



City of North Miami Beach, Florida

Police Department

Memorandum No. _____

Date April 7, 2025

To: Mario A. Diaz, City Manager

From: Juan Pinillos, Chief of Police

Subject: Proposed Budget for Sergeant-at-Arms Program

This memorandum serves to outline the projected budget for the implementation of a Sergeant-at-Arms Program under the supervision of the North Miami Beach Police Department (NMBPD). This program is intended to provide safety, security, and dignitary protection services for city officials during public meetings, events, and other city-sanctioned functions.

Program Overview

The Sergeant-at-Arms Program will be staffed by a dedicated squad of certified dignitary protection officers available on an on-call basis in accordance with current NMBPD policy. Officers assigned to this detail will be compensated on an overtime basis.

As of now, the NMBPD does not have a designated budget for this program.

Projected Annual Budget

Below is the estimated cost breakdown based on an average of 21 details per month, totaling 252 requests annually:

Description	Amount
Overtime Rate per Officer	\$84/hour
Minimum Hours per Officer per Detail	4 hours
Cost per Detail (1 Officer)	\$336.00
Cost per Detail (2 Officers)	\$672.00
Monthly Total (21 Events, 2 Officers)	\$14,112.00

Annual Total (252 Events, 2 Officers)		\$169,344.00
Annual Vehicle Leasing Cost (2 Vehicles)		\$34,088.16
Estimated Total Annual Cost	\$203,432.16	

Please note: These figures are general estimates and subject to fluctuation based on the actual number of events and officer utilization.

Conclusion

The Sergeant-at-Arms Program represents a proactive step toward ensuring the safety and operational security of city functions. With trained personnel ready and available, the program will be governed by current departmental policies and will maintain a high standard of professionalism and readiness. I respectfully submit this projected budget for your review and consideration.

Should you require further clarification or discussion regarding the implementation of this program, I am available at your convenience.

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