



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Finance & Administration Council Committee

Tuesday, October 14, 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-25:088](#) Minutes for the Finance Committee meeting on Tuesday, September 30, 2025

Attachments: [Minutes](#)

4. NEW BUSINESS

[RES-25:124](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A 1 MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE PUBLIC LIBRARY

Sponsors: Finance

[RES-25:125](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A ONE-HALF (.5) MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE LOCAL FIRE PENSION AND RELIEF FUND

Sponsors: Finance

[RES-25:126](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO LEVY A ONE-HALF (.5) MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE LOCAL POLICE PENSION AND RELIEF FUND

Sponsors: Finance

[RES-25:141](#) RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 4904 PROSPECT, PARCEL 01-144113-00300, OWNED BY EDWARD G. HARBIN IN THE AMOUNT OF \$465

Sponsors: Code Enforcement and Finance

Attachments: [01. 4904 Prospect Notice of Violation.pdf](#)

[02. 4904 Prospect Billing Request.pdf](#)

[03. 4904 Prospect Mowing Invoice.pdf](#)

[04. 4904 Prospect Council Notice.pdf](#)

RES-25:142 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 5017 MT. CARMEL ROAD, PARCEL 01-133013-01500, OWNED BY KATHERINE ARTERBERRY IN THE AMOUNT OF \$1,215

Sponsors: Code Enforcement and Finance

Attachments: [01. 5017 Mt Carmel Rd Notice of Violation.pdf](#)
[02. 5017 Mt Carmel Rd Billing Request.pdf](#)
[03. 5017 Mt Carmel Rd Cleanup Haul Off.pdf](#)
[04. 5017 Mt Carmel Rd Council Notice.pdf](#)

RES-25:143 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1613 TANGLEWOOD DRIVE, PARCEL 01-143234-07200, OWNED BY HERBERT J. MOORE, JR. IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 1613 Tanglewood Notice of Violation.pdf](#)
[02. 1613 Tanglewood Billing Request.pdf](#)
[03. 1613 Tanglewood Dr Mowing Invoice.pdf](#)
[04. 1613 Tanglewood Concil Notice.pdf](#)

RES-25:144 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 903 PARR, PARCEL 01-144193-14100, OWNED BY KATE REALTY, LLC. IN THE AMOUNT OF \$365

Sponsors: Code Enforcement and Finance

Attachments: [01. 903 Parr Notice of Violation.pdf](#)
[02. 903 Parr Billing Request.pdf](#)
[03. 903 Parr Clean Up Haul Off Invoice.pdf](#)
[04. 903 Par Council Notice.pdf](#)

RES-25:145 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 3001 CASEY SPRINGS ROAD, PARCEL 01-143271-01700, OWNED BY ASHLEY N. BURNETT IN THE AMOUNT OF \$415

Sponsors: Code Enforcement and Finance

Attachments: [01. 3001 Casey Springs Rd Notice of Violation.pdf](#)
[02. 3001 Casey Springs Rd Billing Request.pdf](#)
[03. 3001 Casey Springs Rd Mowing Invoice.pdf](#)
[04. 3001 Casey Springs Rd Council Notice.pdf](#)

RES-25:146 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 910 MARCOM, PARCEL 01-143251-04100, OWNED BY WILDA SEATS IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 910 Marcom Notice of Violation.pdf](#)
 [02. 910 Marcom Billing Request.pdf](#)
 [03. 910 Marcom Mowing Invoice.pdf](#)
 [04. 910 Marcom Council Notice.pdf](#)

RES-25:147 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 211 SCOTT STREET, PARCEL 01-144172-05700, OWNED BY LINDA LOU LAMBERT IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 211 Scott Notice of Violation.pdf](#)
 [02. 211 Scott Billing Request.pdf](#)
 [03. 211 Scott Mowing Invoice.pdf](#)
 [04. 211 Scott Council Notice.pdf](#)

RES-25:148 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1702 W. NETTLETON AVENUE, PARCEL 01-143242-00800, OWNED BY 1702 W. NETTLETON AVE. LLC. IN THE AMOUNT OF \$275

Sponsors: Code Enforcement

Attachments: [01. 1702 W Nettleton Notice of Violation.pdf](#)
 [02. 1702 W Nettleton Billing Request.pdf](#)
 [03. 1702 W Nettleton Mowing Invoice.pdf](#)
 [04. 1702 W Nettleton Council Notice.pdf](#)

RES-25:149 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2701 CURTVIEW, PARCEL 01-144273-04400, OWNED BY JESSY & JAMES HARRELL IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 2701 Curtview Notice of Violation.pdf](#)
 [02. 2701 Curtview Billing Request.pdf](#)
 [03. 2701 Curtview Mowing Invoice.pdf](#)
 [04. 2701 Curtview Council Notice.pdf](#)

RES-25:150 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2404 BRAZOS, PARCEL 01-144281-29400, OWNED BY KINGDOM ASSETS, LLC. IN THE AMOUNT OF \$365

Sponsors: Code Enforcement and Finance

Attachments: [01. 2404 Brazos Notice of Violation.pdf](#)
 [02. 2404 Brazos Billing Request.pdf](#)
 [03. 2404 Brazos Mowing Invoice.pdf](#)
 [04. 2404 Brazos Council Notice.pdf](#)

RES-25:151 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2106 COTTON, PARCEL 01-144271-20700, OWNED BY MICKAUL ROLLAND IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 2106 Cotton Notice of Violation.pdf](#)
[02. 2106 Cotton Billing Request.pdf](#)
[03. 2106 Cotton Mowing Invoice.pdf](#)
[04. 2106 Cotton Council Notice.pdf](#)

RES-25:152 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 2612 CRAWFORD , PARCEL 01-144273-02300, OWNED BY RANDY & ALEY CRAWFORD IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 2612 Crawford Notice of Violation.pdf](#)
[02. 2612 Crawford Billing Request.pdf](#)
[03. 2612 Crawford Mowing Invoice.pdf](#)
[04. 2612 Crawford Council Notice.pdf](#)

RES-25:153 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

Sponsors: Code Enforcement and Finance

Attachments: [01. 1313 Pardew Notice of Violation.pdf](#)
[02. 1313 Pardew Billing Request.pdf](#)
[03. 1313 Pardew Mowing Invoice.pdf](#)
[04. 1313 Pardew Council Notice.pdf](#)

RES-25:154 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1602 TONYA-A, PARCEL 01-144082-00210, OWNED BY MARTISULL, LLC C/O RICHARD SULLIVAN IN THE AMOUNT OF \$340

Sponsors: Code Enforcement and Finance

Attachments: [01. 1602 Tonya A Notice of Violation.pdf](#)
[02. 1602 Tonya A Billing Request.pdf](#)
[03. 1602 Tonya A Mowing Invoice.pdf](#)
[04. 1602 Tonya A Council Notice.pdf](#)

RES-25:155 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1602 TONYA-B, PARCEL 01-144082-00200, OWNED BY MARTISULL, LLC C/O RICHARD SULLIVAN IN THE AMOUNT OF \$125

Sponsors: Code Enforcement and Finance

Attachments: [01. 1602 Tonya B _Notice of Violation.pdf](#)
 [02. 1602 Tonya B _Billing Request.pdf](#)
 [03. 1602 Tonya B _Mowing Invoice.pdf](#)
 [04. 1602 Tonya B _Council Notice.pdf](#)

RES-25:156 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 1204 RAINWOOD, PARCEL 01-143231-08000, OWNED BY AMANDA CUNNINGHAM IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 1204 Rainwood _Notice of Violation.pdf](#)
 [02. 1204 Rainwood _Billing Request.pdf](#)
 [03. 1204 Rainwood _Mowing Invoice.pdf](#)
 [04. 1204 Rainwood _Council Notice.pdf](#)

RES-25:157 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-25:158 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 907 E. WASHINGTON AVENUE, PARCEL 01-144184-28600, OWNED BY GROVER EVANS IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [01. 907 E Washington _Notice of Violation.pdf](#)
 [02. 907 E Washington _Billing Request.pdf](#)
 [03. 907 E Washington _Mowing Invoice.pdf](#)
 [04. 907 E Washington _Council Notice.pdf](#)

RES-25:159 A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO AN AGREEMENT WITH BRIDGEFARMER AND ASSOCIATES, INC. TO PROVIDE PROFESSIONAL SERVICES FOR JONESBORO RAIL CROSSING STUDY

Sponsors: Engineering

Attachments: [Agreement - Jonesboro Rail Crossing Study_2025-10-01.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-25:088

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, September 30, 2025



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, September 30, 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 6 - Joe Hafner; Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

