

PUBLIC NUISANCE ABATEMENT BOARD QUASI-JUDICIAL MEETING MINUTES

Proceedings before the City of Jacksonville's Public Nuisance Abatement Board taken on
Thursday, September 22, 2022, at 2:30 P.M.
Ed Ball Building, 214 N Hogan Street, 1st Floor, Jacksonville, FL 32202
Jacksonville, Duval County, Florida

I. Call Meeting to Order

Vice-Chair Josh Cockrell called the meeting to order at 2:40 P.M.

II. Roll Call

Members Present

Josh Cockrell, Vice Chair
Mansel Carter
Adam Edgecombe, Esq.
Assistant Chief Jaime Eason, JSO
Assistant Chief Richard A. Reichard, JFRD
Scott Turner

Members Absent

Bryan Mosier, Chair
Paul Thomas

Board Staff Present:

Trisha Bowles, OGC
Julie Ann Rivera, Board Clerk

Interested Parties Present:

Gaby Young, Office of General Counsel, City of Jacksonville
Coreylyn Brown, Office of General Counsel, City of Jacksonville
Andre Ayoub, Jacksonville Sheriff's Office, City of Jacksonville
Theon J. White, Property Manager, 888 Franklin Street, Jacksonville, Florida 32202

In Attendance:

Public attendees recorded on the sign-in sheets

III. Welcome & Agenda Review

Board Clerk, Julie Ann Rivera, indicated there were no adjustments or changes to the agenda.

IV. Review and Approval of Minutes

1. Thursday, August 25, 2022, Board Meeting



V. New Business:

No new business was brought before the Board.

VI. Old Business:

All present, having business before the Board, were sworn in by the Board Clerk.

The Vice-Chair called the case:

1. Continuation of Case No: PNAB2022-001

Owner(s) / Operator(s): **FLKNARRS, LLC**
Place/Premises Address: **Franklin Arms Apartments,
a/k/a Downtown East Apartments
888 Franklin Street,
Jacksonville, Florida 32206**
Statute / Ordinance: **Section 893.13, Florida Statutes
Chapter 672, Jacksonville Ordinance Code**

Representing the City of Jacksonville, Petitioner:

- Gaby Young, Office of General Counsel, representing the Jacksonville Sheriff's Office (JSO)
- Corelyn Brown, Office of General Counsel, representing the Jacksonville Sheriff's Office (JSO)
- Andre Ayoub, Chief of Patrol Support, JSO

Representing the Property, Respondent:

- Theon J. White, Property Manager, was sworn in by the Board Clerk.

The City called Chief Andre Ayoub to describe the Crime Prevention Through Environmental Design (CPTED) preliminary analysis survey, evidence provided to the Board by the City as composite exhibit of records, completed for 888 Franklin Street. Chief Ayoub spoke on the actions taken on the below items by the Respondent:

A. 30 Day Challenges

1. Sign Trespass Authorization with Jacksonville Sheriff's Office – *Item completed*
2. Begin working toward securing building to limit entry only to residents and authorized guest – *Item in progress*
 - i) Repair four red, exterior doors to self-close upon exit and remain locked from outside – *Two doors installed and two doors in progress*
 - ii) Install alarm to go off if red doors are left propped open – *Item not completed*
 - iii) Install self-close mechanism to front entry gate - *Item in progress*
 - iv) Install magnetized locking system allowing exit only (push bar) to gate at southeast corner of property – *Item in progress*
 - v) Rear glass doors that enter courtyard should self-close - *Item completed*
3. Complete/Continue working on any outstanding citation requirements from city inspectors – *Item in progress*
4. Trim trees blocking light located at the North side of the parking lot – *Item in progress*
5. Trim shrubbery on east side of courtyard to line up with sidewalk with a height of 3ft.- *Item completed*
6. Edge sidewalks of entire property - *Item completed*
7. Purchase Bike Racks and Install (after door repair to allow for space to work) - *Item completed*
8. Develop an addendum for tenants to sign understanding the new key card policy - *Item completed*
 - Responsibility to pay for new keys and number allowed to be issued
 - Consequences if gates or doors are propped open (seven day)
 - Consequences if resident or guest associated with resident damage any door or gate
 - Consequences if resident is found to be manipulating or circumventing properly entering the building (climbing through/breaking windows)

9. Hold an employee meeting to discuss changes, progress, and setbacks. Also address each position's responsibilities and what each position will be held accountable to complete. Provide a means to communicate to supervision if expectations are not being met. – *Item completed*

B. 60 Day Challenges

1. Develop and discuss access control policies through tenant lease/addendum agreement – *Item not completed*
2. Begin installation of access control system to front gate, front door, and rear glass doors (require key card for entry) – *Item in progress*
3. Rear glass doors after installation will lock upon closing from outside, need alarm if left propped open – *Item in progress*
4. Adjust camera system to retain video footage for 30 days or more – *Item in progress*
5. Repair door handles to fire doors leading to each 1st floor hallway – *Item in progress*
6. Install windows or approved metal grating to 1st floor hallway windows and all stairwell windows if they are going to remain open for ventilation – *Item in progress*
7. All vacant units entirely cleared out/emptied – *Item in progress*
8. Get rid of all shopping carts on premises and order maintenance a rolling cart with trash can attachment – *Item in progress*
9. Scrub both stairwells (floors/walls and remove cobwebs from crevices) – *Item completed*
10. Repair handles on stairwell doors and make them self-closing if they are going to stay closed or add fire code magnets to prop doors open – *Item in progress*
11. Discuss/Review/Create contract with Landscapers to follow – *Item not completed*
12. Repair/Add Stairwell lighting and cameras – *Item in progress*
13. Repair any inoperable exterior lights or remove if no plans to repair – *Item in progress*
14. Hold an employee meeting to discuss changes, progress, and setbacks. Also address each position's responsibilities and what each position will be held accountable to complete. Provide a means to communicate to supervision if expectations are not being met – *Constant*

