



**CITY OF JACKSONVILLE
CITY COUNCIL AGENDA
Virtual Meeting**

IMPORTANT NOTE: Due to COVID-19, this meeting will be hosted virtually on Zoom.

INSTRUCTIONS: You can join the meeting by clicking or entering the following link from your computer, smartphone, or tablet: <https://zoom.us/j/92931019773?pwd=TjBNdlZtWWpobnBoVWMvMkYwN21kdz09>

You can also call **(669) 900-9128**. When prompted, enter the Meeting ID and passcode: **ID: 929 3101 9773**
Passcode: 027726

**CITY COUNCIL
City Council Meeting**

**March 16, 2021
12:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES**
March 2, 2021
b. BILLS LIST
March 16, 2021
- 3) **ADJOURN**

WORK SESSION

- 1) **OPEN WORK SESSION**
- 2) **a. COUNCIL TRAINING BY CITY ATTORNEY**
b. COMPREHENSIVE SAFETY PLAN DISCUSSION
- 3) **ADJOURN**

Please let the City offices know if you will need any special accommodations to attend or participate in the meeting by calling (541) 899-1231. Informational documents for items on this agenda are available for review on the City website www.jacksonvilleor.us. A recording of the meeting will be available on the website within one week of the meeting.

Action minutes along with electronic recordings of the meeting, which may be reviewed on-line on the City of Jacksonville website <http://www.jacksonvilleor.us>.

March 2, 2021 via Teleconference due to COVID-19 Pandemic

1) **CALL TO ORDER (includes call to order and roll call of attendees) 6:00 pm**

Mayor Bowen speaks to Council meeting in Executive Session prior to the City Council Meeting.

Present: Councilors Casaleggio, McClain, Selbe, Thompson (via Zoom), Gregg (joined the meeting at 6:18 pm Via Zoom) and Mayor Bowen

Absent: Councilor Lewis

Staff Present: Administrator Alvis, Finance Director Bray and City Recorder Watson

Mayor Bowen speaks to the virtual platform Zoom and the process for public comment for citizens.

2) **a. MINUTES (minutes from February 16, 2021 meeting)**

Move to: Approval of February 16, 2021 minutes as presented

Motion by: Councilor McClain

Seconded by: Councilor Casaleggio

Roll Call Vote:

Ayes: 5 Councilors Casaleggio, McClain, Selbe, Thompson and Mayor Bowen

Motion Carries Unanimously

b. BILLS LIST

March 2, 2021

Move to: Approval of the Bills List as presented

Motion by: Councilor Casaleggio

Seconded by: Councilor Selbe

Roll Call Vote:

Ayes: 5 Councilors Casaleggio, McClain, Selbe, Thompson and Mayor Bowen

Nays: 0

Motion Carries Unanimously

Councilors ask specific questions regarding the bills list. City Administrator Alvis and Finance Director Bray answers.

Administrator Alvis states that he was corresponding with Councilor Gregg via text regarding logging into Zoom for the City Council meeting. Councilor Gregg is having technical difficulty and is trying to join the meeting.

3) **PUBLIC COMMENT (items **not** on the agenda) limited to 3 minutes per speaker.**

None.

4) **STAFF / DEPARTMENT REPORTS**

a. Admin Department – Jeff Alvis/Stacey Bray / Angela Watson

Administrator Alvis speaks to purchase and storing Meals Ready to Eat (MRE) at New City Hall.

b. Planning Department -Ian Foster

c. Police Department - Chief Towe

d. Fire Department – Interim Fire Chief Painter

- e. **Mayor** – Donna Bowen speaks to:
 - Layout for the next work session
 - Forming an ADA Ad-Hoc Committee

5) **ACTION / DISCUSSION ITEMS**

(The public will be allowed to speak, one time, to certain items during the action/discussion items. In order to speak you must sign in with the Recorder under the item for which you wish to speak)

a. **Rogue Valley Council of Governments – Presentation of 2020 Report**

Public Comment: None.

Councilor Discussion: Administrator Alvis speaks to Michael Cavalerro coming to Council to give report. Michael will be retiring from RVCOG so this could be the last report from Michael. Michael Cavalerro with RVCOG speaks to Council regarding the history and current operations of RVCOG.

