

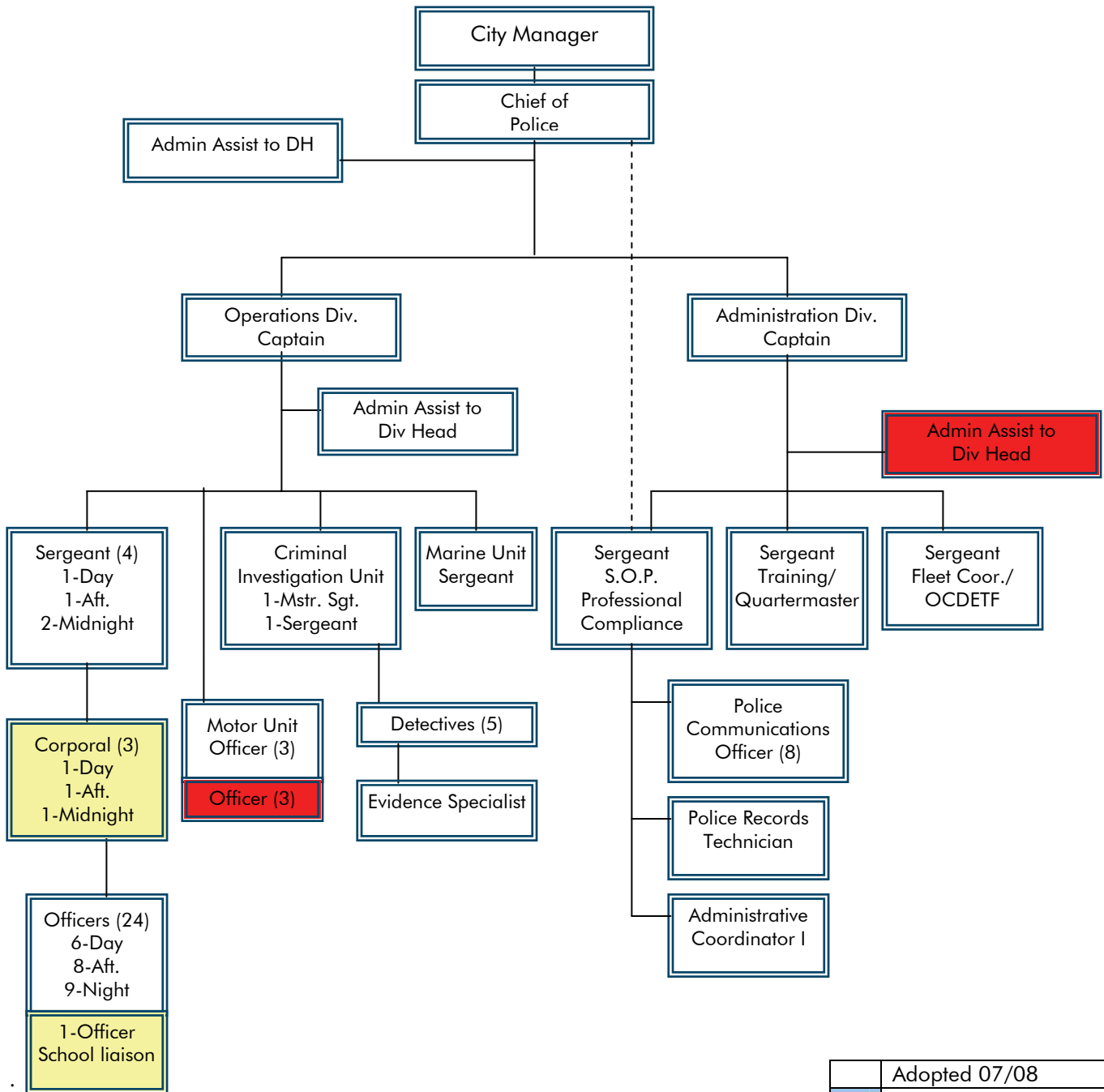
## 521 – Police Department

### *Functional Organizational Chart*

- Provides police services and public safety effort through the uniform patrol, investigative and administrative divisions of the Police Department.
- Protects the interests of all through attendance at various functions including commission meetings, special association meetings, City-sponsored events and celebrations and major holiday planning.
- Protects the safety of residents, business owners and tourists through specialized services including: Marine Patrol, A.T.V. beach patrol, bicycle patrol and K-9 services.
- Interacts with other departments within City government to provide resources and public safety support when requested.
- Handles the nucleus of all programs and administrative tasks relevant to the operation of the Police Department: this includes but is not limited to: time and attendance, grants, recruitment and hiring, training and personnel and communications.

