

**City of Jacksonville Beach  
Minutes of City Council  
FY2015 - Budget Workshop  
Tuesday, August 5, 2014**

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Mayor Latham called the Budget Workshop to order at 6:01 p.m.

City Council members in attendance:

Mayor Charlie Latham

Christine Hoffman	Phil Vogelsang
Tom Taylor	Jeanell Wilson

Staff in attendance:

City Manager George Forbes, Finance Officer Harry Royal, Budget Officer Trish Roberts, Fire Chief Gary Frazier, Fire Marshal Steve Sciotto, Fire Captain Dan Machurick, Fire Captain Ryan McAvoy, Police Chief Pat Dooley, Police Commander G.P. Smith, Police Commander Steve Corbitt, Human Resources Director Karen Nelson, and Assistant to the City Manager Sheri Gosselin,

**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. 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 Gary Frazier stated that the Auxiliary Firefighter program has been successful and has helped the department save on overtime costs.

Chief Frazier went over the department's accomplishments. He stated there were no fire deaths in the past year. A big reason for that is the smoke detector program. Firefighters installed 149 smoke detectors in homes and replaced 549 batteries. Another popular program is the child safety seat program. We are the only fire department in Northeast Florida offering this service. Mr. Forbes stated that the downside to this program, and being the only area fire department offering this service, is that other cities send people to us. Ms. Wilson asked if the department takes slightly used car seats. Chief Frazier responded that after 5-6 years of use, the car seats should be replaced. Mr. Forbes stated that our car seat technicians are certified. Chief Frazier stated that it takes 40 hours of training to become certified.

Mayor Latham stated that he attended both training exercises put on by the Fire Department for emergency preparedness. He commended the department on doing a good job. Ms. Wilson asked if the Fire Department provided emergency training for terrorism. Chief Frazier stated the Police Department would be more involved in terrorism training. He stated that the FEMA website has many free online training classes for various emergencies.

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Mr. Forbes went over the department's goals and performance measures. He stated that our response time is excellent. Mr. Forbes went over funding sources and grants.

Mr. Forbes went over budget issues. He stated there was an increase in overtime due to the number in the Auxiliary program being way down. Councilmember Chris Hoffman asked how many were in the program. Chief Frazier stated that there were eight at one point and we are now down to 2½. There is one member still in training. It takes 22 weeks to complete the training. Chief Frazier went over the Mobile Data System. He explained this program would put tablets in the trucks and provide crews with quick information retrieval and information from the dispatch center. Councilmember Phil Vogelsang asked where we stand in discussions with Jacksonville to take over the Fire Department. Mr. Forbes stated that it is still something that should be looked at, but we need to wait until Jacksonville's pension reform is complete. Mr. Forbes stated until we know the level of service Jacksonville can offer and at what cost, it will not be possible to make a determination on this issue.

Chief Frazier stated that building is booming and so is the traffic and it can, at times, affect call response times. Mr. Vogelsang asked if that was why the number of calls was lower. Chief Frazier responded the main reason was that there were a couple tropical storms in the previous year which increased the number of calls during that time.

Mr. Forbes went over the fire apparatus replacement program, Chief Frazier stated that they have an excellent vehicle maintenance program, which has enabled them to push back the next scheduled apparatus purchase another year to 2016.

Mayor Latham asked Chief Frazier to let his department know he is thankful for their service.

**Police Department**

The City Manager noted that the department added four more positions to the downtown CAPE program. Chief Pat Dooley stated that the department is driven by visitors, which has an impact on the workload. Mr. Forbes went over the costs for each division in the department. Mr. Forbes stated they have trouble getting part-time police officers. Mr. Forbes stated that we maintain the highest level of accreditation by the Commission on Accreditation for Law Enforcement Agencies, the Gold standard. Councilmember Wilson asked if the schools reimburse us for school crossing guards. Mr. Forbes responded they do not. They used to reimburse for in-school officers. Chief Dooley said the school board now has its own police department. Chief Dooley stated that our volunteer program received a statewide award for the number of hours volunteered.

Councilmember Vogelsang asked about the revenue from paid parking. Mr. Forbes responded the revenue is very good. Councilmember Tom Taylor asked if the department was at full staff. Chief Dooley replied 61 officers, with four in training. Chief Dooley hoped to be at full staff by next spring. He added there are two part-time officers and no auxiliary officers. Ms. Hoffman asked about the number of auxiliary officers. Chief Dooley responded that it takes 300 hours of training for 3-4 months, and no pay at the end.

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Chief Dooley went over the department's accomplishments. He stated that the department conducts random telephone surveys of at least 10 people for each division. Any negative comments receive a follow up call from the division commander to address what was wrong and try to resolve the issue. The department plans to start using email surveys through Survey Monkey to reach more people.

Mr. Forbes went over the crime statistics and noted although the numbers will fluctuate, we are trending in the right direction.

Mr. Forbes went over the funds and various other funding sources, special revenue funds and grants. He added that the overall budget was down 5%.

Chief Dooley went over budget issues. He has planned in the budget to replace 5-6 police vehicles. Councilmember Wilson asked if the \$150,000 cost included everything. Chief Dooley responded the cost is for the vehicles ready to go. Chief Dooley said there are funds for the reserve program to use as needed.

Mr. Vogelsang asked how vehicle seizures are handled. Chief Dooley responded that seizures are handled through the detective division and put up for auction with funds going into the Law Enforcement Trust Fund.

Chief Dooley stated that for years the city has helped fund an analyst position at JSO using Justice Assistance Grants. He added that the grant funds are slightly less but we still have enough to cover the Task Force overtime.

Mayor Latham expressed his appreciation for the work the department does.

The workshop was adjourned at 6:44 p.m.

Submitted by: Sheri Gosselin  
Assistant to the City Manager

Approved:

/s/William C. Latham

William C. Latham, Mayor

Date: August 18, 2014