Councilor Gregg was having technical difficulties. Joined the meeting at 6:18pm

b. **Small Event Packet – Jacksonville Presbyterian Church**

Public Comment: None.

Councilor Discussion: Richard Schultz 880 Mendolia Way, Central Point speaks to Council regarding the small event packet and request to hold an early sunrise easter service outdoors. Council asks Richard specific questions. Richard answers.

Motion to: Approval of the small event application for Easter Service for 2021 at the First Presbyterian of Jacksonville.

Motion by: Councilor Casaleggio

Seconded by: Councilor Selbe

Roll Call Vote:

Ayes: 7 Councilors Casaleggio, Gregg, Lewis, McClain, Selbe, Thompson and Mayor Bowen

Nays: 0

Motion Carries Unanimously

c. **Appointment of Member to Committee for Citizen Involvement**

Public Comment: None.

Councilor Discussion: Mayor Bowen speaks to vacancy for the CCI. Richard Handler and Jo Stimson speak to Council and answer questions from Council. Each Council member states on record who they voted for.

Richard Handler (0) – None

Jo Stimson (5) – Councilors Casaleggio, Gregg, McClain Thompson and Mayor Bowen

Beth Lindsay (1) – Councilor Selbe

Jo Stimson was appointed to the CCI. Mayor Bowen encouraged the applicants who were not appointed to CCI, to apply for the vacant position with the Citizen Advisory Committee (CAC).

d. **Appointment of Movie Committee Member**

Public Comment: None.

Councilor Discussion: Mayor Bowen appoints Paul Becker to fill the vacant position in the Movie Committee.

e. **Appoint Budget Officer for FY 2021-22**

Public Comment: None.

Councilor Discussion: None.

Motion to: Approve Jeff Alvis appointed as Budget officer.
Motion by: Councilor Selbe
Seconded by: Councilor Casaleggio

Roll Call Vote:
Ayes: 6 Councilors Casaleggio, Gregg, McClain, Selbe, Thompson and Mayor Bowen
Nays: 0
Motion Carries Unanimously

f. Acceptance of FEMA Assistance to Firefighters Grant

Public Comment: None.

Councilor Discussion: Mayor Bowen reads summary for FEMA Assistance to Firefighters Grant.

Motion to: Acceptance of FEMA assistance to firefighters grant.
Motion by: Councilor McClain
Seconded by: Councilor Selbe

Roll Call Vote:
Ayes: 6 Councilors Casaleggio, Gregg, McClain, Selbe, Thompson and Mayor Bowen
Nays: 0
Motion Carries Unanimously

6) COUNCIL AND COMMITTEE REPORTS AND DISCUSSION

- a. Councilor Casaleggio: Recaps the Planning Commission meeting.
- b. Councilor Gregg: No Report.
- c. Councilor Lewis: Absent.
- d. Councilor McClain: Speaks to plan for fire safety project. Working with Councilors Thompson and Selbe.
- e. Councilor Selbe: Speaks to Cemetery orientation for adopt a plot.
- f. Councilor Thompson: Speaks to plan for fire safety project. Working with Councilors McClain and Selbe.
- g. Mayor Bowen: Speaks to Personnel Committee and Executive Session.

7) ADJOURN: 7:16 pm

Donna Bowen, Mayor

Angela Watson, City Recorder

Date approved: _____

**CITY OF JACKSONVILLE
Bills Against the City - City Council
MARCH 16, 2021**

GENERAL FUND - ADMINISTRATION DEPARTMENT

Vendor Name	Description	Amount
A One Exterminators Inc.	Pest control - NCH	105.00
Bi-Mart	bldg. maintenance supplies	15.96
Data Center West	monthly IT services	63.89
Elaine Howard Consulting LLC	work on UR maximum indebtedness	420.00
Jarvis Dreyer Glatte & Larsen LLP	attorney services Feb 2021	1,200.00
Staples Business Credit	supplies	195.18
		2,000.03

