CITY OF JACKSONVILLE, FLORIDA

OFFICE OF INSPECTOR GENERAL

OIG 2026-0060 November 3, 2026

FINAL INSPECTION REPORT

Public Works

Right of Way and Stormwater Maintenance Division

Matthew J. Lascell

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Inspector General

Executive Summary

This inspection follows up on OIG case 2025-0106, in which several items were stolen from one of the four Public Works Right of Way and Stormwater Maintenance Division (SWMD) equipment storage facilities. The OIG concluded the investigation by making several recommendations to improve inventory processes and site security.

The OIG reviewed current policies and practices related to inventory and storage security. As part of this inspection, the OIG toured all four SWMD locations and discussed notable issues with the Department Chief, the Equipment Support Administrator, and the Superintendents assigned to each site.

As a result, the Department drafted new policies in July 2026 and implemented them immediately.

Background

In July 2025, a SWMD general supervisor contacted the Jacksonville Sheriff's Office (JSO) to report that two concrete saws and two chainsaws were stolen from the City's Westside facility located at 2637 West 1st Street. In August 2025, JSO Officers arrested a City of Jacksonville (COJ) employee for Theft (FS 812.014) and Dealing in Stolen Property (FS 812.019) after he attempted to sell the concrete saws on social media.

In December 2025, the OIG reviewed SWMD inventory practices and made the following recommendations:

- The SWMD should adopt official policies detailing inventory procedures and the reporting of lost, damaged, or stolen items.
- An updated computerized inventory system that can be readily reviewed by those with oversight responsibilities should also be established.
- The division should improve lighting and camera systems in areas where motorized equipment is stored.

This inspection follows up on those recommendations.

Allegations, Governing Directives, and Findings

The Department of Public Works provided a copy of the Streets and Drainage Division's Administrative Policy Manual (last updated in July 2010). The OIG reviewed policies concerning inventory and storage of COJ property exceeding $300 as well as general site and building security features.

Policy #15: Security of SWMD Equipment (amended)

The above policy was amended in July 2026. It now explicitly states that Equipment Support (ES) is responsible for inventory oversight and must complete an annual inventory audit of all small-engine equipment assigned to SWMD.

Superintendents/Supervisors are responsible for ensuring:

- City vehicles and heavy equipment are properly parked overnight
- Ignition keys are stored in the administrative building at the end of each day
- Small-engine equipment, battery-powered tools, and corded tools are stored in designated, locked areas overnight (not left in vehicles).
- Quarterly inventory of small-engine equipment assigned to field personnel is completed.
- Sign in/out sheets are completed when equipment is loaned to crew leaders

Additionally, key distribution to facility gates, administrative buildings, small-engine storage units, and battery/corded power tool storage units is kept to a minimum based on work requirements.

Equipment left overnight at job sites shall be held to an absolute minimum necessary to ensure the continuity of work. Equipment should be parked in well-lit areas, visible to residents, pedestrians, and vehicular traffic, with loose tools and auxiliary equipment removed and doors and compartments secured.

Policy #16 Reporting Lost, Damaged, or Stolen Equipment (new)

The above policy was created in July 2026 and delegates weekly inventory tracking responsibility and the reporting of lost, stolen, and damaged equipment to onsite Superintendents/Supervisors who will:

- Investigate to make sure all safety measures were taken to prevent loss.
- Complete an internal incident report to document the item, its last known location, and the party who last had possession of the lost items.
- Report damaged or stolen equipment to the Jacksonville Sheriff's Office (JSO).

Policy #17: Tracking and Identifying Small, Division-Owned Equipment (new)

This policy was created in July 2026 and delegates responsibility for inventory management of small, division-owned equipment to Equipment Support (ES). ES must maintain inventory audits in an Excel spreadsheet on the COJ G-Drive and will include the following identifiers:

- Date item was purchased

- PO#
- Make
- Model
- Description
- Serial #
- COJ Property #
- RWSM Property #
- Date issued
- Area assigned
- Condition
- Replacement date
- Status
- Surplus document #

Each Superintendent is assigned equipment and then distributes items to personnel based on need/activity.

The OIG inspected all four SWMD facilities with their corresponding Superintendents to observe site conditions and daily operations.

