

March 21, 2019

VIA EMAIL

Denise Kehn  
Records Specialist  
City Clerk's Office  
City of Garden Grove  
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**RE: Public Records Act Request- Garden Grove-Owned Real Property Located in the City of Santa Ana**

Dear Clerk of the Council:

Pursuant to the California Public Records Act, Government Code Sections 6250, et seq., we request that you make available to us, within ten (10) days, for our review and copy the public records in the possession, custody, or control of the City of Garden Grove as described below. It is our desire to secure these records with as little burden as possible on you and other City staff; accordingly, please do hesitate to contact us if there are alternative ways of securing the requested information in a more streamlined fashion.

**Definitions Used in this Request:**

Regarding the following requests, we have provided the following definitions to specify as clearly as possible the nature of each request:

“The City” refers to the City of Garden Grove and includes all of its officers, agents, and departments, including without limitation, the Garden Grove City Council and Mayor, as well as all Garden Grove City agencies, commissions, and committees.

“Inventory” means any inventory or list of lands held, owned, or controlled by the City, including but not limited to, any inventory prepared pursuant to Government Code Section 50569.

“Records” and “Documents” refers to the following: All “writings” as defined in Section 250 of the California Evidence Code, namely “handwriting, typewriting, printing, Photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording any tangible thing, any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored.”

As used herein, the term “Communication(s)” refers to and shall include any and all correspondence between two or more persons and any writing or memoranda memorializing oral communications

between two or more persons, including but not limited to, telephone records, mobile phone logs, letters, notes, e-mails, texts, and electronic correspondence.

“OCTA” shall mean and refer to the Orange County Transportation Authority.

**Requests:**

Pursuant to the Public Records Act, please provide us with all of the following Records:

1. All Records that refer or relate to the City’s ownership of the Willowick Golf Course, located at 3017 West 5th Street, Santa Ana, California 92703-1898, from January 1, 1980, to the present.
2. All Records that refer or relate to the source of funds used to acquire the Willowick Golf Course from January 1, 1980, to the present.
3. All Records that refer or relate to the acquisition of the Willowick Golf Course by the City of Garden Grove from January 1, 1980, to the present.
4. All Inventories that include or refer to the Willowick Golf Course and all Records that refer to any Inventory or its preparation regarding the Willowick Golf Course, including staff reports, Planning Commission agendas and minutes, City Council agendas and minutes, resolutions, and ordinances, from January 1, 1980, to the present.
5. All Records, including but not limited to, deeds, purchase and sale agreements, or any other conveyance document related to the Willowick Golf Course from January 1, 1980, to the present.
6. All Records that constitute, reflect, or refer to any written offer by the City to sell, lease, or otherwise transfer the property at Willowick Golf Course to any person or entity, public or private, or nonprofit from January 1, 1980, to the present.
7. All Records that constitute, reflect, or refer to any Requests for Proposals relating to Willowick Golf Course that the City sent to any person or entity, public, private, or nonprofit from January 1, 1980, to the present.
8. All communications the City sent to, or received from, any person or entity, public, private or nonprofit, that refers, relates to, or mentions the Willowick Golf Course from January 1, 1980 to the present.
9. All Documents referring or relating to the City of Garden Grove's parcel designation of the Willowick Golf Course as remnant, excess, or surplus land from January 1, 1980, to the present.
10. All Documents referring or relating to any cooperative agreements between the City of Garden Grove and the City of Santa Ana regarding the operation of the Willowick Golf Course, from January 1, 1980, to the present.
11. All Documents referring or relating to any cooperative agreements between the City of Garden Grove and the City of Santa Ana regarding the use of the Willowick Golf Course, from January 1, 1980, to the present.

12. All Documents referring or relating to any cooperative agreements between the City of Garden Grove and the City of Santa Ana regarding the funding used to operate the Willowick Golf Course, from January 1, 1980 to the present.

13. All Documents referring or relating to Cooperative Agreements between OCTA and City, referring or relating to the OCTA Streetcar Project from January 1, 1980, to the present.

14. All Records, Communication(s), and Document(s) that refer or relate to the City's intended use of the Willowick Golf Course from the period of time of January 1, 1980 to the present.

15. All Records, Communication(s), and Document(s) from the period of time of January 1, 1980 to the present that refer or relate to the City's classification of the City-owned property, Willowick Golf Course as "excess", "remnant", or "surplus".

16. All Records, Communication(s), and Document(s) that refer or relate to the City's implementation, interpretation of, and compliance with Government Code Sections 54220 et seq., including all reports, memorandum, correspondence, and other records, from the period of time of January 1, 1980 to present, including but not exclusive to the Willowick Golf Course.

We have attempted to be as specific as we can to designate the public records as requested without the need to access the records themselves. If you find any of these requests insufficiently focused, we request that you provide the assistance required by Government Code Section 6253.1, including "assisting the member of the public to identify records and information that are responsive to the request or the purpose of the request."

If you believe any portion of the information we have requested is exempt from disclosure by express provision of the law, Government Code Section 6253(a) additionally requires that you segregate or delete the exempted material and release the remainder of the information. Please make the information requested available for our review before charging us for copies. Where the information is contained in electronic databases, we request you provide such information in electronic form, pursuant to Government Code Section 6253.9.

Thank you in advance for your timely attention to this request. Please do not hesitate to contact us.

Sincerely,

Karen Romero Estrada  
Research and Policy Analyst  
Orange County Communities Organized for Responsible Development