GENERAL FUND - PLANNING DEPARTMENT

Vendor Name	Description	Amount
C & K Market Inc.	supplies	49.21
Data Center West	monthly IT services	70.62
Rogue Valley Council of Governments	contract planner - Feb 2021	700.58
Staples Business Credit	supplies	115.23
		935.64

FIRE PROTECTION FUND

Vendor Name	Description	Amount
Data Center West	monthly IT services	27.91
Mercy Flights	medical supplies	1,032.24
Rogue Valley Council of Governments	Grant writing svcs.	301.24
West Coast Hose Repair	Hose repairs	470.00
		1,831.39

POLICE PROTECTION FUND

Vendor Name	Description	Amount
C & K Market Inc.	supplies	56.97
Central Point Cleaners	uniform cleaning	26.00
Connecting Point Computer Centers	computer cable	49.98
Data Center West	monthly IT services	26.78
Linen Services Dry Cleaning	uniform cleaning	260.00
Lockwoods Automotive	vehicle maintenance	8.61
Quality Tire	vehicle maintenance	835.00
Rogue Camera Guys	cameras for PD	2,515.00
		3,778.34

CEMETERY FUND

Vendor Name	Description	Amount
Bi-Mart	leaf bags for cemetery cleanup	55.93
Edge Construction Supply Inc.	first aid kt for PW vehicle	24.97
Hilton Fuel & Supply	topsoil for cemetery	66.00
		146.90

STREETS FUND

Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	244.70
Blackbird Shopping Center	shop supplies	153.02
Edge Construction Supply Inc.	shop supplies	129.60
Ferguson Waterworks	cold mix for street repair	899.10
Hilton Fuel & Supply	wood debris haul away	30.00
Lithia Motors Support Services	equipment maintenance	109.45
Shane Henagin Repair	backhoe repair	190.00
Zumar Industries Inc.	street sign posts & hardware	1,108.14
		2,864.01

WATER FUND

Vendor Name	Description	Amount
Accurate Plumbing Solutions	diagnose water leak	150.00
AlSCO	Janitorial Supplies	244.71
Blackbird Shopping Center	ARV repair parts water maint.	16.58

Vendor Name	Description	Amount
Bradley's Excavation Inc.	hydrant replacement	11,065.50
Budge-McHugh Supply Co.	supplies for service repair	65.48
C & K Market Inc.	water repair parts	35.69
Civil West Engineering Services Inc.	water engineering	1,113.25
Civil West Engineering Services Inc.	SDWRLF engineering	12,978.41
Control Systems NW LLC	work on telemetry	236.26
Data Center West	monthly IT services	26.03
Don's Lock LLC	replace lock @ Laurelwood pump station	184.00
Ferguson Waterworks	air relief valve parts	252.40
Interstate Batteries of the Rogue River	batteries for remote (bay door)	3.98
KAS & Associates Inc.	water engineering	690.00
Neilson Research Corporation	routine water testing	105.00
Rogue Valley Council of Governments	SDWRLF grant management	75.31
US Post Office	bulk mail permit #6 renewal	245.00
		27,487.60
PARKS FUND		
Vendor Name	Description	Amount
Alsco	Janitorial Supplies	489.41
Dazey's - Hubbard's	sprocket for pole saw	9.13
Don's Lock LLC	install deadbolt locks @ Doc Griffin Park restrooms	233.00
Grange Co-Op	supplies for Forest Park	110.89
Grover Electric and Plumbing Supply Co.	supplies for Forest Park	124.36
Jacksonville Chamber of Commerce	VIC reimbursement Feb. 2021	1,474.12
RotoRooter	sewer back up repair	154.50
		2,595.41
CAPITAL PROJECT FUND		
Vendor Name	Description	Amount
Arcadia Environmental Inc.	SRGP expenditures	95.00
The Galli Group	SRGP expenditures	1,361.75
		1,456.75
		TOTAL: 43,096.07
APPROVED BY:		DATE:
Table of Acronyms		
FP	Forest Park	
HPF	Historic Preservation Fund	
JWA	Jacksonville Woodlands Association	
NCH	New City Hall	
O&M	Operation and Management	
PKS	Parks	
PRR	Public Records Request	
ROW	Right of Way	
SAFER	Staffing for Adequate Fire and Emergency Response	
SCADA	Supervisory Controlled and Data Acquisition (part of Telemetry)	
SDWRLF	Safe Drinking Water Revolving Loan Fund	
SRGP	Seismic Rehabilitation Grant Program	
SRAMP	Seismic Risk Assessment and Mitigation Plan	
SCA	Small Cities Allotment	
STR	Streets	
TLT	Transient Lodging Tax	
VIC	Visitors Information Center	
WTR	Water	