Absent 1 - Anthony Coleman

3. APPROVAL OF MINUTES

[MIN-25:080](#)

Minutes for the Finance Committee meeting on Tuesday, September 9, 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: 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

Absent: 1 - Anthony Coleman

4. NEW BUSINESS

ORDINANCES TO BE INTRODUCED

[ORD-25:034](#)

AN ORDINANCE AUTHORIZING MID-SOUTH AUTO SERVICE TO DO BUSINESS WITH THE CITY OF JONESBORO

Sponsors: Finance

Councilmember David McClain said, I had a couple of questions Mr. Chairman, on this one. Has Mid-South already been providing services for the city? Parks Department Director Danny Kapales approached the podium and said, yes sir, prior to him coming on as softball coordinator, Mid-South has provided a percentage of auto repairs for city vehicles. Councilmember David McClain said, when did he start as softball coordinator? Director Danny Kapales said, just in the last few months. Councilmember David McClain said, got it. Director Danny Kapales said, so I just didn't want to take away from that opportunity. He isn't the only business that provides that service, it's just I didn't want to take that opportunity away. Councilmember David McClain said, so

he provides just for parks and rec or is it like police or any? Director Danny Kapales said, no it's for any city vehicle that potentially wants to go there. It's part of the same auto repair service at any other provider in the city. Councilmember David McClain said, and I guess the follow-up question Mr. Chairman, so it spells it out that no municipal employee can have a contract with us. I understand we're asking for special permission, but am I wrong that it spells it out pretty clearly that we can't? Chairman Joe Hafner said, I don't think that's exactly correct. We've had past instances where city employees, city council members, etc., have had businesses that have done business with the city, it just has to be disclosed. Which is what we're doing right now. Councilmember David McClain said, right. But do they do a similar agreement? Chairman Joe Hafner said, yeah. It went through the same process. Director Danny Kapales said, yeah this is actually a copy of that agreement and adjusted to it from another situation the same way. City Clerk April Leggett said, the auditor, every year, comes in and asks for that. Councilmember David McClain said, the state auditor does, ok. Thank you.

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: 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

Absent: 1 - Anthony Coleman

RESOLUTIONS TO BE INTRODUCED

[RES-25:128](#)

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE COST PROPOSAL AND ISSUE A PURCHASE ORDER TO MATRIX CONSULTING GROUP TO PROVIDE PROFESSIONAL SERVICES FOR THE BUILDING CODE REVIEW AND PERMITTING PROCESS ASSESSMENT STUDY

Sponsors: Engineering and Finance

Attachments: [Jonesboro Cost Proposal.pdf](#)

Councilmember John Street said, I do have one. Is this to Craig? I was just curious as to what you think this is going to do for us to improve where we're at right now. Engineering Department Director Craig Light approached the podium and said, this study is going to review our internal processes in how we handle applications in permitting and inspections of new developments and new buildings, commercial, residential buildings in the city of Jonesboro. So, this is kind of a review of how we do it and where we might be lacking and where we need to maybe make some changes to do it better. So, it's an third party review of our process. Councilmember John Street said, I noticed in the breakdown here there's a customer survey and focus group, so I guess that's going to be put out, have some kind of meeting with anyone who wants to have input on that. Director Craig Light said, it will be, we'll invite architects and general contractors and home builders to it to give us their input on where they're having issues with us in terms of getting permits or getting inspections or getting their product complete. Councilmember John Street said, so hopefully this would streamline our process and bring us up to date and maybe modernize the way we conduct permits and things like that? Director Craig Light said, correct. There may be some recommendations on how we use AI in the future to review. It could be that there are some bottlenecks in our system or are grievances that builders have with us that we're really not aware of that there may be an easy fix that other communities have done.

Hopefully they'll come and review us and identify those areas that we're having issues and give us good recommendations on how we resolve those.

Councilmember David McClain said, just to follow up, kind of, with what John was touching on. So right now, the process is online, am I correct? Where you submit plans, you review them, here's a problem you send it back, they send it back. Are they going to help with working with that system that we currently have or maybe they say well, I think you need to scrap this, go towards a new system. And if so, do you think that will be additional cost there if we do scrap what we currently do? Director Craig Light said, I'm not sure what the recommendation is going to be until they do the study. They may make some recommendations that we change software, or they may not. We won't know until they do the study. It should be a fairly quick turnaround. In the study, they were only looking about three months, I believe, to do it, so we should get their recommendations fairly quickly. And then with any recommendations that we want to move forward with we would come back with. Councilmember David McClain said, right.

Chairman Joe Hafner said, they would look at like all our building codes our process, fire codes? Director Craig Light said, yeah, they're not going to spend a whole lot of time getting into the code since we have that comprehensive study going on that's doing the same thing. This is more about our processes. They'll look at what codes we have adopted for building codes, but I don't know that we're going to spend a lot of time dissecting those codes. It's more about processes of how do we get from an application to a permit. Get all the inspections done and get the certificate of occupancy and make it a pleasant experience for the building community.

Councilmember Dr. Charles Coleman said, I guess I have one question, because I've been working with a couple of contractors. The permit process when you go online, is it still all in English? You don't have Hispanic connotation in there at all? Because when I was helping a guy just the other day, Hispanic individual, and helping him to try to get his permit online. Are they going to be discussing about how they're going to do that too? Director Craig Light said, we definitely can look at accessibility on the site for different languages, for Spanish speakers. That hasn't been something that's come up, at least to me directly, but that is something we could definitely look at what it would take to do something like that.

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: 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

Absent: 1 - Anthony Coleman

[RES-25:129](#)

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO APPROVE THE ATTACHED FEE PROPOSAL FOR ADDITIONAL SERVICES FOR THE MARION BERRY PARKWAY MULTIUSE TRAIL PROJECT

Sponsors: Engineering

Attachments: [Marion Berry Multiuse Trail Fee Proposal.pdf](#)

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: 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

Absent: 1 - Anthony Coleman

[RES-25:131](#)

RESOLUTION AUTHORIZING THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE FY2023 LOW-NO EMISSIONS GRANT FROM THE FEDERAL TRANSIT ADMINISTRATION AND ACCEPT THE SOLE SOURCE BID AND ENTER INTO A CONTRACT WITH HOMETOWN MANUFACTURING, INC. FOR THE PURCHASE OF THE HYBRID TROLLEY BUSES

Sponsors: Grants, JETS and Finance

Attachments: [Trolley 1 Quote.pdf](#)
[Trolley 2 Quote.pdf](#)
[Sole Source letter.pdf](#)

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: 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

Absent: 1 - Anthony Coleman

[RES-25:132](#)

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 616 E. OAK, PARCEL 01-144191-17500, OWNED BY JOYCE SCARBOROUGH IN THE AMOUNT OF \$275

Sponsors: Code Enforcement and Finance

Attachments: [1. 616 E Oak Notice of Violation.pdf](#)
[2. 616 E Oak Billing Request.pdf](#)
[3. 616 E Oak Mowing Invoice.pdf](#)
[4. 616 E Oak Council Notice.pdf](#)

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: 5 - Charles Coleman;Ann Williams;John Street;David McClain and Brian Emison

Absent: 1 - Anthony Coleman

[RES-25:133](#)

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: [1. 1400 Merrywood Notice of Violation.pdf](#)
[2. 1400 Merrywood Billing Request.pdf](#)
[3. 1400 Merrywood Mowing Invoice.pdf](#)
[4. 1400 Merrywood Council Notice.pdf](#)

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: 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

Absent: 1 - Anthony Coleman

[RES-25:134](#)

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: [2. 3806 School St. Billing Request.pdf](#)
[3. 3806 School St. Mowing Invoice.pdf](#)
[4. 3806 School St. Council Notice.pdf](#)

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: 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

Absent: 1 - Anthony Coleman

5. PENDING ITEMS

6. OTHER BUSINESS

Councilmember Dr. Charles Coleman said, Mr. Chairman, I wanted to ask Brian a question. Where the buses stop, how far are they along on putting sheds over all these stops? Chief Administrative Officer Brian Richardson approached the podium and said, Alejandra may be better answering this, but we've selected a contractor, and I think that we're in, I guess, the ordering phase. I believe we're expecting delivery on those well before the end of the year. I know there was some concrete pads that we had to rebuild to meet ADA specs, and then, obviously, there's some utility alignment that might be needed for a few of them. But the light is at the end of the proverbial tunnel, so we're looking forward to getting those in. They'll be a good service. We had a discussion the other day about some of the info boards that were on some of those, and some of those talks are starting to advance about not just if we're going to get these but when we're actually going to get them in, and when they're going to be programmed and when they're actually going to be usable by the public.

