaska/?intcmp=hplnws>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Incorrect Spelling on name

Subject: Incorrect Spelling on name

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 15 Sep 2015 13:53:10 -0700 (PDT)

To: Terry Chang <terryc@ci.garden-grove.ca.us>

Terry,

I gave you the incorrect spelling on Kiera Long...

It gonna be "Keira Long"..can her login info be change to reflect the correct spelling?

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: 91-freeway

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 15 Sep 2015 17:20:15 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

<http://www.pe.com/articles/highway-780309-lanes-tuesday.html>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Test

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 15 Sep 2015 18:26:22 -0700 (PDT)

To: Keira Long <keiral@ci.garden-grove.ca.us>

Just making sure your email works under the correct spelling?

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Check out this nightmare too!!!!

Subject: Check out this nightmare too!!!!

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 07:46:24 -0700 (PDT)

To: Larry Ebelt <larrye@ci.garden-grove.ca.us>

<http://losangeles.cbslocal.com/2015/09/16/power-outage-cancels-delays-flights-at-ontario-international-airport/>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: EOC

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 08:01:05 -0700 (PDT)

To: Keith Velotta <keithv@ci.garden-grove.ca.us>

Hi Keith,

Once a year I have to give training on EOC to management at the PD. Do you think that firm will have everything done soon?

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Signature Needed

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 08:11:52 -0700 (PDT)

To: Vince Vaicaro <vincev@ci.garden-grove.ca.us>

Hey Vince,

I need a signature on your time sheet for UASI; can you swing by t19?

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: GGPD UASI Reimbursement Request

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 08:39:33 -0700 (PDT)

To: Kerrstyn Vega <kvega@anaheim.net>

CC: Rhonda Kawell <rhondak@ci.garden-grove.ca.us>, Courtney Allison <courta@ci.garden-grove.ca.us>

Dear Kerrstyn,

Attached is the City of Garden Grove's latest UASI reimbursement request.

Thank you very much,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

201509160840.pdf	Content-Type: application/pdf
	Content-Encoding: base64

**FY14 Anaheim/ Santa Ana Urban Areas Security Initiative Grant Program
Reimbursement Request for Grant Expenditures**

This is the final reimbursement request.

Mail Reimbursement Request To:
Kerrstyn Vega, Grant Coordinator Anaheim Police Department Budget & Finance Bureau 425 S. Harbor Blvd. Anaheim, CA 92805

Activity Information
Project or Class Title(s):
Immediate Action Teams
Date(s) of Activity or Event:
Aug 20th & Aug 24th, 2015

Agency/ City Requesting Reimbursement	Garden Grove Police Department
Payroll Total (Salaries, Overtime, Backfill, etc)	1,154.78
Travel Total (Tuition, Meals, Lodging, etc)	
Equipment & Supplies Total	
Total Amount Requested	1,154.78

Under Penalty of perjury, I certify that:

I am the duly authorized officer of the claimant herein. This claim is in all respects true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations, and grant conditions and assurances. All attached documents for items and/or services have been received in full.

Authorized Agent

Kevin Boddy
Printed Name
Police Captain
Title
11301 Acacia Parkway
Mailing Address
Garden Grove CA 92842
City, State, Zip Code

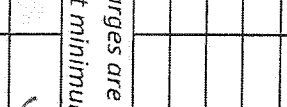
741-741-5414
Phone Number
kevinb@ci.garden-grove.ca.us
E-Mail Address
714-741-5955
Fax Number


Signature (Please sign in blue ink)

9-11-15
Date

For Anaheim/Santa Ana UASI Grant Office Use Only	
Approved for Processing	Date
Account and Activity Number	
Grant Year/Grant	Project and Solution Area
Special Instructions/Comments	

**FY14 Anaheim and Santa Ana Urban Areas Security Initiative
Travel Reimbursement Application Worksheet**

Agency/City Name:	Garden Grove Police Department		Tracking Number:			Project & Solution Area:	H - Training				
Course Title:	Immediate Actions Teams		Course Dates:	Aug. 20th & Aug 24th, 2015		Course Location:	SAPD				
Employee Name	Job Title	Division	Travel Start Date	Travel End Date	Tuition	Travel, Lodging, Meals, etc	Overtime or Backfill	Name of Backfill Employee	Hourly OT Rate	Total OT Amount	Total Expenses
Vince Valcaro	Officer		08/20/15	08/24/15			OT (14 HRS of instruction)		82.48	1,154.78	1,154.78
<i>I certify that all charges are true and accurate, adhere to grant guidelines, and documentation of these transactions are maintained and available for at minimum, three years beyond the close of the grant for audit.</i>											
Signature:						Date:	09/14/15	Date:	09/14/15	Total	\$ 1,154.78
Submitted By:	Kevin Boddy, Captain					Title:	Captain				

Garden Grove Police Department

INVOICE

11301 Acacia Parkway
Garden Grove, CA 92840
Attn: James Colegrove, Planning and Research Division
Phone (714) 741-5819 Fax (714) 741-5955

INVOICE #09-14-15
IAT INSTRUCTORS
DATE: SEPTEMBER 14, 2015
DUE UPON RECEIPT

TO:
City of Anaheim
Anaheim Police Department
Budget & Finance Bureau
425 s. Harbor Boulevard
Anaheim CA 92805

FOR:
FY14 UASI Overtime reimbursement for UASI Immediate Action
Teams training class Aug 20 ~ Aug 24 , 2015

DESCRIPTION	HOURS	RATE *	AMOUNT
FY14 UASI Overtime reimbursement for UASI Immediate Action Teams training class instruction	14 OT Hours	Varies	1,154.78
TOTAL			1,154.78

NOTE:

Please make all checks payable to City of Garden Grove.

Please attach one copy of this invoice to your check and remit to the address listed above.

Subject: Fwd: UASI Overtime Update

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 09:41:59 -0700 (PDT)

To: Robert Bogue <robertb@ci.garden-grove.ca.us>

----- Forwarded Message -----

Hello Gentlemen:

The fiscal year 2014/2015 UASI Federal Grant gave GGPD \$27,591 to spend on UASI instructor OVERTIME only for GGPD personnel who are trained in Immediate Action Teams (IAT).

Good News: As of today, the remainder of the grant is \$19,118 for GGPD instructor personnel OVERTIME. If the opportunity arises for you to receive OVERTIME for a UASI sponsored IAT class, then by all means please go for it. I truly believe it is in the Department's best interests to show that we are utilizing the funds to the best of our ability.

Thanks!

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

P.S. As all of you already know, please give me a heads-up when you worked UASI OVERTIME so that I can prepare the proper reimbursement requests.

Subject: Fwd: GGPD UASI Reimbursement Request
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Wed, 16 Sep 2015 09:42:42 -0700 (PDT)
To: Robert Bogue <robertb@ci.garden-grove.ca.us>

typical UASI reimbursement request attached

----- Forwarded Message -----

Dear Kerrstyn,

Attached is the City of Garden Grove's latest UASI reimbursement request.

Thank you very much,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

201509160840.pdf	Content-Type: application/pdf
	Content-Encoding: base64

**FY14 Anaheim/ Santa Ana Urban Areas Security Initiative Grant Program
Reimbursement Request for Grant Expenditures**

This is the final reimbursement request.

Mail Reimbursement Request To:
Kerrstyn Vega, Grant Coordinator Anaheim Police Department Budget & Finance Bureau 425 S. Harbor Blvd. Anaheim, CA 92805

Activity Information
Project or Class Title(s):
Immediate Action Teams
Date(s) of Activity or Event:
Aug 20th & Aug 24th, 2015

Agency/ City Requesting Reimbursement	Garden Grove Police Department
Payroll Total (Salaries, Overtime, Backfill, etc)	1,154.78
Travel Total (Tuition, Meals, Lodging, etc)	
Equipment & Supplies Total	
Total Amount Requested	1,154.78

Under Penalty of perjury, I certify that:

I am the duly authorized officer of the claimant herein. This claim is in all respects true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations, and grant conditions and assurances. All attached documents for items and/or services have been received in full.

Authorized Agent

Kevin Boddy
Printed Name
Police Captain
Title
11301 Acacia Parkway
Mailing Address
Garden Grove CA 92842
City, State, Zip Code

741-741-5414
Phone Number
kevinb@ci.garden-grove.ca.us
E-Mail Address
714-741-5955
Fax Number


Signature (Please sign in blue ink)

9-14-15
Date

For Anaheim/Santa Ana UASI Grant Office Use Only	
Approved for Processing	Date
Account and Activity Number	
Grant Year/Grant	Project and Solution Area
Special Instructions/Comments	

Garden Grove Police Department

INVOICE

11301 Acacia Parkway
Garden Grove, CA 92840
Attn: James Colegrove, Planning and Research Division
Phone (714) 741-5819 Fax (714) 741-5955

INVOICE #09-14-15
IAT INSTRUCTORS
DATE: SEPTEMBER 14, 2015
DUE UPON RECEIPT

TO:
City of Anaheim
Anaheim Police Department
Budget & Finance Bureau
425 s. Harbor Boulevard
Anaheim CA 92805

FOR:
FY14 UASI Overtime reimbursement for UASI Immediate Action
Teams training class Aug 20 ~ Aug 24 , 2015

DESCRIPTION	HOURS	RATE *	AMOUNT
FY14 UASI Overtime reimbursement for UASI Immediate Action Teams training class instruction	14 OT Hours	Varies	1,154.78
TOTAL			1,154.78

NOTE:

Please make all checks payable to City of Garden Grove.

Please attach one copy of this invoice to your check and remit to the address listed above.

so. Cal just keeps getting worse!!!!

Subject: so. Cal just keeps getting worse!!!!

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 09:54:43 -0700 (PDT)

To: Larry Ebelt <larrye@ci.garden-grove.ca.us>

<http://losangeles.cbslocal.com/2015/09/16/earthquake-with-preliminary-magnitude-4-5-rattles-big-bear-lake/>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Re: upstairs copier

Subject: Re: upstairs copier
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Wed, 16 Sep 2015 11:00:55 -0700 (PDT)
To: Carole Kanegae <carolek@ci.garden-grove.ca.us>

You are a superstar!

----- Original Message -----

From: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Wednesday, September 16, 2015 10:41:19 AM
Subject: Re: upstairs copier

I put in a work order for this.

Carole Kanegae

Office of the Chief of Police

Garden Grove Police Department

Ph: 714-741-5901

Fx: 714-741-5902

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
To: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>
Sent: Monday, September 14, 2015 5:07:48 PM
Subject: upstairs copier

Carole,

can we get service for the upstairs copier...see attached PDF; it's mis-aligned (crooked) and all my PDF's for the last two weeks have been mis-aligned...

Thanks,

Jim

Re: EOC

Subject: Re: EOC

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 11:01:39 -0700 (PDT)

To: Keith Velotta <keithv@ci.garden-grove.ca.us>

cool..I'll swing by next week cuz im off as of tomorrow.

----- Original Message -----

From: "Keith Velotta" <keithv@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Wednesday, September 16, 2015 10:15:15 AM

Subject: Re: EOC

No. I'll be in the office tomorrow. Swing by and we can talk about what you need. I have some ideas that may help us both.

Sent from my iPhone

On Sep 16, 2015, at 8:01 AM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hi Keith,

Once a year I have to give training on EOC to management at the PD. Do you think that firm will have everything done soon?