CITY OF JACKSONVILLE SAFETY PLAN

Dear Jacksonville City Council, this is a very rough draft of an idea based on things I have been thinking and talking about for a year or so. See what you think. Maybe a Study Session topic? Mike

Overview: A Safety Plan for Jacksonville should include but not be limited to: 1. Fuel reduction in wooded areas in and surrounding the city. 2. Multiple evacuation plans for fire, earthquake and wind disasters, including a specific plan for evacuating the Britt performance area when an audience might be in attendance. 3. A shelter plan for residents who are displaced because of a natural disaster. 4. Plan for mitigating issues with utilities in case of natural disaster (water, electrical, gas, communications). 5. A communications plan for alerting citizens to impending danger and recommendations for action.

Planning Team: At the onset would include: City Administrator, Public Works Director, City Council Representative, Fire Chief, Police Chief, CERT Representative (including Firewise), Jacksonville Woodlands Representative, Britt Representative, Bureau of Land Management Representative, Southern Oregon Land Conservancy Representative, Jackson County Representative and Oregon Department of Forestry. Anticipate other players could be added on an Ad Hoc basis such as the local Red Cross and local churches that are designated places of shelter. An additional consideration might be whether to bring back the standing City Safety Committee that was disbanded some time ago.

Process:

1. The first step would be a Jacksonville City Council study session(s) dedicated to fleshing out the aspects of a Safety Plan.
2. The Mayor appoints an ad hoc planning team and names a Chair.
3. The Chair sets up a series of meetings on the City calendar. These will be public meetings, and, as such, will follow the Oregon public meeting laws. Citizen participation will follow the City Council guidelines.
4. The first order of business should be to establish what City safety procedures are already in place. The Fire and Police Chief, City Administrator, CERT, Britt and the County will be able to help here.
5. As needed, outside resources should be invited to Planning Team meetings.
6. As part of the Safety Plan, a three-to-five-year implementation process should be developed for fuel reduction.
7. The elephant in the room is, of course, Forest Park, but it should not be ignored.

The caveat in all this is how Covid-19 will impact this Planning Team. Some considerations might be to wait until we no longer are required to hold Virtual Meetings or establish a Zoom or the equivalent system for meetings. We might want to wait until the 2nd floor of NCH is available for meetings. The City Council with assistance of City Staff can determine this.

Funding: The meetings themselves should not be a burden other than refreshments such as water, coffee, etc. The major expense would be the necessary fuel reduction piece. Funding sources could include: 1. State and Federal fuel reduction grants. (The Fire Chief is a great resource here). 2. Jacksonville Woodlands financial assistance is appropriate as the Woodlands surrounds a good piece of Jacksonville. 3. The City Budget Committee should request monies for fuel reduction become a part of

the yearly City budget. 4. Other possible funding sources should be explored as they emerge, including individual property owner responsibilities.

City Council Work Session: Emergency Preparedness with an emphasis on fire

The Goal: To make our City and citizens as prepared as possible for a catastrophic event, to ensure our policies support the goals of creating a fire adapted community; to collaborate with local governments, and agencies including BLM, Forest Service, utility companies. The program we are outlining is a 3–5-year undertaking and involves education, communication, policy, fire mitigation efforts and identifying funding sources. At the end of this overview, we have identified several initial steps to undertake within this calendar year (2021.)

