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To: Supervisor Zev Yaroslavsky, Chairman
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From: J. Tyler McCauley by RSM
Auditor-Controller

Subject: **SHERIFF'S DEPARTMENT – CITY OF PICO RIVERA CONTRACT SERVICES REVIEW**

At the request of the First Supervisorial District, we reviewed the Sheriff Department's (Department) use of overtime hours at the Pico Rivera Sheriff station. The purpose of our review was to determine if the City of Pico Rivera (City) reimburses the Department for the cost of patrol and other services, including the cost of overtime hours. In addition, we reviewed the Pico Rivera Station's patrol services to the unincorporated areas to determine how the Department budgets and monitors services to unincorporated areas.

Summary of Findings

The Sheriff's Department used the appropriate billing rates to bill the City. For fiscal year (FY) 2000-01, the Department billed the City the maximum contract price of $5.2 million for regular patrol services. The City also paid the Department $196,000 for special event services the City requested.

However, our review disclosed that the Department provided the City approximately 4.6% more patrol hours than its contract requires and did not bill the City for these hours. The unreimbursed costs associated with the extra hours totaled approximately $277,000 for FY 2000-01. For FY 2001-02, as of March 31, 2002, the Department had provided approximately 1,520 excess hours and had not billed the associated $137,000 to the City.

The actual patrol hours provided were consistent with what Station management believes is appropriate for the unincorporated area. However, the Department does not have a formal, documented standard for unincorporated areas. The Chief Administrative Office's Sheriff Mechanism Task Force is currently addressing this issue.

Details of our review are discussed below.

Background

The Sheriff's Department provides law enforcement services in unincorporated areas of the County and in cities that contract with the Department for these services (contract cities). Contract cities can obtain both regular patrol services and additional, "special event services" (e.g., cruising prevention, etc.) from the Department.

Contract cities negotiate with the Department to determine the number of patrol hours to be provided and pay for the services based on the Department's billing rates approved by the Auditor-Controller. The Department's billing rate for regular patrol services includes a component to recapture premium overtime cost. The Department charges contract cities for special event services based on a supplemental services rate, which is composed primarily of premium overtime and workers' compensation costs.

Methodology

We reviewed the Department's records of patrol services to determine the number of patrol hours the Sheriff provides to the City. We also reviewed the Department's billing records to assess whether the Sheriff appropriately bills the City for all services provided. In addition, we reviewed the Pico Rivera Station's deployment logs to determine the level of patrol services the Station provides to the unincorporated areas. Our review included interviews with Sheriff and City management, as well as reviews of various Sheriff and City records.

Pico Rivera Contract Patrol Services

The Department was supposed to provide the City with approximately 65,000 patrol hours at a cost of approximately $5.2 million under the FY 2000-01 contract. The City also had $250,000 budgeted for special event services for patrols during parades and sporting events, to prevent "cruising", and to respond to related disturbances.

We reviewed the Department's patrol deployment logs and noted that, in FY 2000-01, the Department provided approximately 68,000 patrol hours, or approximately 4.6% more than the contract requirement. The cost for these additional hours, which were not billed to the City, totaled approximately $277,000. We also noted that, from July 1, 2001 to March 31, 2002, the Department provided approximately 1,520 hours of patrol services in excess of the contract requirements. The cost of these additional hours, which the Department has not billed to the City, is approximately $137,000. Pico Rivera Sheriff's Station management indicated that the additional hours could be due to a variety of factors including responding to emergencies/unplanned events, providing additional staffing to ensure officer safety, and deputy training time.

Special Event Services

As noted previously, Pico Rivera budgeted $250,000 additional Sheriff services for Special Events such as Anti-Cruising, Neighborhood Outreach, Concerts in the Park and Bike and Directed Patrol. Special event services are generally handled by deputy overtime and are billed using a special event services rate, which is computed by the Auditor-Controller and is composed primarily of premium overtime and workers' compensation costs.

We reviewed the Sheriff's departmental deployment reports, billing records, and collection record and noted that for FY 2000-01, the City of Pico Rivera requested and paid approximately $196,000 for special event services.

Patrol of Unincorporated Areas

The Sheriff provides law enforcement to both unincorporated areas of the County and contract cities. We determined that the Department does not establish formal patrol hour requirements for unincorporated areas.

While no formal staffing requirement exits, Station management indicated that an appropriate level for the area served by the Pico Station is 1,460 patrol hours per month. A review of deployment hours from July through September 2001 indicated that approximately 1,463 patrol hours per month was being provided.

The Chief Administrative Office's Sheriff Mechanism Task Force is currently working to develop a model for unincorporated area services based on the contract city model. This model should include developing planned patrol hours for unincorporated areas and procedures to monitor compliance with the planned patrol hours.

We would like to thank the Sheriff's Department management for their cooperation during our review. If you have any questions, please call me or your staff may call DeWitt Roberts at (213) 974-0301.

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