Stakeholder Task Force Meeting Agenda Packet

July 5, 2018
STAKEHOLDER TASK FORCE
MEETING NOTICE

July 5, 2018

The Meeting Begins at 9:00 a.m.

LOCATION:
INDIAN ROCKS BEACH AUDITORIUM
1507 BAY PALM BOULEVARD, INDIAN ROCKS BEACH FL 33785

AGENDA

MEETING CALLED TO ORDER
ROLL CALL

1. APPROVAL OF JUNE 21, 2018 MINUTES
2. MOVE UP INFORMATION
3. OPTIMA STUDY
4. VOTER TURNOUT HISTORY
5. SPECIAL ELECTION COST
6. 2020 PENNY FUNDING
7. TAKE HOME VEHICLES
8. FIRE COMMISSIONER PENSIONS
9. COMMISSION / COMMUNITY FEEDBACK
10. FLAT FEE INCREASE / MARCH ELECTION

GENERAL REMARKS FROM THE AUDIENCE: Any member of the public may comment on any item or relevant topic during this time. When called upon to speak, the speaker will state their full name and address. There will be a 3 minute time limit per speaker.¹

ADJOURNMENT

NEXT MEETING: July 19, 2018, 9:00 a.m., to be held at the Indian Rocks Beach Auditorium, 1507 Bay Palm Blvd., Indian Rocks Beach, FL 33778.

¹ Please see Note as to Public Input.
Pinellas Suncoast Fire & Rescue District
Stakeholder Task Force

Public Meeting Information

Requirements for Appeal

Persons are advised that if they wish to appeal any decision made at a meeting/hearing, they will need a record of the proceedings; and for such purpose, they may need to insure that a verbatim transcript of the meeting is made, which record includes the testimony and evidence upon which the appeal is made.

It is not the responsibility of the Secretary to provide the above-referenced verbatim record. The Secretary will provide an audio recording of the meeting, upon request and payment for the materials used for the recording.

Public Input

Persons wishing to speak during any Meeting or Public Hearing should try to complete a Citizen Comment Request Card at the entrance of the meeting room and submit the card to the Secretary. During each session, the Chair will call for Public Input at the appropriate times. The Pinellas Suncoast Fire & Rescue District (PSFRD) wishes to receive public input on all matters set for discussion on the agenda and on relevant topics that are not on the agenda. When recognized by the Chair and called to the podium, speakers should give their name and address for the record.

Please note that PSFRD reserves the right to adjust the time allotted to each speaker as the Chair deems proper to allow for meaningful input and a fair chance to be heard and to allow the Stakeholder Task Force fair time to undertake its duties and obligations.

Accommodations

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (free of charge) should contact the Pinellas Suncoast Fire & Rescue District Administration at (727) 595-1117 ext. 100 no later than forty-eight (48) hours prior to the proceeding. If contact is made after that time the District may not have sufficient time to make special accommodations.
ITEM #1
APPROVAL OF MINUTES
JUNE 21, 2018
Pinellas Suncoast Fire & Rescue
304 FIRST STREET
INDIAN ROCKS BEACH, FLORIDA  33785-2587
(727) 595-1117    FAX: (727) 595-5879
www.psfrd.org

FIRE CHIEF
T. MICHAEL BURTON

MINUTES
JUNE 21, 2018
STAKEHOLDER TASK FORCE MEETING

Held at the Indian Rocks Beach Auditorium
1507 Bay Palm Boulevard, Indian Rocks Beach, FL  33785

WORKSHOP MEETING CALLED TO ORDER AT 9:00 a.m.

ROLL CALL: Task Force members answering roll call were Fire Chief Mike Burton, Ms. Kelly Cisarik, Mr. John Yackowski, Ms. Brigett Cerce, Mr. Mike Murray, Ms. Katrena Hale, District Chief Jeremy Sidlauskas. Mr. Lynn Rives and Mr. Matt Loder, Sr. were in attendance but arrived after roll call. Commissioner Joe Bruni and Mr. Raymond Piscitelli were absent.

DISCUSSION ITEMS:

1. APPROVAL OF JUNE 7, 2018 MINUTES

Discussion: Ms. Brigett Cerce stated that she did not see anything in the minutes regarding the discussion on move-ups. Chief Burton stated that he would write a summary of the discussion on move-ups and bring it forward at the next meeting for approval.

A motion to approve the minutes of the June 7, 2018 Stakeholder Task Force Meeting.

MOTION: DISTRICT CHIEF JEREMY SIDLAUSKAS    SECOND: MS. BRIGETT CERCE

All in favor, motion passed unanimously.

2. REQUIREMENTS FOR NOVEMBER BALLOT

Discussion: Chief Burton explained that the deadline for the November ballot is August 21, 2018, meaning it would most likely have to be brought before the Fire Commission in July, as it is their decision to make based upon what the group brings forward. Ms. Cisarik inquired about the requirement for two public meetings, to which Chief Burton responded that he thought the same thing, but he cannot find that requirement identified anywhere. He added that ordinances require two readings, but resolutions do not. Ms. Cerce suggested that a special meeting could also be called, if needed. Ms. Cisarik added that the Commission Bylaws state that official business cannot be conducted during a workshop, and there were some discrepancies on this during the last referendum.
3. FINANCIAL MODEL AT $100 INCREASE

Discussion: Chief Burton explained that the two previous models – $30 and $40 – were also included with the supporting documents. The new model illustrates a $100 one-time increase and the revenue it would generate over the next four years. He explained that, interestingly, at the end of the four years, the $100 one time generates the same amount of revenue as the $40 per year for four years model. The one-time increase generates $1.2 million per year. Ms. Cerce stated that the biggest difference is, at the end of four years, the District will be bringing in almost $2 million per year. Chief Burton agreed that it does bring money in faster, which would be very helpful. He added that this is probably the biggest item on the agenda, so this can be revisited later in the meeting.