C. 90 Day Challenges

1. Begin securing wall in Maintenance Storage Room and Organizing this area to begin tool/stock inventory – *Item not completed*
2. Organize and inventory all tools and property of value – *Item not completed*
3. Develop a means of accounting for these items at the end of the day – *Item not completed*
4. Continue to clear out vacant apartments – *Item in progress*
5. All apartments should have properly locked doors with strike plates installed on frame with 2–3-inch screws to aid in preventing break ins. – *Item in progress*
6. Begin getting quotes to secure the entire building footprint with fencing – *Item in progress*
7. Re-address pet policy and implementing stipulations in new lease – *Item in progress*
8. Review housekeeper's contract – *Item not completed*
9. Research ideas/plans to address dumpster concerns – *Item in progress*
10. Clean office and lobby (renovate guest waiting area/move maintenance supplies to maintenance storage room) – *Item completed*
11. Clean out community room to prepare for future community events – *Item not completed*
12. Hold an employee meeting to discuss changes, progress, and setbacks. Also address each position's responsibilities and what each position will be held accountable to complete. Provide a means to communicate to supervision if expectations are not being met. – *Constant*

D. Notes and other long-term thoughts:

1. No bikes in stairwells
2. No bikes chained to fence, must use bike rack
3. No propped open doors
4. No trash left outside apartment door
5. Make sure all tenants have a feasible way to communicate with management – *Tenant portal in place.*
6. NEW LEASE WITH DRUG FREE/CRIME FREE ADDENDUM – *Item completed*
7. Order plaques to label each apartment door and room. Secure permanently to wall. – *Item in progress*
8. Clean any signage that has paint spray over or remove/replace if unable to be cleaned – *Item completed*
9. Hibiscus staked to lean away from sidewalk and trimmed – *Item completed*

The Property Owner provided the Board, as evidence, via email, the following item:

- Exhibit 1 – List of completed, in progress, or not yet commenced CPTED recommended security improvements.

The Property Manager stated they will hold a tenant meeting in the coming weeks, as recommended by Board Member Mansel.

JSO Chief Ayoub will report back to the Board on the total number of emergency calls received from the August 25th meeting to-date from the property.

Vice-Chair Cockrell asked the Board if they had any additional recommendations or changes to what was presented by the City?

- Board Member Jaime Eason recommended the Board add the repair and cleaning of all elevators and the back stairwell and finalize the State of Florida Inspection of the back stairwell.
- Board Member Reichard recommended the property obtain a Fire Prevention Inspection of the premises to ensure all is fixed and in compliance.

Following all evidence and discussion, the Board Members through motions, seconds and majority votes established the following:

- Motion for the premises to present a progress report to the Board confirming the elevators have been repaired and are operable, the State of Florida Inspection of the stairwell has been completed, and a progress report every 30-days from Jacksonville Fire and Rescue Department Fire Prevention to inspect the improvements. Motion to adopt the recommendations was made by Board Member Mansel and seconded by Board Member Turner. With no further discussion, the motion carried with six in favor and zero against.
- Motion to adopt the CPTED study findings brought forward, take notice of the items completed so far, note the progress that has been made and note this in an updated order. Motion made by Board Member Edgecombe and seconded by Board Member Reichard. With no further discussion, the motion carried with six in favor and zero against.

Vice Chair Cockrell inquired on the costs awarded to the City and the payment of these from the Property Owner. As of September 22, 2022, the City had not received any payment; the Property Manager will follow-up with the owner regarding the payment.

The Board requested a 60-day status report from the City by November 1st.

There were no additional facts that the City wished to add or change regarding this matter.

VII. Other New Business

1. Poll – Next meeting

Poll was taken and all Board Members are available to attend a continuation of this meeting scheduled for Thursday, December 15, 2022, at the Ed Ball Building, 214 North Hogan Street, 1st Floor, Conference Room 1002, Jacksonville, FL 32202 at 3:00PM during which the Board can review the CPTED study results and finalize the remedies in the order.

2. Poll - New meeting time

The Board Clerk will present new times and dates for Board consideration and poll.

VIII. Next Board Meeting

The next continuation meeting for Case No. PNAB2022-001 is scheduled for Thursday, December 15, 2022, at the Ed Ball Building, 214 North Hogan Street, 1st Floor, Conference Room 1002, Jacksonville, FL 32202.

IX. Adjourn

Vice-Chair Cockrell adjourned the meeting at 3:25 P.M

CERTIFICATION

Recorded and transcribed by:

Julie Ann Rivera – November 3, 2022
Julie Ann Rivera, Board Clerk
Public Nuisance Abatement Board Support

Approved by:

Josh Cockrell – November 3, 2022
Josh Cockrell, Vice-Chair
Public Nuisance Abatement Board