521 – Police Department, continued

### Organizational Chart



	Adopted 07/08
	New Approved 07/08
	Adopted 08/09
	Eliminated 08/09

521 – Police Department, continued

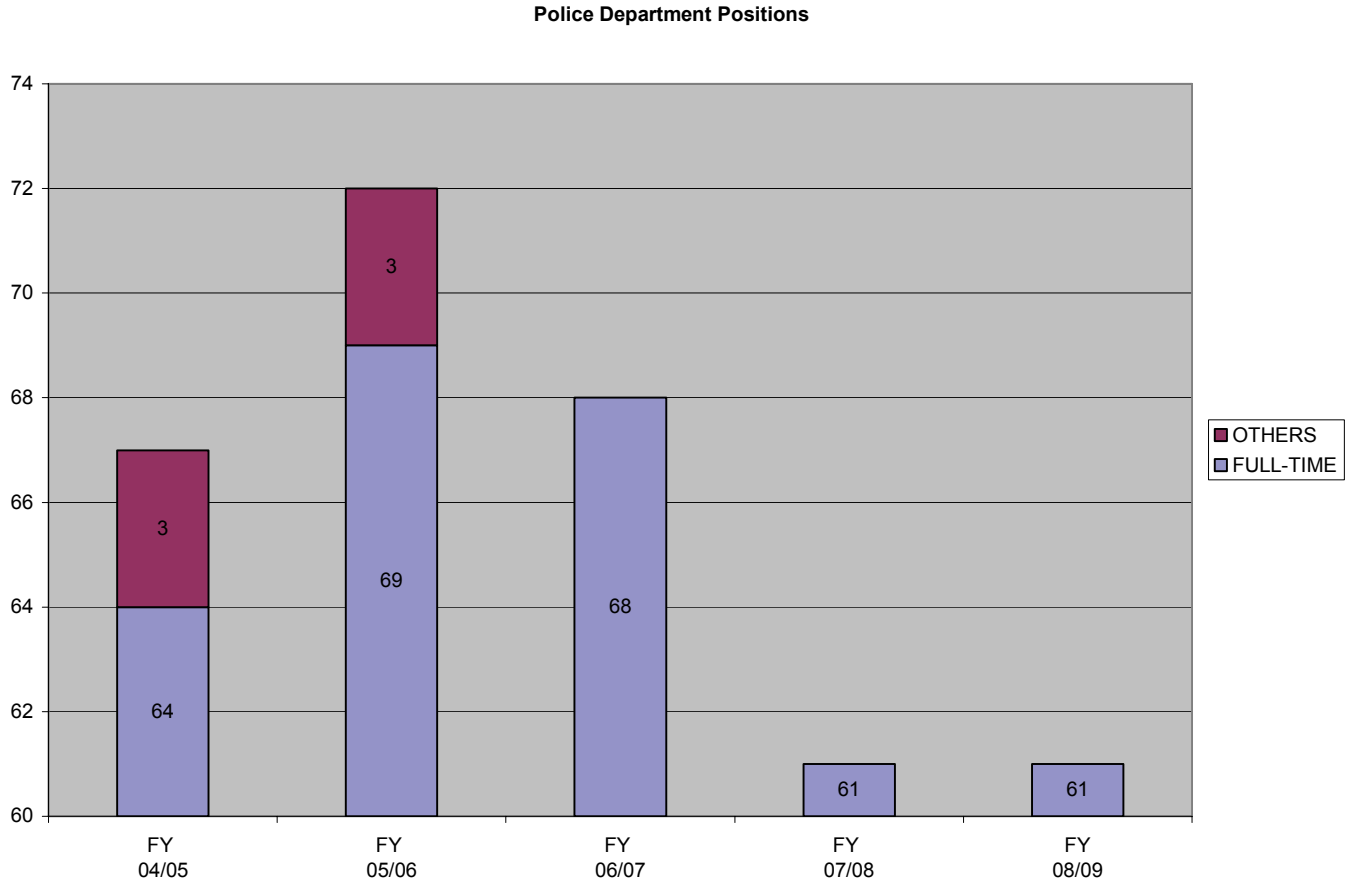
### Staff Summary

<b>Staff Summary</b>	<b>FY 04/05</b>	<b>FY 05/06</b>	<b>FY 06/07</b>	<b>FY 07/08</b>	<b>FY 08/09</b>
Total Full-time	64	69	68	61	61
Total Other (P/T, Int, Temp) – Crossing Guards*	3	3	0	TBD	0
<b>Total Positions</b>	<b>67</b>	<b>72</b>	<b>68</b>	<b>61</b>	<b>61</b>
Police Chief	1	1	1	1	1
Assistant Police Chief	0	1	1	0	0
Police Captain	1	1	1	2	2
Lieutenant	3	2	2	0	0
Master Sergeant	1	1	1	1	1
Sergeant	10	11	11	9	9
Corporal	1	0	0	0	3
Detective	6	5	5	5	5
Officer	26	30	30	29	27
Police Communications Officer (Dispatcher)	8	8	8	8	8
Dispatcher (P/T)	3	3	0	0	0
Administrative Assistant to Department Head	1	2	2	1	1
Administrative Assistant to Division Head	0	1	1	2	1
Administrative Coordinator	2	1	1	0	0
Police Records Technician	0	0	0	0	1
Administrative Coordinator I	0	0	0	0	1
Senior Police Office Assistant (Records)	2	2	2	2	0
Police Office Assistant	0	1	0	0	0
Evidence Specialist	1	1	1	1	1
Accreditation Coordinator	1	1	1	0	0

\* Crossing Guards for the new school are being handled by contracted services.

521 – Police Department, continued

### Five-Year Position Summary



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521 – Police Department, continued

### **Mission Statement**

The mission of the Sunny Isles Beach Police Department is to enhance the quality of life in the City of Sunny Isles Beach by developing partnerships with the community, private sector, neighboring municipalities and other entities of City government in a manner that promotes preservation of life and property, maintains peaceful public order, assures the orderly movement of traffic, reduces fear of crime, provides for safe beaches, assists in medical emergencies and assures the enforcement of the laws of the United States, State of Florida and the City of Sunny Isles Beach with respect for human dignity.

### **Service Statement**

The Police Department serves the community by providing services from three major divisions. They are:

#### **Uniform Patrol Division**

The first line of defense and response by a police department is the uniform patrol officer. Our agency is extremely proud of the fact that the average response time on calls for service is under 2 minutes. We do not hold calls no matter how trivial or routine they may appear. Quick response has been a direct contributing factor in the apprehension of criminals during in-progress crimes, which subsequently has greatly reduced both major and minor crimes within the City.

#### **Investigative Division**

The call for service and filing of an initial police report is only the beginning of the investigative process. A complete and professional follow up by investigators assigned to the detective bureau is the heart and soul of the criminal investigative process. Currently, 5 detectives are assigned to the division under the supervision of a Detective Sergeant. The division is headed by the Investigative Lieutenant who also oversees the Internal Affairs Unit within the division.

#### **Administrative Division**

The Administrative Division is the central nervous system of the police department. All other entities draw from this division from hiring personnel to recording benefits packages. Fortunately, a sound hiring process has kept attrition to a negligible level and certainly by comparison to the local and state level of departures.

