

ITEM NO. 6

# CITY of WILMINGTON North Carolina

P.O. BOX 1810  
28402

OFFICE OF THE CITY MANAGER  
(910) 341-7810  
FAX (910) 341-5839  
TDD (910) 341-7873

07/15/03

City Council  
City Hall  
Wilmington, N. C. 28401

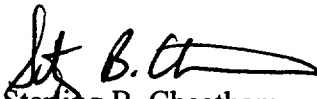
Dear Mayor and Councilmembers:

As you know, funds were included in the Fiscal Year 04 City Budget to have an organizational assessment conducted of the Police Department. The objective of the study would be to review the various programs, practices and policies to assure we are providing the very best service to our citizens. Such a study would be timely to set new strategies for the Department.

I have negotiated a scope of work for this assessment with the firm, Law Enforcement Associates, and the lead principal on our assignment, Mr. Jim Brooks. This firm has extensive experience conducting these type reviews in a thorough yet collaborative fashion. The estimated cost of the contract is \$75,000.

The attached resolution authorizes the execution of a contract with Law Enforcement Associates for the organizational assessment. I highly recommend that you approve this resolution.

Respectfully submitted,

  
Sterling B. Cheatham  
City Manager

# Resolution



City Council  
City of Wilmington  
North Carolina

**Introduced By:** Sterling B. Cheatham, City Manager

**Date:** 07/15/2003

**RESOLUTION AUTHORIZING CONTRACT WITH LAW  
ENFORCEMENT ASSOCIATES, INC. FOR CONDUCTING AN  
ORGANIZATIONAL ASSESSMENT FOR THE WILMINGTON  
POLICE DEPARTMENT**

**LEGISLATIVE INTENT/PURPOSE:**

The City Council included funds in the fiscal year 2003-2004 City budget for an organizational assessment of the Police Department.

The City Manager has recommended that the City contract with Law Enforcement Associates, Inc. to conduct such organizational assessment including a critical policy review of the Police Department, a staffing and human resource allocation study and an organizational effectiveness review.

Law Enforcement Associates, Inc. has provided extensive technical assistance and training to local and state police departments. Mr. James E. Brooks, the principal of the firm, has conducted reviews for U.S. Attorneys' Offices, the U.S. Department of Justice and the U.S. Department of Housing and Urban Development. Mr. Brooks is a nationally accredited assessor for the Commission on Accreditation of Law Enforcement Agencies.

**THEREFORE, BE IT RESOLVED:**

1. The City is hereby authorized to enter into a contract with Law Enforcement Associates Inc. for an organizational assessment of the Wilmington Police Department.
2. The City Manager is authorized to execute the contract on behalf of the City. The amount of the contract shall not exceed \$75,000.

\_\_\_\_\_  
Harper W. Peterson, Mayor

Adopted at a \_\_\_\_\_ meeting  
on \_\_\_\_\_, 2003.

ATTEST:

\_\_\_\_\_  
City Clerk