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Fwd: Request #1287: Message from DENISE KEHN

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 16 Sep 2015 16:30:32 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

CC: Ted Peaslee <tedp@ci.garden-grove.ca.us>, Craig McIver <craigm@ci.garden-grove.ca.us>

Captain Boddy:

Please read the attached PUBLIC RECORDS ACT request by RAIZ on U-Visas that is due this coming Monday. PSD does not handle U-Visas and I believe all U-Visa requests are processed through Lt. Peaslee's Office.

In reviewing the five requests in their RAIZ' document, I believe this will be a simple response because I don't think we keep records of U-Visas whatsoever, nor do I believe there are any policies, procedures, or laws demanding that we keep track of such U-Visas. I have no problem drafting a response to the PRA, but wish for your direction to do so. I'll "cc" Lt. Peaslee and Sgt. Mciver for their edification.

Let me know how you want me to proceed, and we can talk after your 4-hour commute to work.

Thanks,

Jim

----- Forwarded Message -----

Good afternoon Sergeant Colegrove,

Attached is a records request, submitted to the City Clerk's Office, regarding U-Visa Certifications. A response for this request is due on Monday. Please send the information to my email and I will respond to the requester. Please let me know if you need more time to process the information so that I can send the proper correspondence.

Feel free to call me if you have any questions.

Thank you for your help,

Denise Kehn

Records Specialist

City of Garden Grove

714-741-5036

----- Forwarded Message -----

From: "Vicky Helton" <vickyh@zimbra.ci.garden-grove.ca.us>

To: "Public Records Request" <denisek@garden-grove.org>

Sent: Wednesday, September 16, 2015 3:53:27 PM

Subject: Re: Request #1287: Message from DENISE KEHN

My bad, Denise. It's been insane the last couple of weeks, here.

This is a request that should be responded to by our Professional Standards Unit. Please forward to Sgt. J. Colegrove.

Thanks.

Vicky

----- Forwarded Message -----

From: "Public Records Request" <denisek@garden-grove.org>
Sent: Wednesday, September 16, 2015 3:38:00 PM
Subject: Request #1287: Message from DENISE KEHN

Public Records Request System
=====

Message from DENISE KEHN:

Hi Vicky,

Just a reminder that the request from Alexis Nava Teodoro requesting information regarding U-Visa Certifications is due on Monday. Please let me know if you need more time so that I can send the proper correspondence.

Thank you for your help,
Denise

Please follow this link to access this request:
http://ch.ci.garden-grove.ca.us/records_request/requests/1287/token/c36c7c7d9ec4d42ae93cd4f4bf087caa

--

Victoria L. Helton
Records Manager
Support Services Bureau
Garden Grove Police Department
714-741-5715

Request # 1287 - U-Visa Certifications.pdf

Content-Type: application/pdf
Content-Encoding: base64

— Uvisa PRA GGPD-2.pdf —

Uvisa PRA GGPD-2.pdf	Content-Type: application/pdf Content-Encoding: base64
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Request #1287

Re: Garden Grove Police Department U-Visa Certifications

Please see the attached request regarding the above subject matter.

Requester: Alexis Nava Teodoro
Company: RAIZ
Phone: [REDACTED]

Correspondence

Message from Denise Kehn

25 minutes ago

Hi Vicky,

Just a reminder that the request from Alexis Nava Teodoro requesting information regarding U-Visa Certifications is due on Monday. Please let me know if you need more time so that I can send the proper correspondence.

Thank you for your help,
Denise

Uvisa_PRA_GGPD-2.pdf

Reply to this message | Privacy: vickyh

Assigned to Vicky L Helton

September 08

Request received

September 08

Message from the requesting party

September 08

Attached document(s)

Uvisa_PRA_GGPD-2.pdf

Due on Sep 21

RAIZ

September 8, 2015

SENT VIA EMAIL

Vicky Helton
Records Manager
Garden Grove Police Department
vickyh@ggpd.org

Re: Garden Grove Police Department U-Visa Certifications

Dear Vicky Helton,

Pursuant to the California Public Records Act (Government Code Sections 6250 – 6270), Resistencia, Autonomia, Igualdad, y lideraZgo (RAIZ) asks to obtain access to and copies of the records described in this letter, which we understand to be held by the Garden Grove Police Department (GGPD) and components and subcomponents.

Background on Request

The U Visa is an immigration benefit that can be sought by victims of certain crimes who are currently assisting or have previously assisted law enforcement in the investigation or prosecution of a crime, or who are likely to be helpful in the investigation or persecution of criminal activity.¹

In Orange County, the undocumented population face immense barriers and they are susceptible to abuse on a daily basis. In addition, little is known in the community about the certification process regarding the U-Visa from law enforcement agencies including GGPD.

This request is with hope to create a better understanding between the immigrant community and GGPD in relation to U-Visa certifications and its process.

Records Request

I. Instructions and Definitions

¹ Department of Homeland Security. U Visa Law Enforcement Certification Resource Guide for Federal, State, Local, Tribal and Territorial Law Enforcement.
https://www.dhs.gov/xlibrary/assets/dhs_u_vis_a_certification_guide.pdf.

The term "Records," as used in the request below, should be construed broadly, and it refers to any material, record, communication, or document, whether in letter or electronic form, including, but not limited to, memoranda, interoffice memoranda, lists, reports, directives, correspondence, data, statistics, spreadsheets, text messages, instant messages and instant message logs, emails, formal or informal policy statements, and internal guidelines.

II. The Request

1. An electronic copy of the U-Visa certification policy of the Garden Grove Police Department (GGPD).
2. All records showing how many U-Visa certification requests were received by the GGPD for the past 5 years. The time period can be starting from Jan 1, 2010 to September 4, 2015.
 - a. We want an exact number of requests made per year using the time frame referenced in the previous sentence.
3. All records showing how many of those requests referenced above were denied certification and how many were actually granted certification. Again, we want this to be also divided by year.
4. All records showing the type of crime committed to the victims requesting certification in the time period referenced above. Again, we want this to be also divided by year.
5. The number of staff, their names, job title, and contact information that handles U-Visa certifications requests for the GGPD.

Timing

We respectfully ask for a determination on this request within 10 days of your receipt of it, and an even prompter reply if you can make that determination without having to review the records in question. Government Code § 6253.

Exemptions

If it is determined that any or all of the information qualifies for an exemption from disclosure, pursuant to the Public Records Act, please note whether the exemption is discretionary, and if so, whether it is necessary to exercise the agency's discretion to withhold the information. If it is determined that some, but not all, of the information is exempt from disclosure and withholding is intended, please produce portions of the records with relevant redactions. If it is determined that any or all of the information is exempt and will not be disclosed, please provide a signed notification citing the legal authorities being relied upon.

Request for Fee Waiver

RAIZ respectfully request a fee waiver for copying costs associated with producing these records. RAIZ is a community organization that works with victims of crimes, at-risk youth, and provides legal and civic advocacy for people in removal proceedings. The requested information will not be used by RAIZ for commercial gain.

Disclosure of the requested information is in the public interest because it will contribute significantly to the public understanding of the U-Visa certification process and practices of the GGPD. However, in the event that a fee waiver is denied, we request notification of any duplication charges so that we may decide which records we wish to have copied.

If I can provide any clarification that will help expedite your attention to this request, please contact Alexis Nava Teodoro, Deportation Defense Coordinator of RAIZ by phone at (714) 574-6540 or by email at alexis@raizoc.org.

Thank you for your attention to this matter.

Sincerely,

Alexis Nava Teodoro
Deportation Defense Coordinator
RAIZ

Subject: Re: Fwd: Cornerstone Communications
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Mon, 21 Sep 2015 09:54:38 -0700 (PDT)
To: Courtney Allison <courta@ci.garden-grove.ca.us>
CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Ok will do first thing tomorrow 😊

Sent from my iPhone

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Original Message -----

From: Courtney Allison <courta@ci.garden-grove.ca.us>
To: James Colegrove <jamesc@ci.garden-grove.ca.us>
Cc: Kevin Boddy <kevinb@ci.garden-grove.ca.us>
Sent: Mon, 21 Sep 2015 09:29:56 -0700 (PDT)
Subject: Fwd: Cornerstone Communications

Hi Jimmy,

It looks like this will need a manager's memo after all. When you send it to Sandy please copy me on it, too.

Thanks very much,

Courtney

----- Original Message -----

From: "Sandy Segawa" <sandras@ci.garden-grove.ca.us>
To: "Courtney Allison" <courta@ci.garden-grove.ca.us>
Sent: Monday, September 21, 2015 7:55:13 AM
Subject: Cornerstone Communications

Courtney,

I was just reviewing this file from the last time it was done and it is going to require approval from the City Manager this time around since it is \$48,000 and an RFP will not be conducted. Please draft the memo to the City Manager and have it signed by the Chief and sent to my attention for review. Once I have reviewed it, I will send it on to the City Manager for review and approval.

I will hold off on processing this until the signed memo is received. I forgot who called me on this one so I am sending it to you for help.

Thank You,

Sandy

Subject: Re: Records Request # 1287 - U-Visa Certifications
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Mon, 21 Sep 2015 17:19:23 -0700 (PDT)
To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hey...we can talk about this mañana.

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Original Message -----

From: Denise Kehn <denisek@ci.garden-grove.ca.us>
To: James Colegrove <jamesc@ci.garden-grove.ca.us>
Sent: Mon, 21 Sep 2015 15:36:05 -0700 (PDT)
Subject: Records Request # 1287 - U-Visa Certifications

Hi James,

An extension letter has been sent for the records request regarding the Police Departments U-Visa Certifications. (See attached) The due date has been extended to Monday, October 5th. Please feel free to call me if you have any questions.

Thank you for your help,

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

Re: upstairs copier

Subject: Re: upstairs copier

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 22 Sep 2015 08:16:07 -0700 (PDT)

To: Carole Kanegae <carolek@ci.garden-grove.ca.us>

Ok will do ☺ it has something to do with the rollers that pull the paper inward...one roller is not rotating as fast as the other, so the paper is then copied at an angle ☺ I will test it to see if the cleaning resolved the issue.

----- Original Message -----

From: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Thursday, September 17, 2015 11:07:57 AM

Subject: Re: upstairs copier

Jimmy C.

The Ricoh guy came out and said he didn't see any issues but cleaned the machine etc.

Can you test it and tell me if it is doing the same thing as it was doing before?

Carole Kanegae

Office of the Chief of Police

Garden Grove Police Department

Ph: 714-741-5901

Fx: 714-741-5902

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>

Sent: Monday, September 14, 2015 5:07:48 PM

Subject: upstairs copier

Carole,

can we get service for the upstairs copier...see attached PDF; it's mis-aligned (crooked) and all my PDF's for the last two weeks have been mis-aligned...

Thanks,

Jim

Subject: Flood: Social Media Avenues for Station 32

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 22 Sep 2015 11:20:52 -0700 (PDT)

To: Rebecca Meeks <rebeccam@ci.garden-grove.ca.us>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Hi Rebecca ☺

Thanks for meeting with me and discussing the five social media avenues GGPD can use to get the word out to the public in case of a flood:

Reverse 911
Nixel
Facebook
Twitter
Press Information Officer

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Flood: Social Media Avenues for Station 32

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 22 Sep 2015 11:20:52 -0700 (PDT)

To: Rebecca Meeks <rebeccam@ci.garden-grove.ca.us>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Hi Rebecca 😊

Thanks for meeting with me and discussing the five social media avenues GGPD can use to get the word out to the public in case of a flood:

Reverse 911
Nixel
Facebook
Twitter
Press Information Officer

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Re: Records Request # 1287 - U-Visa Certifications
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 22 Sep 2015 11:23:42 -0700 (PDT)
To: Denise Kehn <denisek@ci.garden-grove.ca.us>
CC: Ted Peaslee <tedp@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hi Denise,

Lieutenant Ted Peaslee will be facilitating the response for U-Visa Certifications. I will 'cc' him on this email so that he is aware of the extension.