West Location: 2637 1st St West

This location houses equipment assigned to SWMD, for projects mainly on Jacksonville's Westside. Equipment Support (ES) also operates out of this location. The site was organized in accordance with policy standards. The OIG observed functional locks on the entrance/exit doors of all administrative buildings and garages. The west location has functional security cameras. Equipment support also has functional security cameras.

ES Supervisors presented new/updated inventory spreadsheets as described in Policy #17. The policy satisfies all previous OIG recommendations. Vehicle keys, facility keys, and corresponding key logs were located inside the administrative building. Tools needing repair were properly tagged and stored in a separate, secure area of the garage designated for ES. No items have been reported lost or stolen since the previous incident was reported to JSO.

Tools assigned to West crew members were separated by size and function according to policy and properly marked, logged, and secured. Vehicles and machinery not in use were stored properly within secured areas. (Attachment A)

North Location: 4767 Moncrief Rd

This location houses equipment assigned to SWMD completing projects mainly on Jacksonville's Northside. The site was organized in accordance with policy standards.

The OIG observed functional locks on the entrance/exit doors of all administrative buildings and garages. This site employs overnight security guards and security cameras. The Superintendent advised that JEA recently upgraded on-site lighting systems, but the cameras at this location still need upgrading. Vehicle keys, facility keys, and corresponding key logs were located inside the administrative building. Tools assigned to North crew members were separated by size and function according to policy and properly marked, logged, and secured. Vehicles and machinery not in use were stored properly within secured areas. (Attachment A)

East Location: 609 St. Johns Bluff Rd N

This location houses equipment assigned to SWMD completing projects mainly on Jacksonville's Eastside. The site was organized in accordance with policy standards. The OIG observed functional locks on the entrance/exit doors of all administrative buildings and garages. This site has security cameras, but the site's Superintendent advised the security system is not online and does not record footage. Vehicle keys, facility keys, and corresponding key logs were located inside the administrative building. Tools assigned to East crew members were separated by size and function according to policy and properly marked, logged, and secured. Vehicles and machinery not in use were stored properly within secured areas. (Attachment A)

South Location: 2915 Parental Home Rd

This location houses equipment assigned to SWMD completing projects mainly on Jacksonville's Southside. The site was organized in accordance with policy standards. The OIG observed functional locks on the entrance/exit doors of all administrative buildings and garages. This site has functional security cameras. Vehicle keys, facility keys, and corresponding key logs were located inside the administrative building. Tools assigned to South crew members were separated by size and function according to policy and properly marked, logged, and secured. (Attachment A)

Recommended Corrective Actions

The OIG strongly recommends division management upgrade security camera systems to ensure video footage is usable and retrievable for law enforcement investigations.

Management's Response

Public Works Operations Director Steve Long advised the Department will coordinate with appropriate parties to upgrade the current camera systems, within existing budgetary constraints.

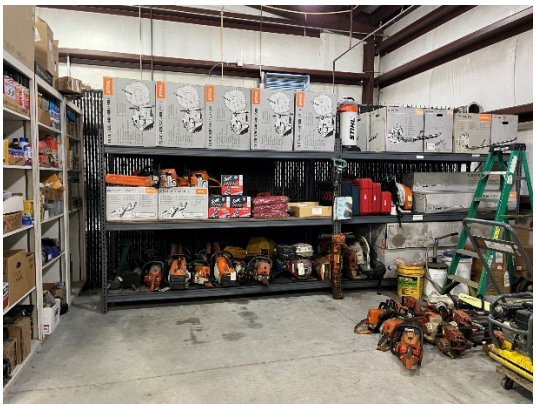
Inspector General Standards

This report/review has been conducted in accordance with the ASSOCIATION OF INSPECTORS GENERAL Principles and Quality Standards for Investigations.

