



**PUBLIC NUISANCE ABATEMENT BOARD
QUASI-JUDICIAL MEETING MINUTES**

Proceedings before the City of Jacksonville's Public Nuisance Abatement Board taken on
Thursday, August 24, 2023, at 1:00 PM
Exam Room 3, Mezzanine Floor, Jacksonville City Hall
Jacksonville, Florida 32202

I. Call Meeting to Order

Josh Cockrell, Chair, called the meeting to order at approximately 1:05 PM.

II. Roll Call

The Board Clerk confirmed attendance by calling roll:

Members Present

Josh Cockrell, Chair
Adam Edgecombe, Esq., Vice Chair
Scott Turner, Secretary
Mansel Carter
Alex Moye, P.E.
Richard Reichard
James Ricks
Paul Thomas
Randy Wishard

Members Absent

Board Staff Present:

Trisha Bowles, OGC
Vanessa Galan, Board Clerk
Jeremeka Adams, Board Clerk

In Attendance:

Gaby Young, OGC
Erin Mason, OGC
Morris Halyard, JSO
Abby Elliot, JSO

Public attendees were recorded on the sign-in sheets.



III. Changes to the Agenda

- a. None

IV. Review and Approval of Meeting Minutes

Thursday, June 15th, 2023, Board Meeting

A motion was made to approve the June 15th Meeting Minutes.

Motion by Mr. Reichard.

Second by Mr. Wishard.

Motion passed unanimously 9-0.

Thursday, July 27th, 2023, Board Meeting

A motion was made to approve the July 27th Meeting Minutes.

Motion by Mr. Thomas.

Second by Mr. Turner.

Motion passed unanimously 9-0.

V. Board Business – All witnesses having business before the Board were sworn in by the Board Clerk.

The Chair called the following cases:

1. Unfinished Business – Remedial Status Reviews:

a. Status Review of Case No:	PNAB-2022-001
Owner(s) / Operator(s):	FLKNARRS, LLC.
Place/Premises Address:	Franklin Arms Apartments a/k/a Downtown East Apartments 888 Franklin Street Jacksonville, FL 32206
Statute / Ordinance:	Sections 893.03 and 776.08, Florida Statutes Chapter 672, Jacksonville Ordinance Code

Representing the City of Jacksonville, Petitioner:

- Gaby Young, Office of General Counsel, representing JSO
- Erin Mason, Office of General Counsel, representing JSO
- Morris Halyard, Assistant Chief of Community Engagement, JSO



Representing the Property, Respondent:

- Theon J. White, Downtown East Apartments, Project Manger

A motion was made to relinquish jurisdiction.

Motion by Mr. Edgecombe.

Second by Mr. Reichard.

Motion passed unanimously 9-0.

b. Status Review of Case No:	PNAB-2022-002
Owner(s) / Operator(s):	Sunstar OrangePark, LLC
Place/Premises Address:	Red Roof Inn
	6099 Youngerman Circle
	Jacksonville, Florida 32244
Statute / Ordinance:	Sections 893.03 and 776.08, Florida Statutes
	Chapter 672, Jacksonville Ordinance Code

Representing the City of Jacksonville, Petitioner:

- Gaby Young, Office of General Counsel, representing JSO
- Erin Mason, Office of General Counsel, representing JSO
- Morris Halyard, Assistant Chief of Community Engagement, JSO

Representing the Property, Respondent:

- Chris Wickersham, Esq.
- John Jaeger, Proteus Security Agency, LLC
- Bob Patel, Sunstar

JSO provided information about the 14 calls for service from 7/26/2023 – 8/16/2023.

- No qualifying incidents
- One noteworthy Incident: reported 8/11/2023 occurred 8/8/2023

Remedial Measures from Stipulated Agreement:

The respondent e-mailed completed items on 7/25/2023.

1. Updated policies. **Completed**
2. FDOT fence ownership. **Completed**



The City would like the Respondent to stay in the City's jurisdiction through 12/15/2022.

JSO is willing to revisit the case at the October 26, 2023, meeting.

A motion to review the case on the proposed date, October 26, 2023, was made.

Motion by Mr. Edgecombe.

Second by Mr. Turner.

Motion passed unanimously 9-0.

c. Status Review of Case No:	PNAB-2023-003
Owner(s) / Operator(s):	D&P of Jax, LLC
Place/Premises Address:	Super 8 Motel
	5959 Youngerman Circle East
	Jacksonville, Florida 32244
Statute / Ordinance:	Sections 893.03 and 776.08, Florida Statutes
	Chapter 672, Jacksonville Ordinance Code

Representing the City of Jacksonville, Petitioner:

- Gaby Young, Office of General Counsel, representing JSO
- Erin Mason, Office of General Counsel, representing JSO
- Morris Halyard, Assistant Chief of Community Engagement, JSO

Representing the Property, Respondent:

- Rob Heekin, Jr., Esq.
- Mahesh Doshi – Registered Agent

The City called Assistant Chief Halyard to speak on the status of the amended stipulated agreement.

There were 5 calls for service from 7/26/2023 – 8/16/2023.

- No qualifying incidents.

Remedial Measures from Stipulated Agreement:

There was a motion to allow Mr. Heekin 24 hours (end of day 8/25/2023) to provide the following documents to the Board/City/JSO:

- Status of the Agreement with the Tow Company.



- E-mail with paint Quote reflecting the correct date.

Motion by Mr. Reichard.

Second by Mr. Wishard.

Motion passed unanimously 9-0

JSO reviewed the calls for service; there were no new qualifying incidents. Based on their review of the historic events there is a decline in calls.