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Original Message -----

From: "Denise Kehn" <denisek@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Monday, September 21, 2015 3:36:05 PM
Subject: Records Request # 1287 - U-Visa Certifications

Hi James,

An extension letter has been sent for the records request regarding the Police Departments U-Visa Certifications. (See attached) The due date has been extended to Monday, October 5th. Please feel free to call me if you have any questions.

Thank you for your help,

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

Request # 1287 - U-Visa Certifications.pdf	Content-Type: application/pdf
	Content-Encoding: base64

----- Uvisa PRA GGPD-2.pdf -----

Uvisa PRA GGPD-2.pdf	Content-Type: application/pdf
	Content-Encoding: base64

Due date extended

Request #1287

Re: Garden Grove Police Department U-Visa Certifications


Please see the attached request regarding the above subject matter.

Requester: Alexis Nava Teodoro

Company: RAIZ

Phone: [REDACTED]

Correspondence

 Due date extended by Denise Kehn

less than a minute ago

Re: Request for Public Records – Notice of Extension
City of Garden Grove

Dear Ms. Teodoro,

The City of Garden Grove has received your records request dated September 8, 2015, in the City Clerk's Office on September 11, 2015, requesting information regarding the Garden Grove Police Department's U-Visa Certifications. This letter shall serve as notification of the City's intent to comply with your request for public records, pursuant to the California Public Records Act (the "Act") (Government Code §6250 et seq.).

The City is in the process of evaluating this request and is compiling records in an effort to make a determination as to whether the request seeks copies of disclosable public records in the possession of the City of Garden Grove. However, notice is hereby given that the time limit to make this initial determination under the code shall be extended by fourteen (14) days to October 5, 2015, pursuant to Government Code §6253, for the following reason:

(a) The extension of time is reasonable and necessary for the proper processing of the request.

As noted above, the City's written determination as to whether the request seeks copies of disclosable, non-exempt and non-privileged public records in the possession of the agency shall be sent to you on or about October 5, 2015. Pursuant to the Act, thereafter any and all disclosable, non-exempt and non-privileged public records that are deemed responsive to your request will be made promptly available to you.

In the meantime, if you have any questions or concerns regarding the processing of this request, please contact me at 714-741-5036.


Sincerely,

Denise Kehn

Records Specialist

City of Garden Grove

Due date extended to: Monday, October 05, 2015


 Message from Denise Kehn


5 days ago


Hi Vicky,

Just a reminder that the request from Alexis Nava Teodoro requesting information regarding U-Visa Certifications is due on Monday. Please let me know if you need more time so that I can send the proper correspondence.

Thank you for your help,
Denise

 Uvisa_PRA_GGPD-2.pdf


 Reply to this message | Privacy: vickyh

 Assigned to Vicky L Helton

September 08


 Request received

September 08

 Message from the requesting party

September 08

Attached document(s)

 Uvisa_PRA_GGPD-2.pdf

Due on Oct 05

RAIZ

September 8, 2015

SENT VIA EMAIL

Vicky Helton
Records Manager
Garden Grove Police Department
vickyh@ggpd.org

Re: Garden Grove Police Department U-Visa Certifications

Dear Vicky Helton,

Pursuant to the California Public Records Act (Government Code Sections 6250 – 6270), Resistencia, Autonomia, Igualdad, y lideraZgo (RAIZ) asks to obtain access to and copies of the records described in this letter, which we understand to be held by the Garden Grove Police Department (GGPD) and components and subcomponents.

Background on Request

The U Visa is an immigration benefit that can be sought by victims of certain crimes who are currently assisting or have previously assisted law enforcement in the investigation or prosecution of a crime, or who are likely to be helpful in the investigation or persecution of criminal activity.¹

In Orange County, the undocumented population face immense barriers and they are susceptible to abuse on a daily basis. In addition, little is known in the community about the certification process regarding the U-Visa from law enforcement agencies including GGPD.

This request is with hope to create a better understanding between the immigrant community and GGPD in relation to U-Visa certifications and its process.

Records Request

I. Instructions and Definitions

¹ Department of Homeland Security. U Visa Law Enforcement Certification Resource Guide for Federal, State, Local, Tribal and Territorial Law Enforcement.
https://www.dhs.gov/xlibrary/assets/dhs_u_vis_a_certification_guide.pdf.

The term "Records," as used in the request below, should be construed broadly, and it refers to any material, record, communication, or document, whether in letter or electronic form, including, but not limited to, memoranda, interoffice memoranda, lists, reports, directives, correspondence, data, statistics, spreadsheets, text messages, instant messages and instant message logs, emails, formal or informal policy statements, and internal guidelines.

II. The Request

1. An electronic copy of the U-Visa certification policy of the Garden Grove Police Department (GGPD).
2. All records showing how many U-Visa certification requests were received by the GGPD for the past 5 years. The time period can be starting from Jan 1, 2010 to September 4, 2015.
 - a. We want an exact number of requests made per year using the time frame referenced in the previous sentence.
3. All records showing how many of those requests referenced above were denied certification and how many were actually granted certification. Again, we want this to be also divided by year.
4. All records showing the type of crime committed to the victims requesting certification in the time period referenced above. Again, we want this to be also divided by year.
5. The number of staff, their names, job title, and contact information that handles U-Visa certifications requests for the GGPD.

Timing

We respectfully ask for a determination on this request within 10 days of your receipt of it, and an even prompter reply if you can make that determination without having to review the records in question. Government Code § 6253.

Exemptions

If it is determined that any or all of the information qualifies for an exemption from disclosure, pursuant to the Public Records Act, please note whether the exemption is discretionary, and if so, whether it is necessary to exercise the agency's discretion to withhold the information. If it is determined that some, but not all, of the information is exempt from disclosure and withholding is intended, please produce portions of the records with relevant redactions. If it is determined that any or all of the information is exempt and will not be disclosed, please provide a signed notification citing the legal authorities being relied upon.

Request for Fee Waiver

RAIZ respectfully request a fee waiver for copying costs associated with producing these records. RAIZ is a community organization that works with victims of crimes, at-risk youth, and provides legal and civic advocacy for people in removal proceedings. The requested information will not be used by RAIZ for commercial gain.

Disclosure of the requested information is in the public interest because it will contribute significantly to the public understanding of the U-Visa certification process and practices of the GGPD. However, in the event that a fee waiver is denied, we request notification of any duplication charges so that we may decide which records we wish to have copied.

If I can provide any clarification that will help expedite your attention to this request, please contact Alexis Nava Teodoro, Deportation Defense Coordinator of RAIZ by phone at (714) 574-6540 or by email at alexis@raizoc.org.

Thank you for your attention to this matter.

Sincerely,

Alexis Nava Teodoro
Deportation Defense Coordinator
RAIZ

Subject: Cornerstone Communications ~ Manager Memo
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 22 Sep 2015 12:01:21 -0700 (PDT)
To: Carole Kanegae <carolek@ci.garden-grove.ca.us>

Hi Carole,

attached is document for behind the badge OC contract; feel free to make it look good!!

Jimmy C.

Cornerstone Communications.doc	Content-Type: application/msword Content-Encoding: base64
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GARDEN GROVE POLICE DEPARTMENT

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles, City Manager

Date: September 15, 2015

From: Todd D. Elgin, Chief of Police

Subject: APPROVAL OF SOCIAL MEDIA SERVICES AGREEMENT

OBJECTIVE

To seek approval to reenter into a one-year service agreement between the City of Garden Grove and Cornerstone Communications and Public Relations, Inc., at the cost of \$48,000 for the year. The last one-year service agreement we had with them ended on July 14, 2015, which was at a cost of \$4,000 per month.

Cornerstone Communications is a provider for the Police Department's public relations and public information services, which creates positive information about the Garden Grove Police Department, its employees, and the service it provides to the citizens of Garden Grove. Cornerstone Communications' service provides for the creation of a newsfeed website, ongoing content development by an embedded employee, crisis communications counsel and assistance with press releases and internal communications. Cornerstone Communications' primary avenue for dissemination of information is through their website: www.behindthebadgeoc.com.

BACKGROUND

Over the last several years, the emergence of social media and the rapid nature of the attendant ability to serve the public with positive proactive and reactive information has expanded beyond the abilities of the Police Department's staffing. A number of other police agencies in Orange County (Anaheim, Fullerton, Irvine, and Tustin) have turned to a private company, Cornerstone Communications, to establish ongoing proactive and reactive content on customized web-based news portals. The content is created with an embedded employee of Cornerstone Communications at the Police Department and leads to a much better, more timely and relevant news content delivery method to the public covering Twitter, Facebook and any other web-based presences for the Police Department.

In July 2014, the Police Department entered into a one-year service agreement with Cornerstone Communications for such aforementioned services. The end result was Cornerstone Communications was able to successfully publicize stories in a

proactive and positive manner about the Police Department, its employees, and the service it provides to the public.

DISCUSSION

Although other companies may exist in the marketplace that could provide similar services, Cornerstone Communications has already shown that it can provide the exact services sought by this Police Department in disseminating positive and proactive information. The company's success at this Police Department within the past year and the success it has obtained at other local police agencies in Orange County tends to show that the company has geared its business product towards law enforcement agencies, which should be viewed as the sole source for this unique type of service.

FISCAL IMPACT

The one-year service agreement covers the embedding of a full-time employee of Cornerstone Communications at the Police Department to gather information proactively and reactively, and work with the Press Information Officer to formulate that information into content to be shared through their website and our various social media presences. The monthly fee is \$4,000 for a total cost of \$48,000 for the year. There are appropriated monies within the current budget for the cost of this contract.

RECOMMENDATION

It is recommended the City Manager approve the City Attorney to draft a one-year contract with Cornerstone Communications and authorize the Chief of Police or his designee to execute the agreement.

TODD D. ELGIN
Chief of Police

By: Sgt. James Colegrove

Subject: Homeless Outreach Manual & Policy

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 23 Sep 2015 14:43:46 -0700 (PDT)

To: mlozeau@anaheim.net

Hello Sergeant Mike Lozeau,

I am tasked with looking into starting a Homeless Outreach Team and I heard that Anaheim PD does things right with their program. Can you email me any information you have on the team (I.E. manual, training bulletins, policies, etc.)? This would really help me out establishing a starting point at GGPD.

Thanks for your help!

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: APD H.O.T.

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 23 Sep 2015 16:38:13 -0700 (PDT)

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

<http://behindthebadgeoc.com/cities/apd/anaheim-pds-new-homeless-team-help>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: APD 5-year plan

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 23 Sep 2015 16:39:33 -0700 (PDT)

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

<http://www.anaheimptf.org/our-five-year-plan-to-end-homelessness.html>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Your Trip to Ontario

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 23 Sep 2015 19:51:07 -0700 (PDT)

To: "Mary@CHP Huang" <mhuang@chp.ca.gov>

Mary Huang is taking off soon!



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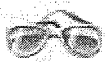
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Upcoming Travel Plans for Mary Huang



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AIR Itinerary

AIR Confirmation: H4G3L3

Passenger(s)

HUANG/MARY

Date	Flight	Departure/Arrival
Fri Oct 9	319	Depart SACRAMENTO, CA (SMF) on Southwest Airlines at 09:45 AM Arrive in ONTARIO/LA, CA (ONT) at 11:00 AM Travel Time 1 hrs 15 mins
Sat Oct 10	4199	Depart ONTARIO/LA, CA (ONT) on Southwest Airlines at 4:10 PM Arrive in SACRAMENTO, CA (SMF) at 5:25 PM Travel Time 1 hrs 15 mins

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Subject: Re: Santa Barbara Flood Plan
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Thu, 24 Sep 2015 09:05:37 -0700 (PDT)
To: Keith Velotta <keithv@ci.garden-grove.ca.us>

ok..cool..manana it is...around 11 am ok?