4. DOWNGRADED CALLS AND THE DATA DRIVEN FOCUS GROUP

Discussion: Chief Burton stated that he conducted additional research on the question regarding the data from the Data Driven Focus Group on the District trying to meet the 7 minute 30 second response time, 90% of the time, and if calls that are downgraded to a non-emergency response are excluded from that data set. The Chief confirmed that, ideally, they are excluded, as there is a function key that gets entered, so when the record is searched, it knows to exclude that call due to it being downgraded; however, it is not 100% reliable when a field unit has downgraded the call as opposed to the dispatcher. He mentioned that there was discussion at a previous meeting regarding calls in grid 370A not meeting response time targets, and in doing further research on those calls, some downgraded calls had remained in that data set, so they should have been excluded. He added that another call was during Hurricane Irma, and another was during concurrent calls and the unit which responded came from Clearwater Beach. He explained that there are two methods to verify response times: through the 911 system and the reports it generates, or through GPS positioning which provides a breadcrumb trail identifying a unit’s response. Chief Burton mentioned that, in a couple of the cases, the unit did meet the response time target, but did not press the button on their computer to show they were on scene, but the GPS shows they were there. Of the group that exceeded the target, he stated that there are explanations for roughly eight or nine of them.

5. CALL ACTIVITY BY TIME OF DAY, DAY OF WEEK

Discussion: Chief Burton stated that he gathered the requested data on call activity by the hour of the day and day of the week. He mentioned that it had been determined previously that the months are consistent, so the attached document includes data from January through May, and that data was annualized. Ms. Cisari stated that the raw data might be more helpful, and Ms. Cerce explained that even if the data wasn’t extrapolated over twelve months, the ratio would still look the same. Chief Burton added that there is not enough variation by the day of the week to consider a different deployment model. Regarding calls by hour of the day, the Chief explained that the busier hours of the day are during 7:00 or 8:00 in the morning and drifts off around 8:00 or 9:00 p.m., and this is the case across the country. Ms. Cisari said that she would have expected that data to look differently on a monthly basis, such as in June since it remains daylight later. Ms. Cerce stated that, from a dispatch perspective, the busy times are from 8:00 a.m. until 10:00 p.m. every day, year round. Additional discussion ensued regarding the call data and call volume.
6. REDINGTON BEACHES FACILITY UPDATE

Discussion: Chief Burton stated that he received an e-mail update regarding the new Redington Beach public safety facility project. He read: The project has been through conceptual design, and feasibility plans have been done. The project is now one of the many capital projects that will be included in the County’s capital improvement plan proposal for consideration in the budget approval process in the coming months. It was considered at a budget workshop last week and there were no questions on it. The County held an initial meeting between the mayors of the Redington communities, the County real estate management, and the Assistant County Administrator, to do an update on the project. The next phase of that, assuming the County budget is approved, will likely be a request for proposal from a design build contractor, along with anticipated operational and ownership stakeholder meetings that are associated with this type of multifunctional project. The facility will be a public works lift station, a law enforcement substation, and some type of fire and EMS station. Assuming everything goes smoothly and funding is allocated by the County, the project could begin before the end of the year, but anticipated completion is not until late next year. He added that the approval process for the County is multilayered and takes a considerable amount of time to do. Ms. Cerce mentioned that there used to be a Station 26 in the Redingtons, and they used to have an independent fire department, but they closed it, and asked what has brought this back to the table for them. Chief Burton stated that he was unsure of that, but does know there were concerns decades ago about the facility they were in, and so the department was closed and contracts were made with Madeira Beach and Seminole. Chief Burton added that at some point in the last two to three years, there was a study performed by Optima on response times, and the question asked was along the lines of: “Is EMS service in the Redingtons better served by a station located in the Redingtons or in Indian Shores?” He said the question was not, “What is best for the Gulf Beaches region?” The Chief stated that he will share a copy of the study with committee members, but he found the research question very tightly defined, as the conclusion was in the question. District Chief Sidlauskas stated that when Redington Beach’s fire department closed in 1998, three personnel were hired by the then-Indian Rocks Fire District. He added that EMS was always done by Indian Rocks, so the paramedic was always there. He said that once the building came into question, the Indian Rocks Fire District decided to pull their paramedics out since it was unsafe, which is how Rescue 26 came about. The Redington Beaches Fire Department then decided they had to do something and could not hire all of those people, so at that point they disbanded. As part of the agreement, Indian Rocks took control of the fire department for a contracted period of time, and hired the three firefighters, and it later went to Seminole and Madeira Beach. Chief Burton said the key element in the update is the request for proposal, along with the anticipated operational and ownership stakeholder meetings. Once decisions are made, the impact it has on the District operationally, particularly in Indian Shores, is very important. Ms. Cerce said that her interpretation is that the new facility is most likely being built, with an anticipated one-year timeframe. Chief Burton stated that it is in fact likely, but he feels that timeframe is optimistic and possibly closer to two years. Ms. Cisarik stated that she believes the funding for that project is from the last Penny for Pinellas which ends in 2018. Chief Burton said that she is correct – it is Penny funding from the two Redington cities and the County. Ms. Cerce stated, from a County perspective, it would be redundant if PSFRD kept its Station 26 where it is. Chief Burton stated that he does not have any reason to believe that the County would provide EMS funding for a facility in Indian Shores and also in Redington Beach, as the volume does not support it, so the question will become, “which one?” He added that he does not know the answer, but it is a big issue. Ms. Cisarik stated that it is also mentioned in the settlement agreement.
7. EMS SETTLEMENT AGREEMENT BETWEEN PSFRD AND PINELLAS COUNTY