Councilmember Dr. Charles Coleman said, I appreciate that. I keep asking about it because it's getting close to winter, and a lot of these people have to stand out there. And I guess it continues to bother me until we get it done. Brian Richardson said, yeah and just commend Grants, JETS and Engineering for sticking with this. This grant that we were awarded two and half years ago or something along those lines, but anytime you get a grant with the federal funding, especially when it comes to JETS, there are a lot of items that you've got to kind of work through and boxes you have to check. And then to come to find out at some point down the line, the original manufacturer that had first quoted it I guess they were no longer in business, so we had to find somebody else. So that was fun, but they fought through it. Councilmember Dr. Charles Coleman said, I guess, the only other question I have. Those pads they have, are they legal size, are they a state requirement or are they other requirements? Brian Richardson said, the issue that we had with them was they were constructed several years ago,

and we didn't have any kind of the engineering specs as far as if they could meet the requirements for being able to bolt to, to ensure that they're not going to blow away or something along those lines. Councilmember Ann Williams said, ADA requirements to don't you? Brian Richardson said, correct. And they were ADA compliant, but there was some questions about if we could prove the integrity of the concrete that they would meet the requirements necessary to anchor the shelter to it. So, some of those had to be repoured. It didn't really hurt anything, just slows the time process down a little bit. It's a relatively small pad, but we just wanted to make extra sure that we complied with the grant in every way possible. So, we didn't want to take any chances on that piece.

Councilmember Ann Williams said, I have a question along the same lines. Something I brought up last week at the MPO meeting about continuing concern that Dr. Coleman and I both have mentioned in the past about the need for sidewalks on North Patrick. I know that there's a lot of engineering that will be required because of the ditches and the narrow shoulder there. Which also the narrow shoulders is what makes it very unsafe for foot traffic along there and thus the need for it. But it occurred to me when I was driving up that way one day that we have the JETS bus stop there and I know that getting federal transit funds in the past helped us build the sidewalks on Caraway. Much needed sidewalks that we needed for a long time. We were able to use federal transit funds for that because it was necessary for potential riders to get to the bus stop, they needed sidewalks. So, I wonder if it's possible that we look to maybe accessing federal transit funds to help with the cost of the sidewalks on North Patrick. Brian Richardson said, correct and actually had Director Wells and several staff, we had this similar discussion a couple weeks ago as they're working on next year's, I guess, action plan and budget for JETS to submit to the transit authority. You know, trying to get as much funding as we could for pedestrian infrastructure because it's building sidewalks on sale essentially, so we'll definitely take as much of that as we can get as we're comfortable locally matching. Because I mean there is a local match to it, but especially areas of high need. We're getting less and less of them, but there's still some areas of high need that has zero pedestrian infrastructure. And so there is a formula that does allow you to build pedestrian infrastructure with federal tax dollars that has to be within X number of feet. Maybe it's a quarter or half mile. There are some other stipulations on shared use paths that maybe allow for a little bit wider swath that we're getting some clarity on and also going to request some funding on that. So, really, it's just a question of how much money is going to be available for us to try to get from the federal government for transit purposes next year. Right now we just don't know, but I know that JETS and Finance are working on putting together some figures for that. I think that we also looked at some other areas of town that were in need of sidewalks, and we're talking to Engineering the other day and they're gathering some price estimates on that just so we can go ahead and be prepared to put that in their budget whenever funds come available and we kind of know what we're looking at for the guidelines. Councilmember Dr. Charles Coleman said, I think that the original plan was to go out to Magnolia, right? Brian Richardson said, yes. Councilmember Dr. Charles Coleman said, ok, so how far are we from... Brian Richardson said, halfway. If you go from Belt Street, I know there's a sidewalk there at Belt and Patrick. Councilmember Dr. Charles Coleman said, I know they built that new housing project out there. Brian Richardson said, correct. Councilmember Dr. Charles Coleman said, I know there's sidewalks there, but I think past there, I don't remember this so you might need to correct me on this, did that complex build that particular stretch of sidewalks or did the city build that? Councilmember Ann Williams said, I think the complex did, because it matches the entrance there. Brian Richardson said, the developer built that. Councilmember Dr. Charles Coleman said, so we need from that part going out to Magnolia? Brian Richardson said, correct. There are no

pedestrian accommodations, if there are it's a very small portion, but I don't believe there's any from where they currently end in front of that housing development to Magnolia. Councilmember Ann Williams said, before or after that development? If you're looking from Belt on? Brian Richardson said, yeah it ends about that second development. Councilmember Ann Williams said, it's just that little patch in front of that development is all. Brian Richardson said, correct.

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: 5 - Charles Coleman; Ann Williams; John Street; David McClain and Brian Emison

Absent: 1 - Anthony Coleman



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:124

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
LEVY A 1 MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE PUBLIC
LIBRARY

WHEREAS, pursuant to the terms of Amendment 30 of the Constitution of the State of Arkansas, a
duly qualified election was held upon presentation of a petition by voters; and

WHEREAS, a majority of the electors voted in favor of the establishment of a public library, and
further approved an annual levy on all real and personal property within the City for the support,
operation and maintenance of the public library, specifying a rate of taxation of 1 mills on the dollar;
and

WHEREAS, these questions being answered by a majority of the qualified voters the Mayor
proclaimed it adopted by law.

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

SECTION 1: Pursuant to the millage rollback computation - Arkansas Statute 84-493.2; Section 3,
Act 848, the taxation will be as follows: On all real property the taxes are at the rate of 1 mills on the
dollar and on all personal property, excepting household goods, the rate is 1 mills on the dollar.



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:125

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 LEVY A ONE-HALF (.5) MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR THE LOCAL FIRE PENSION AND RELIEF FUND

WHEREAS, a duly qualified election was held in accordance with A.C.A. 24-11-812 to provide for a tax levy not to exceed one (1) mill on the dollar upon the assessed value of the real and personal property contained in the city, for the purpose of funding a local pension and relief fund for fire department personnel and their survivors; and

WHEREAS, a majority of those voting approved the levy to fund the local pension fund; and

WHEREAS, the above law requires an annual levy be made by the City Council, and certified to the County Clerk; and

WHEREAS, the City Council finds that in order to raise said sum, it is necessary to levy a tax of one-half (.5) mill on the dollar on all real property and one-half (.5) mill on the dollar on all personal property, excepting household goods; and

WHEREAS, the city has consolidated administration of its Local Fire Pension and Relief fund with the Arkansas Local Police and Fire Retirement System.

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

SECTION 1: The County Clerk is hereby authorized and directed to extend said tax upon the tax book, and that the same be collected in the same manner as other property taxes are collected.



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:126

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
LEVY A ONE-HALF (.5) MILL TAX ON ALL REAL AND PERSONAL PROPERTY FOR
THE LOCAL POLICE PENSION AND RELIEF FUND

WHEREAS, a duly qualified election was held in accordance with A.C.A. 24-11-404 to provide for a tax levy not to exceed one (1) mill on the dollar upon the assessed value of the real and personal property contained in the city, for the purpose of funding a local pension and relief fund for police officers and their survivors; and

WHEREAS, a majority of those voting approved the levy to fund the local pension fund; and

WHEREAS, the above law requires an annual levy be made by the City council, and certified to the County Clerk; and

WHEREAS, the City Council finds that in order to raise said sum, it is necessary to levy a tax of one-half (.5) mill on the dollar on all real property and one-half (.5) mill on the dollar on all personal property, excepting household goods; and

WHEREAS, the city has consolidated administration of its Local Police Pension and Relief Fund with the Arkansas Local Police and Fire Retirement System.

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

SECTION 1: The County Clerk is hereby authorized and directed to extend said tax upon the tax book and that the same be collected in the same manner as other property taxes are collected.



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:141

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 4904 PROSPECT, PARCEL 01-144113-00300, OWNED BY EDWARD G. HARBIN IN THE AMOUNT OF \$465

LEGAL DESCRIPTION: PT S1/2 SW

WHEREAS, EDWARD G. HARBIN, the owner of record, was properly notified of a code violation at 4904 Prospect, 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 July 2025 using city funds in the amount of \$465; 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 4904 Prospect.

LEGAL DESCRIPTION: PT S1/2 SW

WHEREAS, EDWARD G. HARBIN, the owner of record, was properly notified of a code violation at 4904 Prospect, 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 July 2025 using city funds in the amount of \$465; 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 4904 Prospect.



