



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Finance & Administration Council Committee

Tuesday, August 26, 2025

4:00 PM

Municipal Center, 300 S. Church

1. CALL TO ORDER

2. ROLL CALL (ELECTRONIC ATTENDANCE) CONFIRMED BY CITY CLERK APRIL LEGGETT

3. APPROVAL OF MINUTES

[MIN-25:071](#) Minutes for the Finance Committee meeting on Tuesday, August 12, 2025

Attachments: [Minutes](#)

4. NEW BUSINESS

RESOLUTIONS TO BE INTRODUCED

[RES-25:106](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 100 W. WASHINGTON, PARCEL 01-144183-42300, OWNED BY LAUREL PARK, LLC IN THE AMOUNT OF \$3,293,122.07

Sponsors: Code Enforcement and Finance

Attachments: [01. 100 W Washington Notice of Violation.pdf](#)
[02. 100 W Washington Billing Request.pdf](#)
[03. 100 W Washington Demo Invoice.pdf](#)
[04. 100 W Washington Council Notice.pdf](#)

[RES-25:107](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1400 MERRYWOOD, PARCEL 01-144203-16200, OWNED BY TONYA R HINDS IN THE AMOUNT OF \$315

Sponsors: Code Enforcement and Finance

Attachments: [01. 1400 Merrywood Notice of Violation.pdf](#)
[02. 1400 Merrywood Billing Request.pdf](#)
[03. 1400 Merrywood Mowing Invoice.pdf](#)
[04. 1400 Merrywood Council Notice.pdf](#)

[RES-25:108](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1617 RICH ROAD, PARCEL 01-143252-25000, OWNED BY RANDOLPH & JUDITH REYNOLDS IN THE

AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 1617 Rich Rd Notice of Violation.pdf](#)
[02. 1617 Rich Rd Billing Request.pdf](#)
[03. 1617 Rich Rd Mowing Invoice.pdf](#)
[04. 1617 Rich Rd Council Notice.pdf](#)

RES-25:109 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3801 VICKIE DRIVE, PARCEL 01-144103-10700, OWNED BY SHARON R CALDWELL IN THE AMOUNT OF \$315

Sponsors: Code Enforcement and Finance

Attachments: [01. 3801 Vickie Notice of Violation.pdf](#)
[02. 3801 Vickie Billing Request.pdf](#)
[03. 3801 Vickie Mowing Invoice.pdf](#)
[04. 3801 Vickie Council Notice.pdf](#)

RES-25:110 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3806 SCHOOL STREET, PARCEL 01-144272-16500, OWNED BY OLGA HERNANDEZ IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 3806 School Notice of Violation.pdf](#)
[02. 3806 School St Billing Request.pdf](#)
[03. 3806 School St Mowing Invoice.pdf](#)
[04. 3806 School Council Notice.pdf](#)

RES-25:111 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1313 PARDEW, PARCEL 01-144212-20200, OWNED BY MICHELLE NUTT IN THE AMOUNT OF \$275

Attachments: [02. 1313 Pardew Billing Request.pdf](#)
[03. 1313 Pardew Mowing Invoice.pdf](#)
[04. 1313 Pardew Council Notice.pdf](#)
[04. 1313 Pardew Notice of Violation.pdf](#)

5. PENDING ITEMS

6. OTHER BUSINESS

7. PUBLIC COMMENTS

8. ADJOURNMENT



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: MIN-25:071

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Minutes

Minutes for the Finance Committee meeting on Tuesday, August 12, 2025



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, August 12, 2025

4:00 PM

Municipal Center, 300 S. Church

1. CALL TO ORDER

2. ROLL CALL (ELECTRONIC ATTENDANCE) CONFIRMED BY CITY CLERK APRIL LEGGETT

Present 5 - Joe Hafner; Charles Coleman; John Street; David McClain and Brian Emison

Absent 2 - Ann Williams and Anthony Coleman

3. APPROVAL OF MINUTES

[MIN-25:066](#)

Minutes for the Finance Committee meeting on Tuesday, July 29, 2025

Attachments: [Minutes](#)

A motion was made by John Street, seconded by Brian Emison, that this matter be Passed . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; John Street; David McClain and Brian Emison

Absent: 2 - Ann Williams and Anthony Coleman

4. NEW BUSINESS

[RES-25:101](#)

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH MICHELLE'S EXCAVATING, INC. FOR THE ABILITIES UNLIMITED OF JONESBORO ALLEYWAY IMPROVEMENTS (BID 2025:19)

Sponsors: Engineering

Attachments: [Contract Documents 2025 19.pdf](#)
[Bid Tab.pdf](#)

Councilmember John Street said, I noticed there was just one bid on that. Is that the only qualifying bid? Anybody bid on it Craig? Okay, yeah. Chairman Joe Hafner said, just for the record, the city engineer said yes.

A motion was made by John Street, seconded by Brian Emison, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; John Street; David McClain and Brian Emison

Absent: 2 - Ann Williams and Anthony Coleman

[RES-25:102](#)

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH CRABTREE & SON, INC. FOR THE JET BUS SHELTER UPGRADES (BID 2025:20)

Sponsors: Engineering and JETS

Attachments: [Bid Tab.pdf](#)
[Contract Documents 2025 20.pdf](#)

Councilmember David McClain said, Mr. Chairman I just had one. Making sure I'm looking at the description properly in the bid tab. Does it say we're going to install 45 new shelters or am I missing something? Is that correct? Okay. He said yes, I saw him shake his head. Yeah, I saw you shake your head, Lee. Chairman Joe Hafner said, here they come to make it official. Engineering Department Director Craig Light approached the podium and said, there will be new shelters installed. Some of them will replace the old shelters, some of them are replacements and some of them will be new locations. I don't know the exact breakdown off the top of my head. Councilmember David McClain said, replacing 28 it looks like. Director Craig Light said, that sounds right. And then the other ones would be new. Councilmember John Street said, you know when they'll be in place, when they'll finish? Director Craig Light said, I heard today that ...that we may not receive delivery on the new shelters until December. So, there may be some delay in getting them manufactured. Chairman Joe Hafner said, I know this one we been waiting on awhile to get moving on. So, glad to see it on our agenda today. Councilmember John Street said, absolutely.

A motion was made by John Street, seconded by Brian Emison, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and Brian Emison

Absent: 2 - Ann Williams and Anthony Coleman

[RES-25:103](#)

A RESOLUTION BY THE CITY COUNCIL OF JONESBORO, ARKANSAS, TO ACCEPT AND ADOPT THE TITLE VI PROGRAM FOR JONESBORO ECONOMICAL TRANSIT SYSTEM (JET)

Sponsors: Grants and JETS

Attachments: [TITLE VI PROGRAM 25-27 DRAFT 7.23.25.pdf](#)

Councilmember David McClain said, is this strictly a policy change? It doesn't look like we're adding anything. Chairman Joe Hafner said, I think this is just an annual certification that we do. We do it each year. Councilmember David McClain said, okay. Grants Department Interim Director Alejandra Morales said, every three. Councilmember David McClain said, okay, Chairman Joe Hafner said, every three, okay. Thank you. I was 33% correct then.

A motion was made by John Street, seconded by Brian Emison, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and Brian Emison

Absent: 2 - Ann Williams and Anthony Coleman

[RES-25:104](#)

A RESOLUTION AUTHORIZING THE CITY'S GRANTS AND COMMUNITY

DEVELOPMENT DEPARTMENT TO APPLY FOR A FY26 MATCHING GRANT FROM THE ARKANSAS DEPARTMENT OF PARKS, HERITAGE AND TOURISM

Sponsors: Grants and Parks & Recreation

Chairman Joe Hafner said, the resolution as presented in our agenda has been changed. April, do I need to read it as it was presented and then.....City Clerk April Leggett said, I don't think it would hurt to do that. Chairman Joe Hafner said, then we can talk about the changes and entertain motions to amend. Alright. So, I'll read as it was presented in our agenda and then we can discuss the changes.

