

City of Jacksonville, Florida
911 EMERGENCY ADDRESSING ADVISORY COMMITTEE MEETING
Wednesday, March 6th, 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
Savannah Marti – ITD/JaxGIS
Joyce Smith – PAO
Chuck Gibson - BID

Staff Present

Cherry Pollock – OGC
Brandi Knoepfel - JSO
Evan Brown – GIS Address Specialist
Stephen Nagbe – City Planner I
Ulises Sabato – City Planner I
Andrew Wiegman – ITD/GIS
Chris LeDew – Chief of Traffic Engineering

Call to Order

The chairwoman, Elysa Chao, called the meeting to order at 10:05 (Recording 5:44)

Verification of Quorum – Quorum Met

The chairwoman, Elysa Chao, asked if there was a quorum, Cherry Pollock confirms that there is a quorum with eight members (Recording 5:50)

Approval of Meeting Minutes

Committee member William Green makes a motion to approve the January 3, 2024 911 Committee meeting minutes. Phyllis Leonard seconds. The vote passes unanimously (Recording 7:07)

Old/Unfinished Business

Nonconforming Addresses: Solomon Road Update

- Evan Brown begins a presentation updating the 911 committee on COJ Addressing's progress regarding the ongoing Solomon Road project (Recording 8:00)
- Evan Brown reiterates the previously discussed issues: Due to a large amount of incorrect data, JFRD was unable to quickly respond to a call they received in the area. Many addresses in the area are addressed off the incorrect roads and are out of sequence, some roads are improperly named, and various map sources (Google, ESRI, etc.) all display different versions of the area. A total of 53 property owners will be affected by the changes approved by the committee in the January 3rd meeting (recording 8:10)
- Based off the action voted on and approved by the committee in the January 3rd meeting, Addressing proposes to name three streets, rename the southern section of Manning Cemetery Rd, and assign new addresses to the properties accessed from these newly named accessways (Recording 9:00)
 - Based off the list of voted on names, addressing has assigned the names:
 - Petting Zoo Rd (newly named private accessway)
 - Lasso Ln (newly named private accessway)
 - Chaps Dr (renamed section of Manning Cemetery)
 - Bovine St (newly named private accessway)
- Evan Brown clarifies that, except for the existing sections of Solomon Rd, these newly named accessways are private (Recording 9:50)
- Addressing recommends that a notification is sent out to the property owners regarding the naming of these accessways. The property owners will be notified of the names voted on by the 911 committee as well as also being given the option to vote on the name of the street they are addressed off of as well as a free response section. (11:30)
- Addressing also suggests that a special 911 Committee meeting is held to discuss this issue with the residents as well as Councilman Randy White. It is decided instead that a community meeting hosted by Councilman Randy White should be held in his district. The Addressing department is to reach out to Councilman White's office in order to start this process (11:45)
- The topic of road signs is also discussed. Evan Brown suggests that a road sign be placed at the intersections of Solomon Rd with Chaps Dr, Petting Zoo Rd, and Lasso Ln, as well as the intersection of Chaps and Bovine. (13:00)
- Two intersections are fully private land - Petting Zoo/Solomon/Lasso and Chaps/Bovine (13:45)
- Christopher LeDew states that a sign post with one sign costs \$400. (14:35)
- Christopher LeDew questions what legal right we need to post signs at the proposed intersections. Cherry Pollock states that the Committee has gone through this process before and will ensure that any easements or other legal requirements are met. (15:45)
- Evan Brown confirms there will be fewer than 5 signs needed for this area. Elysa Chao clarifies that this is a case of the Committee naming roads rather than a private request, in which case the private requester would be responsible for the

- cost of any signage. (17:54)
- Christopher LeDew confirms the City can absorb the cost of the signs (18:40)
- Cherry Pollock suggests that all property owners receive an initial notification letter informing them of the 911 safety issue and inviting them to a special meeting. This letter will also include a name suggestion form. Once the street names have been confirmed after the special meeting, then the property owners will receive another letter confirming their address change and including information about the appeal process. (21:05)
- Cherry Pollock suggests that Staff should talk about placing signs on private property at the special meeting. Elysa Chao suggests informing the relevant property owners about potential sign placement in their initial notification letter so that they are aware it will be discussed at the special meeting. (22:07)
- The Committee discusses the details of a potential special meeting with the affected residents. The Committee decides Staff will contact CM Randy White to set up a special meeting in the community outside of normal working hours. Cherry Pollock recommends that representatives from JFRD, the 911 Coordinator, and Addressing Staff be present at the meeting. (23:31)

Review of Nonconforming Addresses

None

Street Name Changes

Confederate Street to Frazier Place Street Renaming Reconsideration

- Savannah Marti motions to reconsider Confederate Street to be renamed as "Frazier Place", as opposed to "Ben Frazier Street". Lori Leonard seconds. The motion passes unanimously. (29:40)
- Evan Brown explains that the committee originally approved renaming "Confederate Street" to "Ben Frazier Street" during the January 3rd Committee meeting. Property owners were notified, and consent was given. The District Councilmember then proposed a new name of "Frazier Place" rather than "Ben Frazier Street". (30:30)
- William Green inquired about the reasoning behind the reconsideration. Cherry Pollock informed the committee that according to the District Councilmember Peluso, the community preferred "Frazier Place" as opposed to the full name. (32:00)
- Savannah Marti motions to change "Confederate Street" to "Frazier Place". Lori Leonard seconds. The motion passes 7 votes to 1 with Committee member William Green voting in opposition. (33:20)

Public Comment

None

New Business

Domain Drive – Information Only

- Ulises Sabato begins a short presentation about address changes to multifamily development Alluvium at E Town, which is currently under construction (Recording 33:30)

- In order to make the addresses more intuitive for emergency services as well as residents, the numbering scheme of some of the units has been altered. The units are currently being constructed under the original addresses (referred to as Construction Addresses and denoted by the letter "C"). After construction is completed, the units (as well as the associated permits) will switch over to the new addresses (34:00)
- Both addresses are currently in the system, and during construction, the appropriate construction address is to be displayed so that emergency services can find the construction site. (38:00)
- Evan Brown clarifies that once construction has been completed, the appropriate governmental agencies will be notified of the changes (39:50)

Cathedral Apartments

- Stephen Nagbe begins the presentation on the Cathedral Apartments. Addressing staff is bringing this item to the committee for its input on how best to address the development, either each building individually or collectively. Stephen explains how the buildings are built; buildings front all 4 adjacent streets but are accessed by one single accessway off one of those streets. The committee decided it will be best to address the buildings collectively based on the internal accessway. Lori Leonard moved to accept the staff recommendation to address the buildings collectively based on the internal accessway. Joyce Smith seconded. The vote passed unanimously (50:30)

There was no New Business added to the Agenda

Next Meeting

- Due to scheduling conflicts the next 911 meeting will be May 9th, 2024. (57:10)

Meeting is adjourned at 11:12 am (58:53)