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

870-933-4658

AFFIDAVIT

HARBIN EDWARD GLENN

4904 Prospect Rd

Jonesboro, AR 72401-7844

RE: 4904 PROSPECT 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 10th day of June, 2025

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 10th day of June, 2025

Notary Public

My commission expires: 10 March 2034



Notice of Violation

06/10/2025

HARBIN EDWARD GLENN
4904 Prospect Rd
Jonesboro AR 72401-7844

Case #: 253079

In regards to property located at: 4904 PROSPECT RD, JONESBORO, 0 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 06/22/2025. 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

30-5 Unsightly or Unsanitary Conditions

8705588060

Sincerely,

A handwritten signature in black ink, appearing to read "Trey Perkins".

Trey Perkins
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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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

HARBIN EDWARD GLENN

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

4904 Prospect Rd

City, State, ZIP+4[®]

Jonesboro, AR 72401-7844

22

9589 0710 5270 2238 0426 37



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-24-2025

To: Tosha Moss

Case #: 253079

Property Address: 4904 Prospect Rd APN# 01-144113-00300
Jonesboro, AR 72401

Letter Sent on: 6-10-2025
Comply by Date: 6-22-2025
Date of Mowing Service: 7-13-2025

Need to send the following charges to this person.
HARBIN EDWARD GLENN
4904 Prospect Rd
Jonesboro, AR 72401-7844

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Mowing	\$ 250.00
<hr/>	
Total	\$ 465.00

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

HARBIN EDWARD GLENN

4904 Prospect Rd

Jonesboro, AR 72401-7844

RE: 4904 PROSPECT 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 29th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 29th day of July, 2025.

Notary Public

My commission expires: 10 March 2034

253079



DATE	INVOICE NO
7/28/2025	0069527

BILL TO
Edward G Harbin 4904 Prospect Rd Jonesboro, AR 72401

DUE DATE
9/2/2025

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Mowing Charges:

Filing Fee- 4904 Prospect Rd	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee- 4904 Prospect Rd	1.00	200.00	200.00	0.00	0.00	200.00
Mowing- 4904 Prospect Rd	1.00	250.00	250.00	0.00	0.00	250.00

INVOICE TOTAL: 465.00 0.00 0.00 465.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Edward G Harbin
Customer No: 024924
Account No: 0035993

DUE DATE	INVOICE NO
9/2/2025	0069527

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: 465.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 465.00

INVOICE BALANCE: \$465.00

AMOUNT PAID: _____

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☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage

\$

Total Postage and Fees

\$

Sent To **Edward G Harbin**

Street and Apt. No., or PO Box No.
4904 Prospect Rd

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



Postmark
Here

26

9589 0710 5238 0413 88



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

870-933-4658

AFFIDAVIT

Edward G Harbin

4904 Prospect Rd

Jonesboro, AR 72401

RE: 4904 Prospect

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, by certified mail with return receipt requested, 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 9th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 9th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069527

Case# : 253079

Notice Mailed Prior to 9/9/2025

Edward G Harbin
4904 Prospect Rd
Jonesboro, AR 72401

Subject: 4904 Prospect Parcel# 01-144113-00300

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 10/21/2025.

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

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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

Edward G Harbin
49041 Prospect Rd
Jonesboro AR 72401

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

City, State, ZIP+4[®]

29





City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:142

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 5017 MT. CARMEL ROAD, PARCEL 01-133013-01500, OWNED BY KATHERINE ARTERBERRY IN THE AMOUNT OF \$1,215

LEGAL DESCRIPTION: PT NE SW

WHEREAS, KATHERINE ARTERBERRY, the owner of record, was properly notified of a code violation at 5017 Mt Caramel Rd, 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 14th of July 2025 using city funds in the amount of \$1215; 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 5017 Mt. Carmel Road.



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

870-933-4658

AFFIDAVIT

KATHERINE ARTERBERRY

5017 Mount Carmel Rd

Jonesboro, AR 72404-9038

RE: 5017 MT CARMEL 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 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



Notice of Violation

06/13/2025

KATHERINE ARTERBERRY
5017 Mount Carmel Rd
Jonesboro AR 72404-9038

Case #: 252222

In regards to property located at: 5017 MT CARMEL RD, JONESBORO, AR 72404

Our records show that you own the property listed above. We have observed that the PROPERTY HAS OVERGROWN GRASS AND WEEDS WHICH MUST BE MOWED. PLEASE MOW AND TRIM THE ENTIRE PROPERTY. ALL APPLIANCES, INDOOR TYPE FURNITURE, LOOSE TRASH, BROKEN DOWN CARDBOARD BOXES, BROKEN FURNITURE, BAGS OF TRASH, BUCKETS, VEHICLE PARTS, HOME GOODS, EMPTY DOG/CAT FOOD BAGS, AND ANYTHING CREATING A FOUL SMELL MUST BE CLEANED UP AND HAULED TO TO THE LANDFILL. 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 06/23/2025. If the issue is not corrected by the date listed, the City will HIRE A CONTRACTOR TO MOW AND TRIM THE ENTIRE PROPERTY, HIRE A CONTRACTOR TO CLEAN UP THE PROPERTY BY REMOVING ANY ITEMS CREATING A VIOLATION, 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:

30-2 Nuisances Against Public Health

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

30-5 Unlawful storage

30-5 Unsightly or Unsanitary Conditions

54-36 Containment and disposal requirements

Cell 870-926-1404

Sincerely,

David Cooley
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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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

Katherine Arter Berry
5017 Mount Carmel Rd
Jonesboro AR 72401-9038

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

City, State, ZIP+4[®]



33



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-24-2025

To: Tosha Moss

Case #: 252222

Property Address: 5017 Mt Carmel Rd
Jonesboro, AR 72401

APN# 01-133013-01500

Letter Sent on: 6-13-2025
Comply by Date: 6-23-2025
Date of Mowing Service: 7-14-2025

Need to send the following charges to this person.

KATHERINE ARTERBERRY
5017 Mount Carmel Rd
Jonesboro, AR 72404-9038

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Mowing	\$ 400.00
Clean-up/Haul Off	\$ 600.00
<hr/>	
Total	\$ 1215.00

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

KATHERINE ARTERBERRY

5017 Mount Carmel Rd

Jonesboro, AR 72404-9038

RE: 5017 MT CARMEL 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 29th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 29th day of July, 2025.

Notary Public

My commission expires: 10 March 2034

252222



DATE	INVOICE NO
7/28/2025	0069529

BILL TO
Katherine Arterberry 5017 Mt Carmel Rd Jonesboro, AR 72404

DUE DATE
9/2/2025

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee- 5017 Mt Carmel Rd	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee- 5017 Mt Carmel Rd	1.00	200.00	200.00	0.00	0.00	200.00
Mowing- 5017 Mr Carmel Rd	1.00	400.00	400.00	0.00	0.00	400.00
Clean-Up/Haul Off - 5017 Mt Carmel Rd	1.00	600.00	600.00	0.00	0.00	600.00

INVOICE TOTAL: 1,215.00 0.00 0.00 1,215.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Katherine Arterberry
Customer No: 024922
Account No: 0035995

DUE DATE	INVOICE NO
9/2/2025	0069529

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: 1,215.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 1,215.00

INVOICE BALANCE: \$1,215.00
AMOUNT PAID: _____

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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 **Katherine Arterberry**

Street address or PO Box No.
5017 Mt Carmel Rd

City, State, ZIP+4[®]
Jonesboro, AR 72404

Postmark
Here



37

9589 0710 5270 2238 0414 01



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

870-933-4658

AFFIDAVIT

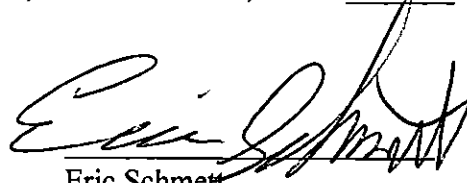
Katherine Arterberry

5017 Mt Caramel Rd

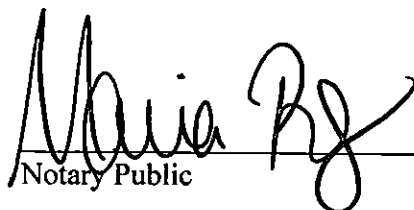
Jonesboro, AR 72404

RE: 5017 MT CARMEL 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, by certified mail with return receipt requested, 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 9th day of September, 2025.


Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 9th day of September, 2025.


Notary Public



My commission expires: 10 March 2034



Invoice# : 0069529

Case# : 252222

Notice Mailed Prior to 9/9/2025

Katherine Arterberry
5017 Mt Caramel Rd
Jonesboro, AR 72404

Subject: 5017 Mt Caramel Rd Parcel# 01-133013-01500

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 10/21/2025.

