

**ADMINISTRATIVE VIOLATION REVIEW BOARD
MEETING MINUTES**

September 14 – 2:00pm
City Hall, Fourth Floor Conference Room

	<u>Name</u>	<u>Attendance</u> (mtgs attended-mtgs absent)	<u>Term of Office</u>
MEMBERS PRESENT:	Doug Brownfield	(03-0)	4/29/23
	Don Daffron	(17-0)	4/29/26
	Mary Kottenstette	(18-2)	4/29/25
MEMBERS ABSENT:	Jason Eslinger	(14-2)	5/27/24
STAFF PRESENT:	Juston Carr, Property Maintenance Manager Tiffany White Property Maintenance Inspector Jason Soper, Assistant City Attorney Carol Flury, Recording Secretary		

Kottenstette called the meeting to order at 2:03pm.

ROLL CALL – Three (3) members were in attendance, quorum present. Daffron - present, Kottenstette – present, Doug Brownfield – present.

APPROVAL OF MINUTES

Motion to approve May 4, 2022, minutes as written by Brownfield; second by Daffron. Verbal vote taken; Ayes - 3, Nays - 0. **MOTION PASSES.**

NEW BUSINESS

A. CASE NUMBER AP23-26615- A request for review by Robin Widner, 3430 Pickett Road, for Violation of Section 15-26: Maintenance of Property – Weeds and Rank Growth of Vegetation – for failure to finish cutting along the property lines in back, weeds/tall grass and rank growths of vegetation over 7” in height. Viewed 8/2/22. PM22-07659

White presented her case.

Widner responded. The Board made recommendations for keeping the property maintained.

Daffron made a motion to extend deadline to six weeks to enable them to complete what is required and keep it maintained. At that time, White will go out and, if it has been maintained, she will dismiss the penalty in the amount of \$450; second by Kottenstette. **VOTE:** Brownfield – aye, Daffron – aye, Kottenstette – aye. Ayes – 3; Nays - 0. **MOTION PASSES.**

UNFINISHED BUSINESS - None

PUBLIC COMMENT – None

ADJOURNMENT

By general consent, the meeting adjourned at 3:22pm.

Minutes respectfully submitted by Carol Flury, Recording Secretary.

2022 NOV 29 AM 9:58

CITY CLERK