

**From:** [Carol Duncan](#)  
**To:** [Maria Resendez](#)  
**Cc:** [David L. Cooley](#)  
**Subject:** FW: 100 W. Washington letter and documentation  
**Date:** Tuesday, August 19, 2025 2:58:53 PM  
**Attachments:** [CityJboroMayor\\_20241018\\_112710.pdf](#)

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**From:** Brian Richardson <BRichardson@jonesboro.org>  
**Sent:** Friday, October 18, 2024 11:10 AM  
**To:** jmatthewcoe@westmemphisattorney.com  
**Cc:** Carol Duncan <CDuncan@jonesboro.org>  
**Subject:** 100 W. Washington letter and documentation

Hello Mr. Coe,

Per our conversation yesterday please see the attached letter and supporting documentation regarding the 7 day pre-condemnation notice for 100 W. Washington Ave, Jonesboro

If you have any questions please do not hesitate to reach out to either myself or Carol Duncan.

Thank you for allowing electronic delivery service of this notice on behalf of Andy Smith /  
Laurel Park LLC

Brian Richardson

#### NOTICE OF CONFIDENTIALITY

NOTICE OF CONFIDENTIALITY. The information transmitted herein is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, re-transmission, dissemination or other use of this information by anyone other than the intended recipient is prohibited. If you receive this in error, please contact the sender and destroy all records of the transmission.

[City of Jonesboro AR](#)

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City of Jonesboro AR



*CITY OF  
JONESBORO*

October 17<sup>th</sup>, 2024

Mr. Matthew Coe,

As counsel to Andy Smith / Laurel Park LLC, the owner of real property located at 100 W. Washington, Jonesboro AR, the City of Jonesboro seeks to notify your client of matters of concern on the property. While the City of Jonesboro understands that Mr. Smith is not currently the responsibly party of record for the building of concern, we believe notifying the owner of real property beneath the structure of potential future liabilities and offering an opportunity for remedy is a reasonable accommodation and proper regarding this matter.

As you are aware, on September 25<sup>th</sup> the City of Jonesboro identified possible safety hazards on the exterior of the former Citizens Bank building located at 100 W. Washington. The City of Jonesboro engaged North Delta Engineering for a structural analysis of the building, you were provided with a copy of that report. The City of Jonesboro hereby officially notifies you that the 100 W. Washington property has been deemed a safety hazard and requires immediate remedy.

The City of Jonesboro intends to begin condemnation procedures on this property on Thursday October 24<sup>th</sup>, 2024, unless actions are taken within 7 calendar days that include contractually engaging an approved construction professional to immediately remedy the areas of concern and allow for Main Street to be safely reopened to traffic.

All costs for incurred by the City of Jonesboro to remedy safety hazards will be documented and Mr. Smith could be subject to future liens or financial penalties placed on the property.

A similar letter has been sent to Mr. Hunter Hanshaw, legal counsel for Bruce Burrow / One Main Square LLC.

We appreciate your immediate cooperation in this matter. If you have any questions about the process, please do not hesitate to contact me or City Attorney Carol Duncan.

Thank you,

Harold Copenhaver  
Mayor of Jonesboro



1914 E. Matthews Ave  
Jonesboro, AR 72401  
Phone: 870-219-3438

October 3, 2024

## PHASE 1 IMMEDIATE ACTION REPORT

Report by:

Jordan Lane, PE, SE  
Structural Engineer  
North Delta Engineering  
1914 E. Matthews Ave.  
Jonesboro, AR 72401  
AR License No.: 12969

Report for:

**City of Jonesboro**  
300 Church Street  
Jonesboro, AR 72401

Building Location: 100 W. Washington Ave., Jonesboro, AR



Building Located at 100 W. Washington in Jonesboro, Arkansas  
(Previously the Citizens Bank Building)

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## **Introduction**

This report will address the building located at 100 W. Washington which is commonly known as the old Citizens Bank. The building is a 7-story structure with a basement and penthouse which is located at the northeast corner of the building. Per the available historic information of the building, the original 4-story building was constructed in 1954 and then 3 more levels plus the penthouse were added on top of the original 4-story building. The lower 4-story building is understood to be constructed out of concrete columns and a concrete floor slab with some masonry veneer. The 3-story addition (floors 5 through 7) are constructed using steel columns and a steel floor structure that supports a concrete slab.

On September 25, 2024, North Delta Engineering did a brief visual inspection of the building due to concern of the east wall structure deflecting outward toward Main Street. At that time, it was decided to close Main Street to traffic due to a structural concern of the east side wall structure. A more thorough structural inspection was made on October 1, 2024 to determine the immediate risk of the east side wall structure and to provide recommendations related to the wall structure. A more thorough inspection of the building structure and other wall structures can be made in the future after the immediate concerns have been addressed.