Chairman Joe Hafner said alright. Do you want to discuss the amendments that were handed to us today? Grants Department Interim Director Alejandra Morales approached the podium and said, yes there are a couple. The first one would be, and I think April has the...if she wants to pull it up. But the first would be instead of FY25 it needs to be FY26. The second thing would be instead of the project that is stated in the original resolution, we're going to change that project. So, the new project is for an all-inclusive playground at Craighead Forest Park. The third change would be the project total cost. Instead of \$162,000, it needs to be \$500,000. And lastly the match will change as well instead of \$81,000, it needs to be changed to \$250,000. And that's it. Chairman Joe Hafner said, alright, and also, it like looks down in section one that the wording would need to be changed there to... Grants Department Alejandra Morales said, yes. Chairman Joe Hafner said, you know, the renovation of the all-inclusive playground at Craighead Forest Park. Grants Department Alejandra Morales said, yes and I can give you this copy that I have. It shows everything that needs to be changed and aware, if you needed it but.... City Clerk April Leggett said, I do have those changes, I can't access it on this computer right now.

Councilmember John Street motioned, seconded by Councilmember Brian Emison, to adopt as amended RES-25:104. All Voted aye.

Chairman Joe Hafner said, so it's now been amended. So, now are there any questions about the amended resolution for the all-inclusive playground application at Craighead Forest Park for \$5000,000? Councilmember David McClain said, so we, just so I'm clear this is going to be not what we just discussed... Yeah. So, where are we putting this one Alejandra? Interim Director Alejandra Morales said, I'll let Danny respond to that. Parks Department Director Danny Kapales approached the podium and said, so, this would be replacing Rotary which is still our heaviest used playground and that playground has been there over 20 years. And if you go out there currently, the inspections I've had on it, it's time for that playground to be replaced. There's a lot of components in it that are, I'll just say, rusted and worn out. And if we wait very much longer it's going to become a hazardous playground, not just a heavily used playground. Chairman Joe Hafner said, any other questions for Mr. Kapales while he's up there? Anything else you want to add? Director Danny Kapales said, just thank you and appreciate it. Chairman Joe Hafner said, I just assume there was some continued discussion between last Thursday and today about the project. And that's why it was changed since the agenda was published. Director Danny Kapales said, yes there was. A part of the reason moving from Beatrice over to Rotary first off is the fact that is a needed project. It's a much bigger project and this an opportunity for us to have the heritage, our tourism heritage help us pay for this as we move forward. And then when you start dealing with Beatrice, that is a project that we were looking at this year in trying to start moving forward with, within the overall Master Park Plan and that was withing that plan of getting that in a drive in a parking lot as part of that original purchase and donation. And I believe we already have contractors in place ready to move forward with if we can get approval throughout, not say our process but approvals moving forward with the money we have already in the budget. So, it made sense moving this one forward to

next year if the grant goes through and getting started on the Beatrice Park this year. And we could not start Beatrice Park until minimum of April if we do get this grant of next year. Chairman Joe Hafner said, thank you. Councilmember Dr. Charles Coleman said, I have a question. Is there going to be an Ample Theater out there anytime soon? Director Danny Kapales said, "I'm sorry out where? Councilmember Dr. Charles Coleman said, at the park. At the forest park. Director Danny Kapales said, at Craighead Forest? Councilmember Dr. Charles Coleman said, yes. Director Danny Kapales said, there currently is a bandshell that has been remolded and it's being used currently.... Councilmember Dr. Charles Coleman said, it's kind of old. Director Danny Kapales said, well if you haven't seen it in a while, we actually did a full remodel of it. New rock work across the bottom, siding at the top and it looks much nicer. The guys have added seating out in the front. And we're having live music out there every Saturday night right now. Chairman Joe Hafner said thank you. City Clerk April Leggett said, I know that John had said amend before, but you did a vote on it. Do we need a second one to pass? It was kind of muddy. Chairman Joe Hafner said, he said amend. City Clerk April Leggett said, amend to pass or recommend to Council. Chairman Joe Hafner said, amend to adopt. So, we kind of already did. City Clerk April Leggett said, yes. I would suggestion making a second motion to recommend to Council.

Councilmember John Street said. Move to recommend the amended RES-25:104 to full Council. Councilman Brian Emison second.

A motion was made by John Street, seconded by Brian Emison, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and Brian Emison

Absent: 2 - Ann Williams and Anthony Coleman

5. PENDING ITEMS

6. OTHER BUSINESS

7. PUBLIC COMMENTS

8. ADJOURNMENT

A motion was made by John Street, seconded by Brian Emison, that this meeting be Adjourned. The motion PASSED with the following vote.

Aye: 4 - Charles Coleman;John Street;David McClain and Brian Emison

Absent: 2 - Ann Williams and Anthony Coleman



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:106

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 100 W. WASHINGTON, PARCEL 01-144183-42300, OWNED BY LAUREL PARK, LLC IN THE AMOUNT OF \$3,293,122.07

LEGAL DESCRIPTION: ORIGINAL SURVEY LOT 4 E 18 1/3 LOT 5 IMPROVEMENTS ONLY

WHEREAS, LAUREL PARK, LLC, the owner of record, was properly notified of a code violation at 100 W. Washington, and refused to remove or correct the conditions identified by the code enforcement officer of the City of Jonesboro, Arkansas; and,

WHEREAS, the code enforcement officer corrected the code violation on the 13th of May 2025 using city funds in the amount of \$3,293,122.07; and,

WHEREAS, the City of Jonesboro seeks to perfect a lien against the affected property to cover the cost of the work pursuant to A.C.A 14-54-903.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT:

Section 1: The city should proceed with placing a lien on the property located at 100 W. Washington.

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](#)

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](#)

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*

October 17th, 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 25th 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 24th, 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

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)

Table of Contents

- I. Introduction**
- II. Discussion and Recommendations**
 - **Immediate Risk of Structural Elements**
 - **Access to the Building**
 - **Protection Wall in Front of First Horizon**
 - **Adding Lateral Bracing to Concrete Precast Columns**
 - **Partial Façade Removal**
- III. Conclusion for Preliminary Findings**

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 6th 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.

