

# CITY OF HIDDEN HILLS

## LIST OF DEMANDS

October 22, 2018

8C

Rqst #	Name	Description	Amount	Fund
1	A Rental Connection	chair rental - 10/22 CC meeting	295.50	
2	Access	shredding - Sep 2018	183.64	
3	AOP/Harris	office supplies	146.17	
4	AT&T/ CalNet3	telephone - Sep 2018	389.96	
5	Chase Avenue Production	notice letters	389.82	
6	LA County - Sheriff's Dept	burglary suppression - 8/25/18	562.36	COPS Fund
7	LA County - Sheriff's Dept	STAR - Sep 2018	1,333.65	
8	LA County - Sheriff's Dept	Police - Sep 2018	24,591.49	
9	LA County - Sheriff's Dept	LET - Sep 2018	639.63	COPS Fund
10	LA County - Sheriff's Dept	STTOP - Sep 2018	3,304.41	COPS Fund
11	LA County - Sheriff's Dept	motors - Sep 2018	8,965.52	COPS Fund
12	LVMWD	6165 Spring Valley - Sep 2018	211.26	
13	LVMWD	6165 Spring Valley - Sep 2018	77.92	
14	LVMWD	Round Meadow - Sep 2018	73.27	
15	Sparkletts	water supplies - Oct 2018	60.92	
<b>Total</b>			<b>41,225.52</b>	



# Rental Connection

5397 N. Commerce Ave., Moorpark, CA 93021  
Office: (805) 876-0020 FAX (805) 876-0196

**Quote**

130312  
1 of 1

1

Bill City of Hidden Hills  
6165 Spring Valley Rd  
Hidden Hills, Ca 91302

Delivery  
Work 818-888-9281  
FAX 818-719-0083  
Home  
Cell

Page  
At 10/5/18 5:00 PM

For City of Hidden Hills  
6165 Spring Valley Rd  
Hidden Hills, Ca 91302

Contact  
Contact  
Contact

Needed 10/22/18  
Due Out 10/17/18  
Alt. Day  
Due In 10/23/18

Ordered by Deana  
Taken by Les Sumpter  
Referred by  
Client of  
EMail

Time Used Charged  
Mo  
Wk  
1 Da  
Hr

Out  
In  
P. O. No.  
Deposit

	Out	Qty	In	Description	Min	Hrs	Ea/Hr.	Day	Week	Month	Item Total
N		40		White Wood Chairs				2.75			110.00
N		2		Chrome Aisle Standard w/ 6' retractable belt				20.00			40.00

Ttl Sale  
- % discount  
Ttl Rent 150.00  
- % discount 0.00  
Ttl Service  
- % discount  
10 % Waiver 15.00  
Delivery  
Installation 125.00  
2 % WCSC 5.50  
9.00 % Tax 0.00  
Total 295.50  
Paid  
Balance 295.50

Event Monday 10/22

YOU MUST RETURN A SIGNED COPY OF THIS QUOTE TO CONFIRM YOUR ORDER  
NO QUOTE WILL BE CONSIDERED CONFIRMED WITHOUT A

SIGNATURE X \_\_\_\_\_ DATE

TO USE M/C/VISA/AMEX# \_\_\_\_\_

EXP DATE \_\_\_\_\_ CVC# \_\_\_\_\_

CREDIT CARD BILLING ADDRESS \_\_\_\_\_

BILLING ZIP CODE \_\_\_\_\_ NAME ON CARD \_\_\_\_\_

CARD HOLDER'S PHONE NUMBER \_\_\_\_\_

BALANCE DUE ON DELIVERY. THANK YOU.

This quote is subject to a 2% Worker's Comp Surcharge.