521 – Police Department, continued

### Did You Know?

- Statistical data is captured by the Police Department in a number of areas so that annual comparisons may be studied for many reasons. Some of those reasons are to insure that our policing methods are not only sound but effective. Traffic within Sunny Isles Beach is a priority concern for all. Therefore, traffic enforcement to insure compliance to the laws of the state, county and local ordinances are paramount. The minimization of violent crimes against persons is a must and is measured via police reports that record data on such incidents.
- Data regarding arrests of subjects is an important criterion to monitor the safety of our residents against intruders who would compromise that safety. A significant drop in the number of arrests for serious crimes can support the effects of a proactive initiative against unacceptable, criminal behavior. The policy of the Sunny Isles Beach Police is that of zero tolerance when it comes to criminal behavior that infringes upon the safety of our residents and visitors.
- Members of your Police Department have received 12 Law Enforcement Officer of the Year Awards; 6 Dade County Chiefs of Police Awards; Two Officer of the Year Awards and One National Officer of the Year Award since our inception in 1998.
- The mantra of the Sunny Isles Beach Police Department is “How Can I Help You?” and “We Make a Difference One Call at a Time.” With this philosophy every officer, regardless of rank, is expected to go that extra distance, above and beyond, in service to our residents, business owners and visitors.

### Comparative Statistical Data

Category	FY 2004/05	FY 2005/06	FY 2006/07
Calls for Service	9,036	9,186	9,535
Reports Filed	3,806	3,963	4,214
Felony Arrests	86	76	92
Misdemeanor Arrests	345	350	337
Warrant Arrests	65	66	76
Persons Recovered (Missing)	15	11	09
Vehicles Recovered (Stolen)	07	09	09
Persons Checked	8,059	7,346	12,059
Field Interviews Filed	220	191	181
Traffic Stops	13,044	11,515	14,934
Hazardous Citations	7,924	6,598	7,466
Non-Moving Citations	4,472	3,862	5,562
Written Warnings	2,894	2,115	2,820
D.U.I./D.R.E. Arrests	44	39	20
Traffic Crashes Reported	607	656	508

521 – Police Department, continued

### ***Accomplishments 2007/08***

- Proudly maintained the promised level of efficiency, timeliness in response to calls and effectiveness for safety in the community, even with the reduction and consolidation of personnel positions from the previous fiscal year.
- Developed a partnership and liaison with the new city school specifically relating to safety through school crossing guards and a school liaison officer with responsibilities to the children's safety, teaching, protection of school officials and problem solving at the school and community center.
- Automated a sophisticated, electronic records management program for the police department, serving both the public and government entities.
- Established a fully functional Mobile Incident Command Post and Response to Emergency Trailer, all in one; this allows for and has served both City events such as M.T.V. productions and multi-agency task force operations such as traffic checkpoints and critical incidents. Provisions made for an immediate response to critical incidents for all 24/7 shifts.
- Established a "Live Scan" Electronic Fingerprinting System for in-house and City use. Benefits and uses from this system include: Pre-employment background checks; criminal history checks received within 24 hours - eliminating the 4-6 week wait for results on prospective employees' backgrounds reducing liability and hiring errors.
- Continued development of Hurricane Preparedness Plan and Emergency Operations in conjunction with the Administrative Division of the City, to provide timely and in depth information for the Hurricane Season.
- Through Task Force Operations Detectives participated in the successful dismantling of a sophisticated, International Drug Trafficking and Money Laundering Organization spanning three countries through D.E. A.
- Recognized amongst South Florida Law Enforcement Officers by receiving the prestigious L.E.O. Award by one member of the Department and Rookie of the Year Award for all of Miami-Dade County by another member.

521 – Police Department, continued

### ***Goals and Objectives 2008/09***

- Continue effective partnership with Sunny Isles Beach Community School Staff, dealing with the K-8 school specifically in the areas of: traffic, security, student assistance, crossing guards, after-hour activities and educator/public safety liaison.
- Enhance traffic programs to create a more efficient commute through the City.
- Complete weather alert system project to be deemed a "Storm-Ready City."
- Assist all other City departments in the interest of public safety, efficient operation and overall support for City events.
- Effect a reasonable and enforceable anti-Jaywalking campaign throughout the City, especially along Collins Avenue.
- Install traffic cameras in critical intersections along Collins Avenue as part of an anti-red light running campaign, which would provide for civil penalties to the City for violations, but more importantly a safety factor for motorists.