I. Education

A. Current status of Jacksonville Fire Dept. (JFD)

1. What is JFD doing to safeguard the town?
2. General operations
3. Specific preparation for a major fire event
4. Inter-Agency Agreements/Collaboration
 1. Mutual Aid agreements with Medford Fire Dept, District 3 & ODF.
 2. CERT
 3. Police & Public Works
 4. Rogue Valley Mobilization Plan (county-wide)
 5. Unified Command for Large Emergencies
 6. Forest Service. BLM. Grayback Forestry. Land Conservancy

B. Firewise

1. Firewise Defined
2. Firewise Jacksonville is eight communities: Ridge Gulch, Timber Ridge, Wagon Trail, Gold Terrace, Vineyard View, Valley Lane, Westmont, & Hangman Way
3. Review effectiveness and consistency of Firewise neighborhoods
4. Encourage creation of additional Firewise neighborhoods

C. Other educational needs

1. Maps, potential evac routes, shelter locations
2. Plans for assisting elderly/disabled & special needs
3. Emergency drills
4. Identify safe shelter zones in throughout the City/neighborhoods
5. Distribute Handouts
 1. Prepare your home
 2. Prepare your property
 3. Landscaping in a fire zone
 4. Building materials

5. Ready, Set, Go
6. Family Emergency Plan
7. Go Bag checklist

II. Communication

- A. EOP
 - a. Needs revision/updating
- B. Britt Evacuation Plan
 - a. Needs review
- C. Sharing of Fire Preparedness materials
 - a. Publication, fliers, Util bill, J'ville Review, website, town halls (virtual)
- D. Sharing of information before, during and after event
 - a. Emergency Notifications
 - i. Reverse 911 County registry
 - b. Evacuation status with updates as situation changes
 - c. How will we know when to return?
 - d. How will citizens be advised?

III. Resilient Landscapes

- A. Fuel Thinning, prescriptive burning of public & private land
- B. Cross boundary landscape collaboration

IV. Policy

- A. Code Enforcement
- B. Code and Planning Guidelines Revision
- C. Urban Growth Boundary Considerations
 - a. Consideration of new developments should be geared away from wooded settings

V. Lessons Learned from the Alameda Fire (Community Survey Results/Ashland)

- A. Recommendations (not comprehensive)
 - a. Improve Emergency Notifications
 - b. Training and education on an inclusive evacuation plan for the entire community-neighborhood by neighborhood including outlying areas. Practice the plan so there is less panic in an emergency.
 - c. Establish more evac routes—even primitive emergency only roads
 - d. Coordinate with the region on emergency planning (County, ODOT, etc.) and improve communications. Plan for all scenarios—loss of power, pandemic, I-5 closure.
 - e. Don't approve any new subdivisions without considering impact on evacuation for the community.
 - f. Better fuel management/weed control—tougher restrictions through ordinances, better enforcement
 - g. Early warnings and proactive measures during Red Flag wind/weather conditions

- h. Work to resolve funding issues in fire department
- i. Address water shortages during Fire Season
- j. Get total Community Buy-In on emergency planning
- k. Work on getting electrical underground
- l. Push the County to take the lead on emergency planning. Cities cannot do it all on their own.

VI. First Steps Action Plan: A Focus for 2021

- A. Create a plan to increase awareness of what is already being done in the City to prepare for an event. Highlight the JFD, CERT, Firewise neighborhoods, interagency agreements, fuel reduction both completed and planned, etc.
- B. Review and revise the City EOP
- C. Review the Britt Evacuation Plan
- D. Create a plan to distribute existing educational materials on emergency preparation
- E. Create and distribute maps showing possible evacuation routes
- F. Inform the community about communication & Emergency Notifications—how will they gather information before, during, and after an emergency.
- G. Plan a Disaster Drill
- H. Work with City leadership on code revisions and enforcement
- I. Work with Firewise neighborhoods to ensure their efforts are consistent in communication protocols, and other tools to aid their communities
- J. Work with non-Firewise neighborhoods to form networks to share resources, communication, etc.
- K. Identify safe zones in outlying areas in the event evacuation is not possible
- L. Work with the County to advocate for resources (ongoing)
- M. Identify funding sources, grants, etc. (ongoing)
- N. Create an opportunity for citizen engagement in this work (ongoing)
- O. Should we assemble an Ad Hoc Committee??
- P. Work with Western Regional Strategy Commission to plan a visit or workshop??

