

City of Jacksonville, Florida
911 EMERGENCY ADDRESSING ADVISORY COMMITTEE MEETING
Thursday, May 9th, 2024
Ed Ball Building, 4th Floor Training Room
10:00am

Summary of Meeting Minutes

Members Present

Elysa Chao – Chair
Phyllis Leonard – JSO/911
James Van Gorder – JSO
William Green – JFRD
Marcia Jackson - JFRD
Joyce Smith – PAO

Staff Present

Cherry Pollock – OGC
Evan Brown – GIS Address Specialist
Stephen Nagbe – City Planner I
Ulises Sabato – City Planner I
Rodney Ford – JSO/911

Public Present

Meagan Cochran – Diamond D Ranch (virtual)
Galynna Griffin – Diamond D Ranch (virtual)
David Cawton – Swisher
Council Member Chris Miller – COJ Council
Carol Register – COJ Council

Call to Order

The chairwoman, Elysa Chao, called the meeting to order at 10:15 (Recording #1 11:15)

Verification of Quorum – Quorum Met

The chairwoman, Elysa Chao, asked if there was a quorum, Cherry Pollock confirms that there is a quorum with six members (Recording #1 11:20)

Approval of Meeting Minutes

- Committee member Phyllis Leonard makes a motion to approve the April 29th Community meeting minutes. Marcia Johnson seconds. The vote passes unanimously. (Recording 12:34)
- Committee member Phyllis Leonard makes a motion to approve the March 6th 911 Committee meeting minutes. Joyce Smith seconds. The vote passes unanimously. (12:54)

Ethics Training

- Andrea Myers, the presenter of the training session, introduces herself as the Training and Program Manager for the City of Jacksonville's Office of Ethics, Compliance and

Oversight. (16:00)

- Andrea begins the session with a group discussion about the Committee's history, being on a City Board or Committee, and what each member "why" is for serving on the 911 committee. (17:30)
- Andrea explains that the purpose of Government Ethics is to protect public resources, protect government workers and to promote trust within government by the public. (24:35)
- The group discusses Sunshine Law. The Sunshine Law establishes a high standard of transparency regarding communication between two or more members of the same board, or on a matter that could possibly come before their board in the future for official action. Andrea then outlines what constitutes as "public record" or not. (37:15)
- The committee has a group discussion about the way public records are handled. Emails are never to be deleted as they are seen as public record unless in accordance with the State of Florida's Retention Schedule. (1:01:20)
- Andrea explains Gift Law. Gifts given to committee members and other public officials must not exceed a certain monetary amount. (1:05:00)
- Andrea mentions an important concept of not using any civic position of power for personal convenience or interest in any way shape or form and provides a few examples. (1:11:00)

New Business – A Portion of 15th Street E to Swisher Street

- Stephen Nagbe presents the details of the request to change a portion of 15th Street E to Swisher Street. The applicant, Swisher, requested the name change in commemoration of their 100th anniversary. (Recording #2 1:20)
- Stephen provides an extent map showing the portion along with the property owners affected by this change, who is Swisher, as they own all affected properties. (2:00)
- Phyllis Leonard states her concern that changing a portion of a street segment could cause concern from a dispatch perspective, however since the portion of 15th Street is a dead end, then it should be permissible. (4:00)
- Chair Elysa Chao moves onto public comment. Davis Cawton, from Swisher, asks if the committee has any questions, which the committee did not.
- William Green makes a motion to follow staff recommendation of renaming a portion of 15th Street E to Swisher Street. Phyllis Leonard seconds. The motion passes unanimously. (5:20)

Old Business: Out of Sequence Addresses – Solomon Rd

- Ulises Sabato gives a background of the item. Based on delayed emergency response in the area, the 911 committee decided at the January 3rd meeting that addresses in Solomon Road need to be changed. At the March 6th meeting, the Committee voted to approve the road naming plan that Addressing staff presented and to begin the public notification process. After the Community Meeting held April 29, COJ Development Services and Addressing staff drafted another proposal using roads and names that have been colloquially used in the past. (10:19)
- Ulises presents proposed address maps showing both the proposed new addresses and the existing current addresses. He explains that these address ranges were chosen to allow for some wiggle room to prevent any addressing issue that might

- arise in the future due to new development. (13:15)
- Ulises presents the staff recommendations. These recommendations are to incorporate changes regarding road layout to ensure ease of access for emergency services, incorporate community input regarding roads and their corresponding names, and to address structures as shown within the maps. Ulises also mentions that one of the community suggested names is similar to other roads found within Duval County and should be reconsidered. (15:00)
 - Public comment:: Meagan Cochran, Operations manager at Diamond D Ranch, and Galynna Griffin, Owner of Diamond D Ranch, are present in the Zoom call. (16:30)
 - Galynna and Megan voice some initial concerns, mainly touching on certain structures that do not have address points within COJ data. Chair Elysa mentions that any address discrepancies can be taken care of separately with COJ staff later. (18:50)
 - Chair Elysa Chao asks the two Diamond D Ranch representatives if the proposed unit and base addresses correctly identify primary structures. They do not suggest any changes.
 - Ulises reiterates the staff recommendation. He also provides more detail about the need to choose a different name for "Diamond D Ranch Way" as it is too similar to other roads in Jacksonville.
 - William Green makes a motion to reconsider the proposal that the Committee voted to approve in the March meeting. James Von Garder seconds. The motion to reconsider passes unanimously. (30:24)
 - The committee discusses the staff recommendation that "Diamond D Ranch Way" is too similar to "Diamond Ranch Lane/Drive". Ulises explains that these roads are very nearby and are both accessed off Solomon Rd. (32:15)
 - Chair Elysa Chao clarifies the options: "Diamond D Ranch Way" which is similar to two roads nearby; "Diamond D Way" which is similar to "Diamond C Lane", a road in another part of town; or, one of the road names voted on during the January 3rd Meeting.
 - Galynna Griffin adds public comment: Diamond Ranch Drive/Lane are not associated with Diamond D Ranch; however, UPS, customers and others get confused and accidentally go to that road. Lori Leonard explains to the public why dispatch has concerns about similar road names that access off of the same road. (43:00)
 - Chair Elysa Chao asks for a motion on one of the proposals. James Van Garder moved to approve the new proposal that includes Diamond D Ranch Way S and W. William Green seconded the motion. The motion failed, with two votes "Yay" to four votes "Nay". (Recording 49:00)
 - William Green makes a motion to table this discussion as he believes the Committee is being rushed to a hasty decision due to time constraints. Lori Leonard suggests that if the Committee chooses a name other than Diamond D Ranch Way, that the east/west and north/south portions get different names. James Van Garder also suggests tabling the discussion due to time. (51:30) The item is deferred.

Next Meeting

- A Special meeting will be held on June 5th at 10:00 am on the 1st floor of the Ed Ball Building.

Meeting Adjourned

- Chair Elysa Chao defers the Marina Boat Slip item on the agenda and adjourns the meeting. (52:30)