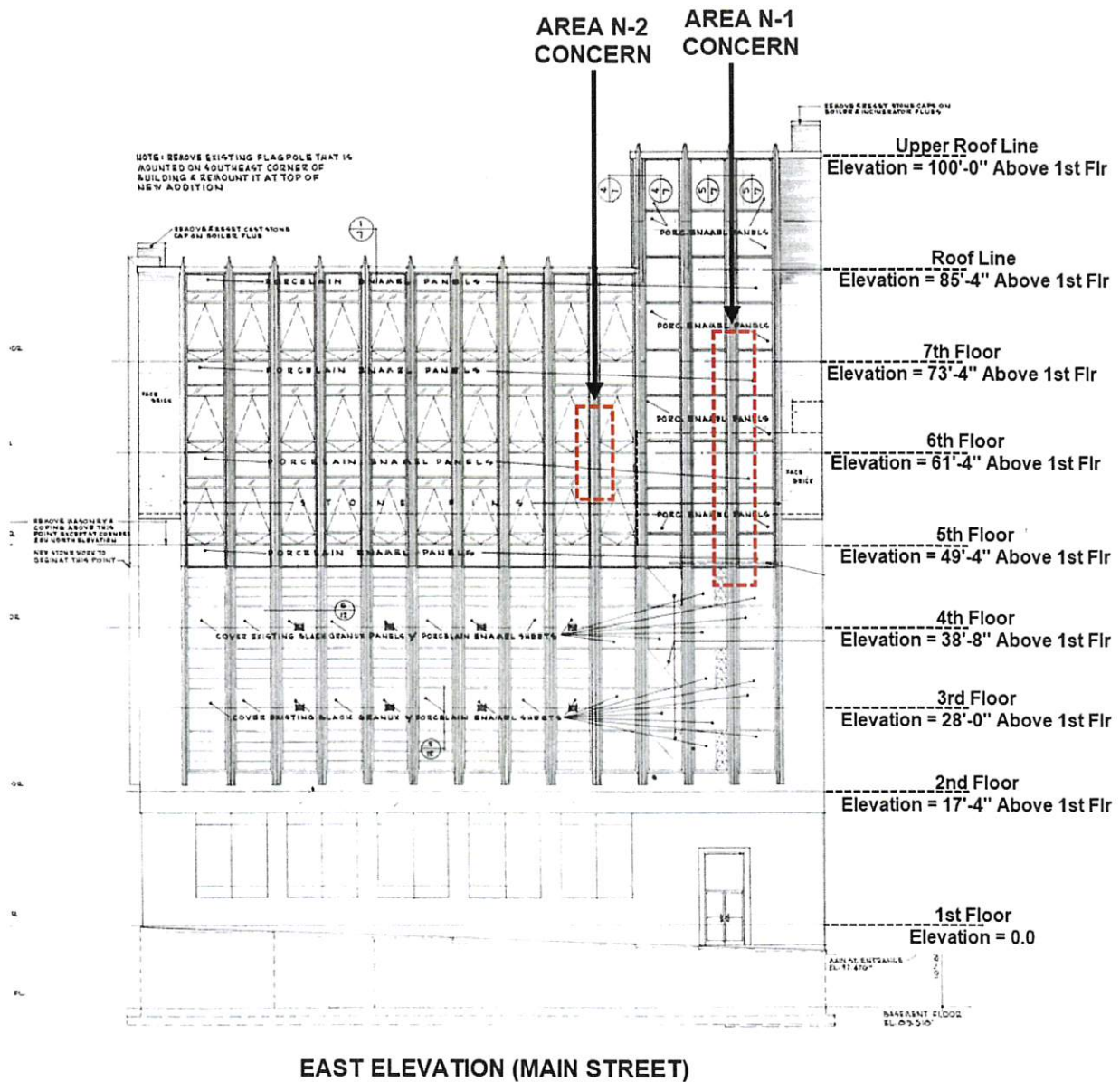


Figure 1: Elevation Showing Wall Areas That Have Lost Substantial Lateral Support

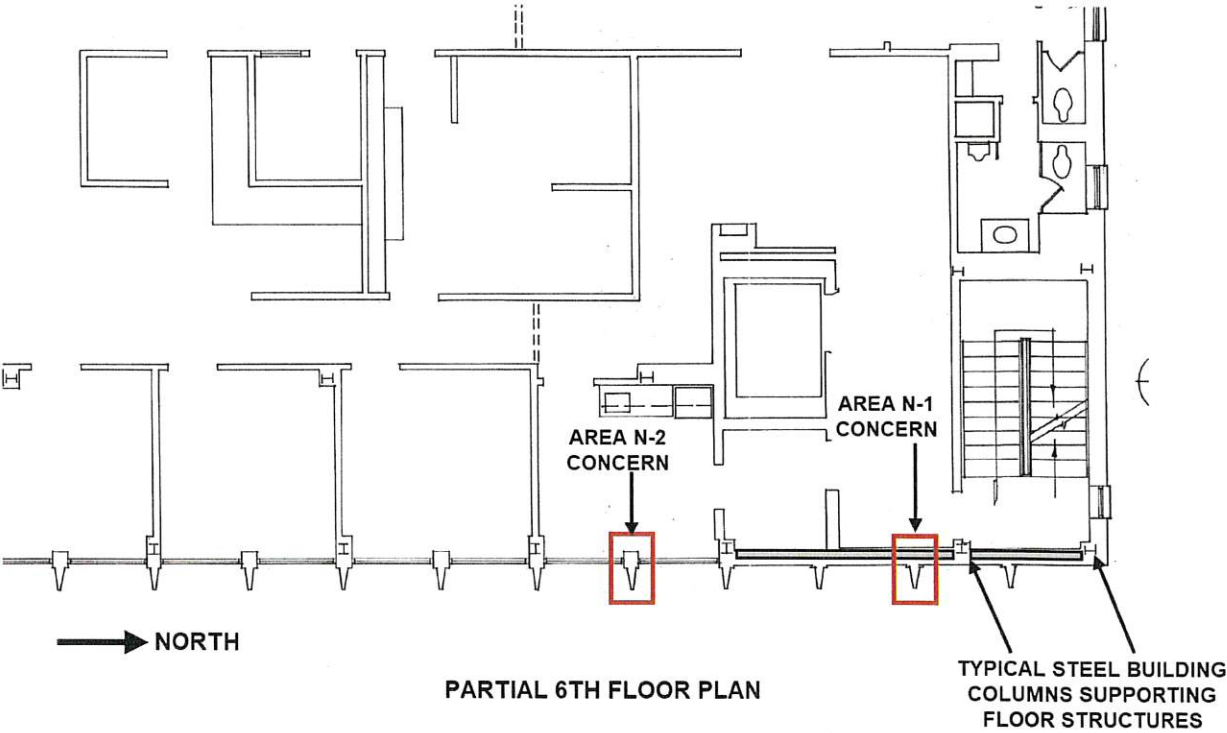


Figure 2: Floor Plan Showing Wall Areas That Have Lost Substantial Lateral Support



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.

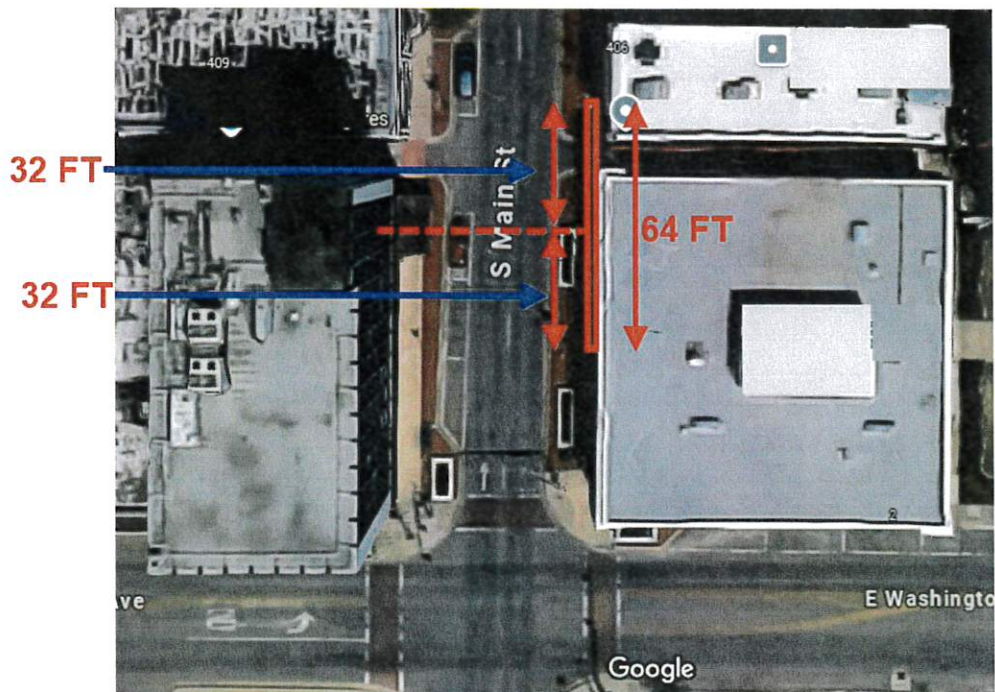


Figure 3: Aerial View Showing Recommended 2x6 Wood Protection Wall Location

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.

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



10/03/2024



DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT

COMMERCIAL BUILDING INSPECTION REPORT

| | |
|---------------------|-------------------------|
| DATE OF INSPECTION: | 09-25-24 |
| PROPERTY ADDRESS: | 100 W WASHINGTON |
| PROPERTY OWNER: | BRUCE BURROW |

*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 | <input checked="" type="checkbox"/> | Is not | Suitable for human habitation. |
| In my opinion, this structure | | Is | <input checked="" type="checkbox"/> | Is not | Physically feasible for rehabilitation. |
| In my opinion, this structure | | Is | <input checked="" type="checkbox"/> | Is not | Economically feasible for rehabilitation. |
| In my opinion, this structure | <input checked="" type="checkbox"/> | Is | | Is not | A public safety hazard and should be condemned immediately. |

EMERGENCY ACTION IS WARRANTED: YES ☒ NO

| Tim Renshaw, Chief Building Inspector | Other Signature |
|---|-----------------|
|  | |

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



CITY OF JONESBORO
Code Enforcement
Request For Invoice

To: Tosha Moss

Date: July 7, 2025

Case # 245720

Property Address: 100 W Washington Ave. Jonesboro AR 72401 APN# 01-144183-42300

Condemned by City Council on: December 17, 2024
Repair or Remove Letter Sent on: December 23, 2024
Deadline for Owner Abatement: January 17, 2024
Demo Completed On: May 13, 2025

Need to send the following charges to this person.