Discussion: Chief Burton stated that the premise of the lawsuit was that the District believed that it had been underfunded for a number of years from an EMS perspective. It was not determined if funding was proper or improper, but this is the settlement agreement that came from the lawsuit. A contingency in the agreement was if the Penny for Pinellas vote passed, and it did, so that part has been accomplished. The Chief stated that there is a clause in the agreement that if, in the event that funding for the current Indian Shores station is no longer provided by the County, funding would be lost, but it would never fall below two units, which is a unique feature compared to all of the other providers in Pinellas County. He added, however, losing the Indian Shores station would be a detriment to the District. Ms. Cisarik said that she feels that opens the door for some sort of cooperative arrangement, because funding is guaranteed for two firefighters and possibly another half. She asked if two positions are guaranteed or two and a half? Chief Burton stated that three positions are currently funded, and next year will be two and a half. He added that the other variable is if the District is not the provider in the Indian Shores and Redington Beach area, then the funding only falls off by a half, which, financially, is helpful, but service-wise is not. Ms. Cerce stated that it is helpful to look at it as if Station 28 is fully funded, Station 27 is fully funded, and Station 26 in Indian Shores is treading water in anticipation of the new facility, rather than 28 being half funded. Chief Burton mentioned that the agreement states that the County will accept input from PSFRD on that station project and who operates it, but it does not compel the County to do anything. Ms. Cisarik asked about the status of reimbursement for the ladder truck, to which Chief Burton responded that they have met formally, he has requested funding from the County in the amount of $1.2 million, and they have confirmed receipt of that letter. He added that it is tentatively considered for Penny 4 funding, which is for the year 2020, but there is hope that the District may be able to get some of the funds ahead of the 2020 cycle. The truck was purchased with a down payment of $500,000, and seven equal payments of $98,000 on a lease-purchase agreement and the District will own the truck at the end. He continued that the he asked if the County would reimburse the District for the down payment and at least two annual payments before 2020. The request to the county was for an additional $65,000 in loose equipment, which combined with the apparatus and the original $60,000 in loose equipment, comes to the $1.2 million total. Chief Burton stated that Penny money is very competitive, but it will be prominently discussed that PSFRD’s request is part of a settlement agreement. Ms. Cisarik asked when County begins taking 2020 funding requests, to which Chief Burton stated that he believes they have already begun, but he will find out for sure. He added that the other two projects, the boat and fire station, have not yet been worked on. Mr. Murray asked if there was any discussion regarding buying another engine and postponing the truck until the Penny money was received, to which Chief Burton stated that he was unable to answer, as that decision preceded him. Ms. Cisarik stated that she is concerned that, per the Charter, impact fee funds were not supposed to be used to replace vehicles, to which Chief Burton stated he will get clarification on that. District Chief Sidlauskas stated that the new truck will improve the service level by having a 100 foot aerial as opposed to the current 75 foot aerial. Ms. Cisarik asked if there have been discussions regarding Station 28. Chief Burton stated that he has been looking into it, but locating enough land in that area is challenging; however, some early data has been run regarding general areas where the station would be operationally sound and eliminate the Station 28 and Station 31 dispute. He added that the County has asked how it could best meet regional needs, and the ideal location would be the Walsingham area between Hamlin and Oakhurst. Mr. Rives stated that he thought the County owned property in that area, to which Chief Burton replied that they do. District Chief Sidlauskas stated that if Station 28 were to be moved north and west, then Station 27 would also have to move. He added that the County has offered property in the past, but that has never come to fruition. Regarding the agreement, Ms. Cerce asked if
June 21, 2018, Stakeholder Task Force Meeting

$150,000 is a feasible amount to replace a boat. Chief Burton stated that it is not. He explained that amount is for the boat used in the intercostal, and he will pitch the argument that the additional funds from the reduced cost of the ladder truck (under the allotted $1.4 million) could be redirected to the boat. Chief Burton added that the rapid deployment boat for the Gulf of Mexico also needs to be replaced. District Chief Sidlauskas added that PSFRD is the only department with a boat that can launch off the beach. Ms. Hale stated that she feels that a boat that can be launched from the beach is vital to the District.

8. EMS FUNDING BY CITY/TOWN/AREA

Discussion: Chief Burton said the supporting documents for this item illustrates what the EMS millage generates in each area of the District. This is calculated by taking the taxable value of the property and multiplying it by the .9158 millage rate.

9. PARCEL CLASSIFICATION (INDUSTRIAL AND HOTEL/MOTEL)

Discussion: Chief Burton stated that hotels and motels are classified as “non-residential” and the District does not currently have any industrial parcels.

10. EXEMPTION INFORMATION

Discussion: Chief Burton said there are a very small number of properties within the District that are completely exempt from paying taxes. He continued that there are a series of exemptions residents can apply for, and a bulleted list has been provided. He explained that there are currently two homestead exemptions, and they are the most common exemptions. He added that for the upcoming November election, there is a proposed amendment to the State Constitution that will apply a third homestead exemption to properties greater than $100,000, which greatly affects agencies that impose an ad valorem tax. Chief Burton explained that if the District implemented an ad valorem tax, some properties may end up paying nothing with their exemptions as opposed to the $260 flat rate they pay now. He added that property values can also plummet virtually overnight, which has an impact on ad valorem taxation, and can only recover at 3% a year. Chief Burton stated if something like this were to happen, the way the District’s Charter reads is that the rate cannot be adjusted without going to referendum. He then reviewed supplemental documents showing random properties and their exemptions and taxes.