CITY OF JACKSONVILLE EMERGENCY OPERATIONS PLAN

The following is a brief summary of the Jacksonville, OR Emergency Operations Plan (EOP) as it specifically relates to the role the City plays in the prevention/mitigation, public notification and related evacuation provisions related to imminent wildfire. This summary is organized in a manner similar to the information flow contained in the actual document.

The EOP is a set of directives that provides an overall management framework in the support of the City's effort to mitigate, respond to and recover from major emergencies. The EOP was developed by Jacksonville's Emergency Response Personnel, the City Administrator and the Public Safety Committee (which I am told by Jeff Alvis no longer exists). The City Administrator is required to request a review and update of the EOP every five years. This document is not dated so I am unable to determine when the next review will be required.

The EOP defines four phases of Emergency Management:

- 1) **Mitigation** (reducing causes of disasters, risk analysis and fire safety and building codes.)
 - Section 2, III, A. "Hazard Description – Wildfire" (pg 11) states "Jacksonville Woodlands Historical Natural Park and Trail System joins some 284 acres of wooded hillsides. These forested lands owned and jointly managed by multiple agencies resemble large peninsulas jutting into Jacksonville residential areas. The presence of the woodlands within the city limits creates significant wildland/urban interface areas

and the need for constant vigilance from fire protection services.”

- The EOP also includes a special “Annex A” (pg 64) dealing exclusively with wildfire. In Annex A, mitigation measures include community education and involvement by the Fire Prevention Division to identify risks where the wildland and urban areas interface.

2) Preparedness (including planning, training and providing public information as well as staff training and education).

- Annex A also goes on to say in its Preparedness section: “In coordination with the Geographical Information System Department (GIS) and county 911 Centers; the Southern Oregon Regional Communications (SORC) and Rogue Valley Communications (RVCOM), develop and maintain calling system that would enable the city to contact people who might be affected by a major fire.” (**Note**, this section does not define who develops and maintains this system or who would operate it should it become necessary).

3) Response (extraordinary functions and actions taken by government and the private sector to minimize loss of life and property).

- Annex A stipulates that the Fire Department responds to fire emergencies and that Law Enforcement is responsible for traffic control, crime scene security and the assistance of people/animals in the case of an evacuation.

4) **Recovery** (short-term and long-term assistance designed to return conditions back to normal).

Identified Emergencies include Wildfire, Structural Fire, Severe Weather, Floods, HAZMAT, Earthquake, Landslides, Civil Disobedience and Terrorism.

Each department within the city is responsible for developing detailed plans and procedures to meet the directives outlined in the EOP. These plans and procedures are to be updated regularly. These departmental plans and procedures are not included in the EOP because they change from time to time and are unique to each department. Copies of each departmental plan are to be provided to the Emergency Manager (City Administrator or designee) with copies distributed to Emergency Management Staff.

Section 3 “Direction and Control” (pg 14) stipulates that the “**Mayor and City Council** are responsible for declaring a state of emergency”. Section 3 goes on to say that The City Administrator, Public Safety Department Chief and Public Works Director serve as an oversight team to make decisions on situations not covered by pre-planned responses and to make recommendations to the City Council regarding emergency expenditures. (Note: In an apparent conflict with Section 3, the next Section 4 “Assignment of Responsibilities” (pg 21), Parts II A & B state that the **City Administrator** makes the declaration of a State of Emergency according to the line of succession in the city government and is to serve as the Emergency Manager.)

Once an emergency has been declared (in this case, wildfire), the following departments provide these basic functions:

- **Fire Department:** responsible for disaster command coordination, firefighting response, search and rescue, hazardous materials response, providing health and medical services.
- **Police:** coordinates and conducts evacuation as needed; responsible for law enforcement and crime prevention; coordinates with Fire Department to provide warning services to designated areas.
- **Public Works:** responsible for opening emergency routes so that fire and police equipment can reach the disaster area; assists with Alert, Warning and Evacuation Process; It is also responsible to provide vehicles and personnel to evacuate and relocate records and equipment, if necessary.
- **Southern Oregon Regional Communications (SORC):** responsible for primary disaster notification of Emergency Management staff, including the City Administrator, the Public Safety Department Chief and the Public Works Department Director.