To confirm this order, sign here: \_\_\_\_\_

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



**Invoice**

1.888.869.2767 AccessCorp.com



0000143-0000143 SSNGL 001 ----- 740989  
**CITY OF HIDDEN HILLS**  
 Attn: Deana Graybill  
 6165 Spring Valley Rd  
 Hidden Hills, CA 91302

Service Billing Period 9/30/2018

Date: 9/30/2018  
 Invoice #: 2839880  
 Customer #: CMMPOD0039

230CMMPOD0039

Total Amount Due **\$183.64**  
 By 10/30/2018:

Total Enclosed:

**Check Remit To:**  
 P.O. Box 398306  
 San Francisco, CA 94139-8306  
  
*Please reference invoice number on remittance.*

**EFT Remit To:**  
 For EFT or credit card payments, please contact ar@accesscorp.com  
  
*Please reference invoice number on remittance.*

NOTE: MAIN

QTY	ITEMS	SERVICE DESCRIPTION	QUANTITY	RATE	TAX	FEE
	Service					
		Medium Bin - Unscheduled Rotation / Plant	4.00	25.0000	N	100.00
		Medium Console - Unscheduled Rotation / Plant	2.00	26.8175	N	53.64
		Administration Fee (Per Account)	1.00	30.0000	N	30.00
		<b>TOTAL FOR Service</b>				<b>183.64</b>
		<b>TAX</b>				<b>0.00</b>
				<b>SUB-TOTAL</b>		<b>183.64</b>
				<b>TAX</b>		<b>0.00</b>
				<b>INVOICE TOTAL</b>		<b>\$183.64</b>

PLEASE NOTE: To the extent you do not have a currently effective written contract for services with an Access or Retrievox company, by paying this invoice, you agree that the terms and conditions found on <https://www.accesscorp.com/access-service-terms-and-conditions> (December 1, 2016 version) will apply to and govern the storage, document destruction, imaging and other services provided to you by such company and, therefore, WILL AFFECT YOUR LEGAL RIGHTS AND OBLIGATIONS, AND LIMITS OUR LIABILITY TO YOU. However, if you have a currently effective written contract for services with an Access or Retrievox company, the terms and conditions of your written contract will continue to apply as provided in such contract. Further, if you are a "Covered Entity" or "Business Associate" as defined in 45 CFR part 160 and do not have a currently effective written Business Associate Agreement (BAA) or Business Associate Subcontractor Agreement (BASA) with an Access or Retrievox company, by paying this invoice, you agree that the terms and conditions found on [www.accesscorp.com/baa](https://www.accesscorp.com/baa) constitute a legally effective BAA or BASA, as applicable, between you and such Access or Retrievox company. Further, if your Records are subject to the EU General Data Protection Regulation ("GDPR") or become subject to GDPR, then in the absence of a separate GDPR agreement, by paying this invoice, you agree that the terms and conditions found on [www.accesscorp.com/gdpr\\_terms](https://www.accesscorp.com/gdpr_terms) constitute a legally binding GDPR agreement, as applicable, between you and such Access company. As determined appropriate by Access, payments that do not reference a specific invoice will be applied to the oldest outstanding invoice. Terms or conditions on purchase orders or similar documents submitted to Access or Retrievox are not binding.



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# INVOICE

## Chase Avenue Production DIRECT MAIL SERVICES



Invoice Number: 11720  
Invoice Date: Oct 12, 2018

P.O. Box 190  
Woodland Hills, CA 91365  
818-970-3135

<b>Bill To:</b>
City of Hidden Hills 6165 Spring Valley Road Hidden Hills, CA 91302

<b>Ship to:</b>

<b>Sales Rep ID</b>	<b>Customer PO</b>	<b>Payment Terms</b>
	Notice Ltr	Prepaid

Quantity	Description	Unit Price	Amount
1.00	Load Data Files		
1.00	Set Up Fee	50.00	50.00
639.00	One color black 8.5 x11 and ink jet address up to 4 lines , Cass address standardize-Barcode return address Logo and meter Including all Material	0.25	159.75
639.00	Standard Ltr Mixed AADC Postage less than 3.3 *Total Postage cost on US Post Office account/ Permit# are DUE on or before delivering to Post Office *	0.25	161.07
1.00	Delivery to Post Office	19.00	19.00

ENTERED  
10/15/18

Ashley Public Hearing Sent 10-12-18 Citywide

Subtotal	389.82
Sales Tax	
Total Invoice Amount	389.82
Payment/Credit Applied	
<b>TOTAL</b>	<b>389.82</b>

Check/Credit Memo No:

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**CITY OF HIDDEN HILLS  
CLIENT NO. 16028  
SPECIAL EVENTS SERVICE STATEMENT**

