

LOS ANGELES POLICE DEPARTMENT

MICHEL R. MOORE
Chief of Police



ERIC GARCETTI
Mayor

P.O. Box 30158
Los Angeles, CA 90030
Telephone: (213) 486-8590
TTY: (877) 275-5273
Ref #: 3.5

April 28, 2020

Department of Neighborhood Empowerment
200 North Spring Street, 20th Floor
Los Angeles, CA 90012
Attention: Jose Galdamez

Invoice No: 20SPEC132

Dear Mr. Galdamez:

The Los Angeles Police Department (LAPD) has completed the billing for the overtime costs associated with the NHWNC General Board Meetings held at the New Horizon – Sam's Cafe on July 18, 2019, August 15, 2019, September 19, 2019, October 17, 2019, November 21, 2019 and December 19, 2019. The total amount being billed is \$1,959.81.

Enclosed is a summary of overtime hours worked by the officers and a copy of your request for security services for the meetings. Please transfer funds to the LAPD, referencing Invoice No. 20SPEC132, as follows:

Fund	Department	Revenue Source Code	Amount
100	70	5161	\$1,959.81

If you have any questions regarding this matter, please contact Management Assistant Jaymee Dyke, Fiscal Operations Division, Budget Section, at (213) 486-8550.

Respectfully,

MICHEL R. MOORE
Chief of Police


THOM BRENNAN, Police Administrator II
Commanding Officer
Fiscal Operations Division

Enclosures

Los Angeles Police Department
Report: NHWNC General Board Meetings
Invoice#: 20SPEC132
Period: 7/18/2019 - 12/19/2019

Dept	Div	EmployeeName	Serial#	Class	Varcode	Vardate	Hours	OT	HourlyRate	Amount	CAP Rate	Total	ActCode
4301	170	CORRAL, EFREN	35472	POLICE OFFICER III	PA	12/19/2019	3.0		\$92.9833	\$278.95	\$33.89	\$312.84	77
										Sub-Total	3.0	\$312.84	
4301	170	DELVALLE, DANIEL	27677	POLICE OFFICER III	PA	09/19/2019	3.0		\$92.9400	\$278.82	\$33.88	\$312.70	77
										Sub-Total	3.0	\$312.70	
4301	170	PARKER, JOHN	36560	POLICE OFFICER III	PA	08/15/2019	3.0		\$89.0867	\$267.26	\$32.47	\$299.73	77
			36560	POLICE OFFICER III	PA	08/15/2019	1.0		\$89.0900	\$89.09	\$10.82	\$99.91	77
										Sub-Total	4.0	\$399.65	
4301	170	PETEQUE, NORMA	31373	POLICE OFFICER III	PA	07/18/2019	3.0		\$91.8167	\$275.45	\$33.47	\$308.92	77
										Sub-Total	3.0	\$308.92	
4301	170	SELLERS, PHILLIP	31934	POLICE OFFICER III	PA	10/17/2019	3.0		\$92.9867	\$278.96	\$33.89	\$312.85	77
			31934	POLICE OFFICER III	PA	11/21/2019	3.0		\$92.9867	\$278.96	\$33.89	\$312.85	77
										Sub-Total	6.0	\$625.71	
										Grand Total	19.0	\$1,959.81	

Overtime
Code

77

**CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE****June 26, 2019**

To: Captain Kathleen Burns
Los Angeles Police Department
Devonshire Community Police Station

Attn: Sgt II Jose Torres

From: Jose Galdamez
Neighborhood Empowerment Advocate
Department of Neighborhood Empowerment

Subject: REQUESTING FOR SECURITY SERVICES FOR NORTH HILLS WEST
NEIGHBORHOOD COUNCIL MEETING

The North Hills West Neighborhood Council (NHWNC) is requesting security from the Los Angeles Police Department (LAPD) for assistance with safety and/or decorum concerns at NHWNC Board Meetings.

On Thursday, June 20, 2019, the NHWNC approved a motion to request one police officer to staff the NHWNC General Board Meetings for the 2019-20 fiscal year.

Schedule of the meetings are as follows:

North Hills West Neighborhood Council Meeting - (1 Sworn Officer)

Date: 3rd Thursday of the month for 12 months (7/18, 8/15, 9/19, 10/17, 11/21, 12/19, 1/16, 2/20, 3/19, 4/16, 5/21, 6/18)

Time: 6:30pm to 9:30pm
(End time is approximate depending on agenda items)

Location: New Horizons -Sam's Cafe
15725 Parthenia Street,
North Hills, CA 91343

The cost of deploying the officer(s) for these meetings will be covered by the North Hills West Neighborhood Council. Please send invoices to the following address:
Department of Neighborhood Empowerment
200 North Spring Street, 20th Floor
Los Angeles, CA 90012
Attention: Jose Galdamez

You may also email invoices to Jose.Galdamez@lacity.org, who will coordinate with the Department Accounting staff to ensure timely payments.

