



Memorandum

TO: Sharon Erickson
City Auditor

FROM: Deanna J. Santana

**SUBJECT: RESPONSE TO THE AUDIT OF
TAKE-HOME VEHICLES**

DATE: October 19, 2010

Approved

Date

10/19/10

REASON FOR SUPPLEMENTAL

This supplemental is intended to update the count of Police take-home vehicles in the Administration's initial response.

ANALYSIS

The following chart includes updated vehicle counts and should replace the "Table 1" on Page 5 of the response:

Table 1

Milestone	Police Take-Home Vehicle Count
July 2009	160
Start of Audit (July 2010)	144
Reduction During Audit	(13 ¹)
Current Total	131
Phase 1 Review	(40)
Projected Total for additional consideration (Phase 2)	91

In order to properly reflect the changes in the table above, the body of the Administration's response should also be updated as follows:

- On Page 6, the response should be updated to reflect that the Police Department has achieved an additional 13 (not 18) vehicle reduction during the time this Audit was conducted.
- On Page 6 under **Phase I Review**, the response should be updated to reflect that the Administration has identified approximately 40 (not 42) take-home vehicles in the Police Department that will be evaluated in the first phase for elimination from the take-home vehicle program. This update is based on revised information that the Police Department has 33 officers authorized to take home motorcycles.

¹ Police Chaplain (1); MERGE Unit (8); Canine Sergeant (1); Traffic Enforcement Unit (2); High Tech Unit Sergeant (1)

Sharon Erickson, City Auditor

October 19, 2010

Subject: Response to the Audit of the Take-Home Vehicles

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- On Page 6 under **Phase I Review**, the response should be updated to reflect under the first bullet a total of 33 (not 35) motorcycles.


DEANNA SANTANA
Deputy City Manager

For questions please contact Peter Jensen, Director of General Services, at 975-7290.