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

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- ☐ 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[®]

Katherine Arterberry
5617 Mt Caramel Rd
Jonesboro AR 72404

40

9589 0710 5270 2238 0419 75



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:143

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 1613 TANGLEWOOD DRIVE, PARCEL 01-143234-07200, OWNED BY HERBERT J. MOORE, JR. IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: BRIARWOOD 2ND ADD

WHEREAS, HERBERT J. MOORE JR., the owner of record, was properly notified of a code violation at 1613 Tanglewood 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 7th of July 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 1613 Tanglewood Drive.



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

870-933-4658

AFFIDAVIT

MOORE HERBERT J JR

1613 TANGLEWOOD DR

JONESBORO, AR 72401-4646

RE: 1613 TANGLEWOOD DR

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 11th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

06/11/2025

MOORE HERBERT J JR
1613 TANGLEWOOD DR
JONESBORO AR 72401-4646

Case #: 253124

In regards to property located at: 1613 TANGLEWOOD DR, 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 06/21/2025. 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

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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

Postage

\$

Total Postage and Fees

\$

Sent To

MOORE HERBERT J JR

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

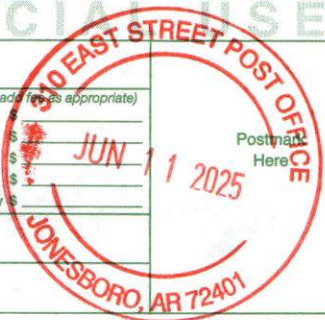
1613 TANGLEWOOD DR

City, State, ZIP+4®

JONESBORO, AR 72401-4646

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

See Reverse for Instructions



44

9589 0710 5270 2238 0425 90



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-24-2025

To: Tosha Moss

Case #: 253124

Property Address: 1613 Tanglewood Dr
Jonesboro, AR 72401

APN# 01-143234-07200

Letter Sent on: 6-11-2025

Comply by Date: 6-21-2025

Date of Mowing Service: 7-14-2025

Need to send the following charges to this person.

MOORE HERBERT J JR
1613 TANGLEWOOD DR
JONESBORO, AR 72401-4646

<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

MOORE HERBERT J JR

1613 TANGLEWOOD DR

JONESBORO, AR 72401-4646

RE: 1613 TANGLEWOOD DR

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 29th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 29th day of July, 2025.

Notary Public

My commission expires: 10 March 2034

253124



DATE	INVOICE NO
7/28/2025	0069528

BILL TO
Herbert J Moore Jr 1613 Tanglewood Dr Jonesboro, AR 72401

DUE DATE
9/2/2025

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Mowing Charges:

Filing Fee- 1613 Tanglewood Dr	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee- 1613 Tanglewood Dr	1.00	200.00	200.00	0.00	0.00	200.00
Mowing- 1613 Tanglewood Dr	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: Herbert J Moore Jr
Customer No: 024923
Account No: 0035994

DUE DATE	INVOICE NO
9/2/2025	0069528

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. § 14-54-804.

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

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

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OFFICIAL USE

Certified Mail Fee

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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 **Herbert J Moore Jr**

Street and Apt. No. or PO Box No.

1613 Tanglewood Dr

City, State, ZIP+4[®]

Jonesboro, AR 72401

48



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

870-933-4658

AFFIDAVIT

Herbert J Moore Jr

1613 Tanglewood Dr

Jonesboro, AR 72401

RE: 1613 Tanglewood

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, by certified mail with return receipt requested, 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 9th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 9th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069528

Case# : 253079

Notice Mailed Prior to 9/9/2025

Herbert J Moore Jr
1613 Tanglewood Dr
Jonesboro, AR 72401

Subject: 1613 Tanglewood Dr Parcel# 01-143234-07200

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 10/21/2025.

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

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Certified Mail Fee

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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®

51

See Reverse for Instructions



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:144

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 903 PARR, PARCEL
01-144193-14100, OWNED BY KATE REALTY, LLC. IN THE AMOUNT OF \$365

LEGAL DESCRIPTION: CULBERHOUSE 1ST ADD E60' OF W180' OF LOTS 13 & 14

WHEREAS, KATE REALTY LLC., the owner of record, was properly notified of a code violation
at 903 Parr, 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 14th of July 2025 using
city funds in the amount of \$365; 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 903 Parr.



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

870-933-4658

AFFIDAVIT

KATE REALTY LLC

301 BURKE AVE

JONESBORO, AR 72401

RE: 903 PARR

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 3rd day of June, 2025

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 2nd day of June, 2025

Notary Public

My commission expires: 10 March 2034



06/03/2025

KATE REALTY LLC
301 BURKE AVE
JONESBORO AR 72401

Case #: 252394

In regards to property located at 903 PARR, JONESBORO, AR 72401.

Dear: KATE REALTY LLC

Our records show that you own the property listed above. We have observed that property has a tree/bush blocking the sidewalk and bags of dried concrete on the property that needs to be trimmed and removed. 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 06/16/2025. If the issue is not corrected by the date listed, the City will hire a contractor to mow, trim, and take care of any other items causing the violations, 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

870-273-2336

A handwritten signature in black ink, appearing to read "Chris Martin".

Chris Martin
Code Enforcement Officer
Jonesboro, AR 72401

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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

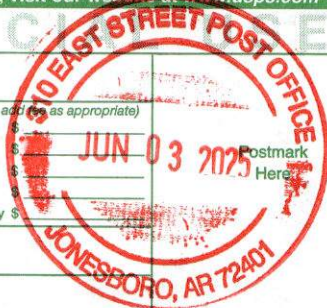
\$

Sent To

Kate Realty LLC
301 Burke Ave
Jonesboro AR 72401

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

City, State, ZIP+4[®]



Postmark
Here

55

9589 0710 5270 2238 0428 04



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-24-2025

To: Tosha Moss

Case #: 252394

Property Address: 903 Parr
Jonesboro, AR 72401

APN# 01-144193-14100

Letter Sent on: 6-03-2025

Comply by Date: 6-16-2025

Date of Clean-up/Haul Off Service: 7-14-2025

Need to send the following charges to this person.

KATE REALTY LLC
301 BURKE AVE
JONESBORO, AR 72401

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Clean-up/Haul Off	\$ 150.00
<hr/>	
Total	\$ 365.00

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

KATE REALTY LLC

301 BURKE AVE

JONESBORO AR 72401

RE: 903 PARR

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 29th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 29th day of July, 2025.

Notary Public

My commission expires: 10 March 2034

232394



DATE	INVOICE NO
7/28/2025	0069530

BILL TO
Kate Realty LLC 301 Burke Ave Jonesboro, AR 72401

						DUE DATE
						9/2/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE

0.00

Code Enforcement Charges:

Filing Fee- 903 Parr	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee- 903 Parr	1.00	200.00	200.00	0.00	0.00	200.00
Clean-Up/Haul Off - 903 Parr	1.00	150.00	150.00	0.00	0.00	150.00

INVOICE TOTAL: 365.00 0.00 0.00 365.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Kate Realty LLC
Customer No: 022182
Account No: 0035340 - Mowing Charges

DUE DATE	INVOICE NO
9/2/2025	0069530

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: 365.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 365.00

INVOICE BALANCE: 365.00
AMOUNT PAID: _____

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\$

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

- ☐ Return Receipt (hardcopy) \$ 0.30
- ☐ Return Receipt (electronic) \$ 0.00
- ☐ Certified Mail Restricted Delivery \$ 0.00
- ☐ Adult Signature Required \$ 0.00
- ☐ Adult Signature Restricted Delivery \$ 0.00

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To **Kate Realty LLC**

Street and Apt. No. or PO Box No.

301 Burke Ave

City, State, ZIP+4®

Jonesboro, AR 72401

59



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

870-933-4658

AFFIDAVIT

Kate Realty LLC

301 Burke Ave

Jonesboro, AR 72401

RE: 903 Parr

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, by certified mail with return receipt requested, 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 9th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 9th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069530

Case# : 252394

Notice Mailed Prior to 9/9/2025

Kate Realty LLC
301 Burke Ave
Jonesboro, AR 72401

Subject: 903 Parr Parcel# 01-144193-14100

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 10/21/2025.

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

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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.

301 Burke Ave

City, State, ZIP+4®

Jonesboro AR 72401

62



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:145

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 3001 CASEY SPRINGS ROAD, PARCEL 01-143271-01700, OWNED BY ASHLEY N. BURNETT IN THE AMOUNT OF \$415

LEGAL DESCRIPTION: ERIK LOONEY MINOR PLAT

WHEREAS, ASHLEY N. BURNETT, the owner of record, was properly notified of a code violation at 3001 Casey Springs 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 the 31st of August 2025 using city funds in the amount of \$415; 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 3001 Casey Springs Road.