Property Owner: Laurel Park, LLC
48 Hallen Ct.
Little Rock, AR 72223

| <u>ITEMS</u> | <u>AMOUNTS</u> |
|-------------------------------|-----------------|
| Title Search | \$ 250 .00 |
| ADEQ Asbestos Fee | \$ 384.50 |
| Demolition Charge | \$ 3,275,427.36 |
| Attorney Fees | \$ 15,970.86 |
| Certified Postage for Notices | \$ 60.70 |
| Standard Postage for Notices | \$ 3.65 |
| Admin Fees | \$ 1000.00 |
| Filing Fees | \$ 25.00 |
| <hr/> | |
| Total | \$ 3,293,122.07 |

Thank you,
Scott Roper
Jonesboro Police Department
Code Enforcement Division
PO Box 1845
Jonesboro, AR 72403



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

LAUREL PARK, LLC

48 Hallen Ct

Little Rock, AR 72223

RE: 100 W WASHINGTON

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 8th day of July, 2025.

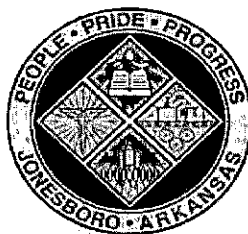
Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 8th day of July, 2025.

Notary Public

My commission expires: 10 March 2034

245720



| DATE | INVOICE NO |
|----------|------------|
| 7/7/2025 | 0069502 |

| BILL TO |
|--|
| Laurel Park LLC 48 Hallen Ct Little Rock, AR 72223 |

| | | | | | | DUE DATE |
|-------------|----------|----------------|--------|----------|--------|----------|
| | | | | | | 8/6/2025 |
| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |

PREVIOUS OUTSTANDING BALANCE 0.00

City of Jonesboro Code Enforcement Charges:

| | | | | | | |
|---|------|--------------|--------------|------|------|--------------|
| Filing Fee- 100 W Washington Ave | 1.00 | 25.00 | 25.00 | 0.00 | 0.00 | 25.00 |
| Admin. Fee- 100 W Washington Ave | 1.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Certified Postage for Notices- 100 W Washington Ave | 1.00 | 60.70 | 60.70 | 0.00 | 0.00 | 60.70 |
| Title Search- 100 W Washington Ave | 1.00 | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| Standard Postage for Notices- 100 W Washington Ave | 1.00 | 3.65 | 3.65 | 0.00 | 0.00 | 3.65 |
| Attorney Fees- 100 W Washington Ave | 1.00 | 15,970.86 | 15,970.86 | 0.00 | 0.00 | 15,970.86 |
| Demolition Charge- 100 W Washington Ave | 1.00 | 3,275,427.36 | 3,275,427.36 | 0.00 | 0.00 | 3,275,427.36 |
| ADEQ Asbestos Fee- 100 W Washington Ave | 1.00 | 384.50 | 384.50 | 0.00 | 0.00 | 384.50 |

INVOICE TOTAL: 3,293,122.07 0.00 0.00 3,293,122.07

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (870) 932-3042

Customer Name: Laurel Park LLC
 Customer No: 024901
 Account No: 0035991 - Code Enforcement Charges- 100 W Washington Ave

| DUE DATE | INVOICE NO |
|----------|------------|
| 8/6/2025 | 0069502 |

Please remit payment by the due date to:

City of Jonesboro
 300 South Church Street
 PO Box 1845
 Jonesboro, AR 72403

If payment is not made within (30) days, the lien may be certified to Craighead County for collection on real estate taxes or City may pursue a judicial foreclosure in accordance with Ark. Code Ann. § 14-54-904.

Invoice Total: 3,293,122.07
 Discounts: 0.00
 Credit Applied: 0.00
 Ending Balance: 3,293,122.07

INVOICE BALANCE: \$3,293,122.07
 AMOUNT PAID: _____

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com[®].

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postage

\$

Total Postage and Fees

\$

Sent To

Street and Apt. No., or PO Box No.

City, State, ZIP+[®]

Laurel Park LLC
48 Hallen Ct
Little Rock AR 72223

Postmark

Here



26



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

LAUREL PARK, LLC

48 Hallen Ct

Little Rock, AR 72223

RE: 100 W WASHINGTON

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 7th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 7th day of August, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069502

Case# : 245720

Notice Mailed Prior to 8/07/2025

Laurel Park LLC
48 Hallen Ct
Little Rock AR 72223

Subject: 100 W Washington Parcel# 01-144183-42300

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 9/2/2025.

The Council Meeting is at 5:30pm in the Municipal Building Council Chambers located at 300 S. Church St.

You have the right to appear and contest this action.

Should you have any question about this process, please call the Code Enforcement Office at 870-933-4658.

Thank you,

Scott Rope
Director of Code Enforcement
City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401
Phone: 870-933-4658

9589 0710 5238 0408 86

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)

\$

☐ Return Receipt (electronic)

\$

☐ Certified Mail Restricted Delivery

\$

☐ Adult Signature Required

\$

☐ Adult Signature Restricted Delivery

\$

Postmark
Here

AUG 07 2025

Postage

\$

Total Postage and Fees

\$

Sent To **Laurel Park LLC**

Street and Apt. No., or PO Box No.

48 Hallen Ct

City, State, ZIP+4®

Little Rock AR 72223

29



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:107

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1400 MERRYWOOD, PARCEL 01-144203-16200, OWNED BY TONYA R HINDS IN THE AMOUNT OF \$315

LEGAL DESCRIPTION: MERRYWOOD SUB

WHEREAS, TONYA R HINDS, the owner of record, was properly notified of a code violation at 1400 Merrywood, and refused to remove or correct the conditions identified by the code enforcement officer of the City of Jonesboro, Arkansas; and,

WHEREAS, the code enforcement officer corrected the code violation on the 2nd of July 2025 using city funds in the amount of \$315; and,

WHEREAS, the City of Jonesboro seeks to perfect a lien against the affected property to cover the cost of the work pursuant to A.C.A 14-54-903.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT:

Section 1: The city should proceed with placing a lien on the property located at 1400 Merrywood.



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

HINDS TONYA R

1400 MERRYWOOD

JONESBORO, AR 72401

RE: 1400 MERRYWOOD

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 8th day of May, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 8th day of May, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

05/08/2025

TONYA R. HINDS
1400 MERRYWOOD
JONESBORO AR 72401

Case #: 252284

In regards to property located at: 1400 MERRYWOOD, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property has overgrown grass and weeds that must be mowed. Please mow and trim entire property including ditch. We are sending this letter and are allowing you the opportunity to correct the violation(s) mentioned below by the end of the day on 05/18/2025. If the issue is not corrected by the date listed, the City will hire a contractor to come and mow the property, and place a lien on your property. Please call the Code Enforcement Office at (870) 933-4658 if you have any questions. If you would like to view the ordinance in violation online, they are available on City Clerk section of www.jonesboro.org

Additionally, any owner/occupant shall be presumed to have notice for the violation of overgrown grass or weeds if the owner/occupant has received notice of the same violation within the same calendar year.

Section:

30-5 Overgrown Grass, Weeds, Vines, or Low hanging Limbs

(870)351-4258

Sincerely,

A handwritten signature in black ink, appearing to read "Hannah Gossett".

Hannah Gossett
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

9589 0710 5270 2238 0443 89

U.S. Postal ServiceTM CERTIFIED MAIL[®] RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com[®].

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
- ☐ Return Receipt (electronic) \$
- ☐ Certified Mail Restricted Delivery \$
- ☐ Adult Signature Required \$
- ☐ Adult Signature Restricted Delivery \$

Postage

\$

Total Postage and Fees

\$

Sent to

Street and Apt. No. or PO Box No.

City, State, ZIP+4[®]

Tanya R. Hinds
1400 Merrywood
Jonesboro AR 72401

Postmark
Here



33



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-14-2025

To: Tosha Moss

Case #: 254040

Property Address: 1400 Merrywood APN# 01-144203-16200
Jonesboro, AR 72401

Letter Sent on: 5-08-2025

Comply by Date: 5-18-2025

Date of Mowing Service: 7-2-2025

Need to send the following charges to this person.