----- Original Message -----

From: "Keith Velotta" <keithv@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Thursday, September 24, 2015 8:50:09 AM
Subject: Re: Santa Barbara Flood Plan

Hi James. I am at the academy today but will be in tomorrow if you want to pop over.

Sent from my iPhone

On Sep 24, 2015, at 5:19 AM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Keith,

I have a PD modified copy of the Santa Barbara Flood Plan that I would like to give to you. These are minor suggestions to incorporate in the City of Garden Grove's Flood Plan. Also, you said you might have some info I can put out to PD management regarding the new EOC plan. Can we meet today or tomorrow?

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Cornerstone Communications ~ Manager's Memo
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Thu, 24 Sep 2015 14:43:40 -0700 (PDT)
To: Carole Kanegae <carolek@ci.garden-grove.ca.us>
CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Hi Carole,

Below is the email I was talking about in regards to the Manager's Memo for Cornerstone Communications. As soon as Chief Elgin signs the memo, I will take the original and make a copy for Courtney, then I will hand deliver it to Sandy.

Thanks!

Jim

----- Forwarded Message -----

Hi Jimmy,

It looks like this will need a manager's memo after all. When you send it to Sandy please copy me on it, too.

Thanks very much,

Courtney

----- Forwarded Message -----

From: "Sandy Segawa" <sandras@ci.garden-grove.ca.us>
To: "Courtney Allison" <courta@ci.garden-grove.ca.us>
Sent: Monday, September 21, 2015 7:55:13 AM
Subject: Cornerstone Communications

Courtney,

I was just reviewing this file from the last time it was done and it is going to require approval from the City Manager this time around since it is \$48,000 and an RFP will not be conducted. Please draft the memo to the City Manager and have it signed by the Chief and sent to my attention for review. Once I have reviewed it, I will send it on to the City Manager for review and approval.

I will hold off on processing this until the signed memo is received. I forgot who called me on this one so I am sending it to you for help.

Thank You,

Sandy

Cornerstone Sole Source Memo.pdf	Content-Type: application/pdf
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City Of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal
From: Kevin Raney
Dept: City Manager
Dept: Police
Subject: APPROVAL OF SOCIAL MEDIA SERVICES AGREEMENT
Date: March 13, 2014

OBJECTIVE

To seek approval to initiate a one-year service agreement between the City of Garden Grove and Cornerstone Communications, for creation of a newsfeed website, ongoing content development by an embedded employee, crisis communications counsel and assistance with press releases and internal communications.

BACKGROUND

Over the last several years, the emergence of social media and the rapid nature of the attendant ability to serve the public with positive proactive and reactive information has expanded beyond the abilities of PD staffing. A number of agencies in Orange County (Anaheim, Fullerton and Irvine) have turned to a private company, Cornerstone Communications, to establish ongoing proactive and reactive content on customized web-based news portals. The content is created with an embedded employee of Cornerstone Communications at the PD and leads to a much better, more timely and relevant news content delivery method to the public covering Twitter, Facebook and any other web-based presences for the PD.

By proactively driving the stories the PD puts out, while still reactively sharing information when appropriate, the PD can better control the public perception of transparency and trustworthiness that is so critical to the PD's operations. The agencies mentioned above have been able to take great advantage of these capabilities in the recent past and it is now time for the Garden Grove Police Department to take this next step.

DISCUSSION

Although there are likely other companies in the market that could provide similar services, Cornerstone Communications provides a unique branding including the

APPROVAL OF SOCIAL MEDIA SERVICES AGREEMENT

March 13, 2014

Page 2

design of the web sites involved, as well as providing the content. The company's success at the other local agencies in Orange County was recently highlighted at an Orange County Chiefs of Police and Sheriffs Association meeting and led the PD to the conclusion that Cornerstone Communications should be viewed as our sole source for this service as the PD has not found companies with similar successes locally. It is imperative that the company be a local company, as they need to actually embed their employee within the PD and develop relationships with PD employees to glean the necessary information to populate our content.

FISCAL IMPACT

The one-year contract covers the embedding of a full-time employee of Cornerstone Communications at the PD to gather information proactively and reactively and work with the PIO to formulate that information into content to be shared through the website and our various social media presences. The monthly fee is \$4,000 for a total cost of \$48,000 for the year. The monies used to pay for this contract would come from law enforcement ear-marked special use funds and will not affect the general fund.

RECOMMENDATION

It is recommended the City Manager approve the City Attorney to draft a one-year contract with Cornerstone Communications and authorize the Chief of Police or his designee to execute the agreement.

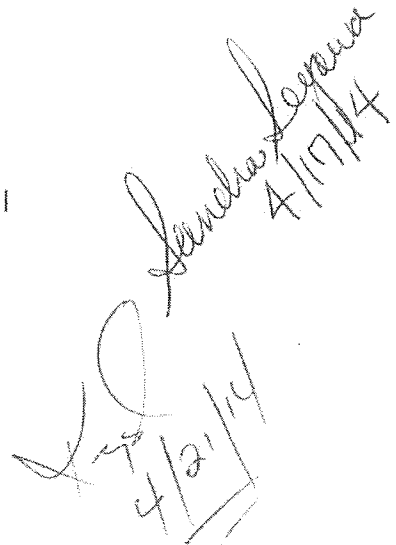


KEVIN RANEY
Chief of Police



By: Lt. Ben Stauffer

- Attachment 1: Cornerstone Communications Contract Proposal
- Attachment 2: Anaheim PD Sample Contract
- Attachment 3: Fullerton PD Sample Contract



Kevin Raney
4/17/14

4/21/14

Subject: Re: Power DMS logon needed - MERRILL, Ken
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Fri, 25 Sep 2015 10:56:37 -0700 (PDT)
To: Robert Bogue <robertb@zimbra.ci.garden-grove.ca.us>

Ok cool...thanks Bob...I will hold-off because I agree with you; don't think we ever gave access to a temporary employee before

----- Original Message -----

From: "Robert Bogue" <robertb@zimbra.ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Friday, September 25, 2015 10:44:41 AM
Subject: Re: Power DMS logon needed - MERRILL, Ken

Jim. He is temporarily being paid on a 6 month limited time. I say wait until he officially gets hired. Vehicle expediter just open wed. He still has to test for it. Unless he absolutely needs to do that job.

Sent from my iPhone

On Sep 25, 2015, at 10:11 AM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hi Judy,

I was not aware that we had a new employee!! That is very good and I will certainly do so, but I will need to get Staff permission to do so prior. I will take care of this and then coordinate with Ken Merrill in person.

Thanks,

Jim Colegrove

----- Original Message -----

From: "Judy Bainto" <judyb@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Friday, September 25, 2015 7:28:12 AM
Subject: Power DMS logon needed - MERRILL, Ken

Hello Sgt. Colegrove,

Would you kindly establish a Power DMS logon for our new expediter, Ken Merrill?
Thank you.

Judy Bainto
Vehicle Expediter
(714) 224-8396

Subject: Re: Mock Assessment

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Fri, 25 Sep 2015 11:36:28 -0700 (PDT)

To: Paul Malech <pmalech@Oakha.org>

Hi Paul,

It will be via PowerDMS; so I will grant the mock assessors a username and password. Will that work?

Also, any time later in December is fine too, or even early January since our onsite isn't until March 28, 2016.

Thanks,

Jim

----- Original Message -----

From: "Paul Malech" <pmalech@Oakha.org>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Kerry Jackson" <kjackson@actransit.org>, "Kerry Jackson" <jacks348@comcast.net>

Sent: Friday, September 25, 2015 11:28:16 AM

Subject: RE: Mock Assessment

Jim,

Kerry and I will be doing a mock assessment during the first week in December for EBRP PD. I will check with him on his availability. Is your assessment in PowerDMS or hard copy?

Lt. Paul Malech

OHAPD

Administration & Support

(510) 535-3154

-----Original Message-----

From: James Colegrove [mailto:jamesc@ci.garden-grove.ca.us]

Sent: Friday, September 25, 2015 11:25 AM

To: Paul Malech

Subject: Re: Mock Assessment

Hi Paul,

Just curious if you have any luck on assessors for our mock in first week of December?

Jim

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: pmalech@oakha.org

Sent: Tuesday, August 25, 2015 1:30:55 PM

Subject: Mock Assessment

Hi Paul,

Garden Grove PD would like to schedule a mock assessment via PowerDMS for mid-November, 2015. Can you help me arrange it?

Re: Mock Assessment

Our on-site is scheduled for March 28, 2016.

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Missing time sheet

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Sun, 27 Sep 2015 20:54:16 -0700 (PDT)

To: Shawna Mcdonough <shawnam@ci.garden-grove.ca.us>

Hi Shawna,

I will be returning to work Tuesday at 05:00 AM. I forgot to do my time sheet before I left town, so I will hand deliver it to you first thing Tuesday morning. I hope this is OK with you.

Thanks,

Jim Colegrove #1700

Subject: Fwd: Ref Cadet applicant Nathan Iniguez

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 28 Sep 2015 12:16:45 -0700 (PDT)

To: 'Nick Jensen' <nickj@ci.garden-grove.ca.us>, 'Mike Johnson' <mikej@ci.garden-grove.ca.us>

CC: 'Robert Bogue' <robertb@ci.garden-grove.ca.us>

BCC: 'Kevin Boddy' <kevinb@ci.garden-grove.ca.us>

Gentlemen: please review below email; may be a great candidate for Cadet.

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Paul Ashby <pashby@ci.garden-grove.ca.us> wrote:
Sgt Colegrove

Hello sir, I wanted to bring to your attention my nephew Nathan Iniguez. He is applying for the position of police cadet. If you have any questions reference his history, I would be more than happy to help. Nathan is a good young man who works hard and keeps himself out of trouble. I know he would be an outstanding addition to the cadet program.

Subject: Manager's Memo ~ Cornerstone Communications

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 29 Sep 2015 08:23:31 -0700 (PDT)

To: Courtney Allison <courta@ci.garden-grove.ca.us>

CC: Sandy Segawa <sandras@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Hi Courtney,

Attached is the Manager's Memorandum for the Cornerstone Communications social media services agreement. I will walk over the original signed document to Sandy Segawa later this morning.

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Cornerstone Communications ~ Manager Memo.pdf

Content-Type: application/pdf

Content-Encoding: base64



GARDEN GROVE POLICE DEPARTMENT INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles, City Manager **Date:** September 28, 2015
From: Todd D. Elgin, Chief of Police
Subject: APPROVAL OF SOCIAL MEDIA SERVICES AGREEMENT

OBJECTIVE

To seek approval to reenter into a one-year service agreement between the City of Garden Grove and Cornerstone Communications and Public Relations, Inc., at the cost of \$48,000 for the year. The most recent one-year service agreement we had with Cornerstone Communications ceased on July 14, 2015, at a cost of \$4,000 per month.

Cornerstone Communications is a provider for the Police Department's public relations and public information services, which creates positive information about the Garden Grove Police Department, its employees, and the service it provides to the citizens of Garden Grove. Cornerstone Communications service provides for the creation of a newsfeed website, ongoing content development by an embedded employee, crisis communications counsel and assistance with press releases and internal communications. Cornerstone Communications primary avenue for dissemination of information is through their website: www.behindthebadgeoc.com.