RANK	NO. OF PERSONNEL	TOTAL HOURS/ MILES	RATE	CHARGE (S/C 398)	10.5% LIAB INS	TOTAL CHARGES
<b>NAME OF EVENT:</b>		<b>BURGLARY SUPPRESSION</b>				
<b>DATE OF EVENT:</b>		<b>8/25/2018</b>				
<b>CONTROL NUMBER:</b>		<b>19RE010336</b>				
DEPUTY GENERALIST			78.15	0.00	0.00	\$ -
DEPUTY BONUS I	1	6	84.82	508.92	53.44	\$ 562.36
DEPUTY BONUS I (MFTO)			94.15	0.00	0.00	\$ -
DEPUTY BONUS I (MOTOR)			89.48	0.00	0.00	\$ -
DEPUTY BONUS II			102.47	0.00	0.00	\$ -
DEPUTY BONUS II (SEB)			108.10	0.00	0.00	\$ -
DEPUTY RESERVE			40.42	0.00	0.00	\$ -
SERGEANT			102.74	0.00	N/A	\$ -
SERGEANT SEB			108.39	0.00	0.00	\$ -
LIEUTENANT			123.49	0.00	N/A	\$ -
CAPTAIN			157.83	0.00	N/A	\$ -
COMMUNITY SERVICE ASSISTANT (CSA)			29.52	0.00	0.00	\$ -
CUSTODY ASSISTANT			49.90	0.00	0.00	\$ -
LAW ENFORCEMENT TECHNICIAN			45.21	0.00	0.00	\$ -
OPERATIONS ASSISTANT II			53.46	0.00	N/A	\$ -
SECURITY OFFICER			37.67	0.00	0.00	\$ -
SHERIFF STATION CLERK I			35.10	0.00	N/A	\$ -
SHERIFF STATION CLERK II			39.76	0.00	N/A	\$ -
<b>SUB-TOTAL</b>	<b>1</b>	<b>6.00</b>		<b>508.92</b>	<b>53.44</b>	<b>\$ 562.36</b>
<b>MILEAGE: B&amp;W SEDAN</b>						
<b>TOTAL</b>				<b>508.92</b>	<b>53.44</b>	<b>\$ 562.36</b>

**FY 2018-2019  
PREPARED BY: CAYLA YANG**

95770/MALIBU/LOST HILLS STATION  
9317/398/C034



COUNTY OF LOS ANGELES  
**SHERIFF'S DEPARTMENT**  
*"A Tradition of Service Since 1850"*

September 12, 2018

OFFICE CORRESPONDENCE

FROM: ANDREW H. ROSSO, CAPTAIN  
CONTRACT LAW ENFORCEMENT BUREAU

TO: MICHAEL HANKS, ASM III  
FINANCIAL PROGRAMS BUREAU  
SPECIAL ACCOUNTS UNIT

**SUBJECT: REQUEST FOR BILLING - SPECIAL EVENTS CONTRACT CITIES**

**Control No: 19RE010336**

We are sending you a Unit Commander's memo requesting supplemental billing to the following:

**CITY: CITY OF HIDDEN HILLS**  
**PATROL STATION: MALIBU/LOST HILLS**  
**EVENT: BURGLARY SUPPRESSION**  
**DATE(S) OF EVENT: 08/25/2018 - 08/25/2018**  
**MILEAGE:**

The concerned station commander has reviewed the request for service and found that it conforms to the guidelines established in Field Operations Directive 86-47.

AHR:JL:jl

2018 SEP 12 PM 4:46  
SPECIAL ACCOUNTS

# SHERIFF'S SPECIAL EVENT SERVICE SUMMARY:

PRIVATE ENTITY CONTROL NO. (RE02):	19RE010336
CITY / SPONSOR / COMPANY NAME:	Hidden Hills
PATROL STATION:	Malibu/Lost Hills Station
EVENT NAME:	Burglary Suppression
DATE(S) OF EVENT:	August 25, 2018
LOCATION:	Hidden Hills Service Area

## PERSONNEL

RANK / POSITION	QUANTITY	HOURS
DEPUTY BONUS (B-1)	1	6
<b>TOTAL PERSONNEL / HOURS:</b>	<b>1</b>	<b>6</b>

## MILEAGE

VEHICLE / #	QUANTITY	MILES
<b>TOTAL VEHICLES / MILEAGE:</b>	<b>0</b>	<b>0</b>

RECEIVED  
 SEP 12 2018  
 Contract Law Enforcement Bureau

COUNTY OF LOS ANGELES  
**SHERIFF'S DEPARTMENT**  
*"A Tradition of Service Since 1850"*