HINDS TONYA R
1400 MERRYWOOD
JONESBORO, AR 72401

| <u>ITEMS</u> | <u>AMOUNTS</u> |
|--------------|----------------|
| Filing Fees | \$ 15.00 |
| Admin Fees | \$ 200.00 |
| Mowing | \$ 60.00 |
| <hr/> | |
| Total | \$ 275.00 |

Thank you,

Eric Schmett
Jonesboro Police Department
Code Enforcement Division
PO Box 1845
Jonesboro, AR 72403



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Tonya R Hinds

1400 Merrywood

Jonesboro, AR 72401

RE: 1400 Merrywood

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 13th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 13th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



| DATE | INVOICE NO |
|----------|------------|
| 6/9/2025 | 0069460 |

| |
|--|
| BILL TO |
| Tonya R Hinds 1400 Merrywood Jonesboro, AR 72401 |

| DUE DATE |
|-----------|
| 7/17/2025 |
| BALANCE |

| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |
|------------------------------|----------|----------------|---------------|-------------|-------------|---------------|
| PREVIOUS OUTSTANDING BALANCE | | | | | | 0.00 |
| Code Enforcement Charges: | | | | | | |
| Filing Fee - 1400 Merrywood | 1.00 | 15.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| Admin. Fee - 1400 Merrywood | 1.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| Mowing - 1400 Merrywood | 1.00 | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| INVOICE TOTAL: | | | 315.00 | 0.00 | 0.00 | 315.00 |

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (870) 932-3042

Customer Name: Tonya R Hinds
Customer No: 024875
Account No: 0035977 - Code Enforcement Charges

| DUE DATE | INVOICE NO |
|-----------|------------|
| 7/17/2025 | 0069460 |

Please remit payment by the due date to:

City of Jonesboro
300 South Church Street
PO Box 1845
Jonesboro, AR 72403

If payment is not made within (30) days, the lien may be certified to Craighead County for collection on real estate taxes or City may pursue a judicial foreclosure in accordance with Ark. Code Ann. § 14-54-904.

Invoice Total: 315.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 315.00

INVOICE BALANCE: \$315.00
AMOUNT PAID: _____

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To

HINDS TONYA R

Street and Apt. No., or PO Box No.

1400 MERRYWOOD

City, State, ZIP+4®

JONESBORO, AR 72401

37

9589 0710 5270 2238 0428 42



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Tonya R Hinds

1400 Merrywood

Jonesboro, AR 72401

RE: 1400 Merrywood

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 21st day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 21st day of July, 2025.

Notary Public

My commission expires: 10 March 2034



| |
|--------------------|
| Invoice# : 0069460 |
|--------------------|

| |
|----------------|
| Case# : 252284 |
|----------------|

Notice Mailed Prior to 8/29/2024

Tonya R Hinds
1400 Merrywood
Jonesboro, AR 72401

Subject: 1400 Merrywood Parcel# 01-144203-16200

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 9/2/2025.

The Council Meeting is at 5:30pm in the Municipal Building Council Chambers located at 300 S. Church St.

You have the right to appear and contest this action.

Should you have any question about this process, please call the Code Enforcement Office at 870-933-4658.

Thank you,

A handwritten signature in black ink, appearing to read "S. Roper", written over the printed name "Scott Roper".

Scott Roper
Director of Code Enforcement
City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401
Phone: 870-933-4658

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$ _____
☐ Return Receipt (electronic) \$ _____
☐ Certified Mail Restricted Delivery \$ _____
☐ Adult Signature Required \$ _____
☐ Adult Signature Restricted Delivery \$ _____

Postage

\$

Total Postage and Fees

\$

Sent To **HINDS TONYA R**

Street and Apt. No. or PO Box No.
1400 MERRYWOOD

City, State, ZIP+4®
JONESBORO, AR 72401

Postmark
Here

JUL 21 2025

JONESBORO, AR 72401

40

9589 0710 5270 2238 0442 66



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:108

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1617 RICH ROAD, PARCEL 01-143252-25000, OWNED BY RANDOLPH & JUDITH REYNOLDS IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: LOT 5, BLOCK D OF RICHLAND HILLS ADD

WHEREAS, RANDOLPH & JUDITH REYNOLDS, the owner of record, was properly notified of a code violation at 1617 Rich Road, and refused to remove or correct the conditions identified by the code enforcement officer of the City of Jonesboro, Arkansas; and,

WHEREAS, the code enforcement officer corrected the code violation on 4th of June 2025 using city funds in the amount of \$275; and,

WHEREAS, the City of Jonesboro seeks to perfect a lien against the affected property to cover the cost of the work pursuant to A.C.A 14-54-903.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT:

Section 1: The city should proceed with placing a lien on the property located at 1617 Rich Road.



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

REYNOLDS RANDOLPH A & JUDITH A

1617 RICH ROAD

JONESBORO, AR 72401

RE: 1617 RICH RD

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 30th day of April, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 30th day of April, 2025

Notary Public

My commission expires: 10 March 2034



Notice of Violation

04/30/2025

REYNOLDS RANDOLPH A & JUDITH A
1617 RICH ROAD
JONESBORO AR 72401

Case #: 252251

In regards to property located at: 1617 RICH RD, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property has overgrown grass and weeds that must be mowed. Please mow and trim entire property including ditch. We are sending this letter and are allowing you the opportunity to correct the violation(s) mentioned below by the end of the day on 05/17/2025. If the issue is not corrected by the date listed, the City will hire a contractor to come and mow the property, and place a lien on your property. Please call the Code Enforcement Office at (870) 933-4658 if you have any questions. If you would like to view the ordinance in violation online, they are available on City Clerk section of www.jonesboro.org

Additionally, any owner/occupant shall be presumed to have notice for the violation of overgrown grass or weeds if the owner/occupant has received notice of the same violation within the same calendar year.

Section:

30-5 Overgrown Grass, Weeds, Vines, or Low hanging Limbs

(870)351-4258

Sincerely,

A handwritten signature in black ink, appearing to read "Hannah Gossett".

Hannah Gossett
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

9589 0710 5270 2238 0449 45

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$ _____
- ☐ Return Receipt (electronic) \$ _____
- ☐ Certified Mail Restricted Delivery \$ _____
- ☐ Adult Signature Required \$ _____
- ☐ Adult Signature Restricted Delivery \$ _____

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To

Street and Apt. No., or PO Box No.

City, State, ZIP+4

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse for Instructions



Reynolds, Randolph A & Judith A
1617 High Rd
Jonesboro AR 72401

44



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 6-9-2025

To: Tosha Moss

Case #: 252251

Property Address: 1617 Rich Rd
Jonesboro, AR 72401

APN# 01-143252-25000

Letter Sent on: 4-30-2025

Comply by Date: 5-17-2025

Date of Mowing Service: 6-4-2025

Need to send the following charges to this person.

Property Owner:
REYNOLDS RANDOLPH A & JUDITH A
1617 RICH ROAD
JONESBORO, AR 72401

| <u>ITEMS</u> | <u>AMOUNTS</u> |
|--------------|----------------|
| Filing Fees | \$ 15.00 |
| Admin Fees | \$ 200.00 |
| Mowing | \$ 60.00 |
| <hr/> | |
| Total | \$ 275.00 |

Thank you,

Eric Schmett
Jonesboro Police Department
Code Enforcement Division
PO Box 1845
Jonesboro, AR 72403



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Randolph & Judith Reynolds

1617 Rich Road

Jonesboro, AR 72401

RE: 1617 Rich Road

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 13th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 13th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



| DATE | INVOICE NO |
|----------|------------|
| 6/9/2025 | 0069461 |

| |
|---|
| BILL TO |
| Randolph & Judith Reynolds 1617 Rich Road Jonesboro, AR 72401 |

| DUE DATE |
|-----------|
| 7/17/2025 |

| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |
|------------------------------|----------|----------------|---------------|-------------|-------------|---------------|
| PREVIOUS OUTSTANDING BALANCE | | | | | | 275.00 |
| Code Enforcement Charges: | | | | | | |
| Filing Fee - 1617 Rich Road | 1.00 | 15.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| Admin. Fee - 1617 Rich Road | 1.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| Mowing - 1617 Rich Road | 1.00 | 60.00 | 60.00 | 0.00 | 0.00 | 60.00 |
| INVOICE TOTAL: | | | 275.00 | 0.00 | 0.00 | 275.00 |

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (870) 932-3042

Customer Name: Randolph & Judith Reynolds
Customer No: 023392
Account No: 0035584 - Code Enforcement Charges

| DUE DATE | INVOICE NO |
|-----------|------------|
| 7/17/2025 | 0069461 |

Please remit payment by the due date to:

City of Jonesboro
300 South Church Street
PO Box 1845
Jonesboro, AR 72403

If payment is not made within (30) days, the lien may be certified to Craighead County for collection on real estate taxes or City may pursue a judicial foreclosure in accordance with Ark. Code Ann. § 14-54-904.