BACKGROUND

Over the last several years, the emergence of social media and the rapid nature of the attendant ability to serve the public with positive proactive and reactive information has expanded beyond the abilities of the Police Department's staffing. A number of police agencies in Orange County (Anaheim, Fullerton, Irvine, and Tustin) have turned to a private company, Cornerstone Communications, to establish ongoing proactive and reactive content on customized web-based news portals. The content is created with an embedded employee of Cornerstone Communications at the Police Department and leads to a much better, more timely and relevant news content delivery method to the public covering Twitter, Facebook and any other web-based presences for the Police Department.

In July 2014, the Police Department entered into a one-year service agreement with Cornerstone Communications for such aforementioned services. The end result being that Cornerstone Communications was able to successfully publicize stories in a proactive and positive manner about the Police Department, its employees, and the service it provides to the public.

DISCUSSION

Although other companies may exist in the marketplace that could provide similar services, Cornerstone Communications has already shown that it can provide the exact services sought by this Police Department in disseminating positive and proactive information. The company's success at this Police Department within the past year and the success it has obtained at other local police agencies in Orange County tends to show that the company has geared its business product towards law enforcement agencies, which should be viewed as the sole source for this unique type of service.

FISCAL IMPACT

The one-year service agreement covers the embedding of a full-time employee of Cornerstone Communications at the Police Department to gather information proactively and reactively, and work with the Press Information Officer to formulate that information into content to be shared through their website and our various social media presences. The monthly fee is \$4,000 for a total cost of \$48,000 for the year. There are appropriated monies within the current budget for the cost of this contract.

RECOMMENDATION

It is recommended the City Manager approve the City Attorney to draft a one-year contract with Cornerstone Communications and authorize the Chief of Police or his designee to execute the agreement.



TODD D. ELGIN
Chief of Police

By: Sgt. James Colegrove

Subject: Re: List of GGPD Management Meeting Dates for EOC Training

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 29 Sep 2015 14:02:32 -0700 (PDT)

To: Keith Velotta <keithv@ci.garden-grove.ca.us>

ok will do...I'll send a followup email too . There will be a total of 15 GGPD Staff members attending the training. I'll include you in the email I send out shortly..Thanks Keith!

----- Original Message -----

From: "Keith Velotta" <keithv@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, September 29, 2015 1:49:25 PM

Subject: Re: List of GGPD Management Meeting Dates for EOC Training

Opps. I just sent it. I think I got everyone lt and above but you might want to check it.

Keith Velotta

Fire Captain

Garden Grove Fire Department Training Officer

W. 714-741-5634

11301 Acacia Parkway
Garden Grove, Ca. 92840

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Keith Velotta" <keithv@ci.garden-grove.ca.us>

Sent: Tuesday, September 29, 2015 1:46:38 PM

Subject: Re: List of GGPD Management Meeting Dates for EOC Training

ok cool..I'll do the invites for PD management, if that is OK with you?

----- Original Message -----

From: "Keith Velotta" <keithv@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>, "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Tom Schultz" <toms@ci.garden-grove.ca.us>, "Jeff Spargur" <jspargur@ci.garden-grove.ca.us>, "Nathan Brady" <nathanb@ci.garden-grove.ca.us>

Sent: Tuesday, September 29, 2015 1:43:40 PM

Subject: Re: List of GGPD Management Meeting Dates for EOC Training

James,

November the 4th works for us. I will calendar and send invites for 2pm. I will go over early and set up. We can all meet here at FD admin and walk over.

Keith Velotta

Fire Captain
Garden Grove Fire Department Training Officer
W. 714-741-5634

11301 Acacia Parkway
Garden Grove, Ca. 92840

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
To: "Keith Velotta" <keithv@ci.garden-grove.ca.us>
Cc: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>, "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>
Sent: Tuesday, September 29, 2015 11:15:30 AM
Subject: List of GGPD Management Meeting Dates for EOC Training

Hi Keith,

Below are the PD's four viable dates for EOC training:

WED. 10/21 @ 1400 hours

WED. 11/04 @ 1400 hours

WED. 11/18 @ 1400 hours

WED. 12/02 @ 1400 hours

Please let me know which date works best for you and thanks for working with us.
Once the date is determined, can you let me know where you would like the PD Management Staff to meet for the training?

Thanks for the help,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: EOC Training

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 29 Sep 2015 14:10:13 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

CC: Carole Kanegae <carolek@ci.garden-grove.ca.us>

Captain Boddy ~

GGFD chose Nov. 4th as the EOC training date, which is well over a month away. I think this is an excellent date to do the training, for it gives GGPD Management Team plenty of notice about the training. I will send out an informational email to PD Management Team once you give me the go-ahead to do so. Tentatively, the training will start at 2 PM at FD admin next door.

lemme know.

Jim

Subject: DNA handling

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 30 Sep 2015 08:56:12 -0700 (PDT)

To: Ted Peaslee <tedp@ci.garden-grove.ca.us>

Ted,

Are you aware of the DNA handling law that takes effect Jan. 01, 2016?

Jim

"Assembly Bill 1517 - Amendment to Section 680 of the Penal Code, Relating to DNA Evidence

Assembly Bill 1517, signed by Governor Brown, takes effect January 1, 2016. The bill is intended to reduce or eliminate backlogs of the testing of sexual assault kits, resulting in more opportunities to develop DNA profiles, search for suspect matches, link cold cases, prosecute offenders, and deter sexual assaults by serial offenders."

Subject: Penal Code 680

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 30 Sep 2015 13:43:03 -0700 (PDT)

To: shg@occl.ocgov.com

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

POST 2015-20.pdf	Content-Type: application/pdf Content-Encoding: base64
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Commission on Peace Officer Standards and Training

860 Stillwater Road, Suite 100
West Sacramento, CA 95605-1630
www.post.ca.gov

Date: August 17, 2015

Bulletin: No. 2015-20

Subject: **Assembly Bill 1517 – Amendment to Section 680 of the Penal Code, Relating to DNA Evidence**

Assembly Bill 1517, signed by Governor Brown, takes effect January 1, 2016. The bill is intended to reduce or eliminate backlogs of the testing of sexual assault kits, resulting in more opportunities to develop DNA profiles, search for suspect matches, link cold cases, prosecute offenders, and deter sexual assaults by serial offenders. Additionally, local law enforcement agencies will strengthen bonds with the community by bringing quicker resolutions to sexual assault victims.

Existing law establishes the "Sexual Assault Victims' DNA Bill of Rights," which, among other things, encourages a law enforcement agency assigned to investigate specified sexual assault offenses to perform DNA testing of rape kit evidence, or other crime scene evidence, in a timely manner to assure the longest possible statute of limitations.

This bill shortens recommended timelines for law enforcement agencies and crime labs to process and perform DNA testing of sexual assault evidence. Specifically, this bill establishes that:

- (A) A law enforcement agency in whose jurisdiction a sex offense specified in Section 261, 261.5, 262, 286, 288a, or 289 occurs, should do one of the following for any sexual assault evidence received by the law enforcement agency on or after January 1, 2016:
 - i. Submit sexual assault forensic evidence to the crime lab within 20 days after it is booked into evidence.
 - ii. Ensure that a rapid turnaround DNA program is in place to submit forensic evidence collected from the victim of a sexual assault directly from the medical facility where the victim is examined to the crime lab within five days after the evidence is obtained from the victim.
- (B) The crime lab should do one of the following for any sexual assault forensic evidence received by the crime lab on or after January 1, 2016:
 - i. Process sexual assault forensic evidence, create DNA profiles when able, and upload qualifying DNA profiles into CODIS as soon as practically possible, but no later than 120 days after initially receiving the evidence.
 - ii. Transmit the sexual assault forensic evidence to another crime lab as soon as practically possible, but no later than 30 days after initially receiving the evidence, for processing of the evidence for the presence of DNA. If a DNA profile is created, the transmitting crime lab should upload the profile into CODIS as soon as practically possible, but no longer than 30 days after being notified about the presence of DNA.

The bill would also revise the provisions requiring a law enforcement agency to inform victims of certain sexual assault offenses, making the requirement applicable without regard to whether the identity of the perpetrator is in issue. If the law enforcement agency does not analyze DNA evidence within six months prior to the time limits established by existing law, a victim of a sexual assault offense specified in Section 261, 261.5, 262, 286, 288a, or 289 shall be informed, either orally or in writing, of that fact by the law enforcement agency.

Questions regarding the amendment to Section 680 of the Penal Code, relating to DNA evidence, may be directed to POST Senior Consultant Christine Ford, Management Counseling, Leadership Development Bureau, at (916) 227-2510 or Christine.Ford@post.ca.gov.

ROBERT A. STRESAK
Executive Director

Subject: drones civil law

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 30 Sep 2015 18:54:44 -0700 (PDT)

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

https://leginfo.legislature.ca.gov/faces/billStatusClient.xhtml?bill_id=201520160SB142

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: drone civil law

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 30 Sep 2015 18:59:03 -0700 (PDT)

To: James Colegrove <jamesc@ci.garden-grove.ca.us>

<http://www.natlawreview.com/article/california-governor-brown-signs-8-bills-to-strengthen-privacy-protections>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Re: mid year beat goals

Subject: Re: mid year beat goals

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Fri, 2 Oct 2015 10:16:32 -0700 (PDT)

To: Jose Herrera <joseh@ci.garden-grove.ca.us>

CC: Robert Fowler <robertf@ci.garden-grove.ca.us>, Charles Loffler <charlesl@ci.garden-grove.ca.us>

Jose,

Read your Mid-Year Beat 2-3 Update on Goals and wanted to let you know that it was exactly what we are looking for..excellent info and great update.

Thanks for the information and I loaded it onto the "P" drive..

See Ya,

Jimmy C

----- Original Message -----

From: "Charles Loffler" <charlesl@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Friday, October 2, 2015 5:05:01 AM

Subject: Fwd: mid year beat goals

----- Forwarded Message -----

From: "Charles Loffler" <charlesl@ci.garden-grove.ca.us>

To: "Robert Fowler" <robertf@ci.garden-grove.ca.us>

Sent: Friday, October 2, 2015 4:56:24 AM

Subject: Fwd: mid year beat goals

Here is the mid year beat 2-3 goals.

C. Loffler

flight to vegas

Subject: flight to vegas

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 6 Oct 2015 04:51:38 -0700 (PDT)

To: John <johnnd32@cox.net>, John Keely <johnk@ci.garden-grove.ca.us>

John,

Have you chosen a flight from Orange County to Las Vegas yet? Let me know what flight you on if you flying out the 29th please.

Thanks,

Jim

Subject: Insubordination 12.1.3

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 6 Oct 2015 05:28:38 -0700 (PDT)

To: Marty Donahue <martyd@ci.garden-grove.ca.us>

Marty,

please review the 2015 proof under 12.1.3; I've highlighted what I think is the insubordination warning recently given to an officer.

please feel free to change or modify in any means if you think is necessary.

Looks like I'll also write a memo for 2013/2014 explaining no acts of insubordination.

Thanks,

Jim

Subject: Re: Flood Plan

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 6 Oct 2015 11:00:13 -0700 (PDT)

To: Keith Velotta <keithv@ci.garden-grove.ca.us>

ok..cool with me...thanks Keith

----- Original Message -----

From: "Keith Velotta" <keithv@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, October 6, 2015 10:44:13 AM

Subject: Re: Flood Plan

Got it. FYI. Ah had a document yesterday that says pd helps with barricades. Apparently an SOP. SO I will keep both on there and you guys can work that out I and when it happens.