Thank you in advance for your attention in this matter. If you have any questions please contact me at (818) 374-9895.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Jose Galdamez', with a stylized flourish at the end.

Jose Galdamez
Neighborhood Council Advocate
Department of Neighborhood Empowerment

WHITE - DESIGN COPY
YELLOW - EMPLOYEE COPY
PINK - CT PROGRAM ADMINISTRATOR

OVERTIME REPORT

TYPE OR PRINT LEGIBLY IN INK

FOR OFFICE USE ONLY
DATE: JUL 28 2019
CODE: 6077

DATE REPORTED 7/18/19		EMPLOYEE ID 44295		CLASS P3+H		NAME (LAST, FIRST, MIDDLE INITIAL) PETEQUE, NORMA P.					
RECORD TO NEAREST TENTH OF HOURS OF CHARGE OFF	TOTAL HOURS WORKED		TYPE OF COMPENSATION REQUESTED				HOURS TAKEN OFF				
	TIME & 1/4	ST. TIME	CASH TIME & 1/4	ST. TIME	TIME TIME & 1/4	ST. TIME	NEW BANK TIME & 1/4	ST. TIME	OLD BANK TIME & 1/4	ST. TIME	
	3.0		3.0								
DATE AND TIME WORKED		FROM		TO		TOTAL BANK					
7/18/19		1830		7/18/19		2129		30+			
REASON FOR OVERTIME (CHECK ONE)		☐ Court or Admin. Hearing		☐ Unscheduled Activity		☒ Prescheduled Activity		☐ Unusual Major Events		☐ Worked on Day Off In Lieu of a Holiday	
EMP STATUS		☒ EOW		☐ DO		☐ HO		☐ VC/O		☐ PPH	
TYPE OF CRIME REPORT/CHARGE		NORTH HILLS WEST N/C MTG		CR. NO.		BOOKING NO.		COURT CASING		☐ On Call ☐ No Time	
DESCRIPTION OF ACTIVITY											
MONTHLY ATTENDED NEIGHBORHOOD COUNCIL MTG FOR NORTH HILLS WEST @ NEW HORIZON OVERTIME PAID BY (NHHWC) DUE TO SAFETY CONCERNS INVOLVING HOSTILE EX-BOARD MEMBER											
Res. Reviewed		Date: 07/19/19		Initial: [Signature]		Serial No.: 3232Y		KICKBACK		Above is a copy of the LMA 4.166	
[Signature]		31313		[Signature]		[Signature]		[Signature]		[Signature]	

WHITE - DIVISION COPY
YELLOW - EMPLOYEE COPY
PINK - OT PROGRAM ADMINISTRATOR

OVERTIME REPORT

TYPE OR PRINT LEGIBLY IN INK

FOR OFFICE USE ONLY	
PRY PERIOD ENDS AUG 17 2019	CODE 6077

DATE REPORTED 08-15-19	EMPLOYEE ID (ED) 75062	RANK/PO PHI +1	NAME (LAST, FIRST, MIDDLE INITIAL) PARKER, JOHN C								
RECORD TO NEAREST TENTH (1) WORKED OR TAKEN OFF	TOTAL HOURS WORKED		TYPE OF COMPENSATION REQUESTED				HOURS TAKEN OFF				
	TIME & 1/4	ST. TIME	CASH TIME & 1/4 ST. TIME		TIME TIME & 1/4 ST. TIME		NEW BANK TIME & 1/4 ST. TIME		OLD BANK TIME & 1/4 ST. TIME		
	3.0 hrs	/	3.0	/	/	/					
DATE AND TIME WORKED						TOTAL BANK: 10+					
FROM		TO		Division		Assignment		Watch			
Date 08-15-19 Time 1830		Date 08-15-19 Time 2130		DEV		175L81		W2			
REASON FOR OVERTIME (CHECK ONE)	☐ Court or Admin. Hearing	☐ Unscheduled Activity	☒ Prescheduled Activity	☐ Unusual Major Events		☐ Worked on Day Off in Lieu of a Holiday					
EMP STATUS	☒ BOW	☐ DO	☐ HO	☐ VOTO	☐ PPH	☐ OTHER					
TYPE OF CRIME/REPORT/CHARGE NORTH HILLS WEST N.C.			DR. NO.		BOOKING NO.		COURT CASE NO.				
DESCRIPTION OF ACTIVITY											
WORKED PAST ROW FOR SECURITY											
SERVICES FOR NORTH HILLS WEST NEIGHBORHOOD											
COUNCIL MEETING; PROVIDED CRIME UPDATE											
& EVENTS FOR DEVONSHIRE											
Signature of Supervisor ADV Sgt TORRES						Time worked over duty, initial and date 1268-19-19					
Supervisor Reviewed	Date 08/16/19	Initial	Serial No. 22324			☐ KICKBACK					
I certify the above to be true.			Off worked for			Above is in compliance with LAAC 4.158					
John Parker # 36560 (Signature of Employee)			[Signature] (Signature of Supervisor/Approver, Date Reported)			[Signature] BIRK (Signature of Commanding Officer)					