Invoice Total: 275.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 550.00
INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com[®].

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$ _____
☐ Return Receipt (electronic) \$ _____
☐ Certified Mail Restricted Delivery \$ _____
☐ Adult Signature Required \$ _____
☐ Adult Signature Restricted Delivery \$ _____

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To **REYNOLDS RANDOLPH A & JUDITH A**

Street and Apt. No., PO Box, or
1617 RICH ROAD

City, State, ZIP+4[®]
JONESBORO, AR 72401

48



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Randolph & Judith Reynolds

1617 Rich Rd

Jonesboro, AR 72401

RE: 1617 Rich Rd

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 21st day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 21st day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069461

Case# : 252251

Notice Mailed Prior to 7/21/2025

Randolph & Judith Reynolds
1617 Rich Rd
Jonesboro, AR 72401

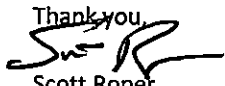
Subject: 1617 Rich Rd Parcel# 01-143252-25000

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 9/2/2025.

The Council Meeting is at 5:30pm in the Municipal Building Council Chambers located at 300 S. Church St.

You have the right to appear and contest this action.

Should you have any question about this process, please call the Code Enforcement Office at 870-933-4658.

Thank you,

Scott Roper
Director of Code Enforcement
City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401
Phone: 870-933-4658

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postage

\$

Total Postage and Fees

\$

Sent To

REYNOLDS RANDOLPH & JUDITH A

Street and Apt. No., or PO Box No.

1617 RICH ROAD

City, State, ZIP+4®

JONESBORO, AR 72401

Postmark
Here

JUL 21 2025

JONESBORO, AR 72401

51

9589 0710 5270 2238 0442 97



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:109

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3801 VICKIE DRIVE, PARCEL 01-144103-10700, OWNED BY SHARON R CALDWELL IN THE AMOUNT OF \$315

LEGAL DESCRIPTION: NE JB NETTLETON CITY

WHEREAS, SHARON R CALDWELL, the owner of record, was properly notified of a code violation at 3801 Vickie Drive, and refused to remove or correct the conditions identified by the code enforcement officer of the City of Jonesboro, Arkansas; and,

WHEREAS, the code enforcement officer corrected the code violation on the 29th of May 2025 using city funds in the amount of \$315; and,

WHEREAS, the City of Jonesboro seeks to perfect a lien against the affected property to cover the cost of the work pursuant to A.C.A 14-54-903.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT:

Section 1: The city should proceed with placing a lien on the property located at 3801 Vickie Drive.



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

SHARON CALDWELL

13631 Rose of Sharon Way

Grass Valley, CA 95949-9571

RE: 3801 VICKIE

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 24th day of April, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 24th day of April, 2025.

Notary Public

My commission expires: 10 March 2034



04/24/2025

SHARON CALDWELL
13631 Rose of Sharon Way
Grass Valley CA 95949-9571

Case #: 251821

In regards to property located at 3801 VICKIE, JONESBORO, Arkansas 72405.

Dear: SHARON CALDWELL

Our records show that you own the property listed above. We have observed that there are boxes and trash that need to be removed from the property . We are sending this letter and are allowing you the opportunity to correct the violation(s) mentioned below by the end of the day on 05/06/2025. If the issue is not corrected by the date listed, the City will remove all boxes and trash , and place a lien on your property. Please call the Code Enforcement Office at (870) 933-4658 if you have any questions. If you would like to view the ordinance in violation online, they are available on City Clerk section of www.jonesboro.org

Section:

30-5 Overgrown Grass, Weeds, Vines, or Low hanging Limbs

30-5 Unlawful storage

30-5 Unsightly or Unsanitary Conditions

Call me direct as soon as you receive this letter at 870-273-2129.

A handwritten signature in black ink, appearing to read "C. Blake Nichols".

Blake Nichols
Code Enforcement Officer
Jonesboro, AR 72401



Notice of Violation

04/24/2025

SHARON CALDWELL
13631 Rose of Sharon Way
Grass Valley CA 95949-9571

Case #: 251821

In regards to property located at: 3801 VICKIE, JONESBORO, Arkansas 72405

Our records show that you own the property listed above. We have observed that the property needs mowed and trimmed. We are sending this letter and are allowing you the opportunity to correct the violation(s) mentioned below by the end of the day on 05/06/2025. If the issue is not corrected by the date listed, the City will send our contractor to mow and trim the whole property, and place a lien on your property. Please call the Code Enforcement Office at (870) 933-4658 if you have any questions. If you would like to view the ordinance in violation online, they are available on City Clerk section of www.jonesboro.org

Additionally, any owner/occupant shall be presumed to have notice for the violation of overgrown grass or weeds if the owner/occupant has received notice of the same violation within the same calendar year.

Section:

30-5 Overgrown Grass, Weeds, Vines, or Low hanging Limbs

30-5 Unlawful storage

30-5 Unsightly or Unsanitary Conditions

Call me direct as soon as you receive this letter at 870-273-2129. Please read last line of this letter carefully.

Sincerely,

A handwritten signature in black ink, appearing to read "Blake Nichols".

Blake Nichols
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com[®].

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent to

Street and Apt. No. or PO Box No.

City, State, ZIP+4[®]

Sharon R Caldwell
13631 Base of Sharon Way
Grass Valley CA 95949

56



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 6-9-2025

To: Tosha Moss

Case #: 251821

Property Address: 3801 Vickie
Jonesboro, AR 72401

APN# 01-144103-10700

Letter Sent on: 4-24-2025
Comply by Date: 5-6-2025
Date of Mowing Service: 5-29-2025

Need to send the following charges to this person.

Property Owner:
SHARON CALDWELL
13631 Rose of Sharon Way
Grass Valley, CA 95949-9571

| <u>ITEMS</u> | <u>AMOUNTS</u> |
|--------------|----------------|
| Filing Fees | \$ 15.00 |
| Admin Fees | \$ 200.00 |
| Mowing | \$ 100.00 |
| <hr/> | |
| Total | \$ 315.00 |

Thank you,

Eric Schmett
Jonesboro Police Department
Code Enforcement Division
PO Box 1845
Jonesboro, AR 72403



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Sharon R Caldwell

13631 Rose of Sharon Way

Grass Valley, CA 95949

RE: 3801 Vickie

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 13th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 13th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



| DATE | INVOICE NO |
|----------|------------|
| 6/9/2025 | 0069459 |

| |
|---|
| BILL TO |
| Sharon R Caldwell 13631 Rose of Sharon Way Grass Valley, CA 95949 |

| DUE DATE |
|-----------|
| 7/17/2025 |

| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |
|------------------------------|----------|----------------|---------------|-------------|-------------|---------------|
| PREVIOUS OUTSTANDING BALANCE | | | | | | 0.00 |
| Code Enforcement Charges: | | | | | | |
| Filing Fee - 3801 Vickie | 1.00 | 15.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| Admin. Fee - 3801 Vickie | 1.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| Mowing - 3801 Vickie | 1.00 | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| INVOICE TOTAL: | | | 315.00 | 0.00 | 0.00 | 315.00 |

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (870) 932-3042

Customer Name: Sharon R Caldwell
Customer No: 016496
Account No: 0034383 - Code Enforcement Charges - 3801 Vickie

| DUE DATE | INVOICE NO |
|-----------|------------|
| 7/17/2025 | 0069459 |

Please remit payment by the due date to:

City of Jonesboro
300 South Church Street
PO Box 1845
Jonesboro, AR 72403

If payment is not made within (30) days, the lien may be certified to Craighead County for collection on real estate taxes or City may pursue a judicial foreclosure in accordance with Ark. Code Ann. § 14-54-904.