DATE: September 10, 2018

OFFICE CORRESPONDENCE

FROM: JOSHUA W. THAI, CAPTAIN  
MALIBU/LOST HILLS STATION

TO: ANDREW H. ROSSO, CAPTAIN  
CONTRACT LAW ENFORCEMENT BUREAU

SUBJECT: REQUEST FOR PRIVATE ENTITY BILLING RE02 - 19RE010336

Law enforcement services were provided as follows:

EVENT SPONSOR: City of Hidden Hills  
 EVENT NAME: Burglary Suppression  
 EVENT DATE(S): August 25, 2018  
 LOCATION: Hidden Hills Service Area

**RECEIVED**  
 SEP 12 2018  
 Contract Law Enforcement Bureau

Date	Employee Name	Emp.#	Rank	Assignment	Hours
8-25-2018	Huelsen, David	430189	B-1	Malibu/Lost Hills	6
				<b>B-1 Total Hours:</b>	<b>6</b>

The following mileage was reported:

Vehicle #	Make/Model	Miles
Mileage N/A	0	0
<b>Total Vehicles / Mileage:</b>	<b>0</b>	<b>0</b>

I have reviewed and found that it conforms to the guidelines established under Field Operations Directive 86-47, Contract City Special Event (CCSE) Overtime Administration.

Please initiate billing to the concerned party. If you have any questions regarding this request, please call L.E.T. Michelle Mondragon at (818) 878-5509.

JWT:MM:mm

<b>INVOICE</b>	<b>Customer Name</b> HIDDEN HILLS		
	<b>Customer Number</b> C004001	<b>Invoice Number</b> 190965SG	<b>Invoice Date</b> 10-04-18
Remit to: LA County Sheriff's Department P.O. Box 512816 Los Angeles CA 90051-0816	<b>ARDept/BPRO</b> SH:STAR		<b>Due Date</b> 12-03-18
	<b>Project No</b>		<b>Revenue Source</b> 9317
	<b>Amount Due</b>		<b>Amount Enclosed</b>
			\$1,333.65

Bill to:  
HIDDEN HILLS  
6165 SPRING VALLEY RD.  
HIDDEN HILLS CA 91302-1246

Payment Method: Check  Money Order

Please write Invoice No on front of check or Money Order. DO NOT MAIL CASH

Please check if address has changed. Write correct address on back of stub and attach with payment

Please detach the above stub and return with your remittance payable to LA County Sheriff's Department



**Sheriff**  
**ORIGINAL**

<b>Customer Number</b> C004001	<b>Invoice Number</b> 190965SG	<b>Invoice Date</b> 10-04-18
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<b>Invoice Charges</b>									
Ref Line No.	Project Desc	Description	Service From	Service To	Taxable	No. of Units	Unit of Measure	Unit Price	Charges/Credit
1		S.T.A.R. Deputy Services	09-01-18	09-30-18					\$1,206.93
2			09-01-18	09-30-18					\$126.72
<b>TOTAL INVOICE Charges</b>									<b>\$1,333.65</b>

<b>Other Charges</b>	
Description	Charges
<b>TOTAL OTHER Charges</b>	

<b>Credit Payments Applied</b>	\$0.00
<b>Total Amount Due By 12-03-18</b>	<b>\$1,333.65</b>

Please include your invoice number on all payments. MAKE CHECK PAYABLE TO: LOS ANGELES COUNTY SHERIFF'S DEPARTMENT P.O. BOX 512816, LOS ANGELES, CA 90051-0816. Direct Inquiries to: 211 W. Temple St, 6th floor, Los Angeles, CA 90012 (213) 229-3288.

