



Burleson Police Department

Staffing, Best Practices, & Facility Analysis

July 5, 2022

Tommy Ludwig, Deputy City Manager

Item History

- At the June 2nd City Council Meeting, questions were regarding the need to possibly engage a third party consultant to:
 - Review and verify that the Department's staffing model align with best practices
 - Review and verify the spacing needs associated with the proposed headquarters expansion
 - Review substation feasibility
- On June 20th, the City Council directed staff to place an item on a future agenda to authorize such an analysis

Proposal

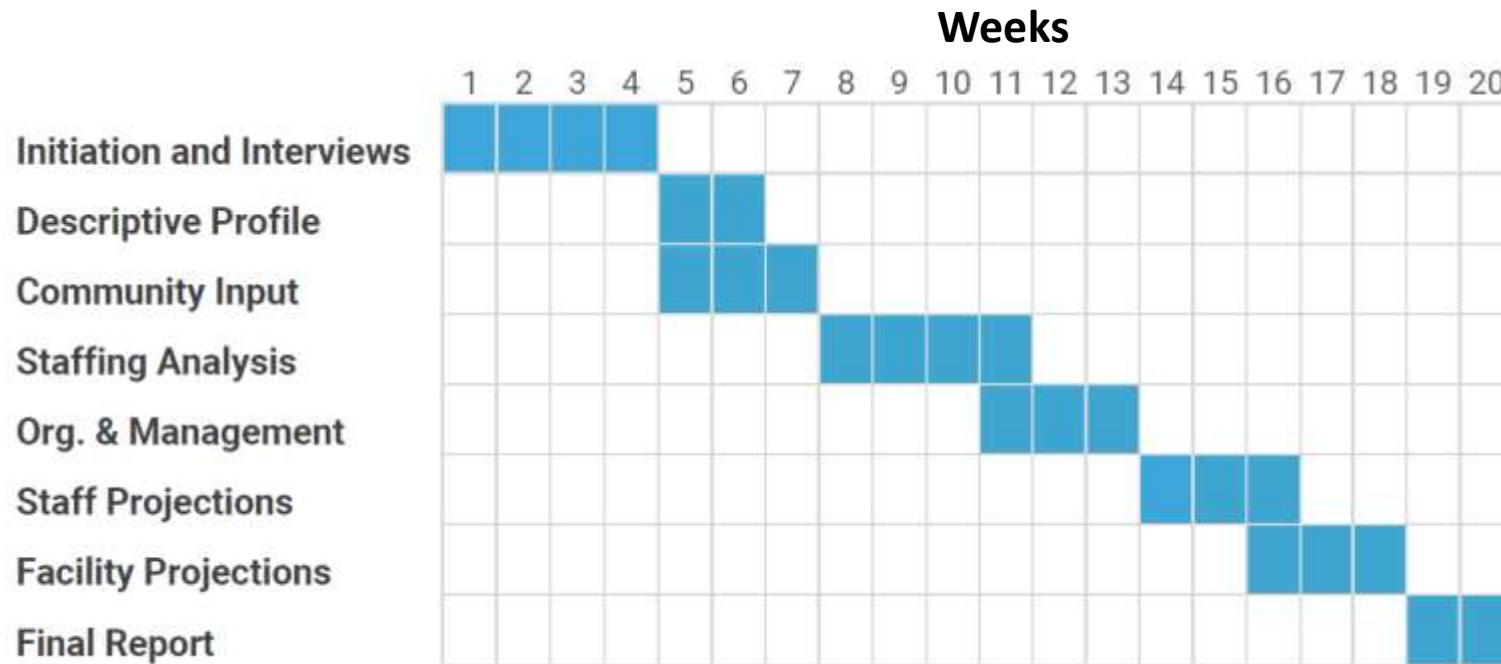
- Staff recommends to utilize Matrix Consulting Group for the proposed scope of work
- Matrix specializes specifically in local government analysis, and has worked with over 400 police departments nationally
- Their areas of expertise include
 - Staffing
 - Deployment
 - Scheduling
 - Resource and management planning
 - Best practices implementation

Scope of Work

- The proposal from Matrix includes the following elements:
 - Evaluation of current and future staffing needs, and verification that core services are keeping pace with current and anticipated service demands, based on existing population and projected growth
 - Evaluation of management, retention, and recruitment practices, and organizational structure to ensure they align with industry standards, and that community expectations are met
 - Evaluation of the space needs of the proposed facility expansion, and determination if substation facilities are needed, based on current and anticipated service demands
 - Evaluation of the need, cost effectiveness, and feasibility of a city owned and operated holding facility
 - Evaluation of the need for future specialized vehicles and equipment
 - Evaluation of the feasibility and cost benefit analysis of a take home vehicle program for officers

Cost and Timeline

- The cost associated with the proposed scope of work is \$109,900
- Estimated timeline to complete the analysis is approximately 5 months



Questions / Comments