Invoice Total: 315.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 315.00
INVOICE BALANCE: \$315.00
AMOUNT PAID: _____

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postage

\$

Total Postage and Fees

\$

Sent To **SHARON CALDWELL**

Street and Apt. No. or PO Box No.
13631 ROSE OF SHARON AY

City, State, ZIP+4®
GRASS VALLEY, CA 95949-9571

60



9589 0710 5270 2238 0428 73



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Sharon R Caldwell

13631 Rose of Sharon Way

Grass Valley, CA 95949

RE: 3801 Vickie

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 21st day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 21st day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069459

Case# : 251821

Notice Mailed Prior to 7/21/2025

Sharon R Caldwell
13631 Rose of Sharon Way
Grass Valley, CA 95949

Subject: 3801 Vickie Parcel# 01-144103-10700

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 9/2/2025.

The Council Meeting is at 5:30pm in the Municipal Building Council Chambers located at 300 S. Church St.

You have the right to appear and contest this action.

Should you have any question about this process, please call the Code Enforcement Office at 870-933-4658.

Thank you,

Scott Roper
Director of Code Enforcement
City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401
Phone: 870-933-4658

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postage

\$

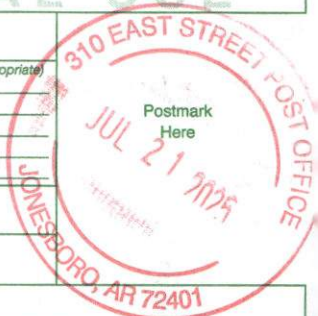
Total Postage and Fees

\$

Sent To **SHARON CALDWELL**

Street and Apt. No. or PO Box No.
13631 Rose of Sharon Way

City, State, ZIP+4®
Grass Valley, CA 95949-9571



63

9589 0710 5270 2238 0442 73



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:110

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3806 SCHOOL STREET, PARCEL 01-144272-16500, OWNED BY OLGA HERNANDEZ IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: LOTS 6 AND 7, BLOCKIV, OF WATTS ADDITION TO THE CITY OF JONESBORO, ARKANSAS, FORMERLY TOWN OF NETTLETON, AS RECORDED IN BOOK 18, PAGE 621, CRAIGHEAD COUNTY, WESTERN DISTRICT, JONESBORO, ARKANSAS

WHEREAS, OLGA HERNANDEZ, the owner of record, was properly notified of a code violation at 3806 School Street, and refused to remove or correct the conditions identified by the code enforcement officer of the City of Jonesboro, Arkansas; and,

WHEREAS, the code enforcement officer corrected the code violation on the 4th of June 2025 using city funds in the amount of \$275; and,

WHEREAS, the City of Jonesboro seeks to perfect a lien against the affected property to cover the cost of the work pursuant to A.C.A 14-54-903.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT: Section 1: The city should proceed with placing a lien on the property located at 3806 School Street.



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

HERNANDEZ OLGA

3806 SCHOOL ST

JONESBORO, AR 72401

RE: 3806 SCHOOL ST

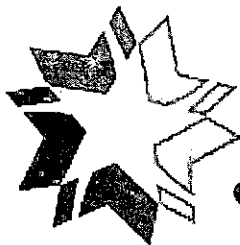
I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 19th day of May, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 19th day of May, 2025

Notary Public

My commission expires: 10 March 2034



JONESBORO

ARKANSAS

Notice of Violation

05/19/2025

HERNANDEZ OLGA
3806 SCHOOL ST
JONESBORO AR 72401-

Case #: 252718

In regards to property located at: 3806 SCHOOL ST, JONESBORO, Arkansas 72401

Our records show that you own the property listed above. We have observed that the property needs mowed and trimmed all the way up to both streets. We are sending this letter and are allowing you the opportunity to correct the violation(s) mentioned below by the end of the day on 05/30/2025. If the issue is not corrected by the date listed, the City will send our contractor to mow and trim the whole property, and place a lien on your property. Please call the Code Enforcement Office at (870) 933-4658 if you have any questions. If you would like to view the ordinance in violation online, they are available on City Clerk section of www.jonesboro.org.

Additionally, any owner/occupant shall be presumed to have notice for the violation of overgrown grass or weeds if the owner/occupant has received notice of the same violation within the same calendar year.

Section:

30-5 Overgrown Grass, Weeds, Vines, or Low hanging Limbs

30-5 Unsightly or Unsanitary Conditions

Call me direct as soon as you receive this letter at 870-273-2129. Please read last line of this letter carefully.

Sincerely,

Blake Nichols
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

9589 0710 5270 2238 0436 34

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent by

Street Apt. No. or PO Box No.

City, State, ZIP+4®

Olga Hernandez
3806 School St
Jonesboro AR 72401

67



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 6-9-2025

To: Tosha Moss

Case #: 252718

Property Address: 3806 School St
Jonesboro, AR 72401

APN# 01-144272-16500

Letter Sent on: 5-19-2025

Comply by Date: 5-30-2025

Date of Mowing Service: 6-4-2025

Need to send the following charges to this person.

Property Owner:

OLGA HERNANDEZ

3806 SCHOOL ST

JONESBORO, AR 72401

| <u>ITEMS</u> | <u>AMOUNTS</u> |
|--------------|----------------|
| Filing Fees | \$ 15.00 |
| Admin Fees | \$ 200.00 |
| Mowing | \$ 60.00 |
| <hr/> | |
| Total | \$ 275.00 |

Thank you,

Eric Schmett

Jonesboro Police Department

Code Enforcement Division

PO Box 1845

Jonesboro, AR 72403



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Olga Hernandez

3806 School Street

Jonesboro, AR 72401

RE: 3806 School Street

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 13th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 13th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



| DATE | INVOICE NO |
|----------|------------|
| 6/9/2025 | 0069462 |

| |
|---|
| BILL TO |
| Olga Hernandez 3806 School Street Jonesboro, AR 72401 |

| DUE DATE |
|-----------|
| 7/17/2025 |

| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |
|---------------------------------|----------|----------------|---------------|-------------|-------------|---------------|
| PREVIOUS OUTSTANDING BALANCE | | | | | | 550.00 |
| Code Enforcement Charges: | | | | | | |
| Filing Fee - 3806 School Street | 1.00 | 15.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| Admin. Fee - 3806 School Street | 1.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| Mowing - 3806 School Street | 1.00 | 60.00 | 60.00 | 0.00 | 0.00 | 60.00 |
| INVOICE TOTAL: | | | 275.00 | 0.00 | 0.00 | 275.00 |

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (870) 932-3042

Customer Name: Olga Hernandez
Customer No: 022910
Account No: 0035778 - Code Enforcement Charges 3806 School St

| DUE DATE | INVOICE NO |
|-----------|------------|
| 7/17/2025 | 0069462 |

Please remit payment by the due date to:

City of Jonesboro
300 South Church Street
PO Box 1845
Jonesboro, AR 72403

*If payment is not made within (30) days,
the lien may be certified to Craighead
County for collection on real estate
taxes or City may pursue a
judicial foreclosure in accordance
with Ark. Code Ann. § 14-54-904.*

Invoice Total: 275.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 825.00

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com[®].

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fees as appropriate)

☐ Return Receipt (hardcopy)

\$

☐ Return Receipt (electronic)

\$

☐ Certified Mail Restricted Delivery

\$

☐ Adult Signature Required

\$

☐ Adult Signature Restricted Delivery

\$

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To **HERNANDEZ OLGA**

Street and Apt. No. or PO Box No.

3806 SCHOOL ST

City, State, ZIP+4[®]

JONESBORO, AR 72401

71



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Olga Hernandez

3806 School St

Jonesboro, AR 72401

RE: 3806 School

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 21st day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 21st day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069462

Case# : 252718

Notice Mailed Prior to 7/21/2025

Olga Hernandez
3806 School St
Jonesboro, AR 72401

Subject: 3806 School St Parcel# 01-144272-16500

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 9/2/2025.