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

870-933-4658

AFFIDAVIT

ASHLEY N BURNETT

3001 CASEY SPRINGS RD

JONESBORO, AR 72404

RE: 3001 CASEY SPRINGS 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 7th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

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

Notary Public

My commission expires: 10 March 2034



Notice of Violation

07/07/2025

ASHLEY N BURNETT
3001 CASEY SPRINGS RD
JONESBORO AR 72404

Case #: 253934

In regards to property located at: 3001 CASEY SPRINGS RD, JONESBORO, AR 72404

Our records show that you own the property listed above. We have observed that the PROPERTY HAS OVERGROWN GRASS AND WEEDS WHICH MUST BE MOWED. PLEASE MOW AND TRIM THE ENTIRE PROPERTY. THIS INCLUDES ANY DITCH/EASEMENT AREAS. 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 07/17/2025. If the issue is not corrected by the date listed, the City will HIRE A CONTRACTOR TO MOW AND TRIM THE ENTIRE 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

Cell 870-926-1404

Sincerely,

David Cooley
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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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

ASHLEY N BURNETT

Street Address **3001 CASEY SPRINGS RD**

City, State, ZIP+4® **JONESBORO, AR 72404**

Postmark
Here

66

9589 0710 5270 2238 0433 51



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 8-01-2025

To: Tosha Moss

Case #: 254105

Property Address: 3001 Casey Springs Rd
Jonesboro, AR 72401

APN# 01-143271-01700

Letter Sent on: 7-07-2025

Comply by Date: 7-17-2025

Date of Mowing: 7-31-2025

Need to send the following charges to this person.

ASHLEY N BURNETT
3001 CASEY SPRINGS RD
JONESBORO, AR 72404

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Mowing	\$ 200.00
<hr/>	
Total	\$ 415.00

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

Ashley N Burnett

3001 Casey Springs Rd

Jonesboro, AR 72404

RE: 3001 Casey Springs 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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253984



DATE	INVOICE NO
8/6/2025	0069532

BILL TO
Ashley N Burnett 3001 Casey Springs Rd Jonesboro, AR 72404

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee- 3001 Casey Springs Rd	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-3001 Casey Springs Rd	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-3001 Casey Springs Rd	1.00	200.00	200.00	0.00	0.00	200.00

INVOICE TOTAL: 415.00 0.00 0.00 415.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Ashley N Burnett
Customer No: 024930
Account No: 0035996 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069532

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: 415.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 415.00

INVOICE BALANCE: \$415.00

AMOUNT PAID: _____

9589 0710 5270 0228 0410 12

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Certification

\$ _____ Fees (check box, add fee as appropriate)
Extra _____
Hardcopy) \$ _____
☐ Return Receipt (Electronic) \$ _____
☐ Restricted Delivery \$ _____
☐ Certified Mail \$ _____
☒ Signature Required \$ _____
☐ Adult Signature Restricted Delivery \$ _____
Adult Signature Restricted Delivery \$ _____

Postmark
Here



Postage

\$ _____ Fees

Total Postage

\$ _____ N BURNETT

Sent To

31 SEY SPRINGS RD

JO City, State, ZIP+4[®] RO, AR 72404

70



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

870-933-4658

AFFIDAVIT

Ashley N Burnett

3001 Casey Springs Rd

Jonesboro, AR 72404

RE: 3001 Casey Springs

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069532

Case# : 253934

Notice Mailed Prior to 9/11/2025

Ashley N Burnett
3001 Casey Springs Rd
Jonesboro, AR 72404

Subject: 3001 Casey Springs Rd Parcel# 01-143271-01700

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 10/21/2025.

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

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OFFICIAL USE

Certified Mail Fee

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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 **Ashley N Burnett**

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

3001 Casey Springs Rd

City, State, ZIP+4®

Jonesboro, AR 72404

73



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:146

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 910 MARCOM, PARCEL
01-143251-04100, OWNED BY WILDA SEATS IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: COOPER ADD (PT W1/2 SW NE 25-14-3 PT LOTS 5 & 6)

WHEREAS, WILDA SEATS, the owner of record, was properly notified of a code violation at 910 Marcom, 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 30th of July 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 910 Marcom.



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

870-933-4658

AFFIDAVIT

SEATS WILDA

910 MARCOM DRIVE

JONESBORO, AR 72401

RE: 910 MARCOM

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 16th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 16th day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

07/16/2025

WILDA SEATS
910 MARCOM DRIVE
JONESBORO AR 72401

Case #: 254105

In regards to property located at: 910 MARCOM, 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 07/26/2025. 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

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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+4®

Wilda Seats
910 Marcom Drive
Jonesboro AR 72401

Postmark
Here

JUL 16 2025

JONESBORO, AR 72401

77

9589 0710 5270 2238 0440 75



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 8-01-2025

To: Tosha Moss

Case #: 254105

Property Address: 910 Marcom
Jonesboro, AR 72401

APN# 01-143251-04100

Letter Sent on: 7-16-2025

Comply by Date: 7-26-2025

Date of Mowing: 7-30-2025

Need to send the following charges to this person.

SEATS WILDA

910 MARCOM DRIVE

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

Wilda Seats

910 Marcom Dr

Jonesboro, AR 72401

RE: 910 Marcom

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

254105



DATE	INVOICE NO
8/6/2025	0069533

BILL TO
Wilda Seats 910 Marcom Dr Jonesboro, AR 72401

DUE DATE
9/10/2025

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

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-910 Marcom	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-910 Marcom	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-910 Marcom	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: Wilda Seats
Customer No: 024931
Account No: 0035997 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069533

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: 275.00

INVOICE BALANCE: \$275.00

AMOUNT PAID: _____

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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
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Postage

\$

Total Postage and Fees

\$

Sent To **SEATS WILDA**

Street and/or P.O. Box No. **910 MARCOM DRIVE**

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

81



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

870-933-4658

AFFIDAVIT

Wilda Seats

910 Marcom

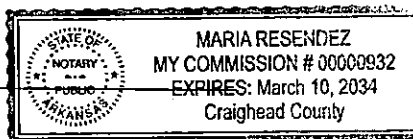
Jonesboro, AR 72401

RE: 910 Marcom

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, by certified mail with return receipt requested, 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 September, 2025.

Eric Schmett
Jonesboro Code Enforcement

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

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069533

Case# : 254105

Notice Mailed Prior to 9/11/2025

Wilda Seats
910 Marcom
Jonesboro, AR 72401

Subject: 910 Marcom Parcel# 01-143251-04100

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 10/21/2025.

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

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Certified Mail Fee

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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 **Wilda Seats**

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

910 Marcom

City, State, ZIP+4®

Jonesboro, AR 72401

Postmark
Here



84



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:147

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 211 SCOTT STREET, PARCEL 01-144172-05700, OWNED BY LINDA LOU LAMBERT IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: ELDRIDGE ADD 100X171.25

WHEREAS, LINDA LOU LAMBERT, the owner of record, was properly notified of a code violation at 211 Scott 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 31st of July 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 211 Scott Street.

AFFIDAVIT

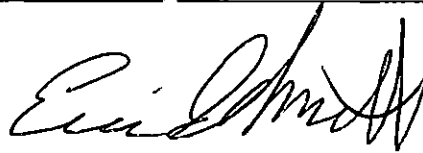
LAMBERT LINDA LOU

211 Scott St

Jonesboro, AR 72401-2279

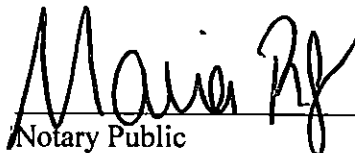
RE: 211 SCOTT

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 16th day of June, 2025.



Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 16th day of June, 2025.


Notary Public

My commission expires: 10 March 2034



Notice of Violation

06/16/2025

LAMBERT LINDA LOU
211 Scott St
Jonesboro AR 72401-2279

Case #: 253240

In regards to property located at: 211 SCOTT, 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 06/26/2025. 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

30-5 Unsightly or Unsanitary Conditions

8705588060

Sincerely,

Trey Perkins
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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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
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Postage

\$

Total Postage and Fees

\$

Sent To

Street and Apt. No. or PO Box No.

City, State, ZIP+4®

Lambert Linda Lou
211 Scott St
Jonesboro AR 72401-2279 88



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 8-01-2025

To: Tosha Moss

Case #: 254462

Property Address: 211 Scott
Jonesboro, AR 72401

APN# 01-144172-05700

Letter Sent on: 6-16-2025
Comply by Date: 6-26-2025
Date of Mowing: 7-31-2025

Need to send the following charges to this person.