JSO reviewed CPTED Items.

Items 1-10 were immediate remedies that were ordered to be completed from the June 15th meeting as part of the stipulated agreement.

1. Continue JSO off-duty security through July 31, 2023. **Discontinued on June 13th (money). (Owner advised private company "Tri County Security hired) Documentation not provided. (Extension allowed. Will provide by 9/1/23)**
2. Complete full CPTED with JSO by July 20th, 2023. **Completed.**
3. Revise rental policies to include: seven-day rentals, obtain identification of all room occupants, provide parking passes to registered guests, no backing into parking spaces, and provide a "Do Not Rent" list to OGC and JSO. **Completed. Attorney to provide copy.**
4. Immediately replace the door to room #224 (the door would not close properly). **Completed.**
5. Replace all other doors that are in disrepair (that do not lock). **Not Completed. (labor issue)**
6. Maintain cleanliness of the property by consistently cleaning debris, shopping carts, and trash. **In Progress (daily maintenance).**
7. Provide a quote to fix the "Super 8" sign. **Owner states that they are no longer Super 8, so he turned the sign off – he has access via computer in the office. (working with design company)**
8. Continue to cut back overgrown trees/ shrubs. **Completed.**
9. Provide a quote for brighter/new exterior lighting. **Completed.**



10. Provide a quote to paint the entire complex. **Not provided. (will provide via email by cob 8/25/23)**

30-Day Action Plan

11. Create a customer policy stating the rules and regulations of the property and provide the information to customers when they check in. **Completed**
12. Create or have an employee handbook readily available listing job requirements and company policies- these should address how to minimize nuisance and crime related activity on the property. **Not Completed. (will provide to board by 9/22/23)**
13. Create a Maintenance Log for daily duties that include exterior trash and room repair needs. Create a monthly duties checklist: A/C check, window cleaning, property maintenance, lighting inspection, etc. **Completed.**
14. Contact Animal Control or animal rescue to remove stray cats (2 were seen). Ensure employees and customers do not leave food out for animals; cans of cat food, scattered dry cat food and trash were found at the rear of the property. This contributes to rodent issues and adds to a deteriorating appearance of the property. **Completed as to feeding; recommend contact agency/non-profit to spade/neuter.**
15. Remove the city garbage can located in front of unit 135. This may become accumulated with trash that is not emptied by staff. Ensure the trash receptacles on the property are the same for consistency. **Completed.**
16. Tow disabled vehicles or those with an invalid registration. A vehicle with an expired Alabama tag expired Florida decal was on the property and needs to be removed. **Completed. (requires continuous monitoring)**
17. Install tow signs at the entrance of the building indicating unauthorized vehicles will be towed. Ensure customers have parking passes in their vehicles. **Completed.**
18. Remove leaf debris and trash around the curbing area of the east side of parking lot. Inform the landscapers to collect and dispose of the leaves. **Completed.**
19. Ensure the landscapers pick up and properly dispose of heavy tree debris. Leaving the limbs creates trip hazards and hinders grass growth. **Completed.**



20. Paint over signs of vandalism. **Completed.**
21. Update the street number and current name on the main signage so it is visible.
(Updated message and removed trees blocking visibility, added numerical to board)
22. Remove overgrown shrubbery from pool area. **Completed. (with plans to landscape space in future)**
23. Finalize paint color choice and approve a painter for the project. Begin to repair the wood damage so that it is complete prior to painting. **In progress. (bids have been acquired, color is still to be determined)**
24. Exterior room door repair. Door frames must be replaced or repaired - no cracks or signs of forced entry should be visible on doors or door frames. **In progress.**
25. Interior Locks need to be installed or fixed. **In progress. (electronic locks repaired but interior door stop lock is in progress) (30 days to complete; by 9/22)**
26. Fix broken blinds/ Install curtains or blinds in all rooms. Curtains will remain intact longer than blinds. Window treatments should be uniform throughout the property. Have guests remove any signage from windows. **Completed.**

90-Day Action Plan

27. Wash all exterior windows including windows in doors. **In progress. (30 days to complete; by 9/22)**
28. Consider providing a uniform for staff that states the company name. Customers and other staff benefit from being easily identified on the property. **Not completed. (recommended work vests or nametag. Respondent will provide results by 9/22.)**

Motion to provide security contract, tow agreement, painting email, and registration card by August 25 close of business.

Motion by Mr. Carter

Second by Mr. Edgecombe

Motion passed unanimously 9-0.



By September 1, contract for security company.

Motion by Mr. Wishard

Second by Reichard

Motion passed unanimously.

Motion by September 22, provide the selected paint quote, sign quote, internal locks, uniform solution plan selection, policies for company, and employee handbook, window cleaning progress update.

Motion by Mr. Ricks

Second by Mr. Carter

Motion passed unanimously 9-0.

A motion to have the respondent return to the 9/28/2023 meeting was made.

Motion by Mr. Wishard.

Second by Mr. Thomas.

Motion passed unanimously 9-0.

2. New Business

a. None

The meeting was adjourned at approximately **2:20 PM**.

The next meeting is scheduled for **September 28, 2023**.

CERTIFICATION

Recorded and transcribed by:

A blue ink signature of Vanessa Galan, Board Clerk, is written over a horizontal line.

Vanessa Galan, Board Clerk
Public Nuisance Abatement Board

Approved by:

A blue ink signature of Josh Cockrell, Chair, is written over a horizontal line.

Josh Cockrell, Chair
Public Nuisance Abatement Board