521 – Police Department, continued

## **Summary of Budget Changes**

### **Manpower/Personnel**

With the advent of the new school opening in the City in August 2008, additional responsibilities and challenges face the Police Department. Traffic control and safety issues will be a priority. Critical areas of police visibility have been identified not only by the department but also by Traffic Engineering Consultants. The safety of our children is paramount. Unfortunately, the hours of operation of the school extend over two (2) separate shifts for the police department, days and afternoons. Afternoon pick up and dismissal of students will have similar challenges and responsibilities as the early morning day shift.

To address the aforementioned, as well as the implementation of a school liaison officer (S.L.O.), the Police Department is requesting one (1) additional Police Officer position for fiscal year 2008/09. This position will supplant the move from Uniform Patrol to the School Liaison Officer.

The Police Department is requesting that three (3) supervisory positions be made from the patrolman ranks to that of corporal, a first level of supervision. This is a cost saving measure in that it allows for supervision to be in place in the absence of a squad leader (Sergeant) and avoids costly overtime to a secondary sergeant. This practice allows for accountability and supervision on duty on all shifts, 24x7.

Finally, in order to continue with fiscal responsibility due to budgetary constraints, the police department has eliminated one (1) clerical position and transferred those responsibilities to the Administrative Sergeants as additional duties. This allowed the Police Department to move that clerical person back to the Communications Division, eliminating the need to hire an additional dispatcher for that position as well. This is a cost savings and manpower efficiency move which ultimately keeps the Police Department at exactly the same strength as fiscal year 2007/08. The increase in the budget is primarily due to the recent compensation package implemented by the City Commission earlier this year.

Even with the implementation of the school and community center, it is our goal and challenge to continue providing the same timely, efficient police service to the community as previously rendered.

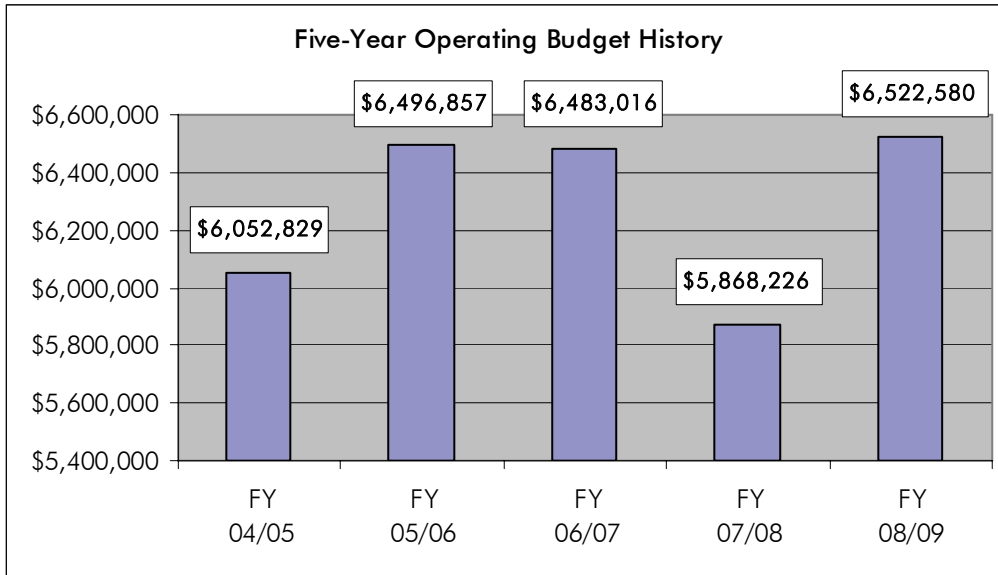
### **Office Supplies**

The procurement and distribution of office supplies has been centralized in the Finance Department. The amount of \$24,840 was transferred from 521-10-5510 (Police Department) to 10-513-5510 (Finance Department).

521 – Police Department, continued

### Five-Year Operating Budget History

The chart below compares for this department the operating budget for the last five years. This chart does not include the budget of Cost Center 522 – School Crossing.



