

**Bristol Tennessee Better Property Board**  
**Meeting Minutes**  
Easley Municipal Annex  
104 8<sup>th</sup> Street | Bristol, TN 37620  
September 22, 2022  
5:00 PM

***Members Present:***

Pamela Offield, Chairwoman  
Lonnie Barrett, Secretary  
John Taylor  
Pamela Ley

***Staff Present:***

Cherith Young, Director of Community  
Development and Planning  
Kim Lester, Code Administrator  
Cari Seaton, Staff Attorney  
Bretta Morenings

***Members Absent:***

Randall Cook, Vice-Chairman

**I. CALL TO ORDER AND ROLL CALL**

Pamela Offield called the Bristol Tennessee Better Property Board meeting to order at 5:07 PM Thursday, September 22, 2022. A roll call was performed, and a quorum was declared.

**II. APPROVAL OF MINUTES**

Lonnie Barrett motioned to approve minutes from the August 25, 2022 meeting. Pamela Ley seconded the motion. The vote in favor was unanimous.

**III. PRELIMINARY INVESTIGATIONS**

**A. 2931 Broad Street, Unit 132**

Kim Lester discussed the property condition and stated she is working with Animal Control to remove the remaining felines. To date, Animal Control removed 24 living felines and four deceased from the property. As of 9/22/22, only one bid to make the property habitable was received.

Pamela Ley motioned to hold a public hearing on October 27, 2022, due to unsanitary structure, unsafe conditions, health and sanitation violations, etc. John Taylor seconded the motion. The vote in favor was unanimous.

**B. 1709 Anderson Street**

Kim Lester discussed the structure fire that occurred on April 27, 2022, and stated she originally was in contact with the property owner's brother but has not been able to connect with anyone since. The property is not being maintained, but the City recently mowed the grass.

Lonnie Barrett motioned to hold a public hearing on October 27, 2022, due to unsanitary structure, unsafe conditions, health and sanitation violations, fire damage, etc. Pamela Ley seconded the motion. The vote in favor was unanimous.

**C. 6045 Old Jonesboro Road**

Ms. Lester stated the structure was vacant sound, but the deck/porch area was unsecure and presented an injury hazard due to exposed nails, broken decking, etc.

John Taylor motioned to hold a public hearing on October 27, 2022, due to unsafe conditions, fall and injury hazards, attractive nuisance, etc. Pamela Ley seconded the motion. The vote in favor was unanimous.

#### **IV. PUBLIC HEARING**

##### **A. 515½ Queen Street**

**Guest Name: William Luttrell Attorney representing Freedom Mortgage LLC**

Ms. Lester stated the property has been cleaned up some – the owner removed a few vehicles and contractors, and Freedom Mortgage sent representatives to monitor the property. The mortgage holder sent non-FHA-approved contractors to the property to assess it for bids for repairs. Mr. Luttrell stated estimates are required for FHA as this is a HUD loan. The mortgage company will then take orders from HUD to determine the next steps. Due to Freedom Mortgage's guidelines regarding the upkeep of vacant housing, Freedom Mortgage must maintain the house while it is vacant to prevent it from being demolished, etc. Mr. Luttrell stated Freedom Mortgage would pay for the repairs and bill the property owner. Mr. Luttrell does not anticipate the decision taking longer than a month. Ms. Lester stated she was in constant contact with one neighbor, and a second neighbor routinely contacts the Code Enforcement Department regarding the property. She noted the neighbors call the police whenever they see the property owner on-site. Ms. Offield stated the City will issue an order of repair to start the repairs process with Freedom Mortgage even though the home has a high replacement cost. Ms. Offield stated there was no deadline for the repair.

Lonnie Barrett motioned to issue an order to repair due to unsafe structure and conditions, health and sanitation violations, junk and debris, etc., and requested a progress report at the October 27, 2022 meeting. Pamela Ley seconded the motion. The vote in favor was unanimous.