## **Discussion and Recommendations**

### **Immediate Risk of Structural Elements**

There are two areas where the exterior wall structure appears to have lost lateral support, and the wall structure has moved away from the building and is deflecting out to the east towards Main Street. See figure 1 and figure 2 below and photo 1 showing these areas. The wall structure area furthest north (between the stairwell and elevator structure) has moved the most and is the most concerning at this time. The area of concern for wall area N-1 is located between the 5th and 7th floor of the building between the stair structure and elevator structure. The area of concern for the wall area N-2 is more isolated and occurs above and below the 6th floor level.

The wall area around area N-1 (reference figures below) consists of vertical architectural precast concrete elements between porcelain enamel panels. The vertical architectural precast elements are considered non-load bearing elements and are primarily only carrying their own self-weight. The building structure is supported by steel columns and steel floor members that supports the concrete floor slab. The wall areas around area N-2 consists of vertical architectural precast elements between glass wall panels.

Wall area N-1 is deflecting outward (towards the east) several inches and appears to be at risk of collapse. The lateral ties from the steel beams to the vertical precast elements at area N-1 have been compromised and appears to have lost support for at least a twenty foot vertical length near the 6<sup>th</sup> floor level. Area N-2 is also deflecting outward (towards the east) several inches but does not appear to be as concerning as wall area N-1 at this time.



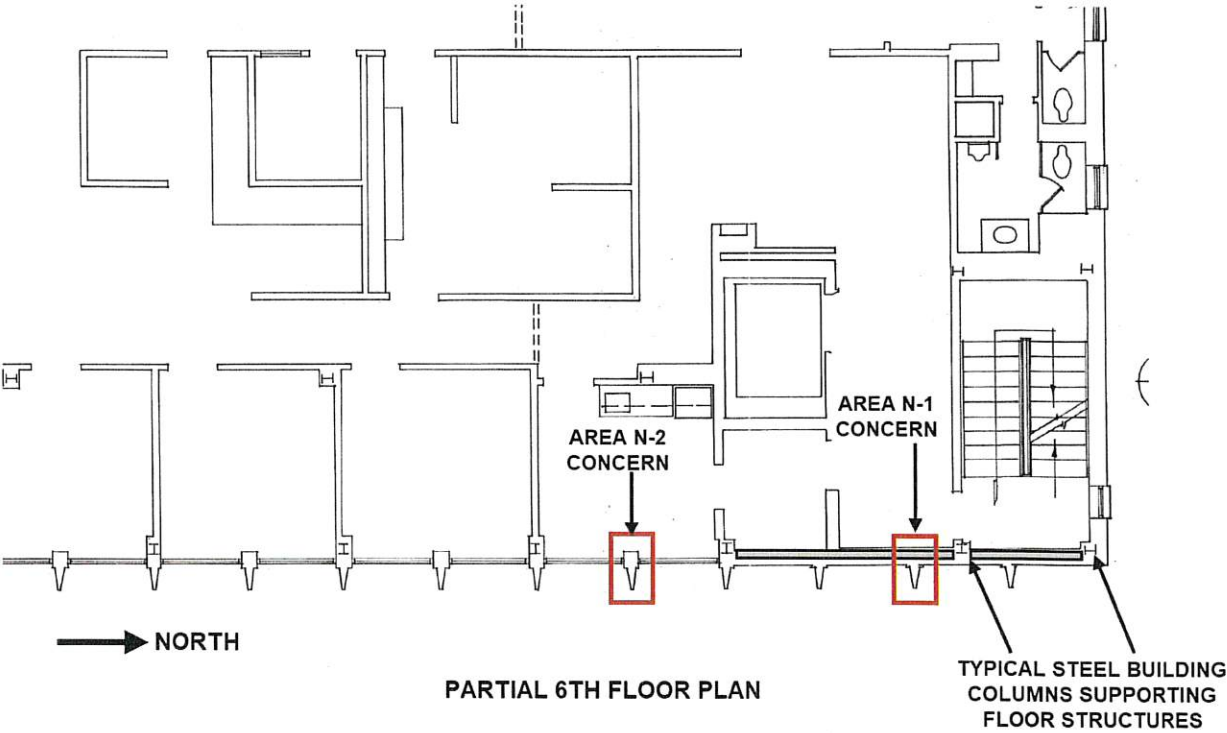


Figure 2: Floor Plan Showing Wall Areas That Have Lost Substantial Lateral Support



**Photo 1: East Wall Elevation Showing Deflecting Wall**

### **Access to the Building**

Due to the potential risk of falling precast concrete elements over the Main Street entrance, it is recommended to no longer use the Main Street entrance and only use the Washington Avenue entrance to the building on the south side of the building.

