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**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**April 20, 2023**

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AGENDA TOPIC: Consideration and possible action to form a committee that will prepare an Emergency Operations Center manual that will cover the standard procedures for handling emergency situations for the City of Fair Oaks Ranch.

DATE: April 20, 2023

DEPARTMENT: City Council

PRESENTED BY: Gregory C. Maxton, Mayor

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**INTRODUCTION/BACKGROUND:**

The ability of our City Staff and supporting agencies to rapidly respond to emergency situations that impact our residents and infrastructure is critical. To meet this requirement, we should have a standard operating procedures manual that at a minimum defines the needed actions for initial responses to emergency conditions facing our City.

This committee would be responsible for preparing a standard operating procedures manual for our Emergency Operations Center.

The manual will include, but is not limited to, defining what an emergency situation is, identifying the specific emergencies we could face, levels of EOC activation, emergency notification protocols, and needed preparations and responses to specific emergency conditions.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Some of the considerations for completing an Emergency Operations Center standard operating procedures are to:

- Minimize injury and loss life during emergency conditions
- Minimize property damage
- Minimize environmental and economic impacts
- Provide timely and accurate information for emergency operations
- Provide for the immediate needs of disaster survivors
- Disseminate emergency information needed for emergency responders and to the public
- Restore essential utilities and services

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

I move to authorize the formation of a committee to prepare an Emergency Operations Center standard operating procedures manual which will cover the actions needed for handling emergency situations for the City of Fair Oaks Ranch. The committee members will be:

Mayor Greg Maxton

Mayor Pro Tem Laura Koerner

Councilmember Scott Parker

Police Chief Tim Moring (Alternate: Lieutenant John Ojeda)

Julio Colunga, Asst Director of Public Works (Alternates: Steven Fried and Jimmy Washer)