11. LEGAL OPINION ON TAXATION OPTIONS

Discussion: Chief Burton stated that he received a legal opinion on the ability to set different ad valorem rates within the District. The response he received was that any plan where members of the District are not taxed equally across the board is not acceptable. The second question he asked was if the District could implement an ad valorem tax with a cap. The response he received is that State law does not allow a cap, but usually such caps are set as to a percentage increase of the assessed value, but they were not able to find any location in Florida that has employed an ad valorem rate with a dollar value cap. They had no definitive answer if it is legally permissible, and the issue would require additional taxation research, which comes with billable hours to the District. If the group wishes, the Chief stated that he could look into this further. Ms. Hale stated it seems like it might be the easiest solution to increase the non-ad valorem assessment by $100. Chief Burton asked if anyone would like him to pursue acquiring more information on the possibility of setting an ad valorem with a cap. There was no response.
GENERAL REMARKS FROM THE AUDIENCE: None.

At this time, Fire Chief Mike Burton stated that if the Task Force is wishing to pursue the November ballot, it may or may not be the right choice, but there is enough time to get it on the ballot; however, the question is if there is enough time to get the information out to the voters.

Mr. Rives stated that delaying it until March would not have any significant effect, as the revenue in either situation would not be collected until the following year. He added that he thinks the members should go back to their cities to gain support ahead of time. Chief Burton agreed that, either way, the revenue generated will be collected at the same time. He added that he feels that there is only one shot to do this, and March allows more time for everyone to do their due diligence and make sure the residents understand what the issues are and what they are voting for, as well as to prepare amazingly clear ballot language.

Ms. Cisarik asked if the March election is for cities and the County, to which Chief Burton stated that he believes it is only the beach towns and cities, and added that there will be a cost to hold a special election in the unincorporated area. Ms. Cisarik stated that a special election means lower voter turnout, but the residents who vote are usually well-educated on the issues. Mr. Rives stated that voter information and statistical data can be obtained through the Supervisor of Elections website. Ms. Cerce stated that she is concerned about the potential voter turnout on the mainland in a special election, especially because the mainland voters carried the last referendum.

Chief Burton stated to move forward, a motion and a second will be needed, as well as discussion, on a funding model to pursue; then, a separate question, which may or may not be today, on the timeline and approach. He added that he does feel the Supervisor of Election data would be useful.

Mr. Rives stated, from a Belleair Beach point of view, if the representatives from each city went to the next commission meeting and approached this proposal and gained feedback, he feels it would be beneficial to bring back to this group to move something forward. District Chief Sidlauskas asked if the group is looking for a band-aid for the overall problem or a final solution, because he feels that with the one-time increase, the District will be back in this situation in a few years. Chief Burton stated that the one-time $100 increase generates $1.2 million a year that the District currently does not have, but with time, the value of that amount does go down. He said that his own opinion is that there is work that needs to be done to the Charter, but now is not the right time to address that.

Ms. Cerce stated that she does not feel that a purely ad valorem model tax tied to property values is the best idea, as she feels the economy is about to enter a recession. She explained that, statistically, we are on a 12-year increase, and that has never happened before, so it is inevitable that property values are going to decline. She added that she feels the combined model is the right choice, but too complicated to pursue right now. She said that she feels that the District needs $100 right away, but is concerned about it being too cumbersome to owners of lower-valued properties.

District Chief Sidlauskas asked if the square footage or fire flow model was still being looked at, to which Chief Burton replied that the challenge to a square foot formula is turning it into a 75 word or less ballot question, but it does help offset the “waterfront tax” concern of some residents. Ms. Hale said that she feels this model is fair for everyone, and it could work if voters were educated prior to the election.
Ms. Cisarik stated that the immediate funding needs are known, but there is still the big unknown issues surrounding station replacement. She added that she would be agreeable to pursuing a flat rate increase in either November or March, and a few years later going back to the voters to ask for an ad valorem tax and ratcheting back the flat fee.

District Chief Sidlauskas asked if there was a consensus on the one-time $100 flat rate increase. Ms. Cerce stated that she does not feel that it is enough. Mr. Murray stated that he feels that asking for $100 would be fine, then going back to referendum in a few years. He said that he is concerned, however, how the homeowners on the mainland will feel about $100. Ms. Cerce added that if people are very against it, they may vote just to make sure that it does not get passed, but if they are indifferent or feel that it is reasonable, they may not show up. Discussion ensued regarding the $40 per year increase for four years versus the one-time $100 increase. Ms. Cerce explained that both generate the same revenue at the four year mark; however, beginning in the fifth year, the $40 per year increase has totaled $160 and brings in $1.9 million as opposed to $1.2 million every year. Mr. Rives said that he feels an increase every year for four years is a harder sell for people, and Ms. Cerce agreed, stating that she does not feel it is the right solution, but she thinks the end number of $160 is closer to where it needs to be. Mr. Rives said that he thinks asking for $100 is too much, and Ms. Cisarik agreed that, psychologically, perhaps even asking for $90 might be a better idea.

Chief Burton stated that the idea of moving forward with the $100 to gain some stability, then coming back in a few years and introducing a small ad valorem and dialing back the flat fee is an important concept.

Ms. Cisarik stated that she knows Chief Burton has taken some cost-saving measures since he’s come to the department and she would like to hear a run-down of what some of those measures are. She stated that she is also interested in finding out information on take-home vehicles, as well as the Commissioners’ pension plans. Chief Burton stated that the cost-saving measures have been underway for many years and, as mentioned previously, he is unable to see where the District has a spending problem. He added that he has only been with the District for six months and he is amazed by the amount of work that is accomplished by such a limited staff.

Chief Burton stated, in an effort to move forward, he asked if there was a motion for group members to go back to their constituent groups to get their feedback. He added that if the group is wishing to pursue a November election, a recommendation will need to be made in the near future, so that he is able to bring something tentative to the Fire Commission. Ms. Cisarik asked if Chief Burton is asking for a motion to place a flat-rate increase on a future ballot? Chief Burton stated if that was the will of the group. He added that is concerned about the timeline, but that is only relevant for a November ballot – if it is going to be March, there is no need for concern. Chief Burton stated that if any member needs additional information to make a recommendation or to support a motion, to please let him know so he can get that information for them. Mr. Rives stated that he feels it is important for group members to go back and speak to their commissions and stakeholders and, at the next meeting, the group can make a motion based on that.

