


**CITY OF HALLANDALE BEACH, FLORIDA**  
**MEMORANDUM**  
**CM17-128**

**DATE:** 9/22/2017  
**TO:** Honorable Mayor and City Commission  
**FROM:** Roger M. Carlton, City Manager   
**SUBJECT:** Commission Chambers Security - Discussion Item

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In response to concerns initially expressed about security in the Commission Chambers last June, please find the following information compiled via the Police and Innovation Technology departments which summarizes current security measures in the chambers and presents for Commission consideration various short and long term suggestions for additional security. This item has appeared on the After Action Report each month with the commitment that recommendations would be made during September.

**Current Status of Commission Chambers Security:**

The Police Department has provided a Sergeant at Arms to all Commission meetings for the last several years. The Sergeant at Arms is a fully certified, trained, and armed police officer whose primary responsibility is safety and security during the Commission meeting, with auxiliary duties to include assistance with maintaining general order and decorum among those present in the gallery. In addition to the Sergeant at Arms, Police also maintains at least one command staff member at all Commission meetings. While these command staff members are primarily at the meeting to address administrative issues or Commission concerns directed to the Police Department, these individuals are also immediately available to address any safety concern that may arise.

As of the first Commission meeting in August of 2017, one to two additional police officers from the existing Patrol staff have been assigned to be physically present at Commission meetings. While these additional police officers' primary duty is Patrol, they are directed to provide additional security at Commission meetings. Should a call for service be dispatched while these additional officers are in attendance at a Commission meeting, they will respond to the call from the chambers and return to the chambers as call volume permits. As each Commission meeting progresses, and the number of chamber audience decreases to single digits, these additional officers are cleared to return to normal patrol duties.

Further, when Commission meetings adjourn, the Sergeant at Arms, an additional patrol officer with marked vehicle, and a command staff member who was present at the meeting, remain in the Commissioners' parking area until all members of the Commission have safely departed. These steps have been taken in response to recent concerns about chambers security and provide a short-term solution while a more permanent strategy is developed.

## **Recommendations for Immediate Future:**

### **1) Active Shooter Training:**

Police Department staff has also committed to providing the Commission, with annual active shooter training. The last active shooter training was provided in May 4, 2016. The Police Department staff will be coordinating with the City Commission on delivering this training as soon as the Commission's schedule permits. Providing and reinforcing the Commission's knowledge of what to do in an extreme emergency further enhances safety for all members of the Commission.

### **2) Additional Police Officer:**

As noted above, the additional officers currently assigned to the Commission chambers are being provided as an interim solution and are being diverted from their primary patrol duties. While this increases security at the Commission chambers, it impacts the number of officers actively on the streets and limits the ability to timely respond to calls and provide back up for the remaining officers on the street.

In order to provide dedicated additional officers to Commission meetings without affecting other Police Department operations, part-time uniformed officers could be assigned to the chambers during Commission meetings. The estimated cost for this would be approximately \$25 per hour. Supplying one additional part-time officer for approximately 20 meetings per year (Commission, CRA and Workshops) at an estimated duration of 6 hours per meeting would result in an additional cost of \$3,000 per year, which is not currently budgeted. This would provide a significant degree of dedicated and enhanced security at all Commission meetings. If an additional part-time officer is unavailable, we would need to consider granting overtime to a full-time police officer at an estimated cost of \$60 per hour.

### **3) Create Single Point of Entry:**

If an additional part-time officer is approved, the officers can be deployed to create a single point of entry to the Commission chambers. The two public entrances to the chambers can be staffed so that one door is established as an exit only. This exit-only door can be locked so it is not accessible from the outside but remain accessible as an exit door via push bar so the configuration does not create a fire hazard. One of the two officers assigned to the chambers would be deployed to monitor this door and ensure no one uses it as an unauthorized entrance. The second officer assigned to the chambers would monitor the other door which would be the designated single point of entry. Anyone entering the chambers would have to pass through this single door and the assigned officer would have an opportunity to closely assess the individual, determine whether they demonstrate any potential threat indicators, and address the situation immediately.

### **4) Dais Barrier Gates:**

As an added physical barrier inside the Commission chambers, safety gates could be installed on each end of the dais. These gates could be unobtrusive and constructed to match the height and finish of the dais with a latch on the inside of the gate (similar to the gates often seen in a court room to divide the gallery area of the court room from the bench area). These safety gates would provide an additional physical barrier between the Commission and anyone in the gallery who may attempt to inappropriately approach the dais from either ramp. The estimated cost for these is between \$1,000 - \$2,000.

**Long Term Recommendations:**

In addition to the items presented above, some potential longer term solutions include the following:

**1) Installation of X-Ray machines and metal detectors:**

This recommendation would require purchasing a portable walk-through metal detector that would be positioned at one of the entrances of the Commission chambers. This detector would be portable and would be deployed prior to meetings and will be stored after such. The portable walk-through metal detector would be monitored by an additional two staff members, each equipped with wands. This option would be coupled with an X-Ray machine for baggage checks. Below is a summary of costs for this option:

Item	Estimated Costs
Portable Walk through metal detector	\$7,000 - \$9,000
Portable Wands	\$300 (approximately \$150 each)
X-Ray machine for baggage checks	\$30,000 - \$50,000

This option would require at least 2 security personnel to operate from 1 hour prior to the meeting all throughout the entire meeting. Additional operational costs for security personnel could range from \$25 - \$80/hr.

**2) Enclosing of Breezeway Area:**

The breezeway of City Hall could be enclosed, so that the Chamber becomes an interior room of a first-floor enclosed area. This would require an architectural design study that would outline the costs and modifications required for enclosure. This enclosure would allow City Hall to increase its office space and provide additional common air conditioned lobby area for the public. The proposed enclosures are shown below in red. These new enclosures would have hardened entry/exit doors for accessibility to City Hall.

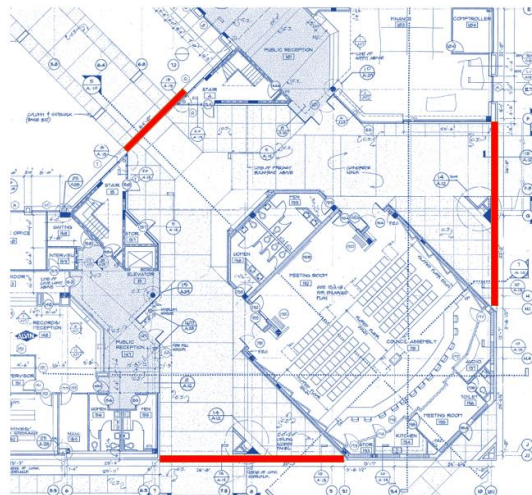


Figure 1 Enclosures for City Hall Breezeway areas

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