### **Protection Wall in Front of First Horizon**

Due to the risk of the vertical architectural precast concrete elements collapsing and falling away from the old Citizens Bank building, a protection wall is recommended to be constructed on the west side of the First Horizon building (located at 420 S Main Street) and on the west side of the Mutual of Omaha building (located at 408 S Main Street). The wall is recommended to be approximately 64 feet long and 16 feet tall to potentially protect any falling debris from entering or damaging the occupied these

two buildings. See figure 3 below for the recommended wall layout. The wall can be constructed approximately 32 feet north and 32 feet south of the unstable vertical precast at area N-1.

The wall is recommended to be constructed using steel scaffolding with 2x6 wood studs at 16-inches on center and attached to the scaffolding structure. The 2x6 wood stud wall should have 1 layer of 3/4-inch plywood nailed to each face of the wood studs. A lower diagonal 2x6 wood stud brace at 32-inches on center can be added at the bottom of the wall for additional lateral strength. A typical detail of the scaffolding and wood stud wall can be provided as needed.

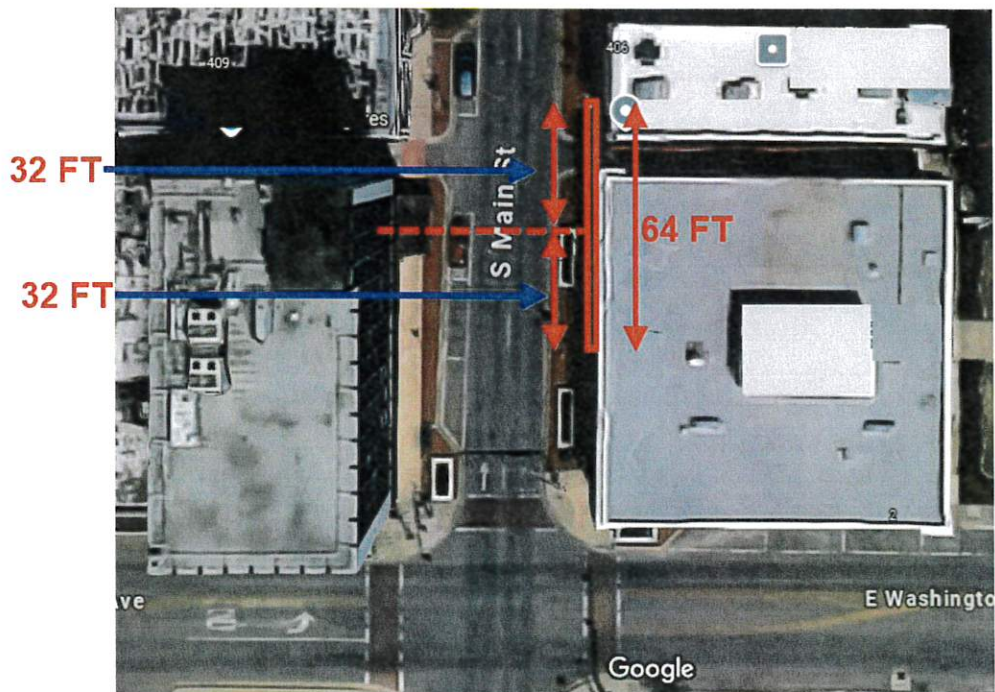


Figure 3: Aerial View Showing Recommended 2x6 Wood Protection Wall Location

#### Adding Lateral Bracing to Concrete Precast Columns

After the scaffolding and wood protection wall is constructed, it is recommended to add lateral bracing to the vertical precast concrete elements at area N-1 and N-2. This should be done before any other work or demolition begins on the structure. The lateral bracing should be made to area N-1 near the 5th and 6th and 7th floor levels and can be extended into the building and anchored to the concrete floor slab or some other solid structure. The lateral brace can be in the form of steel angles to grab the vertical precast concrete elements and stabilize them and possibly even pull them back into the building slightly. A licensed contractor should be engaged to add the lateral bracing to areas N-1 and N-2 before any façade removal begins.

10/03/2024

### Partial Façade Removal

After the lateral bracing is added to areas N-1 and N-2, it is recommended that portions of the east wall façade be demolished down to the 5th floor level (or the original roof elevation). The amount of façade that is to be removed can be a short term or a long term solution and should be discussed with the team. After portions of the façade are removed down to the 5th floor level, this will provide the opportunity to examine the east wall façade at this level and verify the structural integrity of the remaining wall structure below the 5th floor level. This will also provide an opportunity to inspect and discuss the brick veneer at the northeast and north side of the building.

