

**City of Jacksonville Beach  
Minutes of City Council  
FY 2014 - Budget Workshop  
Monday, August 12, 2013 – 6:00 PM**

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Mayor Latham called the Budget Workshop to order at 6:10 p.m.

City Council members in attendance:

Keith Doherty	Tom Taylor
Steve Hartkemeyer	Phil Vogelsang
Christine Hoffman	Jeanell Wilson

Also present were City Manager George Forbes, Budget Officer Trish Roberts, Fire Chief Gary Frazier, Police Chief Pat Dooley, and Sheri Gosselin, Assistant to the City Manager.

**Fire Department**

The City Manager went over the Proposed Budget and Business Plan for the Fire Department. The Fire Department is staffed and equipped to respond to one single serious fire or EMS event or two simultaneous emergency calls (three with available auxiliary staffing). We have mutual aid agreements with City of Jacksonville and St. Johns County. The department is in charge of all disaster emergency training, such as hurricane disaster training, and the city's radio system. Chief Frazier gave an overview of the radio system. He explained how P25 system allows radios to talk to each other. Chief Frazier stated that the City is limited in its area of radio coverage. He said the city needs to start putting money in the radio fund budget now to buy radios and fix the dispatch console in the future. They usually pass the older radios to the lifeguards.

Mr. Forbes went over the department's accomplishments. There have been no fire deaths in the past 10 years due to a combination of building codes, inspections, and smoke detectors. The Fire Department provides inspections, school fire alarms, confined space team, and a smoke detector program. We have the only department in Duval County that provides child safety seat inspections. Chief Frazier went over the new Auxiliary program. He explained that auxiliary members supplement the department and saved the city 43 days from having to go to a two-man crew. The program helps auxiliary members to keep their certification current. The problem is that they leave the department when they get hired at another department. Chief Frazier stated that we currently have eight auxiliary firefighters.

Mr. Forbes went over the department's performance measures. He stated that our response time is excellent. Mr. Forbes went over funding sources and grants. Chief Frazier went over budget issues. He stated that they are replacing the SCBA units and purchasing new masks for everyone. He also stated that they are moving their Firehouse software to a cloud system, which will save IT from having to have a separate server for the department. It will allow members to access the program while out in the field. Regarding the fire apparatus replacement program, Chief Frazier stated that they try to replace apparatus every 12-14 years, but sometimes have to put the time back due to the cost of the vehicles. \$75,000 is budgeted every year for future vehicle replacement. A new truck costs \$350,000 and an aerial costs \$600,000. Mr. Forbes

stated that should a serious storm ever come up and we have to move out, we would have to rent equipment, buy food and medical supplies will be taken out of unanticipated funds. Chief Frazier stated that part of emergency preparedness is training and there are two training exercises performed each year and the comprehensive plan is updated every year.

Mr. Forbes went over the comparison survey. This is used to benchmark the efficiency of the department. The overall general budget is less than last year. Customer surveys show that people are satisfied with the service. Chief Frazier said his people do a great job.

### **Police Department**

The City Manager noted that the department added one position, a corporal, to the downtown CAPE program. Mr. Forbes stated that we have achieved the highest level of accreditation by the Commission on Accreditation for Law Enforcement Agencies, the Gold standard. Chief Dooley explained standards and national benchmarks to attain accreditation. He went on to explain the benefits of the department's accreditation, including increased credibility. The department has received stellar comments from the assessors that come in from other agencies. Mr. Forbes stated that there is an advantage to having accreditation. However, the disadvantage is the costs to keep it up. There is one full time employee that works on this. Chief Dooley stated he is a strong proponent of accreditation.

Mr. Forbes went over the costs for each division in the department. He stated that the part-time police officers are cost effective employees. There are currently three employees in this position.

Chief Dooley went over the department's accomplishments. He stated that the department continues to provide Citizen Police Academy classes, with class 31 starting soon. The department will continue to put on the Fishing Rodeo Kids Halloween Party, and Kids Christmas Party. He also stated that we are the only department in Northeast Florida that continues to provide a DARE program. Chief Dooley stated that they were pleased with the participation at the National Night Out event and that they will continue the event. He stated that the department conducts quarterly telephone surveys of at least 10 people for each division. Mr. Forbes stated that the number one statistic is do people feel safe in Jacksonville Beach, and he believes they do. He stated they do a good job of policing our city. Our average response time is superb.

Mr. Forbes went over the funds and various other funding sources, special revenue funds and grants. Chief Dooley advised the council of a correction to the plan they received. The dollar amount in the *Other Funding Sources* table, *Justice Assistance Grant (State)* \* row, *2014 Budget* column, increased from \$65,849 to \$70,805. Mr. Forbes asked councilmembers to make the change in their book.

Chief Dooley went over budget issues. He stated that they are short one administration vehicle and Mr. Forbes allowed \$25,000 for one additional vehicle this year. He stated that they plan to purchase a new K-9 vehicle, four marked patrol vehicles, and an unmarked vehicle. He stated that part-time officers are a good value. He said the state JAG grant is used to augment the downtown CAPE program. Chief Dooley stated that the camera system is going to be updated.

The cameras we currently have are good and will work with the new system. It is a wireless system that will transmit to the police department to be monitored. The cameras will have the capability to pan and zoom. The main police camera locations will be located at Latham Plaza, 1<sup>st</sup> Street, the Pier, South Beach Park, and Oceanfront Park. The cameras are monitored during special events, but normally we don't have people dedicated to monitoring the cameras. Communications monitors it around their normal duties. Currently there is no backup server for the system. Mr. Forbes advised that a backup system is being purchased that will be paid through a year-end budget mod. Updating the system costs less than repairing the five down points. Mr. Forbes stated that the wireless system that is used with the cameras could also be used for processing credit cards if we go in that direction for parking options.

The City Manager provided a handout to councilmembers with a comparison of the options for downtown parking. Mr. Forbes asked the City Council to have a workshop on August 26, 2013, at 6:00 p.m. Due to a possible conflict on that date, August 28, 2013, is also being considered for the workshop. Mr. Forbes stated that he would ask council to pick a parking system so that staff can move forward. Mr. Forbes said the pay and display system is the simplest system to get moving on quickly. He stated that staff needs to get council's input and direction.

Chief Dooley stated that the Republic Parking contract expires on September 9, 2013. A request was made to extend it to November 3, 2013. Republic has express concerns about the extension. Chief Dooley stated that he would probably let the contract expire on September 9, 2013. Council Member Doherty expressed his concerns that five downtown CAPE officers may not be enough. He also asked if we could add a \$50 surcharge to Drinking in Public violations. Chief Dooley said he would check on the possibility of a surcharge. Mr. Doherty asked why we don't use the pistol range in Jacksonville Beach for police training. The City Manager stated that he and Chief Dooley were looking into this option.

The workshop was adjourned at 7:40 p.m.

Submitted by: Sheri Gosselin  
Assistant to the City Manager

Approved:

/s/William C. Latham

William C. Latham, Mayor

Date: September 3, 2013