



STAFF REPORT

Meeting Type: City Council
Meeting Date: November 4, 2024
From: Tyler Deems, City Manager
Patrick Huskey, Chief of Police
Subject: Police Staffing Needs

DECISION TO BE MADE:

Discuss the addition of sworn personnel to the Sandy Police Department as recommended by the Police Staffing Study conducted by Berry Dunn.

BACKGROUND / CONTEXT:

On [October 7, 2024](#), the Council received the results of the staffing study which has been underway for several months. Ultimately, the study recommend that the Sandy Police Department add three sworn officers. There was no recommendation to hire additional Records staff at this time, but with the potential for an increased workload with three additional officers, it's more than likely that Records staff will need to be increased in the future. At the end of this meeting, Council had provided staff direction to analyze and recommend a funding strategy/package to hire and retain additional sworn personnel.

On [October 21, 2024](#), the Council discussed hiring additional sworn staff to make progress on implementing the results of the staffing study. While there was recognition that there is a need to hire additional FTE, there was concern that doing so too quickly, without a long-term plan for funding, could negatively impact the department down the road. In addition, Council wanted to hear from Chief Huskey directly that he supported the results of the staffing study and could manage the additional FTE given that the Police Department is already hiring and training three other FTE to fill existing vacancies.

These additional sworn officers are separate from the addition of a Community Services Officer that is currently being finalized with grant assistance from Clackamas County. The IGA with the County will pick up 80% of the cost of this FTE, and the City will fund the remaining 20%.

KEY CONSIDERATIONS / ANALYSIS:

It's worth noting that, after 90 days with the Sandy Police Department, Chief Huskey has been able to observe firsthand the need for additional personnel due to his observations of staffing, those on leave, calls for service, and listening to the radio.

There are currently three vacancies that will be filled over the next several weeks. Two of these three are laterals and should take minimal time to get them up to speed. On average, it takes 30 daily observation reports (approximately 8 – 12 weeks) for a new lateral to be able to resume patrol in a solo

capacity. The third is a new officer who does not currently have a law enforcement background. This officer will need to go through Academy, likely starting in early December. They would graduate in April 2025, and then move into our FTEP program with a coach and the need for 60 daily observation reports (approximately 24 weeks) before being ready for solo patrol.

Onboarding additional FTE in the near-term will be taxing, but the training can be absorbed. The Police Department typically builds a list of potential candidates during the hiring process, and currently has two additional laterals that could be advanced forward into the background check phase very quickly. Chief Huskey is confident that this is a good problem to have, and that the overall safety of our community will be enhanced. Since these two are laterals, they would be through their training much more quickly, and be able to support the department very soon. This would allow for enough staff to fill daily vacancies that occur due to vacation and sick leave, trainings, and court appearances.

Chief Huskey has spent some time determining how he would like to structure his department and believes that moving away from the four sergeant model is the best option. Chief plans to conduct an internal recruitment process to fill the Lieutenant position soon. This will allow for better administrative oversight for the department.

The current estimated annual cost per sworn officer is \$140,000. To reflect the hiring timeline, it is anticipated that a new officer would not be hired until January 2025. In addition to the cost of hiring a new officer, there are several additional initial costs that would be incurred. These costs include vehicle, safety equipment, and other technological equipment. The anticipated initial costs total \$77,000, and approximately six months of salaries and benefits total \$70,000. The total estimated costs per additional sworn officer for the remainder of the current biennium equal \$147,000.

The Council also wanted to gain a better understanding of other equipment needs within the department. While this is not a list of items that is being requested at this time, it is important for the Council to understand the other needs in the department. Items from this list will likely be built into the upcoming budget.

- Body Cameras – currently sworn personnel share body cameras and the Community Services Officers do not have body cameras. 15 additional cameras, 4 extra batteries, and additional charging docks will cost somewhere around \$100,000.
- Tasers – Council just approved the purchase of new tasers, but the number that was ordered was reflective for existing FTE. With additional officers, we would need up to four additional tasers, for a total cost up to \$20,000.
- Safety Equipment – Kevlar helmets for each sworn employee and two rifle rates shields for a total cost of \$22,000.

While this is not an exhaustive list of every piece of additional equipment that is needed, it provides a snapshot into the types of items that should be planned for to ensure the safety of our officers.

BUDGET IMPACT:

Assuming that it will take two to three months complete the background check process, the overall cost for each additional sworn FTE and related equipment will be approximately \$147,000 for the remainder of the 2023-2025 biennium.

These costs are not currently reflected in the existing budget. To offset these additional expenditures in the remaining months of the biennium, an allocation from Council contingency would be required.

Over the next several months staff will explore outside funding options, analyze projected property tax revenue growth, and other revenue streams. This analysis will include researching and potentially applying for grants, working with our partner agencies to assess current IGAs and cost sharing. Additionally, staff will know in the next few months what our projections for general revenue (property taxes, franchise fees, state shared revenue) will look like for the upcoming budget and be able to better assess the funds available. Finally, the Public Safety Fee could be increased to generate the additional revenue needed to support the additional FTE.

RECOMMENDATION:

Discuss the proposal, hear from Chief Huskey, and determine next steps.