District Chief Sidlauskas asked if the consensus of the group is a $100 one-time flat fee increase? He said that he feels it is important to have a recommendation to bring to the stakeholders and commissions. There was some discussion on the potential $100 increase, and Chief Burton clarified that it is a one-time increase which would raise the assessment from $260 to $360, and the assessment would remain at $360 each year thereafter. Ms. Cerce made the suggestion of asking the groups openly the threshold they would
consider, as she still does not think that $100 is enough. Mr. Rives stated that there are a lot of unknowns over the next year, to which Ms. Cerce agreed, but, as an example, Station 26 costs virtually nothing, but provides EMS funding the District is potentially going to lose. Mr. Rives asked what would happen if the County decides to not fund Station 26, to which Chief Burton stated that decision is up to the Board of Fire Commissioners, but it is a $590,000 loss in revenue that the District is not prepared to handle. The Board would have the option to maintain the same level of service and continue operating Station 26, but they would need the funding to do so. Finance Director David Martin interjected and explained that, legislatively, the District is not allowed to use reserve money for operating expenditures, other than in an emergency situation. He continued to explain that reserves are for capital expenditures only, so if the District loses one half million dollars in funding, it would need to cut one half million dollars in operating expenses, which means salaries. Ms. Cisarik asked how much of a reduction in EMS revenue would happen if the District lost one half of a position. Chief Burton explained if the County made the decision to stop funding Station 26 in Indian Shores, the District would go down to two positions as opposed to one and a half positions due to the settlement agreement. Finance Director David Martin stated that one half of a position equates to approximately $260,000.

Mr. Loder asked if going back to the communities would take too much time, as it will already take a considerable amount of time to sell whatever decision the group comes up with. He stated that if the group thinks $100, for example, is the right amount, he feels that decision should be presented to the Fire Commission, and if they approve it, the group members can then go back to the communities to educate them and sell it.

Chief Burton reiterated that it is only time sensitive if the group is aiming for a November ballot, as the deadline for that is August 21st. Finance Director David Martin explained that, while he is unsure of the exact number, but there are significant costs associated with holding a special election process outside of the normal election dates. He said that he believes the cost for all of the communities was around $15,000, so it would probably be less without the municipalities.

Mr. Loder stated that he would think if the question was on the general election ballot, it might be easier for citizens to vote “no” to an increase, especially if they were not fully knowledgeable about it. He continued to explain that, during a special election, there would likely be a positive voter turnout from residents who care about the fire department, and it is based on the number of people who actually vote, not total potential voters.

Chief Burton asked if there was consensus for a flat fee increase, in an amount yet to be finalized, and that the group feels they have insufficient information to determine the best election approach at this point in time. He stated that he will get additional information on the different election options as well as voter participation history. Mr. Rives added that group members also need to have discussions with their communities. He said that he feels if the District gains the support of the elected officials, they will likely have a better chance of gaining the support of their constituents.

Ms. Cerce asked if any available information on the various homeowners’ associations could be sent to her.
A motion to pursue a flat rate increase for the March election, in an amount to be determined at the next meeting.

Discussion: Ms. Cerce stated that she would be hesitant to commit to the March election if November is possible, as well as without knowing the cost of it. She confirmed that she is not opposed to committing to a flat rate increase at this point as a band-aid.

MOTION: MS. KELLY CISARIK SECOND: MR. LYNN RIVES

YES – 8
NO – 1

Motion passed.

Chief Burton confirmed that group members were available to attend the next meeting, which will take place on July 5, 2018. The majority of members stated that they were available to attend.

Mr. Yackowski stated that he feels the group should look at cost savings options and ways to save money in the budget. He said that the group needs to look at cutting money as opposed to only raising money. Ms. Cisarik stated that the auditor did not indicate any red flags in the most recent CAFR. Chief Burton stated that cost saving measures can be revisited.

ADJOURNMENT

The meeting was adjourned at 11:02 a.m.

APPROVED: ATTEST:

_____________________________ __________________________
Fire Chief Mike Burton, Chair Date Kimyrly G. Fugate, Executive Assistant
ITEM #2

MOVE UP INFORMATION
Move Up Overview

- Move ups are not initiated for short durations coverage gaps such as a series of concurrent EMS calls.
- When they are used, move ups are usually initiated due to a protracted event that demands considerable resources such as second alarm fire calls (or greater), large hazardous materials calls, etc.
- PSFRD units rarely get moved up to another station or area due to the gap it creates on the beach.
- The computer aid dispatch system is set up to handle units that get moved to a temporary assignment and dispatch them appropriately.
- Move up software is in place but policy requires that move ups be executed manually and with supervisor approval.
- Units that are moved to another district are returned to their home base as soon as possible once other resources are available.
FAILSOFT

1.1 During a failsoft, radio channels will function as one channel and are grouped as follows:

- DISPATCH AND ADMIN
- NORTH: B, C, D, & LP (A, B, C, D)

1.2 The Dispatcher will distribute mid county calls between D and G since E falls within the TG group. All radio traffic for A and K will be handled as one channel since these channels are combined. The supervisor should be advise units via digital page to transmit emergency traffic only during a failsoft.

MOVEUP SYSTEM

1. Moveup Responsibilities

1.1 It is the responsibility of each fire district to provide Computer Support with updated moveup runcard data. Identification of moveup conditions, recommended solutions and cancellation notifications will be computer recommended, based on criteria and data set forth and agreed upon by the Pinellas County Fire Chiefs Association.

1.2 The dispatcher is responsible for reviewing, executing, and canceling moveups. The need for moveups will be determined by reviewing the type of calls, length of time units will be tied up, and location of available units. The shift supervisor is responsible for moveup decisions initiated by the center.