LAMBERT LINDA LOU
211 Scott St
Jonesboro, AR 72401-2279

<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

Linda Lou Lambert

211 Scott St

Jonesboro, AR 72401

RE: 211 Scott

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

254462



DATE	INVOICE NO
8/6/2025	0069534

BILL TO
Linda Lou Lambert 211 Scott St Jonesboro, AR 72401

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-211 Scott	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-211 Scott	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-211 Scott	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: Linda Lou Lambert
Customer No: 024932
Account No: 0035998 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069534

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: 275.00

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

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Certified Mail Fee

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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 **LAMBERT LINDA LOU**

Street and Apt. No. or P.O. Box No.

211 Scott St

City, State, ZIP+4[®]

Jonesboro, AR 72401-2279

92



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

870-933-4658

AFFIDAVIT

Linda Lou Lambert

211 Scott

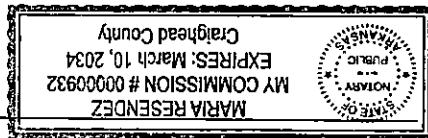
Jonesboro, AR 72401

RE: 211 Scott

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069534

Case# : 254462

Notice Mailed Prior to 9/11/2025

Linda Lou Lambert
211 Scott
Jonesboro, AR 72401

Subject: 211 Scott Parcel# 01-144172-05700

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 10/21/2025.

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

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OFFICIAL USE

Certified Mail Fee

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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

\$

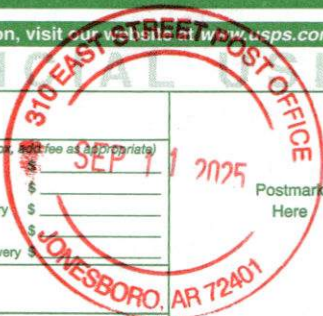
Sent To **Linda Lou Lambert**

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

211 Scott

City, State, ZIP+4®

Jonesboro, AR 72401



Postmark
Here

95

9589 0710 5270 0255 0420 64



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:148

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 1702 W. NETTLETON AVENUE, PARCEL 01-143242-00800, OWNED BY 1702 W. NETTLETON AVE. LLC. IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: PT SE NW 1604.4X132

WHEREAS, 1702 W. NETTLETON AVE. LLC., the owner of record, was properly notified of a code violation at 1702 W. Nettleton Avenue, 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 18th of July 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 1702 W. Nettleton Avenue.



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

870-933-4658

AFFIDAVIT

1702 W Nettleton Ave LLC

4250 N VENETIAN LN

FAYETTEVILLE, AR 72403

RE: 1702 W Nettleton

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 June, 2025.

Eric Schmett
Jonesboro Code Enforcement

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

Notary Public



My commission expires: 10 March 2034



Notice of Violation

06/30/2025

1702 W Nettleton Ave LLC
4250 N VENETIAN LN
FAYETTEVILLE AR 72403

Case #: 253900

In regards to property located at: 1702 W NETTLETON, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property has overgrown grass/weeds that needs to be mowed and trimmed. Please mow and trim entire property including any ditch/easements. 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 07/13/2025. If the issue is not corrected by the date listed, the City will hire a contractor to mow and trim, 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

870-273-2336

Sincerely,

Chris Martin
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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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

\$

Service

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

City, State, ZIP+4®

99



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253900

Property Address: 1702 E Nettleton
Jonesboro, AR 72401

APN# 01-143242-00800

Letter Sent on: 6-30-2025

Comply by Date: 7-13-2025

Date of Mowing: 7-18-2025

Need to send the following charges to this person.

1702 W Nettleton Ave LLC
4250 N VENETIAN LN
FAYETTEVILLE, AR 72403

<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

1702 W Nettleton Ave LLC

4250 N Venetian Ln

Fayetteville, AR 72703

RE: 1702 W Nettleton

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253900



DATE	INVOICE NO
8/6/2025	0069535

BILL TO
1702 W Nettleton Ave LLC 4250 N Venetian Ln Fayetteville, AR 72703

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-1702 W Nettleton	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-1702 W Nettleton	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-1702 W Nettleton	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: 1702 W Nettleton Ave LLC
Customer No: 024933
Account No: 0035999 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069535

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: 275.00

INVOICE BALANCE: \$275.00

AMOUNT PAID: _____

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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 **1702 W Nettleton Ave LLC**

Street **4250 N VENETIAN LN**

City, State, ZIP+4® **FAYETTEVILLE, AR 72403**

103



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

870-933-4658

AFFIDAVIT

1702 W Nettleton Ave LLC

4250 N Venetian Ln

Fayetteville, AR 72703

RE: 1702 W Nettleton

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069535

Case# : 253900

Notice Mailed Prior to 9/11/2025

1702 W Nettleton Ave LLC
4250 N Venetian Ln
Fayetteville, AR 72703

Subject: 1702 W Nettleton Parcel# 01-143242-00800

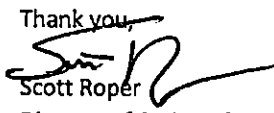
This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 10/21/2025.

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

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Certified Mail Fee

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

- ☐ Return Receipt (hardcopy) \$ ~~0.00~~
- ☐ Return Receipt (electronic) \$ ~~0.00~~
- ☐ Certified Mail Restricted Delivery \$
- ☐ Adult Signature Required \$
- ☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

\$

Total Postage and Fees

\$

1702 W Nettleton Ave LLC

Sent To

4250 N Venetian Ln

City, State, ZIP+4[®]
Fayetteville, AR 72703

106



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:149

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 2701 CURTVIEW, PARCEL 01-144273-04400, OWNED BY JESSY & JAMES HARRELL IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: CURTVIEW ACRES 70X200 DAV DAV

WHEREAS, JESSY & JAMES HARRELL, the owner of record, was properly notified of a code violation at 2701 Curtview, 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 18th of July 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 2701 Curtview.



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

870-933-4658

AFFIDAVIT

HARRELL JESSY THIELEMIER & JAMES W

562 COUNTY ROAD 765

BROOKLAND, AR 72417-9042

RE: 2701 CURTVIEW 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 22nd day of April, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 22nd day of April, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

04/22/2025

HARRELL JESSY THIELEMIER & JAMES W
562 COUNTY ROAD 765
BROOKLAND AR 72417-9042

Case #: 251767

In regards to property located at: 2701 CURTVIEW ST, JONESBORO, Arkansas 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 05/03/2025. 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

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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/or P.O. Box No.

City, State, ZIP+[®]

Jessy + James Harrell
562 County Road 165
Brookland AR 72401

110



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253981

Property Address: 2701 Curtview
Jonesboro, AR 72401

APN# 01-144273-04400

Letter Sent on: 4-22-2025
Comply by Date: 5-03-2025
Date of Mowing: 7-18-2025

Need to send the following charges to this person.
HARRELL JESSY THIELEMIER & JAMES W
562 COUNTY ROAD 765
BROOKLAND AR 72417-9042

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Clean-up/Haul Off	\$ 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

Jessy & James Harrell

562 CR 765

Brookland, AR 72417

RE: 2701 Curtview

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253981



DATE	INVOICE NO
8/6/2025	0069537

BILL TO
Jessy & James Harrell 562 CR 765 Brookland, AR 72417

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-2701 Curview	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-2701 Curview	1.00	200.00	200.00	0.00	0.00	200.00
Clean Up/Haul Off-2701 Curview	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: Jessy & James Harrell
Customer No: 024935
Account No: 0036001 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069537

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:	275.00

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

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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 **HARRELL JESSY THIELEMIER & JAMES W**

Street or Rural Route, PO Box
562 COUNTY ROAD 765

City, State ZIP+4®
BROOKLAND AR 72417-9042



Postmark
Here

114

9589 0710 5238 0225 0210 6856 87 4140 0225 0210 6856



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

870-933-4658

AFFIDAVIT

Jessy & James Harrell

562 CR 765

Brookland, AR 72417

RE: 2701 Curtview

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069537

Case# : 253981

Notice Mailed Prior to 9/11/2025

Jessy & James Harrell
562 CR 765
Brookland, AR 72417

Subject: 2701 Curtview Parcel# 01-144273-04400

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 10/21/2025.

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

9589 0710 5270 2238 0421 87

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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

Jessy & James Harrell

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

562 CR 765

City, State, ZIP+4®

Brookland, AR 72417

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

See Reverse for Instructions





City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:150

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 2404 BRAZOS, PARCEL 01-144281-29400, OWNED BY KINGDOM ASSETS, LLC. IN THE AMOUNT OF \$365

LEGAL DESCRIPTION: FAIRVIEW ACRES J'BORO CITY

WHEREAS, KINGDOM ASSETS, LLC., the owner of record, was properly notified of a code violation at 2404 Brazos, 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 18th of June 2025 using city funds in the amount of \$365; 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 2404 Brazos.