*[Handwritten mark]*

ENTERED

**COUNTY OF LOS ANGELES  
SHERIFF'S DEPARTMENT  
SERVICE STATEMENT - STAR PROGRAM  
BILLING FOR THE MONTH OF SEPTEMBER, 2018**

<b>CUSTOMER CODE</b>	<b>C004001</b>						
<b>ENTITY</b>	<b>CITY OF HIDDEN HILLS</b>						
<b>SERVICE PERIOD</b>	<b>Total No. of Lessons</b>	<b>Instruction Period Rate</b>	<b>10.5% Liab. Insurance Rate</b>	<b>Total Annual Cost *</b>	<b>Monthly Cost (Excluded Liab.)</b>	<b>Monthly 10.5% Liab. Insurance</b>	<b>Monthly Charge</b>
9/1/18 - 9/30/18	48	\$ 226.30	\$ 23.76	\$ 12,002.88	\$ 1,206.93	\$ 126.72	\$ 1,333.65
<b>AMOUNT DUE</b>						<b>\$ 1,333.65</b>	

Instructional Period Rate	\$226.30
10.5% Liab.	\$23.76
<b>Total</b>	<b>\$250.06</b>

RATE USED:  
STAR RATE - FY 2018-2019

\* Approved annual cost prorated to 9 months

COUNTY OF LOS ANGELES  
**SHERIFF'S DEPARTMENT**  
*"A Tradition of Service Since 1850"*

OFFICE CORRESPONDENCE

DATE: August 6, 2018

FILE:

FROM:  ANDREW H. ROSS, CAPTAIN  
 CONTRACT LAW  
 ENFORCEMENT BUREAU

TO: MICHAEL HANKS, ASM III  
 FINANCIAL PROGRAMS/  
 SPECIAL ACCOUNTS  
 ATTN: SHIRLEY GONG

**SUBJECT: BILLING REQUEST - City of Hidden Hills - FY 2018-2019**

Please bill the City of Hidden Hills Monthly for STAR services provided at schools in the Las Virgenes Unified School District from September 1, 2018 through May 30, 2019 at the following rate:

STAR DEPUTY	ESTIMATED SERVICE
Total Number of Lessons	48
Contract City Instructional Period Rate	\$250.06
<b>TOTAL ANNUAL COST</b>	<b>\$12,002.88</b>

Please send the invoice to:

City of Hidden Hills  
 6165 Spring Valley Road  
 Hidden Hills, CA 91302  
 Attn: City Manager

If you have any questions, please contact Sgt. Rudy Sanchez of my staff at (213) 229-1634.

AHR:RS:rs

SPECIAL ACCOUNTS

2018 AUG -7 PM 4: 08

**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT  
STAR DEPUTY INVOICE ESTIMATE  
2018-2019**

**City of Hidden Hills**

The following cost is for a Deputy to teach in-classroom instruction of the STAR program on school grounds.  
This rate is published annually by the Auditor-Controller.

Contract City: Hidden Hills  
 School District: Las Virgenes Unified School District  
 Grade Level(s): 4th and 5th  
 Number of Classrooms: 6  
 Number of Lessons per Classroom: 8  
 Total number of Lessons: 48  
 Service Months: September 2018 through May 2019

STAR DEPUTY	ESTIMATED SERVICE
Total Number of Lessons	48
Contract City Instructional Period Rate	\$250.06
<b>TOTAL ANNUAL COST</b>	<b>\$12,002.88</b>

REPORT PREPARED BY: Sergeant Rudy Sanchez 7/1/2018  
 Print Name Date

UNIT COMMANDER: Captain Jeffrey Perry 7/17/18  
 Print Name Signature Date

APPROVAL BY: KERRY KALLMAN, City Manager 7/1/18  
 Print Name Signature Date

"I certify that I am authorized to make this commitment on behalf of the City/School"

SERGEANT RUDY SANCHEZ 

SPECIAL SERVICES  
2018 AUG -7 PM 4:08

PROCESSED AT CLEB BY

OCT 12 2018

8-11

<b>INVOICE</b>	<b>Customer Name</b> HIDDEN HILLS		
	<b>Customer Number</b> C004001	<b>Invoice Number</b> 190887CY	<b>Invoice Date</b> 10-09-18
Remit to: LA County Sheriff's Department P.O. Box 512816 Los Angeles CA 90051-0816	<b>ARDept/BPRO</b>		<b>Due Date</b> 12-08-18
	<b>SH:CCLC</b>		<b>Revenue Source</b> 9317
	<b>Tax ID</b> 95-6000927		<b>Amount Enclosed</b>
	<b>Amount Due</b> \$37,501.05		