2. Evaluating Moveups

2.1 Moveups must be closely monitored by the dispatch position. When a moveup prompt is received, or a major incident is working that will tie up units, the dispatcher will review the recommended computer moveup.

2.2 Evaluate available resources and working incidents to determine the need for a moveup. Review the truck screen, fire actives, and delayed response screen to see if any units that could help with coverage will be going available within 5 minutes. If necessary, have radio operators check the status of units that are assigned to calls.

2.3 If a move is needed, consult with the supervisor on which unit would be best to move. If no movement is needed, advise the supervisor of evaluation and why no moveup is necessary.
2.4 When a move is needed, if there are no units available in a jurisdiction, review at least (2) surrounding districts for available units. The closest unit that will satisfy the moveup, and has the least impact on resources should be considered for the move.

2.5 Most rescue or engine unit can be moved, as long as does not deplete or significantly impact the resources of another district, it can be used in a moveup. Check the M screen for stations displaying in red, indicating a unit should not be moved.

2.6 If a recommended unit cannot be used, review the available apparatus in the immediate area where coverage is needed. Refrain from moving units from departments with limited resources, those with several units involved with a major incident or specialty units (i.e. trucks) unless one is specifically request by an FD unit.

2.7 If no supervisor is readily available for consultation, page the shift supervisor to notify him or her of the moveup need. If no response is received from the supervisor within 5 minutes of the notification, the dispatcher should select a unit and proceed with a move. Seek guidance from a S.I.T. (supervisor in training) or co-worker who is more comfortable with evaluating moveups. Immediately page the supervisor to advise a move was made. When possible, moveups should be made within 5 minutes of determining a need.

3. Initiating Moveups

3.1 Moveups will be initiated when a unit is physically moving to another station. If the unit is not changing stations, a coverage should be done. Moveups will be initiated at the request of an FD officer or the shift supervisor. When deemed necessary, moveups shall be initiated as promptly as possible, second in priority to calls waiting to be dispatched.

3.2 Moveups shall minimize travel distance and time, maintain area familiarity, and return units back to quarters as soon as possible. Rescue moveups shall always be executed prior to engine moveups except when an ALS engine moveup will satisfy both a rescue and engine "hole" (area lacking available units).

3.3 Do not initiate automatic computer moveups. All moveups must be manually set up. Moveups will normally be set up using "unit for unit" coverage. "100" series units will be used for station swaps, when the unit requiring coverage is involved in another moveup, or during heavy activity to augment emergency apparatus resources.
3.4 Bring up the CQ screen prior to initiating a moveup to make sure the units are not involved in another moveup. If a unit is involved in a moveup, cancel the old moveup prior to initiating a new moveup for the same unit. (eg., E42 for E41, E42 goes on a call and now E38 needs to moveup for E41. Cancel the E42 for E41 moveup first before initiating the E38 for E41.)

3.5 At the Enter prompt, type REC. Be sure to enter "R" if the moveup is for rescue coverage and "E" if the moveup is for engine coverage. Select the "M" option for manual movups. Enter the unit that is moving, and then the specific unit that is being covered. Confirm that the units' types are appropriately matched via the US screen.

4. **Unit Response to Moveups**

4.1 Upon execution of a moveup, or cancellation thereof, the unit dispatched to move will be notified via station printer, station tones, verbal dispatch and digital page. The district chief of the moveup unit will also automatically be notified, via digital page, of the unit assigned to move and their destination.

4.2 Units assigned or cancelled from a moveup shall confirm their response or return on K. Units returning from a moveup shall place themselves in an available status upon reaching the boundaries of their second due response district.

4.3 Moveup units, who become available from a call, shall return to the moveup station, until their moveup assignment is cancelled by dispatch. A district chief may initiate a moveup, provided it does not create a larger or different hole in coverage.

4.4 A fire incident will be created for all moveups. A historical log of moveups (QH) shall be maintained within the computer system.

4.5 Whenever a unit is assigned to moveup to at a station with an extended drive, they will place themselves in delayed response until they arrive at the station to avoid being inadvertently dispatched to a call during drive time.
ITEM #3

OPTIMA STUDY
# TABLE OF CONTENTS

1  INTRODUCTION  

2  REDINGTON BEACHES STATION LOCATION  

   2.1  CURRENT SITUATION  

   2.2  VEHICLE COVERAGE  

   2.3  STATION 26 WORKLOAD AND RESPONSE TIMES  

   2.4  RECOMMENDATIONS  

APPENDIX A  OPTIMA PREDICT  

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1 INTRODUCTION

Pinellas County EMS and Fire Administration (Pinellas County) provide emergency services in the county, serving both fire and medical calls. As with all public services, Pinellas County is facing pressures to provide a high-quality service while operating efficiently. Meeting these pressures requires Pinellas County to make a number of important, strategic decisions around the provision of Fire and EMS Resources.

Optima Predict provides robust evidence to the strategic decision making processes. The evidence from Optima Predict is accurate and reliable – drawing upon historical data to inform the modeling and analysis. Improving the quality of strategic decision making helps the emergency service operations improve performance, operate more efficiently, respond to external changes more effectively, and implement strategic changes more with confidence.

The assist Pinellas County with some current issues facing the operation. The Intermedix Analytics Services (IAS) team have used Optima Predict to analyze the following important decision confronting Pinellas County:

- Which alternative location for temporary Station 26 should Pinellas County use to provide optimal coverage for the Redington Beaches Emergency Medical Services District?

To answer these questions, IAS have taken the Optima Predict model established for Pinellas County and created a number of scenarios to model these changes. Analyzing the results from these scenarios allowed the IAS team to learn about the Pinellas County Operation and make the following recommendations.

