

**WILLIAMS & ANDERSON PLC**

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July 2, 2013

Donna Jackson, Circuit Clerk  
Craighead County Courthouse  
P. O. Box 120  
Jonesboro, AR 72403-0120  
[djackson@jonesboro.org](mailto:djackson@jonesboro.org)  
[cglisson@jonesboro.org](mailto:cglisson@jonesboro.org)

RE: Unilever United States, Inc.

Dear Donna:

Thank you for taking the time to speak with me yesterday.

As I understand it, we have set the following schedule for accomplishing the Unilever financing. First, at the City Council meeting on Tuesday, July 16<sup>th</sup>, the City Council will approve the holding of a public hearing at the City Council meeting on August 6, 2013. The hearing will be held pursuant to Ark. Code Ann. §19-9-607, which is required for all revenue bonds. After July 16<sup>th</sup>, I will publish the Notice which must be published ten days in advance of the public hearing.

Then on Tuesday, July 23<sup>rd</sup>, I will attend the meeting of the Jonesboro City Council Finance Committee at 4:00 p.m. to go through the particulars of the financing. Assuming approval by the Finance Committee, I will then appear before the Jonesboro City Council on Tuesday, August 6<sup>th</sup> at 5:30 to attend the public hearing and have the ordinance authorizing the issuance of the bonds approved.

As soon as Unilever and The City are satisfied with all the documents, I will then come back to have you and the Mayor execute all the documents on behalf of the City.

Kindest regards.

WILLIAMS & ANDERSON PLC

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Cordially yours,

WILLIAMS & ANDERSON PLC

A handwritten signature in black ink, appearing to read "David F. Menz". The signature is written in a cursive style with a circular flourish at the beginning.

David F. Menz

DFM:acr

Encl.

cc: Ben Barylske ([bbarylske@jonesboro.org](mailto:bbarylske@jonesboro.org))  
Harold Perrin ([HPerrin@jonesboro.org](mailto:HPerrin@jonesboro.org))  
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