521 – Police Department, continued

### Expense Justification Worksheet

City of Sunny Isles Beach										
Expense Budget Worksheet for Fiscal Year 2008/2009										
Fund 10										
Department 521 - Police										
4										
Account		Current FY Amended Budget	YTD Actual	% Used	Additional Projected Expense	Current FY Total Projected Expense	Current FY (Over)/Under	Next FY Budget	\$ Change Plus/(Minus)	% Change Plus/(Minus)
5120	Regular Salaries	3,552,490	2,159,430	61	1,207,778	3,367,208	185,282	3,708,450	155,960	4
5140	Overtime	323,000	143,821	45	175,268	319,089	3,911	339,150	16,150	5
5141	Holiday Worked	120,954	101,061	84	11,267	112,328	8,626	140,538	19,584	16
5142	Special Duty Pay	153,000	204,577	134	102,288	306,865	(153,865)	153,000	0	0
5143	Comp Time Payout	32,400	19,872	61	11,500	31,372	1,028	32,400	0	0
5150	Education Incentive	53,760	26,326	49	13,500	39,826	13,934	57,400	3,640	7
5210	FICA Payroll Taxes	305,103	194,027	64	91,674	285,701	19,402	338,967	33,864	11
5220	Retirement	731,954	475,363	65	177,518	652,881	79,073	857,717	125,763	17
5230	Health, Dental & Life	371,453	338,589	91	169,294	507,883	(136,430)	488,254	116,801	31
5240	Worker's Comp	195,500	129,519	66	35,070	164,589	30,911	132,389	(63,111)	(32)
5317	Professional Services	5,000	0		20,160	20,160	(15,160)	0	(5,000)	(100)
5350	Investigations	18,000	7,329	41	0	7,329	10,671	18,000	0	0
5441	Equipment Rental	80,036	53,594	67	26,442	80,036	0	84,179	4,143	5
5462	R & M Equipment	1,350	20	1	50	70	1,280	1,000	(350)	(26)
5465	R&M Radio & Rader	17,100	2,373	14	5,000	7,373	9,727	13,700	(3,400)	(20)
5510	Office Supplies	24,840	17,258	69	7,582	24,840	0	0	(24,840)	(100)
5511	Special Dept. Supplies	43,086	22,617	52	20,100	42,717	369	43,086	0	0
5521	Uniform & Accessories	51,950	16,652	32	35,000	51,652	298	51,950	0	0
5522	Uniform Maintenance	18,400	9,618	52	18,000	27,618	(9,218)	18,400	0	0
5526	Ammunition	13,500	640	5	12,900	13,540	(40)	13,500	0	0
5541	Dues, Sub &	4,500	3,220	72	1,000	4,220	280	4,500	0	0
5542	Travel, Conf &	6,750	0		0	0	6,750	6,000	(750)	(11)
5543	Education & Training	26,100	45		5,000	5,045	21,055	20,000	(6,100)	(23)
5643	Other Capital	39,800	41,785	105	39,800	81,585	(41,785)	0	(39,800)	(100)
*TOTAL 521		6,190,026	3,967,736	64	2,186,191	6,153,927	36,099	6,522,580	332,554	5

521 – Police Department, continued

### Cost Center 522 – School Crossing

The following costs are related to funding school crossing guards and are not included in the Police Departmental budget.

City of Sunny Isles Beach										
Expense Budget Worksheet for Fiscal Year 2008/2009										
Fund 10										
Department 522 - School Crossing										
YTD Actual thru 05/31/08										
Account	Account Name	Current FY Amended Budget	YTD Actual	% Used	Additional Projected Expense	Current FY Total Projected Expense	Current FY (Over)/Under	Next FY Budget	\$ Change Plus/(Minus)	% Change Plus/(Minus)
5120	Regular Salaries	0	0		0	0	0	67,607	67,607	0
5140	Overtime	0	0		0	0	0	35,100	35,100	0
5210	FICA Payroll Taxes	0	0		0	0	0	7,857	7,857	0
5220	Retirement Contribution	0	0		0	0	0	21,487	21,487	0
5230	Health, Dental & Life Ins.	0	0		0	0	0	8,946	8,946	0
5240	Worker's Comp Insurance	0	0		0	0	0	4,623	4,623	0
5317	Professional Services	0	0		0	0	0	121,000	121,000	0
*TOTAL	522	0	0		0	0	0	266,620	266,620	0