Sent from my iPhone

On Oct 6, 2015, at 5:09 AM, James Colegrove <jamesc@ci.garden-grove.ca.us> wrote:

Hi Keith,

I've looked at the even # pages of the Santa Barbara Flood Plan and have the following suggestions:

OVERALL: The PD shall work with the OC Coroner's Office in determining identification on flood victims; OC Coroner's Office shall be the primary Gov't agency that will release names of deceased to Public and/or Media.

PAGE 08 ITEM #10: I like your idea about having a joint PIO news conference with all respective PIO's present (City, Fire, PD).

PAGE 10 ITEM #04: Public Works will be the primary responder for temporary placements of traffic signs and barricades.

Everything else looks great!

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Original Message -----

From: "Keith Velotta" <keithv@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Saturday, October 3, 2015 1:20:23 PM

Subject: Flood plan

Hi James,

I just noticed that there was no even # pages on the corrected version you sent me. I am attaching the whole thing for you to look at before Monday. Sorry I just noticed or I would have gotten it to you earlier.

Keith Velotta

Fire Captain
Garden Grove Fire Department Training Officer
W. 714-741-5634

11301 Acacia Parkway
Garden Grove, Ca. 92840

you ever visit this page?

Subject: you ever visit this page?

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 6 Oct 2015 22:13:22 -0700 (PDT)

To: Scott Watson <scottw@ci.garden-grove.ca.us>

CC: Todd Elgin <todde@ci.garden-grove.ca.us>

<https://www.facebook.com/California-AB-109-prop-47-Failures-and-alerts-1436612493269877/timeline/>

Subject: Good News for us Summerlinners

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 8 Oct 2015 09:42:26 -0700 (PDT)

To: Larry Ebelt <larrye@ci.garden-grove.ca.us>

<http://www.reviewjournal.com/news/las-vegas/new-metro-area-command-station-set-west-valley>

This makes Sense and I will explain it in person

Subject: This makes Sense and I will explain it in person

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 8 Oct 2015 21:34:04 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

http://www.tulsaworld.com/news/local/sheriff-s-office-withdraws-from-accreditation-process/article_bacfd4e5-2143-59da-8350-772006c5707d.html

Your Haggen will become a Smart & Final, which is pretty cool

Subject: Your Haggen will become a Smart & Final, which is pretty cool

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Fri, 9 Oct 2015 18:47:49 -0700 (PDT)

To: Larry Ebelt <larrye@ci.garden-grove.ca.us>

<http://www.reviewjournal.com/business/retail/haggen-plans-close-seven-las-vegas-stores-thanksgiving>

Subject: Re: Emergency Operations Plan - Water Services Division
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 13 Oct 2015 14:50:08 -0700 (PDT)
To: Carole Kanegae <carolek@ci.garden-grove.ca.us>

hey it should probably be me since I am EOC person for PD

----- Original Message -----

From: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Tuesday, October 13, 2015 10:52:00 AM
Subject: Fwd: Emergency Operations Plan - Water Services Division

Jimmy, would this be you, not Chris?

Carole Kanegae
Office of the Chief of Police
Garden Grove Police Department
Ph: 714-741-5901
Fx: 714-741-5902

----- Original Message -----

From: "Jimmy Nguyen" <jimmyn@ci.garden-grove.ca.us>
To: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>
Sent: Tuesday, October 13, 2015 10:20:57 AM
Subject: Emergency Operations Plan - Water Services Division

Hi Carole,

Water Services is updating it's EOP and I was wondering if you could assist me by verifying the contact person for PD. I have Officer Chris Lawton as the main contact person. If this is correct, can you verify his title and contact information? Your help is greatly appreciated!

Thanks!

JIMMY NGUYEN
Public Works Department|Water Services Division
City of Garden Grove
(714) 741-5378
jimmyn@ci.garden-grove.ca.us

Interesting

Subject: Interesting

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 14 Oct 2015 07:51:18 -0700 (PDT)

To: Todd Elgin <todde@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>

<http://www.ocregister.com/articles/golf-687456-course-city.html>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Fwd: New On-Line Timesheet system feature for Tracking PT Hours

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 15 Oct 2015 11:02:17 -0700 (PDT)

To: Marty Donahue <martyd@ci.garden-grove.ca.us>, Larry Ebel <larrye@ci.garden-grove.ca.us>, Michael Handfield <michaelh@ci.garden-grove.ca.us>

Gentlemen:

Read below; FYI only

Jim

----- Forwarded Message -----

Supervisors,

We have added a new feature to the Timesheet system to help you monitor and supervise part-time employees hours. In the "Direct Reports" box you will now see two additional columns, "ACA avg hours/week" and "PERS hours remaining."

ACA Avg Hours/Week:

The Affordable Care Act requires the City to offer health insurance to employees that work on average thirty or more hours per week. To help ensure that your direct reports stay under this maximum, the "ACA avg hours/week" column shows you the average number of hours worked in the current ACA tracking period (runs from November thru the following October). If the average is too high, then you need to reduce that employee's hours to be under their budgeted hours .

PERS Hours Remaining:

Under PERS rules, part-time employees may only work a certain number of hours in a fiscal year. The number of hours varies for each employee. The "Pers hours remaining" column shows you what percent of hours are still available. For example, "10%" would indicate that your direct report has used 90% of her hours and only has 10% remaining. If an employee runs out of hours then she/he may no longer work for the City for the rest of the fiscal year.

Please contact Susan Holstein in Human Resources if you have questions about the rules or how to use these new Timesheet system features.

Thanks,
Jany

Jany H. Lee
Human Resources Manager
City of Garden Grove
714-741-5002
janyl@ci.garden-grove.ca.us

Subject: Questions on RFP

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Fri, 16 Oct 2015 09:21:54 -0700 (PDT)

To: Sandy Segawa <sandras@ci.garden-grove.ca.us>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Chris Lawton <chrisl@ci.garden-grove.ca.us>

Hi Sandy,

The PD will be doing research on Body-Worn Camera (BWC) products (and in-car video cameras) in the near future. We hope to have at least two vendors provide demo products in early 2016. Before requesting a demo from a vendor, I want to make sure that such demo requests will not violate, impede, or interfere with a potential future RFP process. I understand that a RFP process is to promote fairness with vendors, so please let me know if there are any "do's or donts" in seeking product demos prior to a RFP process. I really appreciate your advice in this matter.

Also, the PD will hopefully seek a purchase of the BWC's during the FY 2016-2017, so that is why we desire to start a demo process within the last six-months of the current fiscal year.

Thank you very much.

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Re: Do you know what our department WIGS are?

Subject: Re: Do you know what our department WIGS are?

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Fri, 16 Oct 2015 14:30:30 -0700 (PDT)

To: Carole Kanegae <carolek@ci.garden-grove.ca.us>

well I know we haven't done Wildly Important Goals in several years...coming to see you

----- Original Message -----

From: "Carole Kanegae" <carolek@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Friday, October 16, 2015 2:08:56 PM

Subject: Do you know what our department WIGS are?

Carole Kanegae

Office of the Chief of Police

Garden Grove Police Department

Ph: 714-741-5901

Ex: 714-741-5902

Subject: Fwd: Legal Updates videos

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 20 Oct 2015 05:42:17 -0700 (PDT)

To: Erick Leyva <erickl@ci.garden-grove.ca.us>, Jason Perkins <jasonp@ci.garden-grove.ca.us>

Sgt. Johnson sent this e-mail out last week regarding DA Videos

----- Forwarded Message -----

Goldenwest College, who produces the DA Videos, has changed their format and they are now sent out online. In order to view the Legal Updates videos in PowerDMS, you must go to their website and log in. The website is www.legalupdatestv.com

Once there, use the username: [REDACTED] and the password is: [REDACTED]

Make sure you check the "remember me" box below the sign in. Once you are logged in, do not sign out. This should allow you to view the videos from PowerDMS in the future. If you log out of that website, you will have to sign back in to have the ability to view the videos.

If you have any questions, let me know.

Mike

Sergeant Mike Johnson
Professional Standards Division
Garden Grove Police Department
(714) 741-5746

Subject: Re: GGPD UASI Reimbursement Request
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 20 Oct 2015 08:13:26 -0700 (PDT)
To: Kerrstyn Vega <kvega@anaheim.net>
CC: Rhonda Kawell <rhondak@ci.garden-grove.ca.us>

Hi Kerrstyn,

Just curious if the check has been sent out to GGPD yet?

thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
To: "Kerrstyn Vega" <kvega@anaheim.net>
Cc: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>, "Courtney Allison" <courta@ci.garden-grove.ca.us>
Sent: Wednesday, September 16, 2015 8:39:33 AM
Subject: GGPD UASI Reimbursement Request

Dear Kerrstyn,

Attached is the City of Garden Grove's latest UASI reimbursement request.

Thank you very much,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

201509160840.pdf	Content-Type: application/pdf
	Content-Encoding: base64

**FY14 Anaheim/ Santa Ana Urban Areas Security Initiative Grant Program
Reimbursement Request for Grant Expenditures**

This is the final reimbursement request.

Mail Reimbursement Request To:
Kerrstyn Vega, Grant Coordinator Anaheim Police Department Budget & Finance Bureau 425 S. Harbor Blvd. Anaheim, CA 92805

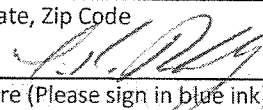
Activity Information
Project or Class Title(s):
Immediate Action Teams
Date(s) of Activity or Event:
Aug 20th & Aug 24th, 2015

Agency/ City Requesting Reimbursement	Garden Grove Police Department
Payroll Total (Salaries, Overtime, Backfill, etc)	1,154.78
Travel Total (Tuition, Meals, Lodging, etc)	
Equipment & Supplies Total	
Total Amount Requested	1,154.78

Under Penalty of perjury, I certify that:

I am the duly authorized officer of the claimant herein. This claim is in all respects true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations, and grant conditions and assurances. All attached documents for items and/or services have been received in full.

Authorized Agent

Kevin Boddy
Printed Name
Police Captain
Title
11301 Acacia Parkway
Mailing Address
Garden Grove CA 92842
City, State, Zip Code

Signature (Please sign in blue ink)

741-741-5414
Phone Number
kevinb@ci.garden-grove.ca.us
E-Mail Address
714-741-5955
Fax Number
9-14-15
Date

For Anaheim/Santa Ana UASI Grant Office Use Only	
Approved for Processing	Date
Account and Activity Number	
Grant Year/Grant	Project and Solution Area
Special Instructions/Comments	

Garden Grove Police Department

INVOICE

11301 Acacia Parkway
Garden Grove, CA 92840
Attn: James Colegrove, Planning and Research Division
Phone (714) 741-5819 Fax (714) 741-5955

INVOICE #09-14-15
IAT INSTRUCTORS
DATE: SEPTEMBER 14, 2015
DUE UPON RECEIPT

TO:
City of Anaheim
Anaheim Police Department
Budget & Finance Bureau
425 s. Harbor Boulevard
Anaheim CA 92805

FOR:
FY14 UASI Overtime reimbursement for UASI Immediate Action
Teams training class Aug 20 ~ Aug 24 , 2015

DESCRIPTION	HOURS	RATE *	AMOUNT
FY14 UASI Overtime reimbursement for UASI Immediate Action Teams training class instruction	14 OT Hours	Varies	1,154.78
TOTAL			1,154.78

NOTE:

Please make all checks payable to City of Garden Grove.

Please attach one copy of this invoice to your check and remit to the address listed above.