Bill to:  
HIDDEN HILLS  
6165 SPRING VALLEY RD.  
HIDDEN HILLS CA 91302-1246

Payment Method: Check  Money Order

Please write Invoice No on front of check or Money Order. DO NOT MAIL CASH

Please check if address has changed. Write correct address on back of stub and attach with payment

Please detach the above stub and return with your remittance payable to LA County Sheriff's Department



**Sheriff**  
**ORIGINAL**

Service From	Service To	Unit	Unit Name	Customer Number	Invoice Number	Invoice Date
09-01-18	09-30-18	75770	Malibu/Lost Hills Station-Contract Cities	C004001	190887CY	10-09-18

Ref Line No.	Service Code	Service	Description	Liab	Ins	Actual Service Units	Unit Price	Charges/Credit
1	307	Deputy Svc Unit, 56 Hrs	LAW ENF. SERVICES	X		0.630	33926.250000	\$21,373.54
2	310	Deputy Svc Unit, No Relief	LAW ENF. SERVICES	X		0.040	22030.000000	\$881.20
3	340	Law Enf. Technician w/ veh	LAW ENF. SERVICES	X		0.070	8269.250000	\$578.85
4	385	Deputy Sheriff Service Unit, Bonus-1, Grant	LAW ENF. SERVICES	X		0.500	16227.170000	\$8,113.59
5	386	Deputy Sheriff Service Unit, Grant	LAW ENF. SERVICES	X		0.200	14952.080000	\$2,990.42
Subtotal								\$33,937.60

Description	Charges
10.5% LIABILITY INSURANCE	\$3,563.45
<b>TOTAL OTHER Charges</b>	<b>\$3,563.45</b>

Credit Payments Applied	\$0.00
Total Amount Due By 12-08-18	\$37,501.05

Please include your invoice number on all payments. MAKE CHECK PAYABLE TO: LOS ANGELES COUNTY SHERIFF'S DEPARTMENT P.O. Box 512816, Los Angeles, CA 90051-0816. Direct Inquiries to: 211 W. Temple St, 6th floor, Los Angeles, CA 90012 (213) 229-3288

**ENTER**  
10/15/18

*Handwritten mark*

16028 C004001 HIDDEN HILLS

UNIT: 75770 ID: 190887CY

Service Dates: 9/1/18-9/30/18

Invoice Print Date: 10/9/2018

Invoice Due Date: 12/8/2018

Ref. Line No.	Service Code	Service Unit Description	Liab Ins	Actual Service Units	Unit Price	Charges/ Credit
1	307	DEPUTY SHERIFF SERVICE UNIT, 56 HOURS	X	0.630	33,926.25	21,373.54
2	310	DEPUTY SHERIFF SHERVICE UNIT, NON-RELIEF	X	0.040	22,030.00	881.20
3	340	LAW ENFORCEMENT TECHNICIAN W/ VEH	X	0.070	8,269.25	578.85
4	385	DEPUTY SHERIFF SERVICE UNIT, BONUS-1, GRANT MOTOR	X	0.500	16,227.17	8,113.59
5	386	DEPUTY SHERIFF SERVICE UNIT, GRANT	X	0.200	14,952.08	2,990.42
		Subtotal				33,937.60
		10.5% LIABILITY INSURANCE				3,563.45
		Total Amount Due				37,501.05

Liability:

SPECIAL ACCOUNTS UNIT

DATE

Fund SJ9

DATA ENTERED BY: WF 10/02/18

Dept NJ

APPROVAL LEVEL 1: AS

Unit 55082

APPROVAL LEVEL 2: \_\_\_\_\_

RSRC C034

APPROVAL LEVEL 3: \_\_\_\_\_

CITY OF HIDDEN HILLS  
GRANTS BILLING  
SEPTEMBER 2018

SERVICE CODE	GRANT TYPE	POSITION	UNIT	FY 2018-19			TOTAL AMOUNT
				ANNUAL RATE	MONTHLY CHARGE	LIAB. INS. 10.5%	
385		GRANT DEPUTY BONUS 1 W/O VEH	0.500	194,726.00	8,113.59	851.9273	8,965.52
386		GRANT DEPUTY W/O VEH	0.200	179,425.00	2,990.42	313.9938	3,304.41
TOTAL:					<u>\$ 11,104.01</u>	<u>1,165.9211</u>	<u>\$ 12,269.93</u>