OVERTIME REPORT

TYPE OF PRINT LEGIBLY IN INK

DATE REPORTED: AUG 17 2019

DATE REPORTED 08-15-19	EMPLOYEE ID (EO)	75062	RANK/PS	PHI +1	NAME (LAST, FIRST, MIDDLE INITIAL)	PARKER, JOHN C						
RECORD TO: NEAREST TENTH OF HOURS (ON TARDY OFF)	TOTAL HOURS WORKED		TYPE OF COMPENSATION REQUESTED				HOURS TAKEN OFF					
	TIME & %	ST. TIME	CASH TIME & %	ST. TIME	TIME TIME & %	ST. TIME	NEW BANK TIME & %		OLD BANK TIME & %			
	1.0		1.0									
DATE AND TIME WORKED						TOTAL BANK: 10.5						
FROM	TO		FROM		TO		Division		Assignment		Watch	
08-15-19	2130		08-15-19		2230		DEV		175LST		IN2	
REASON FOR OVERTIME (CHECK ONE)	☐ Court or Admin. Hearing		☐ Unscheduled Activity		☒ Pre-scheduled Activity		☐ Unusual Major Events		☒ SLO		Worked on Day Off (in Lieu of a Holiday)	
EMP STATUS	☒ EOW	☐ DO	☐ NO	☐ VOTO	☐ PH	☐ OTHER						
TYPE OF CRIME/REPORT/CHARGE			DR. NO.		BOOKING NO.		COURT CASE NO.					
NORTH HILLS WEST N.C.												
DESCRIPTION OF ACTIVITY												
WORKED (1) HOUR PAST NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING DUE TO MULTIPLE AGENDAS TO COVER												
Total hours less only: 10.5 and add what is left: 0.5												
ADV SET FORWARDS RS 8-19-19												
Rec'd/Reviewed	Date	Initial	Serial No.		KICKBACK							
	08/16/19		32324		Above is in compliance with LAAC 4 163							
I certify the above to be true.			☐ OT worked ☐ WITHOUT prior approval									
John Parker #31560					31790							
(Signature of Employee)			(Signature of Supervisor Approving, Date Approved)		(Signature of Commanding Officer)							

08/15/2019 (12:17)

PLEASE PRINT NAME AND PHONE NUMBER FOR THE 2019-20 FISCAL YEAR.

OVERTIME REPORT
 TYPE OR PRINT LEGIBLY IN INK

FOR OFFICE USE ONLY
 OCT 24 2019 6077

DATE REPORTED 10-18-19		EMPLOYEE ID (EO) 24374		RANK/RS PH+1		NAME (LAST, FIRST, MIDDLE INITIAL) SELLERS, PHILIP A	
TOTAL HOURS WORKED 3.0		TYPE OF COMPENSATION REQUESTED CASH		HOURS TAKEN OFF			
TIME & % 3:00		ST. TIME		TIME & % 3:00		ST. TIME	
DATE AND TIME WORKED FROM 10-17-19 1830 TO 10-17-19 2130		DIVISION DEL		TOTAL BANK 100			
REASON FOR OVERTIME (CHECK ONE) ☐ Court or Admin. Hearing ☐ Unscheduled Activity ☒ Pre-scheduled Activity ☐ Unusual Major Events		EMP STATUS ☒ EOW ☐ DO ☐ NO ☐ VOTO ☐ PPH ☐ OTHER		COURT CASE NO. ☐ On Call ☐ In Town			
TYPE OF CRIME/REPORT/CHARGE SECURITY DISTRICT - NWANC		DR. NO.		BOOKING NO.		COURT CASE NO.	
DESCRIPTION OF ACTIVITY WORKED OVERTIME DISTRICT FOR SECURITY SERVICES - NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING							
RECEIVED/REVIEWED 10-21-19		INITIALS [Signature]		SERIAL NO. 32334		KICKBACK Above is in compliance with LAAC 4.169	
I certify the above to be true [Signature]		Signature of Employee		Signature of Supervisor Approving (Date Approved)		Signature of Commanding Officer	

NOTE: THE NWANC General Board Meetings for the 2019-20 fiscal year.

