

VACANT PROPERTY REVIEW COMMISSION

Meeting Summary – July 20, 2016

Members Present: Chip Crawford, Karen Deprey, Bill Johnston, Wesley Barringer, Billie Mallory, David O'Neill

Others Present: Jonathan Hollinger, Ken Armstrong, Andrea Brown, Della Horton

Meeting called to order at 10:00am.

Updates

Jonathan reported that the Website/Open Data Portal is updated.

Motion by Bill Johnston, seconded by Karen Deprey to approve the June 16, 2016 summary with a correction that Wesley Barringer was not present at the meeting. Approved unanimously.

Chair Crawford announced that Bill Johnston and Karen Deprey have been reappointed. Billie Mallory has been appointed to the vacant seat. Terms expire 12/31/19 for all three members. Jonathan led a discussion regarding terms and term limits.

Discussion of Bylaws

Jonathan provided a draft copy of Bylaws for the Commission, and walked members through Article by Article. Chair Crawford referenced the titles of members in Article 2(3). He said the name of Home Builders of Lexington Association is changing. Jonathan informed group the language is out of the Ordinance. Karen Deprey asked about Article 6: Quorum. Jonathan said the quorum is dictated by the Ordinance.

Jonathan asked Andrea Brown to provide an interpretation of what constitutes a member that has to abstain. Andrea said if a member is present for purpose of a quorum, that's all that matters. The vote can be cast however the members wish, and the majority prevails.

Jonathan brought up an item that isn't in the draft, but members may wish to add, which is an Article that deals with conflict of interest, that specifies when members are supposed to recuse themselves from vote. Andrea gave an example if a member has a financial conflict of interest, the proper thing to do is recuse from the matter and whether or not you choose to physically leave the room is up to the member; however, the member should notify of recusal before the matter is discussed. If you are abstaining for personal reasons, you may wait and abstain when the vote is called. Discussion occurred among members, and a decision was made that another Article, regarding conflict of interest, is not necessary.

Chair Crawford asked about the terms of officers. Jonathan gave an example of when the Planning Commission Chair is selected by the other members he/she remains chair until the term has expired. He said Vacant Property Commission should have a new election of the chair and vice chair, preferably after the Bylaws are approved. David O'neill suggested that a statement be added to delineate who can serve as members. Wesley Barringer said the term of members is confusing. Jonathan stated this is dictated by the Ordinance; however, the wording could be restated to clarify. Members engaged in a lengthy discussion. Jonathan will make recommended revisions and add as an agenda item for the next meeting.

Discussion of Notification Letter

Jonathan discussed the draft copy of a Vacant Property Notice, provided in member packets. Chair Crawford ask that "failure to respond to this notice or correct the violations listed above will result in additional property tax for this property" be edited to say may result, and delete statement (lack of water service for at least 12 months). Members discussed the time line for sending out notices and the inspection cycle.

Assessment of Vacant Property/David O'Neill

David O'Neill stated he is required, by statute, to physically inspect every piece of property once every four years, and that's typically when reassessments happen. We assess the property when we do the field inspection; however, the constitution says the PVA will place 100% fair cash value every year. If something is brought to my attention, by law I am required to make it correct; things like a building permit or showing up on a vacant property list would be a flag. When we get the vacant property list, we look at it to make sure that we are assessing correctly. We are required to review any citizen's property that calls my office and says he/she doesn't think assessment is correct Members discussed how the assessments affect the penalty/fines, etc.

Jonathan announced the next meeting will be August 17th at 10:00 A.M., first floor conference room, Phoenix Building.

Motion to adjourn by Wesley Barringer, seconded by Karen Deprey. Approved unanimously.

Meeting adjourned at 11:00am.

Audio Available: Yes

Video Available: No

Prepared By: Della Horton/Jonathan Hollinger