Subject: Re: GGPD UASI Reimbursement Request
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 20 Oct 2015 11:40:34 -0700 (PDT)
To: Kerrstyn Vega <KVega@anaheim.net>

this is great!!! thank you ☺

----- Original Message -----

From: "Kerrstyn Vega" <KVega@anaheim.net>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Cc: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>
Sent: Tuesday, October 20, 2015 10:30:51 AM
Subject: RE: GGPD UASI Reimbursement Request

Hi Sgt. Colegrove,

The check was cut yesterday (Check #1692579) and will be mailed out tomorrow after the city performs its audit. Please let me know if you need anything else.

Thanks,

Kerrstyn

-----Original Message-----

From: James Colegrove [mailto:jamesc@ci.garden-grove.ca.us]
Sent: Tuesday, October 20, 2015 8:13 AM
To: Kerrstyn Vega
Cc: Rhonda Kawell
Subject: Re: GGPD UASI Reimbursement Request

Hi Kerrstyn,

Just curious if the check has been sent out to GGPD yet?

thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
To: "Kerrstyn Vega" <kvega@anaheim.net>
Cc: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>, "Courtney Allison" <courta@ci.garden-grove.ca.us>
Sent: Wednesday, September 16, 2015 8:39:33 AM
Subject: GGPD UASI Reimbursement Request

Dear Kerrstyn,

Attached is the City of Garden Grove's latest UASI reimbursement request.

Thank you very much,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED AND MAY CONTAIN INFORMATION THAT IS PRIVILEGED, CONFIDENTIAL, AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAWS. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, forwarding, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately by e-mail or telephone, and delete the original message immediately. Thank you.

Subject: Emergency Response Book

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 22 Oct 2015 18:46:38 -0700 (PDT)

To: Keith Velotta <keithv@ci.garden-grove.ca.us>

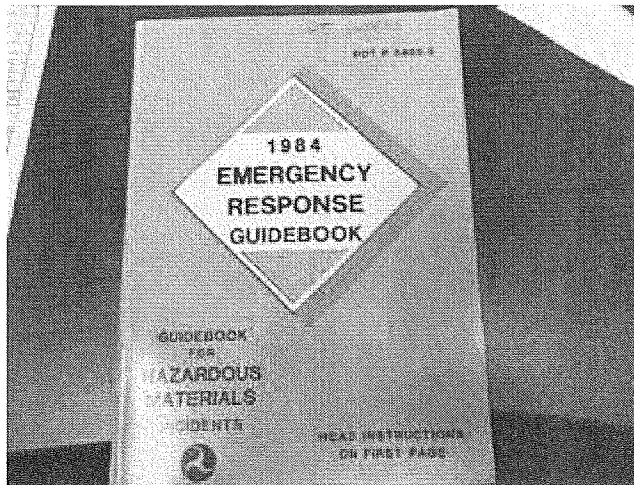
Keith,

Does FD have a spare current EMERGENCY RESPONSE GUIDEBOOK to give to the PD EOC supply box? The picture of the existing book is attached, which is a 1984 edition.

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

— IMG_1802.JPG —



IMG_1802.JPG	Content-Type: image/jpeg
	Content-Encoding: base64

Subject: Re: Annual Performance Report (Due December 8)
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Fri, 23 Oct 2015 10:52:12 -0700 (PDT)
To: Melanie Valdes <melaniev@ci.garden-grove.ca.us>

Hi Melanie,

I will be working on the PD response for the annual City Performance Report. The FY2014-15 Budgetbook goals XLS document comes up corrupt on my end. Can you resend it to me for reference please?

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

From: Melanie Valdes <melaniev@ci.garden-grove.ca.us >
To: Karl Hill <karlh@ci.garden-grove.ca.us >, Tom Schultz <toms@ci.garden-grove.ca.us >, Todd Elgin <todde@ci.garden-grove.ca.us >, Laura Stover <lauras@ci.garden-grove.ca.us >, Bill Murray <wem@ci.garden-grove.ca.us >, Kingsley Okereke <kingsley@ci.garden-grove.ca.us >, Kim Huy <kihuy@ci.garden-grove.ca.us >, Charles Kalil <charlesk@ci.garden-grove.ca.us >, Nathan Brady <nathanb@ci.garden-grove.ca.us >, Jeff Spargur <jspargur@ci.garden-grove.ca.us >
Cc: Scott Stiles <sstiles@ci.garden-grove.ca.us >, Maria Stipe <marias@ci.garden-grove.ca.us >, Kathy Bailor <kathyb@ci.garden-grove.ca.us >
Subject: Annual Performance Report (Due December 8)

Department Directors:

The City Manager's Office will once again be coordinating the annual City Performance Report, highlighting significant accomplishments during the past fiscal year, July 1, 2014 through June 30, 2015. The information and format will be similar to past years.

Please provide the following information for the report:

- * Achievements related to departments goals outlined in the the FY 2014-15 Budget
- * Identification of submitted/funded grant applications
- * Key output statistics
- * Any other noteworthy achievements
- * Photographs, charts and/or graphs related to achievements.

Re: Annual Performance Report (Due December 8)

Department goals for FY 2014-15 are attached and last year's Performance Report can be accessed at the following link: <http://www.ci.garden-grove.ca.us/internet/pdf/citymanager/2013-2014performancereport.pdf>

A copy of each department's individual section of last year's report will be emailed separately so it can be used as a template for this year.

Please send all information to me electronically, by 5:30 pm, Tuesday, December 8.

Thank you!

Melanie

Subject: Re: UASI OT

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Fri, 23 Oct 2015 20:09:57 -0700 (PDT)

To: Otto Escalante <ottoe@ci.garden-grove.ca.us>, Vince Vaicaro <vincev@ci.garden-grove.ca.us>, Ray Bex <rayb@ci.garden-grove.ca.us>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Gentlemen:

I thank you for giving me advance knowledge of UASI OT expenditures. I'll get the reimbursement process going first thing Monday...

Thanks for the communication on working UASI OT; it makes it a whole lot cleaner and easier for the entire program..

Jim

P.S. work away at that UASI OT!!!!

----- Original Message -----

From: "Otto Escalante" <ottoe@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Friday, October 23, 2015 5:50:11 PM

Subject: UASI OT

Jimmy, the other guys should be sending you their timesheets ok.. Its Vinny and Ray Bex..

Otto Escalante
Sergeant Gang Suppression Unit
E-mail ottoe@ggpd.org
Work 714-741-5588
Cell 714-319-1974

Subject: UASI Reimbursement Check #1692579

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 26 Oct 2015 13:42:22 -0700 (PDT)

To: Rhonda Kawell <rhondak@ci.garden-grove.ca.us>

CC: Courtney Allison <courta@ci.garden-grove.ca.us>, Kevin Boddy <kevinb@ci.garden-grove.ca.us>

HI Ronda,

Attached to this email is a Anaheim PD UASI Reimbursement check for \$1,154.78.
This should bring Package #6707 to an even ZERO!

I will walk the check over to you today.

Thanks,

Jim Colegrove

P.S. just a heads-up: Bex, Vaicaro, and Escalante worked some UASI OT during pay period 10-10-2015 to 10-23-2015. I will have the UASI reimbursement request completed once the payroll reports for that pay period are completed. Thanks 😊

201510261338.pdf	Content-Type: application/pdf
	Content-Encoding: base64

CITY OF ANAHEIM

00000001692579

CHECK DATE: 10/19/2015

VENDOR: VC0000002462

NAME: CITY OF GARDEN GROVE

1692579

INVOICE NUMBER	INVOICE DATE	DESCRIPTION	PURCHASE ORDER NO.	AMOUNT
00	09/14/2015	REIMBURSEMENT FOR COST PER TH		1,154.78

Vendor: VC0000002462

Page TOTAL: 1,154.78
1,154.78

DO NOT ACCEPT THIS CHECK UNLESS THE PINK LOCK & KEY ICONS FADE WHEN WARMED AND YOU CAN SEE A HEXAGON SHAPED TRUE WATERMARK WHEN HELD TO THE LIGHT.



TO THE TREASURER
CITY OF ANAHEIM
ANAHEIM, CALIFORNIA

ACCOUNTS PAYABLE ACCOUNT
CITY OF ANAHEIM
ANAHEIM, CALIFORNIA

1692579

DATE
10-19-2015

THE SUM OF

One Thousand One Hundred Fifty Four And 78/100 Dollars

AMOUNT

\$*****1,154.78

56-382
412

PAY TO THE ORDER OF
CITY OF GARDEN GROVE
POLICE DEPARTMENT
11301 ACACIA PARKWAY
GARDEN GROVE, CA 92840

VOID 180 DAYS
AFTER DATE OF ISSUE

WELLS FARGO BANK, N.A.
115 HOSPITAL DRIVE
VAN WERT, OH 45891

Tom Tate MAYOR
Amy W. Allen
CITY TREASURER

RUB OR BREATHE ON THE PINK LOCK & KEY ICONS—COLOR WILL FADE AND THEN REAPPEAR ON AN AUTHENTIC CHECK—IF COLOR DOES NOT FADE DO NOT ACCEPT

Subject: Re: Timesheets

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 26 Oct 2015 14:26:05 -0700 (PDT)

To: Shawna McDonough <shawnam@ci.garden-grove.ca.us>

Hi Shawna!

Thank you very much 😊 any possible way I can get the back side too?

Jim

----- Original Message -----

From: "Shawna McDonough" <shawnam@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, October 26, 2015 2:24:02 PM

Subject: Timesheets

Hi Jim,

Please see attached.

Thanks,

Shawna

Shawna McDonough
Garden Grove Finance Department
11222 Acacia Parkway
Garden Grove, CA 92840
Tel. 714.741.5577 | Fax 714.741.5579

Subject: Re: 14-15 Goals

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 26 Oct 2015 14:33:12 -0700 (PDT)

To: Melanie Valdes <melaniev@ci.garden-grove.ca.us>

Thank you Melanie 😊

----- Original Message -----

From: "Melanie Valdes" <melaniev@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, October 26, 2015 2:31:38 PM

Subject: 14-15 Goals

Here you go....

Subject: Re: Timesheets

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 26 Oct 2015 14:34:03 -0700 (PDT)

To: Shawna Mcdonough <shawnam@ci.garden-grove.ca.us>

Shawna, Thank You very much 😊

----- Original Message -----

From: "Shawna Mcdonough" <shawnam@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, October 26, 2015 2:31:49 PM

Subject: Re: Timesheets

Please see attached.

Thanks,

Shawna

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Shawna Mcdonough" <shawnam@ci.garden-grove.ca.us>

Sent: Monday, October 26, 2015 2:26:05 PM

Subject: Re: Timesheets

Hi Shawna!

Thank you very much 😊 any possible way I can get the back side too?

Jim

----- Original Message -----

From: "Shawna Mcdonough" <shawnam@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Monday, October 26, 2015 2:24:02 PM

Subject: Timesheets

Hi Jim,

Please see attached.

Thanks,

Shawna

Shawna McDonough
Garden Grove Finance Department
11222 Acacia Parkway
Garden Grove, CA 92840
Tel. 714.741.5577 | Fax 714.741.5579

Subject: AB109 Participation

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 27 Oct 2015 06:09:01 -0700 (PDT)

To: Scott Watson <scottw@ci.garden-grove.ca.us>

CC: Kevin Boddy <kevinb@ci.garden-grove.ca.us>, Todd Elgin <todde@ci.garden-grove.ca.us>

Hey Wat,

One of the FY 2014/2015 PD goals was to "reduce crime by tageting career criminal through specific enforcement activities supplemented by law enfocement-restricted funds"... This has AB109 written all over it....