WHITE - DIVISION COPY
YELLOW - EMPLOYEE COPY
PINK - OT PROGRAM ADMINISTRATOR

OVERTIME REPORT

TYPE OR PRINT LEGIBLY IN INK

FOR OFFICE USE ONLY

DATE OF REPORT: NOV 23 2019
OFFICE USE ONLY: 62717

DATE REPORTED 11-21-19	EMPLOYEE ID (EID) 24374	BRANCH PULH	DEPT. NAME (PULL DOWN) SULLERS, PHILLIP A									
REASON TO REQUEST FORTH OT WORKED (CHECK ONE)	TOTAL HOURS WORKED		TYPE OF COMPENSATION REQUESTED				HOURS TAKEN OFF					
	TIME & 1/4	ST. TIME	CASH TIME & 1/4 ST. TIME		TIME TIME & 1/4 ST. TIME		NEW BANK TIME & 1/4 ST. TIME		OLD BANK TIME & 1/4 ST. TIME			
	3:00 hrs		3:00 hrs			2:00						
DATE AND TIME WORKED						TOTAL BANK: 100						
FROM		TO		Division		Assigned		Voted				
11-21-19		18:30		11-21-19		21:50		DSU		3649		
REASON FOR OVERTIME (CHECK ONE)	☐ Court or Admin. Hearing		☐ Unscheduled Activity		☒ Pre-scheduled Activity		☐ Unusual Major Events		☐ Worked on Day Off in Lieu of a Holiday			
EMP STATUS	☐ EON		☒ DO		☐ NO		☐ VOTO		☐ PPH		☐ OTHER	
TYPE OF CRIME/REPORT/CHARGE				DR. NO.		BOOKING NO.		COURT CASE NO.		☐ On Site ☐ On Time		
NHLWNC Security DISTRICT												
DESCRIPTION OF ACTIVITY												
WORKED SECURITY DISTRICT FOR NORTH HILLS WEST												
NORTHBOROUGH COUNCIL GENERAL BOARD MEETING												
I understand that only the initial and final dates are entered.												
Rec'd/Reviewed	Date	INITIAL	Serial No.	SIGNATURES OIC		24 11-23-19						
11/22/19	11/22/19		22824									
I certify the above to be true.				☐ OT worked for 100% ☐ OT/DO/OT grant approved		KICKBACK		Above is in compliance with LRAO 4.105				
31934						Signature of Supervisor/Approving (Date Approved)		Signature of Community Officer				

10-24-00 (12/17)

10-24-00

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YELLOW - EMPLOYEE COPY
PINK - OT PROGRAM ADMINISTRATOR

OVERTIME REPORT

TYPE OR PRINT LEGIBLY IN INK

FOR OFFICE USE ONLY	
PAY PERIOD ENDING	CODE
DEC 31, 2019	0277

DATE REPORTED 12/19/19	EMPLOYEE ID (EO) 35472	RANK/PG P3+1	NAME (LAST, FIRST, MIDDLE INITIAL) CORRAL, EFREN J.								
RECORD TO NEAREST TENTH OF WORKED OR TAKEN OFF	TOTAL HOURS WORKED		TYPE OF COMPENSATION REQUESTED				HOURS TAKEN OFF				
	TIME & 1/4	ST. TIME	CASH TIME & 1/4	ST. TIME	TIME TIME & 1/4	ST. TIME	NEW BANK TIME & 1/4	ST. TIME	OLD BANK TIME & 1/4	ST. TIME	
	3.0		3.0								
DATE AND TIME WORKED						TOTAL BANK					
FROM		TO		Division		Assignment		Watch			
12/19/19		1830		12/19/19		2130		DEV		W2	
REASON FOR OVERTIME (CHECK ONE)	☐ Court or Admin. Hearing	☐ Unscheduled Activity	☒ Prescheduled Activity	☐ Unusual Major Events			☐ Worked on Day Off In Lieu of a Holiday				
EMP STATUS	☐ EOW	☒ DO	☐ NO	☐ VOTO	☐ PPH	☐ OTHER					
TYPE OF CRIME/REPORT/CHARGE NHNHC Meeting			DR. NO.		BOOKING NO.		COURT CASE NO.		☐ On Call	☐ Be There	
DESCRIPTION OF ACTIVITY											
Worked 3 hrs OT to work security detail at the											
North Hills West Neighborhood Council Meeting at											
15725 Pulviner St.											
Supervisor use only. Initial and date when entered.											
Sgt. # Torres Approved 24 12-23-19											
Rec'd/Reviewed	Date	Initial	Serial No.	KICKBACK							
	12/20/19		52324								
I certify the above to be true				OT worked WITH ☒ WITHOUT ☐				Above is in compliance with LAAC 4.169			
Efren J. Corral				[Signature]				3190			
(Signature of Employee)				(Signature of Supervisor Approving Date reported)				(Signature of Coordinating Officer)			