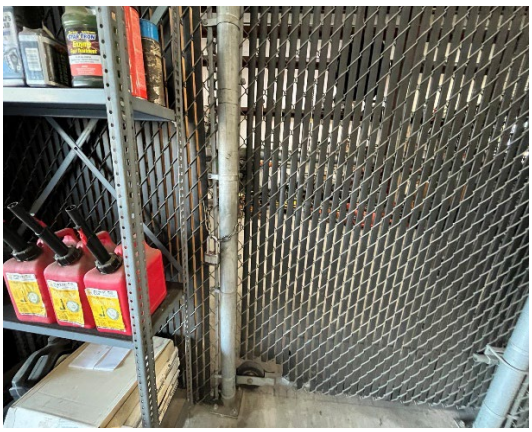
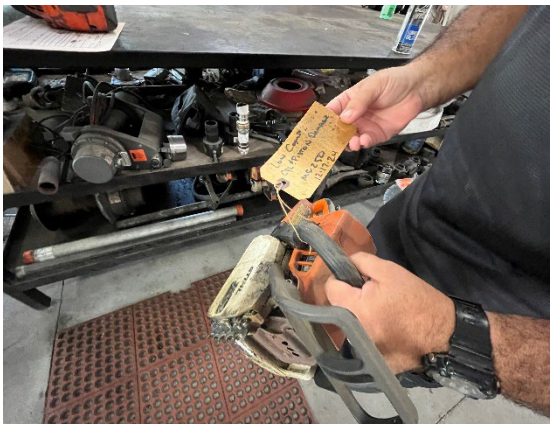
"Enhancing Public Trust in Government Through Independent and Responsible Oversight"

ATTACHMENT A

Photos 1-6: West Location





Photos 7-12: West Location (cont.)







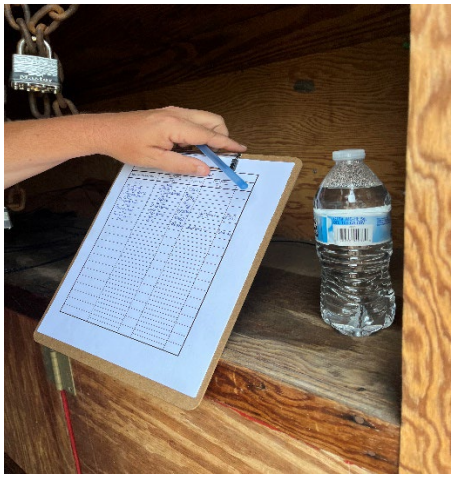




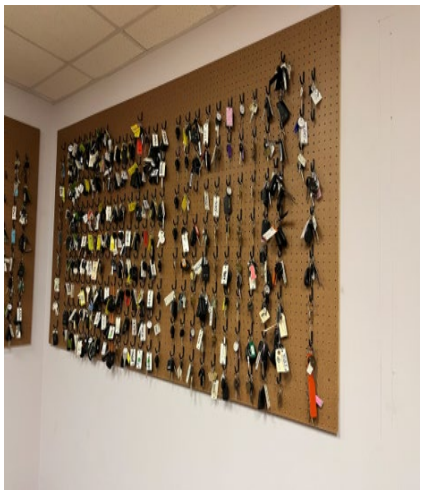


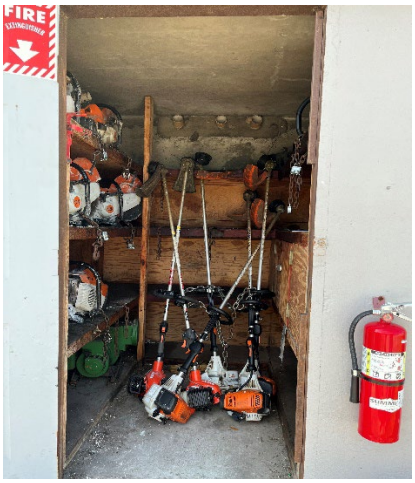
Photos 13-18: West Location (cont.)













Photos 19-24: West Location (cont.)