##### **B. 813 Leona Street**

**Guest: Debbie Frazier**

Ms. Frazier discussed the unsafe and unsightly conditions of the property. The owner was hand-served the notice to attend the meeting on 9/22/22 but was not present for the meeting. Ms. Lester stated the grass would be cut prior to the 60 days expiring.

Lonnie Barrett motioned to issue an order to demolish the structure due to it exceeding more than 50% of the assessed value and unsafe conditions, etc. within 60 days. John Taylor seconded the motion. The vote in favor was unanimous.

##### **C. 310 Morris Street**

Ms. Lester stated the property was sold in a trustee sale in August and was purchased by Sandra Armstrong, a known property rehabber. Due to ownership transfer, proper notice was not given, therefore a public hearing/issuing an order of repair is contingent upon properly notifying the new owner. Ms. Offield stated the board would review this property during October's meeting.

John Taylor motioned to reschedule the public hearing for the October 27, 2022 meeting due to unsafe conditions, fire damage, etc. Lonnie Barrett seconded the motion. The vote in favor was unanimous.

#### **V. TRASH AND DEBRIS**

None.

## **VI. OLD BUSINESS**

None.

## **VII. PROGRESS REPORTS**

### **A. 1133 Anderson Street**

Ms. Lester noted that Mr. Mottern was not present for the meeting. She stated the grass is still an issue, but the exterior is in better shape than it has been in 5 years.

Pamela Ley motioned to close the file due to the completion of exterior work. John Taylor seconded the motion. The vote in favor was unanimous.

### **B. 1215 5<sup>th</sup> Street and 102 E Cedar Street**

#### **Guest Name: Martha Moore representing Taff and Frye**

Ms. Lester stated the windows are on order and noted that a large portion of the overgrowth has been removed. The remainder of the debris is divided into segments to be hauled off. The representative stated they will continue property maintenance and repairs regardless of the pending road development. The representative stated the portion of the building adjacent to the roadwork would either be repaired or demolished dependent on the future road reconstruction.

Overall progress (repairing part of the structure or demolishing it) is dependent on the city's completion of the roadwork. Ms. Offield stated that work on the property should continue despite the City's progress with the road. The representative confirmed.

Pamela Ley motioned to have a progress report on January 26, 2023. Lonnie Barrett seconded the motion. The vote in favor was unanimous.

### **C. 1105 Broad Street**

Ms. Lester stated the new property owner has no contact information available other than the property. She stated she has left multiple notes on the door and attempted to make contact multiple times to no avail. She noted household items are being moved out of the property and stated neighbors believe the former owner is still residing inside. Ms. Lester placed a notice on the property that informed the owner of the public hearing and requested the owner remove the garbage. She is unsure of who removed the garbage, but noted it was no longer on the property. Ms. Lester stated she would contact the attorney who oversaw the sale of the property to obtain the current owner's information.

John Taylor motioned for a continuance and progress report at the December 1, 2022 meeting due to a change in property ownership, exterior repairs, and garbage, etc. Pamela Ley seconded the motion. The vote in favor was unanimous.

### **D. 1300 Anderson Street**

Ms. Lester stated the property is still in the same condition depicted in the images she presented from September 13, 2022, and that the property owner paid to have it demoed. The board inquired about the demolition company's timeframe for moving the debris. Ms. Lester stated the company in question takes longer to finish jobs, but historically, completes them. Ms. Lester informed the board if the demolition company does not take any action by December, their permit will expire.

Pamela Ley motioned to have a progress report at the December 1, 2022 meeting to confirm the debris is removed from the property. John Taylor seconded the motion. The vote in favor was unanimous.

**VIII. FUTURE PROGRESS REPORTS**

- A. 902 Windsor Avenue 10/27/22
- B. 514 Queen Street 12/1/22
- C. 2089 King College Road TBD Litigation

**IX. ADJOURNMENT**

With no other matters to present to the board, Chairwoman Pamela Offield adjourned the meeting at 6:00 PM.

  
Pamela Offield, Chairwoman