To improve performance in the Redington Beaches EMS District, moving Station 26 to the proposed Redington Beach North location would maximize performance in this district.
2 REDINGTON BEACHES STATION LOCATION

Redington Beaches EMS District does not currently have an EMS or fire station. Coverage in the region is currently provided by Station 26 – temporarily located at the Indian Shores Police Department – and by Madeira Beach Station 25 located to the South. To improve performance in the Redington Beach EMS District, Pinellas County wishes to evaluate options for a permanent location for Station 26. There are two locations being considered as potential suitable locations for a permanent station 26:

- 18509 Gulf Boulevard, Indian Shores – on the northern boundary of Redington Beaches EMS District
- 190 173rd Avenue, North Redington Beach – within the boundaries of the Redington Beaches EMS District.

In order to select the optimum location of the two, several criteria need to be taken into account:

- performance from the new location related to Redington Beaches EMS District (Primary Measure)
- impact on performance from the new location related to the Pinellas Suncoast Fire and Rescue District and the Madeira Beach Fire Department
- Performance from the new location related to the overall Pinellas County EMS system.

It is assumed that the apparatus at Station 26 remains unchanged regardless of the new location – the station has Squad S26 with ALS capability. This resource assignment limits any substantial impact of a new location on the fire suppression capabilities of the PSFRD, SFD, or MBFD.

Using Optima Predict’s Generate Responses functionality (see A.3 below), this analysis can quantify the impact of the station locations on the coverage and performance provided in Redington Beaches EMS.
District as well as the rest of Pinellas County. Generate Responses assumes that all units assigned respond at the original priority and does not take into account downgraded responses. Therefore, the estimate of response time performance is conservative and actual performance will be slightly better than modeled performance (this conservative estimate is by design).

2.1 CURRENT SITUATION

With Station 26 in the temporary location, it is responding to calls in the Redington Beaches EMS District but also serves other regions in accordance with the Pinellas County EMS automatic aid protocol. The Redington Beaches EMS District is served by both Station 26 (PSCFD) and by Station 25 (MCFD) located in Madeira Beach.

2.1.1 REDINGTON BEACHES EMS DISTRICT

In the historical data provided, coverage in Redington Beaches District was provided primarily by Pinellas Suncoast Station 26 and Madeira Beach Station 25. Of the 788 calls in Redington Beaches that had a response arrive at scene, the first response came from Station 26 in 342 (43 %) cases and from Madeira Beach in 371 (47 %) cases. The responses from Madeira Beach were slightly faster than those from existing Station 26 location.
Figure 2  Response Counts and Duration in Madeira Beach

This is clearly visualized on the map below, where the Blue dots represent calls responded to by Pinellas Suncoast Station 26 and the Red dots are calls responded to by Madeira Beach Station 25.
Figure 3  Historical Calls, colored by First Response Station

Figure 4  Call Hotspots around Redington Beach and Station 26
Call hotspots show the density of calls in an area. Figure 4 shows the calls in the area, highlighting a reasonably broad spread of calls. The calls in Redington Beaches are mostly concentrated in the northern half of the district.

2.1.2 STATION 26

Over the period between November 2015 and October 2016, Squad 26 responded to 733 incidents, including 569 medical calls. Its average response time was 6 min 16 seconds. Out of 584 incidents, when S26 was the first unit to arrive on scene, 534 (91.4 %) were responded to within 7 min 30 seconds.\(^1\) Approximately half of these incidents were in Redington Beaches (48 %); a slightly lower number were in Pinellas Suncoast (44 %), with the remainder spread across other parts of Pinellas County (see Figure 5).

\(^1\) Count and duration values are based on the Optima Predict model and may be slightly different to those reported based on the Fire CAD data due to data repairs.
2.2 VEHICLE COVERAGE

Figure 6 shows the difference in vehicle coverage for the current location for Station 26 and the two proposed new station locations. This is the estimated area that can be reached within 7 minutes 30 seconds of driving with Lights and Sirens. These images confirm that the current location would struggle to reach the South of Redington Beaches; both new locations would provide complete coverage in Redington Beaches. Using Indian Shores also improve coverage into mainland Pinellas County while Redington Beaches provides additional coverage into Madeira Beach.

![Figure 6](S26 Coverage (left – current location; center – Indian Shores; right – Redington Beach North))

2.2.1 COVERAGE IN REDINGTON BEACHES

A key consideration is that both proposed locations have the physical ability to provide coverage over the entirety of the Redington Beaches EMS District. This coverage should also consider the likelihood of the Madeira Beach resource being the closest available resource. To clarify the performance related to this coverage, IAS used Generate Responses to assign all calls in Redington Beaches to the closest available resource.

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The results of this analysis are summarized in Table 1. The data shows that in the historical data, Madeira Beach Station 25 provides slightly more responses in Redington Beach than Station 26. Generating responses from the current location produces consistent results, with Madeira Beach showing slightly more than half of the responses. Moving Station 26 to Indian Shores location results in most calls (83%) being closer to Station 26 (new location); moving the resource into Redington Beach North means that even more calls (95%) would be closer to Station 26 (new location). As the resource is moved south, the average response time and compliance in Redington Beaches EMS District improve significantly – both Indian Shores and Redington Beach achieve in excess of 99% compliance with the 7:30 minute response time target while the Redington Beach North location results in almost a 1 minute improvement in average response time within the Redington Beaches EMS District when compared to the Indian Shores location.

### 2.3 STATION 26 WORKLOAD AND RESPONSE TIMES

The previous analysis shows what happens in the Redington Beaches EMS District if each call is assigned to the closest resource. At present, approximately half of the calls with the first response from Station 26 are in Redington Beach, but the others are in other regions – most significantly Pinellas Suncoast. To properly analyze the impact of moving Station 26 South, it is important to understand what happens to these other calls as well.

To evaluate this, each call was assigned a response from the closest available resource.

