



## CITY OF PARK RIDGE

### MEMORANDUM

#### CONFIDENTIAL

**DATE:** January 25, 2008

**TO:** City Council Members  
Mayor

**FROM:** City Manager Tim Schwenke

**RE:** Scope of Services — Police Department Audit

The Public Safety Sub-Committee interviewing firms for an audit of the Police Department has two recommendations to make to the City Council and they would like your feedback and input concerning the manner in which we proceed on this.

First, we have interviewed seven law firms and one management consulting firm in order to arrive at our next step. We propose the next step is to consider doing an investigation of the department and various accusations that have been made concerning the Police Chief and other members of the Police department. That Scope of services is outlined in a letter that City Attorney Hill has drafted for me. You will find it attached.

At the current time we would estimate the cost of such an investigation to be in the range of \$100,000 to \$200,000 depending upon on where all this takes us.

As an alternative, we interviewed a firm that does management audits of Police departments in order to determine where improvements can be made in terms of management of the department. I have also prepared a Scope of Services for such an audit. It is a different approach of the issue. It also would probably involve some sort of separation agreement with Chief Caudill and would, we expect, be much less costly than the first kind of audit proposed here. We do not as yet have any price for a management audit, but the proposal would be to ask for a quotation on the performance of such an audit as is outlined in my memorandum to you.

We will discuss these matters in closed session on Monday evening.

#### *Our Mission:*

THE CITY OF PARK RIDGE IS COMMITTED TO PROVIDING EXCELLENCE IN CITY SERVICES IN ORDER TO UPHOLD A HIGH QUALITY OF LIFE,  
SO OUR COMMUNITY REMAINS A WONDERFUL PLACE TO LIVE AND WORK