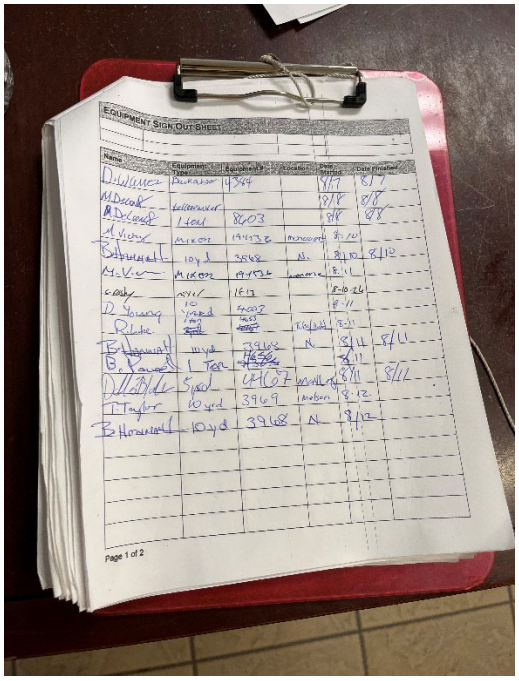




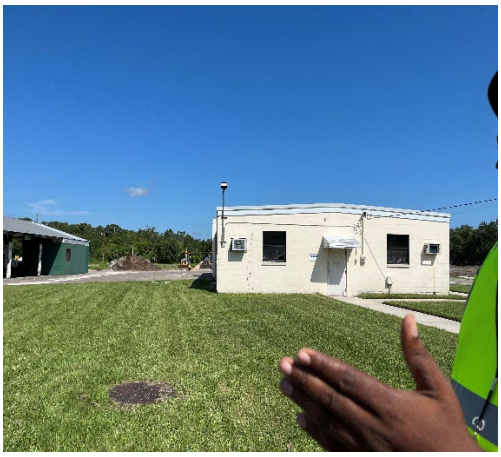
Photos 25-30: North Location













Photos 31-36: North Location (cont.)







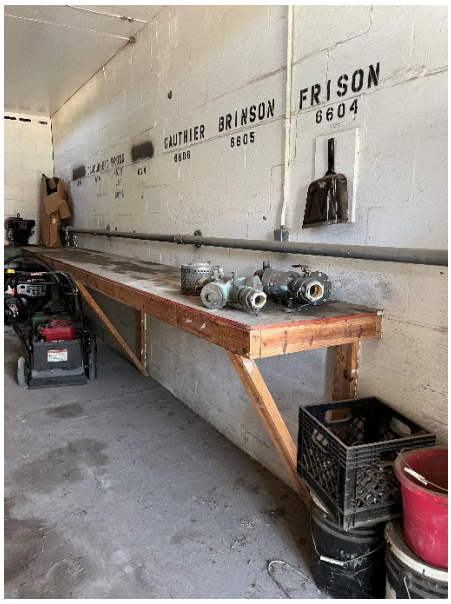


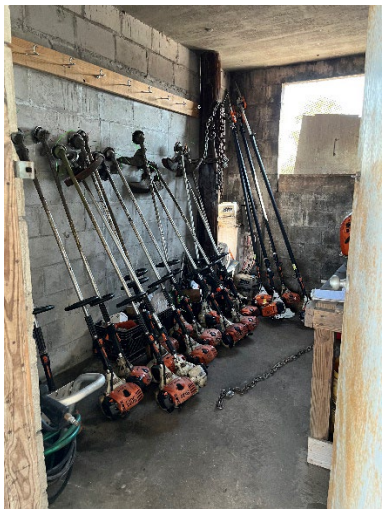




Photos 37-42: Noth Location (cont.)