Can you provide me with how many times you worked a AB109 sweep from July 1, 2014 to June 30, 2015? How many arrestees would be great too and ANY and ALL stats you have for this time frame...

thanks man,,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Re: Stats on hiring

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 27 Oct 2015 08:39:17 -0700 (PDT)

To: Sherry Mead <sherrym@ci.garden-grove.ca.us>

just new hires would be great Sherry 😊

----- Original Message -----

From: "Sherry Mead" <sherrym@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 8:19:43 AM

Subject: Re: Stats on hiring

Good Morning Jim ~ Sure thing, I have a tracking log with this data. Do you need in-house promotionals as well?

Sherry Mead
Department Secretary
Human Resources
City of Garden Grove
(714) 741-5008 phone
(714) 741-5030 fax

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Sherry Mead" <sherrym@ci.garden-grove.ca.us>

Cc: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Todd Elgin" <todde@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 6:33:53 AM

Subject: Stats on hiring

Hi Sherry 😊

Is there any possible way for me to get a list of people who the PD hired during FY 2014/2015 (July 1, 2014 to June 30, 2015)?

This would help me prepare the Department's contribution to the Annual City Report.

Thanks so much for your help.

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Re: Stats on hiring

Subject: Re: Stats on hiring

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 27 Oct 2015 10:25:03 -0700 (PDT)

To: Sherry Mead <sherrym@ci.garden-grove.ca.us>

Sherry ~

The report is perfect!

Thank you very much,

Jim

----- Original Message -----

From: "Sherry Mead" <sherrym@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 9:10:26 AM

Subject: Re: Stats on hiring

Hi Jim ~ Please see attached excel file.

Have a great day!

Sherry Mead
Department Secretary
Human Resources
City of Garden Grove
(714) 741-5008 phone
(714) 741-5030 fax

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Sherry Mead" <sherrym@ci.garden-grove.ca.us>

Cc: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Todd Elgin" <todde@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 6:33:53 AM

Subject: Stats on hiring

Hi Sherry ☺

Is there any possible way for me to get a list of people who the PD hired during FY 2014/2015 (July 1, 2014 to June 30, 2015)?

This would help me prepare the Department's contribution to the Annual City Report.

Thanks so much for your help.

Sincerely,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Re: Emergency Survival Guide

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Tue, 27 Oct 2015 13:07:13 -0700 (PDT)

To: Kevin Boddy <kevinb@ci.garden-grove.ca.us>

Yes: two things.

In Earthquake box; should be "debris". the silent "s" is missing.
In Fire box; should be "area" after "immediate". the "a" is missing.

----- Original Message -----

From: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>

To: "Jim Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 10:48:11 AM

Subject: Fwd: Emergency Survival Guide

Want a second set of eyes. You see anything glaring?

Bode

----- Original Message -----

From: "David Barlag " <davidba @ ci .garden-grove.ca.us>

To: "Kevin Boddy" <kevinb @ ci .garden-grove.ca.us>

Sent: Monday, October 26, 2015 2:57:22 PM

Subject: Emergency Survival Guide

Kevin,

Can you take a look at the attached, see that PD is good with the PD issues.
Criminal Activity and Active Shooter
I plan on taking to COOP after that!

--

David R. Barlag
City Manager's Office
City of Garden Grove
(714) 741-5994

Subject: Re: City's Yearly Report
From: James Colegrove <jamesc@ci.garden-grove.ca.us>
Date: Tue, 27 Oct 2015 18:04:54 -0700 (PDT)
To: Rebecca Meeks <rebeccam@ci.garden-grove.ca.us>

I demand a manual count!!!! LOL

----- Original Message -----

From: "Rebecca Meeks" <rebeccam@ci.garden-grove.ca.us>
To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
Sent: Tuesday, October 27, 2015 5:01:05 PM
Subject: Re: City's Yearly Report

So it's done. Well... 95%. Apparently my phone counter is down. I have a call in to fix it. I hope to have it up by tomorrow.

Rebecca

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>
To: "Rebecca Meeks" <rebeccam@ci.garden-grove.ca.us>
Cc: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Todd Elgin" <todde@ci.garden-grove.ca.us>
Sent: Tuesday, October 27, 2015 6:06:06 AM
Subject: City's Yearly Report

Hi Rebecca,

I have been tasked with completing the Department's FY 2014/2015 goals summation for the City's official report that is prepared by the City Manager's Office. One of the three pages in the PD's part of the report pertains to your division. Can you provide me with the stats for FY 2014/2015?

See the attached for last year's contribution.

Thanks!

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Very Cool

Subject: Very Cool

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 28 Oct 2015 07:30:21 -0700 (PDT)

To: George Kaiser <georgek@ci.garden-grove.ca.us>

<http://www.foxnews.com/tech/2015/10/28/marine-corps-new-helicopter-completes-its-first-flight.html?intcmp=hpff>

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Re: Annual Report Write-ups and Photos - DUE Tuesday, Nov. 17, 2015

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 28 Oct 2015 08:09:21 -0700 (PDT)

To: Robert Bogue <robertb@ci.garden-grove.ca.us>

will do ASAP

----- Original Message -----

From: "Robert Bogue" <robertb@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Wednesday, October 28, 2015 7:50:07 AM

Subject: Fwd: Annual Report Write-ups and Photos - DUE Tuesday, Nov. 17, 2015

Jimmy-

Please do the Planning and Research AND Reserves/MRO's write up for the annual report.

Please fill out on the above format and send to me and Courtney.

It's due to Courtney by Tuesday Nov 17 so please get it to me before the 16ths

Thanks.

Bob Bogue, Lieutenant
Professional Standards / PIO
Garden Grove Police Department
robertb@ggpd.org
Desk 714-741-5786

W/C 714-741-5871

24hr 714-741-5704

----- Original Message -----

From: "Courtney Allison" <courta@ci.garden-grove.ca.us>

To: "Police Managers" <police.managers@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 4:37:41 PM

Subject: Annual Report Write-ups and Photos - DUE Tuesday, Nov. 17, 2015

Hi everyone,

It's Annual Report time once again. Please read the AR 2015 Info attachment for important information about write-ups and photos. The attached Manager Checklist allows you to track in one place the status of items assigned to you, and I will be updating my copy as things are turned in. I will send out an updated copy about a week before the due date as a reminder that the deadline is approaching.

Submissions are due by Tuesday , November 17, 2015 .

Please let me know if you have any questions or if any items are missing from the checklist.

Thanks very much,

Courtney x5819

Subject: Re: City's Yearly Report

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 28 Oct 2015 11:00:38 -0700 (PDT)

To: Rebecca Meeks <rebeccam@ci.garden-grove.ca.us>

WOW A WOW..thank you very much!!! it was the final, and certainly the best!, piece of my summary puzzle..

It looks good Rebecca..

----- Original Message -----

From: "Rebecca Meeks" <rebeccam@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Wednesday, October 28, 2015 10:20:22 AM

Subject: Re: City's Yearly Report

You are a rough taskmaster!

Here it is. Let me know if you find an issue. ☺

Rebecca

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Rebecca Meeks" <rebeccam@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 6:04:54 PM

Subject: Re: City's Yearly Report

I demand a manual count!!!! LOL

----- Original Message -----

From: "Rebecca Meeks" <rebeccam@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 5:01:05 PM

Subject: Re: City's Yearly Report

So it's done. Well... 95%. Apparently my phone counter is down. I have a call in to fix it. I hope to have it up by tomorrow.

Rebecca

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Rebecca Meeks" <rebeccam@ci.garden-grove.ca.us>

Cc: "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>, "Todd Elgin" <todde@ci.garden-grove.ca.us>

Sent: Tuesday, October 27, 2015 6:06:06 AM

Subject: City's Yearly Report

Hi Rebecca,

I have been tasked with completing the Department's FY 2014/2015 goals summation for the City's official report that is prepared by the City Manager's Office. One of the three pages in the PD's part of the report pertains to your division. Can you provide me with the stats for FY 2014/2015?

See the attached for last year's contribution.

Thanks!

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Re: Keri Access

Subject: Re: Keri Access

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Wed, 28 Oct 2015 12:38:16 -0700 (PDT)

To: Kari Flood <karif@ci.garden-grove.ca.us>

ok no prob

----- Original Message -----

From: "Kari Flood" <karif@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Summer Bogue" <summerb@ci.garden-grove.ca.us>

Sent: Wednesday, October 28, 2015 12:29:17 PM

Subject: Keri Access

With Summer coming out to the field as a report writer, will you please allow her access with her Keri fob to get in to FSU should she need CSI supplies?

CSO KARI FLOOD

Subject: Re: UASI Grant Application Process for FY2015/2016

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 29 Oct 2015 09:27:39 -0700 (PDT)

To: Ellis Chang <ellisc@ci.garden-grove.ca.us>

Ok very cool..thanks for the heads-up 😊

----- Original Message -----

From: "Ellis Chang" <ellisc@ci.garden-grove.ca.us>

To: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

Cc: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>, "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>

Sent: Thursday, October 29, 2015 9:18:15 AM

Subject: Re: UASI Grant Application Process for FY2015/2016

James,

The Single Audit for FY14-15 has not yet been issued by our external auditors. We are looking at receiving the report some time in December 2015.

Ellis
x5066

----- Original Message -----

From: "James Colegrove" <jamesc@ci.garden-grove.ca.us>

To: "Ellis Chang" <ellisc@ci.garden-grove.ca.us>

Cc: "Rhonda Kawell" <rhondak@ci.garden-grove.ca.us>, "Kevin Boddy" <kevinb@ci.garden-grove.ca.us>

Sent: Thursday, October 29, 2015 8:58:54 AM

Subject: UASI Grant Application Process for FY2015/2016

Hi Ellis,

Santa Ana PD will be administering the UASI grant program for FEDERAL FY2015/2016. I've begun the ground work on the application process and every year UASI requires a single audit report for the City of Garden Grove to be attached.

Can I get a copy of the single audit report for the year ending June 30, 2015?

Thanks,

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

P.S. Also got your P&E audit final report and it looks great. thanks again.

Subject: Keri Access Computer

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Thu, 29 Oct 2015 12:36:21 -0700 (PDT)

To: Terry Chang <terryc@ci.garden-grove.ca.us>

Hey Terry..ignore my IT request; Rebecca has the ADMIN password and everything is OK now..

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

Subject: Fwd: PD remodel

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 2 Nov 2015 14:25:31 -0800 (PST)

To: 'Ben Stauffer' <stauffer@ci.garden-grove.ca.us>

FYI

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Phil Carter <philc@ci.garden-grove.ca.us> wrote:

Hi Jim. Hey bud, there are some Badly needed improvements that need to be done to the building beyond the lobby face lift (elevator, AC, paint, ect). I'd like to add them to the remodels scope of work. I figure as long as we are asking for money we mite as well address as many of these things as we can.

Thanks,

Phil-

Phillip Carter
City of Garden Grove
Facilities Division Manager

philc@garden-grove.org

(714) 741-5380

Fax(714) 638-4637

Subject: Fwd: PD remodel

From: James Colegrove <jamesc@ci.garden-grove.ca.us>

Date: Mon, 2 Nov 2015 16:06:15 -0800 (PST)

To: Kevin Boddy <kevinb@zimbra.ci.garden-grove.ca.us>

Hey Bode ~ FYI I already forwarded below to Ben.

Jim Colegrove, Sergeant
Planning and Research Department
Administrative Services Bureau
Garden Grove Police Department
714-741-5414

----- Phil Carter <philc@ci.garden-grove.ca.us> wrote:

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