In order to prevent wind loads from getting in the upper floors of the building after the existing façade has been removed, additional wall structure may need to be added to the east wall structure. Or consideration of the entire upper wall structures to be removed can be made.

### Conclusion for Preliminary Findings

The recommendations made in this report are to address the immediate concerns of the unstable east wall structure. The recommendations may need to be modified based on whether the city officials want to provide a short term solution or a longer term or permanent solution. Additional details and design can be provided for the recommendations made in this report.

Additional investigation and structural evaluation are recommended as the project progresses. One area of interest for the long term stability and condition of the building is the connection of the three story steel structure that was added to the original four-story structure, and this has not been investigated yet. As existing information and construction details are gathered by the team, additional investigation and evaluation of other wall areas should be made (such as the south and west walls and other portions of the east wall).

Until the unstable elements on the east wall of the old Citizens Bank building are secured or removed, it is not possible to predict the risk of damage to the adjacent structures and their occupants from potential falling debris.

I appreciate the opportunity to provide this letter. Please contact me with any questions or concerns.

Sincerely,



Jordan Lane, PE  
Structural Engineer  
**NorthDelta Engineering**  
1914 E. Matthews Ave.  
Jonesboro, Arkansas 72401  
Phone: 870-219-3438  
email: [jlane@northdeltaengineering.com](mailto:jlane@northdeltaengineering.com)



10/03/2024



DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT

**COMMERCIAL BUILDING INSPECTION REPORT**

DATE OF INSPECTION:	<b>09-25-24</b>
PROPERTY ADDRESS:	<b>100 W WASHINGTON</b>
PROPERTY OWNER:	<b>BRUCE BURROW</b>

\*The building located at 100 W. Washington is a 7-story building with a basement and penthouse located at the northeast corner of the building. Per the available historic information of the building, the original 4-story building was constructed in 1954 and then 3 more levels plus the penthouse were added on top of the original 4-story building. The lower 4-story building is understood to be constructed out of concrete columns and floor slab with some masonry veneer. The 3-story addition (floors 5 through 7) are constructed using steel columns and a steel floor structure that supports a concrete slab. The building has been vacant since 2000.

\*After a brief visual inspection of the building due to concern of the wall structure deflecting outward toward Main Street. At that time, Main Street was closed to traffic due to a structural concern of the east side wall structure. A more thorough structural inspection was made on October 1, 2024 to determine the immediate risk of the east side wall structure and to provide recommendations related to the wall structure.

\*There are two areas where the exterior wall structure appears to have lost lateral support, and the wall structure has moved away from the building and is deflecting out to the east towards Main Street.

\*Wall area N-1 is deflecting outward (towards the east) several inches and appears to be at risk of collapse. The lateral ties from the steel beams to the vertical precast elements at area 1 have been compromised and appears to have lost support for at least a twenty foot length near the 6th floor level.

Area 2 is also deflecting outward (towards the east) several inches but does not appear to be as concerning as wall area 1 at this time.

\*Due to the potential risk of falling precast concrete elements over the Main Street entrance, it is recommended to no longer use the Main Street entrance and only use the Washington Avenue entrance to the building on the south side of the building.

In addition to the structural faults of the property.


\*Most of the exterior doors and many windows are boarded up.

The rubber roofing has come loose and blowing off the building. Metal flashing falling from the building. The siding from the two story part of the building have been removed exposing raw masonry and old broken windows with loose insulation exposed only adding to the blight of the building. The upper floors have water damage from the HVAC units being blown off the curbs letting water go directly into the building. Ceiling tiles and light fixtures are hanging from the ceiling on all floors. Most of the floor coverings from each floor have been removed. The building has no Electric, Water or working plumbing, no HVAC. All mechanical, electrical, and plumbing are outdated and would need repaired or replaced.

It is my opinion that the building should be razed or repaired immediately to protect the health, safety and welfare of the citizens.

In my opinion, this structure		Is	X	Is not	Suitable for human habitation.
In my opinion, this structure		Is	X	Is not	Physically feasible for rehabilitation.
In my opinion, this structure		Is	x	Is not	Economically feasible for rehabilitation.
In my opinion, this structure	X	Is		Is not	A public safety hazard and should be condemned immediately.

**EMERGENCY ACTION IS WARRANTED: YES X NO**

Tim Renshaw, Chief Building Inspector	Other Signature
	

Municipal Building, 300 South Church Jonesboro, AR/ Phone 870-336-7194/Fax 870-336-1358