The Council Meeting is at 5:30pm in the Municipal Building Council Chambers located at 300 S. Church St.

You have the right to appear and contest this action.

Should you have any question about this process, please call the Code Enforcement Office at 870-933-4658.

Thank you,

Scott Roper
Director of Code Enforcement
City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401
Phone: 870-933-4658

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postage

\$

Total Postage and Fees

\$

Sent To **OLGA HERNANDEZ**

Street and Apt. No. or PO Box No.
3806 SCHOOL ST

City, State, ZIP+4®
JONESBORO, AR 72401



Postmark
Here

74

9589 0710 5270 2238 0443 03



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:111

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1313 PARDEW, PARCEL 01-144212-20200, OWNED BY MICHELLE NUTT IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: PARDEW SUB PT W 1/2 E 1/2 SE NW 21-14-4 N 1/2 LOT 10 50X140.81 ALL LOT 11

WHEREAS, MICHELLE NUTT, the owner of record, was properly notified of a code violation at 1313 Pardew, and refused to remove or correct the conditions identified by the code enforcement officer of the City of Jonesboro, Arkansas; and,

WHEREAS, the code enforcement officer corrected the code violation on the 29th of May 2025 using city funds in the amount of \$275; and,

WHEREAS, the City of Jonesboro seeks to perfect a lien against the affected property to cover the cost of the work pursuant to A.C.A 14-54-903.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT:

Section 1: The city should proceed with placing a lien on the property located at 1313 Pardew.



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 6-9-2025

To: Tosha Moss

Case #: 251655

Property Address: 1313 Pardew
Jonesboro, AR 72401

APN# 01-144212-20200

Letter Sent on: 4-17-2025

Comply by Date: 5-01-2025

Date of Mowing Service: 5-29-2025

Need to send the following charges to this person.

Property Owner:
NUTT MICHELLE
1012 Legends Club Dr
MOUNT PLEASANT, SC 29466-9057

| <u>ITEMS</u> | <u>AMOUNTS</u> |
|--------------|----------------|
| Filing Fees | \$ 15.00 |
| Admin Fees | \$ 200.00 |
| Mowing | \$ 60.00 |
| <hr/> | |
| Total | \$ 275.00 |

Thank you,

Eric Schmett
Jonesboro Police Department
Code Enforcement Division
PO Box 1845
Jonesboro, AR 72403



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Michelle Nutt

1012 Legends Club Dr

Mt Pleasant, SC 29466

RE: 1313 Pardew

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 13th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 13th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



| DATE | INVOICE NO |
|----------|------------|
| 6/9/2025 | 0069457 |

| |
|--|
| BILL TO |
| Michelle Nutt 1012 Legends Club Dr Mt Pleasant, SC 29466 |

| DUE DATE |
|-----------|
| 7/17/2025 |

| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |
|-------------|----------|----------------|--------|----------|--------|---------|
|-------------|----------|----------------|--------|----------|--------|---------|

PREVIOUS OUTSTANDING BALANCE 900.00

Code Enforcement Charges:

| | | | | | | |
|--------------------------|------|--------|--------|------|------|--------|
| Filing Fee - 1313 Pardew | 1.00 | 15.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| Admin. Fee - 1313 Pardew | 1.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| Mowing - 1313 Pardew | 1.00 | 60.00 | 60.00 | 0.00 | 0.00 | 60.00 |

INVOICE TOTAL: 275.00 0.00 0.00 275.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (870) 932-3042

Customer Name: Michelle Nutt
Customer No: 021646
Account No: 0035247 - Code Enforcement Charges

| DUE DATE | INVOICE NO |
|-----------|------------|
| 7/17/2025 | 0069457 |

Please remit payment by the due date to:

City of Jonesboro
300 South Church Street
PO Box 1845
Jonesboro, AR 72403

If payment is not made within (30) days, the lien may be certified to Craighead County for collection on real estate taxes or City may pursue a judicial foreclosure in accordance with Ark. Code Ann. § 14-54-904.

Invoice Total: 275.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 1,175.00

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)

\$

☐ Return Receipt (electronic)

\$

☐ Certified Mail Restricted Delivery

\$

☐ Adult Signature Required

\$

☐ Adult Signature Restricted Delivery

\$

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To **NUTT MICHELLE**

Street and Apt. No., or PO Box No.

1012 LEGENGs CLUB DR

City, State, ZIP+4®

MOUNT PLEASANT, SC 29466-9057

79



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

Michelle Nutt

1012 Legends Club Dr

Mt Pleasant, SC 29466

RE: 1313 Pardew

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 21st day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 21st day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069457

Case# : 251655

Notice Mailed Prior to 7/21/2025

Michelle Nutt
1012 Legends Club Dr
Mt Pleasant, SC 29466

Subject: 1313 Pardew Parcel# 01-144212-20200

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 9/2/2025.

The Council Meeting is at 5:30pm in the Municipal Building Council Chambers located at 300 S. Church St.

You have the right to appear and contest this action.

Should you have any question about this process, please call the Code Enforcement Office at 870-933-4658.

Thank you

Scott Roper
Director of Code Enforcement
City of Jonesboro
300 S. Church Street
Jonesboro, AR 72401
Phone: 870-933-4658

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | _____ |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | _____ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | _____ |
| <input type="checkbox"/> Adult Signature Required | \$ | _____ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | _____ |

Postage

\$

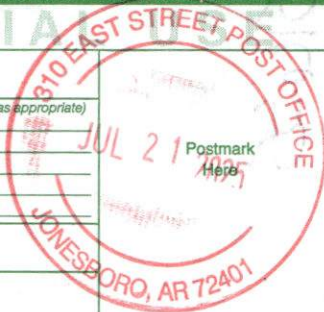
Total Postage and Fees

\$

Sent To **NUTT MICHELLE**

Street and Apt. No., or PO Box No.
1012 LEGENDS CLUB DR

City, State, ZIP+4®
MOUNT PLEASANT, SC 29466-9057



82

9589 0710 5270 2238 0441 67



Office of Code Enforcement
P.O. Box 1845, Jonesboro, AR 72403

870-933-4658

AFFIDAVIT

NUTT MICHELLE

1012 Legends Club Dr

MOUNT PLEASANT, SC 29466-9057

RE: 1313 PARDEW ST

I, Eric Schmett, a Code Enforcement Officer, being duly sworn upon oath, that I served the attached notice(s) upon each of the persons or firms therein addressed, by depositing copies thereof in the United States Mail, enclosed within envelopes plainly addressed, as shown with postage fully prepaid, at the Jonesboro, Arkansas Post Office located at 310 East Street, Suite A., before 3:00 P.M., on the 17th day of April, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 17th day of April, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

04/17/2025

NUTT MICHELLE
1012 Legends Club Dr
MOUNT PLEASANT SC 29466-9057

Case #: 251655

In regards to property located at: 1313 PARDEW ST, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property needs mowed and trimmed. We are sending this letter and are allowing you the opportunity to correct the violation(s) mentioned below by the end of the day on 05/01/2025. If the issue is not corrected by the date listed, the City will send our contractor to mow and trim the whole property, and place a lien on your property. Please call the Code Enforcement Office at (870) 933-4658 if you have any questions. If you would like to view the ordinance in violation online, they are available on City Clerk section of www.jonesboro.org

Additionally, any owner/occupant shall be presumed to have notice for the violation of overgrown grass or weeds if the owner/occupant has received notice of the same violation within the same calendar year.

Section:

30-5 Overgrown Grass, Weeds, Vines, or Low hanging Limbs

30-5 Unsightly or Unsanitary Conditions

Call me direct as soon as you receive this letter at 870-273-2129. Please read last line of this letter carefully.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Blake Nichols".

Blake Nichols
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$ _____
- ☐ Return Receipt (electronic) \$ _____
- ☐ Certified Mail Restricted Delivery \$ _____
- ☐ Adult Signature Required \$ _____
- ☐ Adult Signature Restricted Delivery \$ _____

Postmark
Here

APR 17 2025

Postage

\$

Total Postage and Fees

\$

Sent To

Street and Apt. No., or PO Box No.

City, State, ZIP+4®

Nutt Michelle
1012 Legends Club Dr
Mount Pleasant SC 29466-9607

85

9589 0710 5270 0454 47