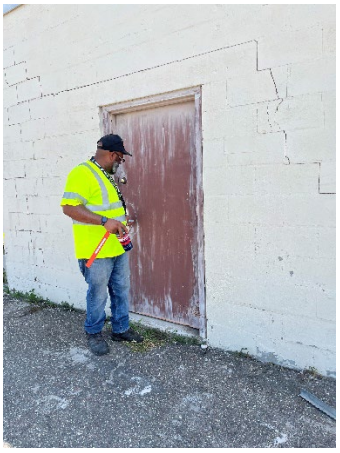




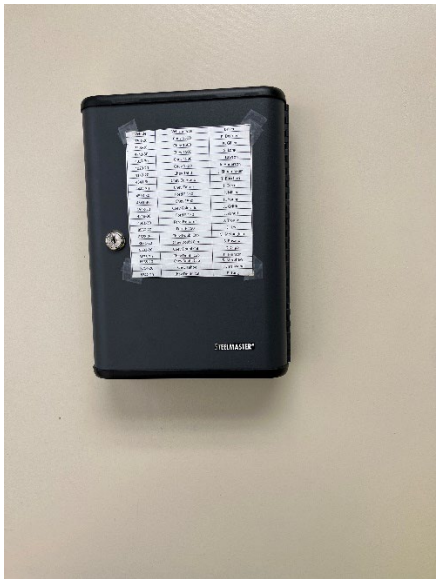




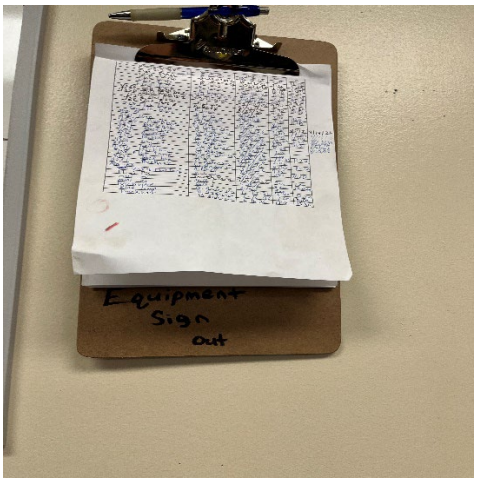




Photos 43- 48: East Location













Photos 49-51: East Location (cont.)







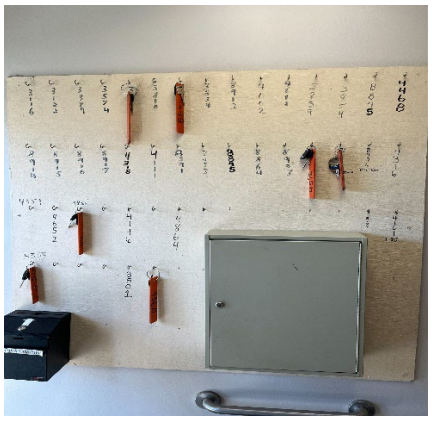
Photos 52- 53: South Location:



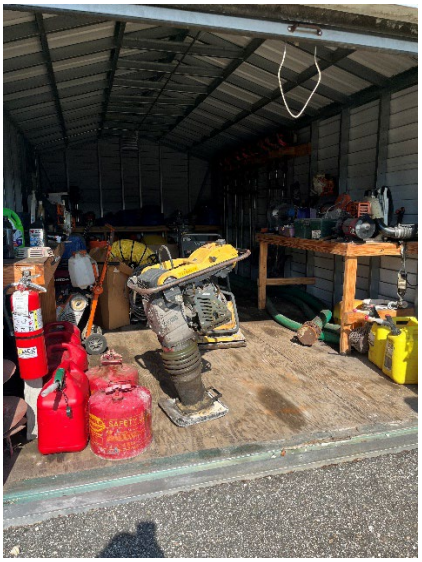


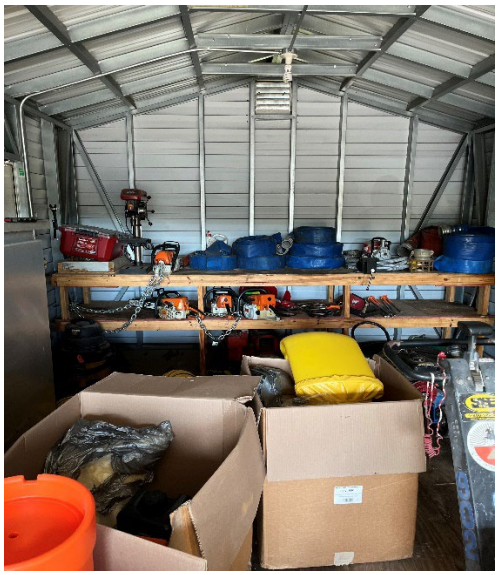
Photos 54-59: South Location (cont.)

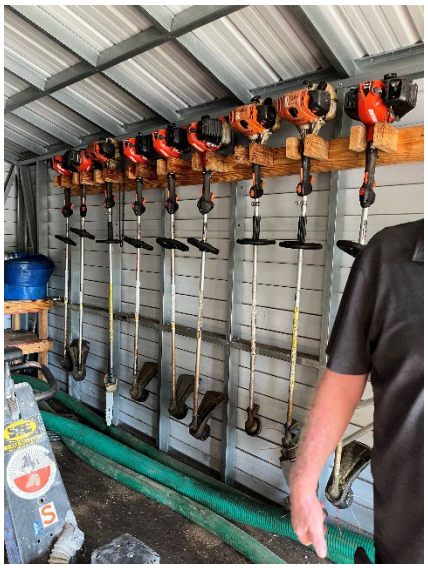












Photos 60-62: South Location (cont.)