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There are some additional responses from other resources that are excluded from this analysis. Generated responses were only supplied by Station 26 and Station 25.
When assigning all calls to the closest resource, we can see that Station 26 is likely to pick up slightly more calls as the closest resource, peaking when the resource is located in Indian Shores. As the resource is moved south, the number of calls in Redington Beach increases – both overall and as a percentage of the total work performed by S26. In terms of performance, either of the alternative locations will achieve excellent performance, responding to over 99% of all calls in less than 7:30. Compared to Indian Shores, the location in Redington Beach North will slightly reduce the total number of calls covered by Station 26 but will achieve a slightly better response time.

### 2.4 RECOMMENDATIONS

In order to achieve the primary goal of achieving the best performance within the Redington Beaches EMS District while ensuring that the relocation of Station 26 does not cause any gaps in coverage or performance in neighboring districts or communities, locating the station at the North Redington Beach location is the most appropriate option.

It is important to note, however, that the proposed Indian Shores location does provide the Redington Beaches EMS District with a level of performance that is compliant with the Pinellas County EMS System standards while providing a broader secondary coverage footprint in the surrounding areas.

Regardless of the station location chosen for Station 26, it will also be important to consider how the demand currently handled by S26 is either affected by the station move or allocated to other resources. This will ensure that the improvements in the Redington Beaches EMS District are not offset by performance losses in other regions.
APPENDIX A  OPTIMA PREDICT

Optima Predict is a strategic modeling and analysis solution that uses an operation’s historical data to build a model of the operation, make changes to that model, and analyze the results to evaluate the impact of the changes on the operation. Through this modeling approach, Optima Predict provides robust evidence for

A.1 TUNED ROAD NETWORK

The most important factor when evaluating response time performance is calculating the ‘drive time’ when responding to a call across the road network. Drive time is variable, subject to the road network itself and a variety of other factors, including traffic. To model this variability, the Optima products use a tuned road network. The process of tuning involves taking the established road network and historical response data – including AVLS (GPS) data from the vehicles. By processing this data, the road network is calibrated to produce an accurate time of day and day of week road network for vehicles traveling with light and sirens and without. This tuned road network substantially increases the accuracy of drive time calculations in the Optima products, increasing the accuracy of the modeling and analysis performed.

A.2 COVERAGE

Coverage in Optima Predict is used to show the area that a vehicle can reach in a designated drive time – typically linked to an operation’s performance standard. Coverage is not a fixed area: it varies based on the road network which, in turn, varies based on the time of day and day of week – captured in the tuned road network, used in Optima’s products. A coverage plot is a quick method of visualizing the response capability provided by a resource and helps when evaluating resourcing and station location questions.

A.3 GENERATE RESPONSES

Generate responses is a modeling approach within Optima Predict. Generate Responses calculates the expected drive time from the closest available resource. In performing this calculation, Generate Responses:

- Has rules to select the most appropriate resource based on incident type, vehicle type, and expected driving time
• Uses the configured shifts in the model to determine vehicle availability and type; in Pinellas County, all vehicles were available 24/7

• Assumes each resource is at its assigned home station at all times

• Uses the road network for calculating the driving time; for Pinellas County, the road network is tuned

The output from Generate Responses is a set of incidents with calculated response times. Generate Responses does not account for ‘contemporaneous’ work — that is cases where two or more incidents would require the same resource to work in more than one place at the same time. This is captured by the full discrete event simulation model in Optima Predict. For Pinellas County, Generate Responses has used the historical mobilization durations which include pre-alert behavior.
ITEM #4

VOTER TURNOUT HISTORY
## Official Results
Includes Early Voting
Includes Mail Ballots
Includes Provisional Ballots
Includes 10-Day Overseas Ballots
Write-In Totals Include Valid and Invalid Votes

Check Map for Precincts Reporting.

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Copyright © 2018 Powered by - Scyll
Pinellas County Supervisor of Elections

2016 GENERAL ELECTION
NOVEMBER 8, 2016
Website last updated 11/18/2016
4:30:04 PM EST

Active Registered Voters: 648,770
Ballots Cast: 502,113
Voter Turnout: 77.39%

Precincts Reported: 301 of 301

Official Results
Includes Early Voting
Includes Mail Ballots
Includes Provisional Ballots
Includes 10-Day Overseas Ballots
Write-In Totals Include Valid and Invalid Votes

Check Map for Precincts Reporting.

Summary > Vote Type Summary

Copyright © 2018 Powered by - Scoti

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## Pinellas County Supervisor of Elections

**Special Fire District and Municipal Elections**

**March 11, 2008**

**Official Results**

Includes Absentees
Includes Early Voting
Includes Provisionals

**Check Map for Precincts Reporting.**

![Percentage and Votes for Various Amendments](#)

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<< Previous | Next >>
## Pinellas County Supervisor of Elections

**Municipal Elections**
March 10, 2015
Website last updated 3/12/2015
11:47:14 AM EDT

Active Registered Voters: 40,549
Ballots Cast: 11,056
Voter Turnout: 27.27%

Precincts Reported: 20 of 20

**Official Results**
Municipalities Opted Out Of Early Voting
Includes Mail Ballots
Includes Provisional Ballots

Check Map for Precincts Reporting.

### INDIAN ROCKS BEACH CHARTER AMENDMENT 1 (Vote for 1)

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6/29/2018
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**INDIAN ROCKS BEACH CHARTER AMENDMENT 5 (Vote for 1)**

<< Previous | Next >>

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ITEM #5

SPECIAL ELECTION COST
ITEM #6

2020 PENNY FUNDING
ITEM #7
TAKE HOME VEHICLES
ITEM #8

FIRE COMMISSIONER

PENSIONS
ITEM #9
COMMISSION / COMMUNITY FEEDBACK
ITEM #10
FLAT FEE INCREASE /
MARCH ELECTION