Section 5 (pg 26) addresses Emergency Functions including emergency declaration, methods of public alert/warning, and evacuation notification and related assistance. Major public alert mechanisms include Cable Television Alert System, Mobile Public Address System and Door to Door Alert. (Note, there is no mention of a reverse 911 system.)

Formal authority to order an evacuation lies with the City Administrator or designee. Under emergency conditions this authority is delegated to the Incident Commander (Note: I was unable to find a specific definition of Incident Commander (IC). It appears from the Organization Chart on page 16 that the City Administrator appoints the IC. Who specifically gets appointed may depend on the nature of the incident.)

The IC is responsible for the following pre-evacuation activities:

- Identify high hazard areas;
- Identify potential evacuation routes, their capabilities, and vulnerabilities to the hazard; and
- Alert and warn the public at risk.

Section 5, III, D. (pg 29) summarizes the need for evacuation of special populations, including:

- Private and public schools;
- Residence of elder care facilities and adult foster care homes;
- Residential developments for persons age 55 + (i.e. Royal Mobile Estates; and
- Residence in private homes with mobility impairment.

Section 5, III, D. is unclear as to which department is responsible for these special evacuation needs or if a list of such individuals/residents has been created and periodically updated.

END OF EOP SUMMARY

JACKSONVILLE MUNICIPAL CODE

Chapter 8.04 of the Code addresses general Public Nuisances including weeds and noxious growth. Specifically, Section 8.04.110 states “No owner or person in charge of property may permit weeds, invasive plants, hazardous plants or other noxious vegetation to grow upon his/her property. It shall be the duty of an owner or person in charge of the property to cut down or destroy weeds or other noxious vegetation as often as needed in order to prevent the weeds or noxious vegetation from becoming unsightly or **from becoming a fire hazard** or from maturing or going to seed.”

Subsequent sections of 8.04 address the declaration of a nuisance and related notice and abatement procedures. Section 8.04.180 (A) states, in part, that “ Upon determination by the appropriate department that a nuisance, as defined in this Chapter, or any other ordinance of the City, exists, that department shall promptly cause a notice to be mailed to the owner or person in charge of the property and posted on the premises where the nuisance exists direction the owner or person in charge of the property to abate such nuisance.” Included in the notice is a description of the nuisance and a statement that if the nuisance is not removed, the City may abate the nuisance at its own cost and such cost shall be assessed as a lien against the property. The notice must also inform the owner of how to protest the abatement. (It is unclear in section which departments are responsible for determining if a particular nuisance exists).

Chapter 8.08 specifically addresses Fire Hazards. Section 8.08.030 (A) states: “It is unlawful for any owners, occupants, agent or other person in possession of a lot, tract or parcel of land within the corporate limits of the City, to permit grass or other vegetation, excepting shrubs, trees, or crops raised in the ordinary course of husbandry, to become a fire hazard. The Fire Chief shall determine when conditions of the environment deem it necessary to invoke regulated closures and aggressive control of vegetation constituting a fire hazard. The duration of this time period shall be until there is no longer a threat of fire danger, as determined by the Fire Chief.”

Section 8.08.030 (B) goes on to state: “The Fire Chief of designee shall make weekly inspections, as practicable, of lots, tracts, and parcels throughout this time period within Jacksonville on which grass or vegetation is in excess of ten inches in height to determine whether or not any such lots, tracts or parcels of land with such vegetation constitute a fire hazard. If the Fire Chief shall determine that fire hazard exists, the Fire Chief shall cause the hazard to be abated as set forth in Section 8.08.050.” (Note: it is unclear from Chapter 8.08 if the Fire Chief has the authority to declare debris build-up on roofs and in gutters (i.e. Leaves, branches, pine needles, etc.) to be deemed fire hazards, subject to abatement procedures.)

The notice and abatement procedures contained in Section 8.08 are similar, but more detailed, to those summarized above for Section 8.04.180 (A).

END OF MUNICIPAL CODE SUMMARY