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

870-933-4658

AFFIDAVIT

Kingdom Assets LLC

132 Sophie Drive

Brookland , AR 72417

RE: 2404 BRAZOS 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 1st day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 1st day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

07/01/2025

Kingdom Assets LLC
132 Sophie Drive
Brookland AR 72417

Case #: 253523

In regards to property located at: 2404 BRAZOS ST, JONESBORO, Arkansas 72401

Our records show that you own the property listed above. We have observed that the whole 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 07/12/2025. 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

My number is 870-273-2129. Please read last line of this letter carefully.

Sincerely,

A handwritten signature in cursive script, appearing to read "C. Blake Nichols".

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

9589 0710 5270 2238 0473 04

U.S. Postal Service™
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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 **Kingdom Assets LLC**

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

132 Sophie Drive

City, State, ZIP+4®

Brookland, AR 72417

Postmark
Here

121



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253523

Property Address: 2404 Brazos
Jonesboro, AR 72401

APN# 01-144281-29400

Letter Sent on: 7-01-2025
Comply by Date: 7-12-2025
Date of Mowing: 7-18-2025

Need to send the following charges to this person.
Kingdom Assets LLC
132 Sophie Drive
Brookland AR 72417

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Mowing	\$ 150.00
<hr/>	
Total	\$ 365.00

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

Kingdom Assets LLC

132 Sophie Dr

Brookland, AR 72417

RE: 2404 Brazos

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253523



DATE	INVOICE NO
8/6/2025	0069538

BILL TO
Kingdom Assets LLC 132 Sophie Dr Brookland, AR 72417

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-2404 Brazos	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-2404 Brazos	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-2404 Brazos	1.00	150.00	150.00	0.00	0.00	150.00

INVOICE TOTAL: 365.00 0.00 0.00 365.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Kingdom Assets LLC
Customer No: 024936
Account No: 0036002 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069538

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: 365.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 365.00

INVOICE BALANCE: \$365.00

AMOUNT PAID: _____

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

OFFICIAL USE

Certified Mail Fee

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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 **Kingdom Assets LLC**

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

132 Sophie Drive

City, State, ZIP+4®

Brookland AR 72417



Postmark
Here

125

9589 0710 5228 0414 94
46 4140 8328 0255 0120 6856



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

870-933-4658

AFFIDAVIT

Kingdom Assets LLC

132 Sophie Dr

Brookland, AR 72417

RE: 2404 Brazos

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069538

Case# : 253523

Notice Mailed Prior to 9/11/2025

Kingdom Assets LLC
132 Sophie Dr
Brookland, AR 72417

Subject: 2404 Brazos Parcel# 01-144281-29400

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 10/21/2025.

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

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

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To **Kingdom Assets LLC**

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

132 Sophie Dr

City, State, ZIP+4®

Brookland, AR 72417

128

9589 0710 5270 2238 0421 63



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:151

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 2106 COTTON, PARCEL
01-144271-20700, OWNED BY MICKAUL ROLLAND IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: LOT 4, BLOCK A OF KEICH EARL 4TH ADD

WHEREAS, MICKAUL ROLLAND, the owner of record, was properly notified of a code violation
at 2106 Cotton, 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 18th of July 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 2106 Cotton.



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

870-933-4658

AFFIDAVIT

MICKAUL ROLLAND

2106 COTTON ST

JONESBORO, AR 72401

RE: 2106 Cotton

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 June, 2025.

Eric Schmett
Jonesboro Code Enforcement

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

Notary Public

My commission expires: 10 March 2034



Notice of Violation

06/17/2025

MICKAUL ROLLAND
2106 COTTON ST
JONESBORO AR 72401

Case #: 253517

In regards to property located at: 2106 COTTON, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the whole 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 06/28/2025. 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

My direct number is 870-273-2129

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

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☐ Return Receipt (electronic)

\$

☐ Certified Mail Restricted Delivery

\$

☐ Adult Signature Required

\$

☐ Adult Signature Restricted Delivery

\$

Postmark
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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



Mickaul Roland
2106 Cotton St
Jonesboro AR 72401

132



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253517

Property Address: 2106 Cotton
Jonesboro, AR 72401

APN# 01-144271-20700

Letter Sent on: 6-17-2025
Comply by Date: 6-28-2025
Date of Mowing: 7-18-2025

Need to send the following charges to this person.
MICKAUL ROLLAND
2106 COTTON 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

Mickaul Rolland

2106 Cotton Street

Jonesboro, AR 72401

RE: 2106 Cotton

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253517



DATE	INVOICE NO
8/6/2025	0069539

BILL TO
Mickaul Rolland 2106 Cotton Street Jonesboro, AR 72401

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE

6,311.23

Code Enforcement Charges:

Filing Fee-2106 Cotton	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-2106 Cotton	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-2106 Cotton	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: Mickaul Rolland
 Customer No: 023610
 Account No: 0035665 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069539

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: 6,586.23

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

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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
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Postage

\$

Total Postage and Fees

\$

Sent To **MICKAUL ROLLAND**

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

2106 COTTON ST

City, State, ZIP+4[®]

136

JONESBORO, AR 72401

9589 0710 5238 0413 57





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

870-933-4658

AFFIDAVIT

Mickaul Rolland

2106 Cotton

Jonesboro, AR 72401

RE: 2106 Cotton

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069539

Case# : 253517

Notice Mailed Prior to 9/11/2025

Mickaul Rolland
2106 Cotton
Jonesboro, AR 72401

Subject: 2106 Cotton Parcel# 01-144271-20700

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 10/21/2025.

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 "Scott Roper".

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

9589 0710 5270 0125 0421 56

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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 **Mickaul Rolland**

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

2106 Cotton

City, State, ZIP+4®

Jonesboro, AR 72401

139



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:152

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 2612 CRAWFORD , PARCEL 01-144273-02300, OWNED BY RANDY & ALEY CRAWFORD IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: NE JB NETTLETON CITY

WHEREAS, RANDY & ALEY CRAWFORD, the owner of record, was properly notified of a code violation at 2612 Crawford , 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 18th of July 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 2612 Crawford.



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

870-933-4658

AFFIDAVIT

CRAWFORD RANDY & ALEY

PO BOX 16354

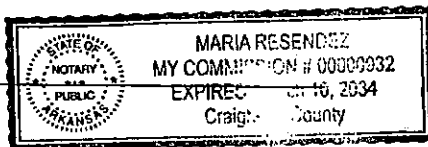
JONESBORO, AR 72403-6705

RE: 2612 CRAWFORD DR

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 31st day of March, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 31st day of March, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

03/31/2025

CRAWFORD RANDY & ALEY
PO BOX 16354
JONESBORO AR 72403-6705

Case #: 251516

In regards to property located at: 2612 CRAWFORD DR, JONESBORO, Arkansas 72401

Our records show that you own the property listed above. We have observed that the property needs mowed and trimmed. Property needs to be mowed at least every two weeks. 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 04/11/2025. If the issue is not corrected by the date listed, the City will send our contractor to mow and trim, 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 at 870-273-2129 as soon as you receive this letter. Please read the last line of this letter very carefully.

Sincerely,

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

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- ☐ Certified Mail Restricted Delivery \$ _____
- ☐ Adult Signature Required \$ _____
- ☐ Adult Signature Restricted Delivery \$ _____

Postmark
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Postage

\$

Total Postage and Fees

\$

Sent To

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

City, State, ZIP+4®

Crawford Randy & Aley
PO BOX 16354
Jonesboro AR 72403-6705 143



9589 0710 5270 2238 0452 25



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253523

Property Address: 2612 Crawford
Jonesboro, AR 72401

APN# 01-144273-02300

Letter Sent on: 3-31-2025

Comply by Date: 4-11-2025

Date of Mowing: 7-18-2025

Need to send the following charges to this person.

CRAWFORD RANDY & ALEY

PO BOX 16354

JONESBORO, AR 72403-6705

<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

Randy & Aley Crawford

PO Box 16354

Jonesboro, AR 72403

RE: 2612 Crawford

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

254274



DATE	INVOICE NO
8/6/2025	0069540

BILL TO
Randy & Aley Crawford PO Box 16354 Jonesboro, AR 72403

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE

11,741.32

Code Enforcement Charges:

Filing Fee-2612 Crawford	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-2612 Crawford	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-2612 Crawford	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: Randy & Aley Crawford
Customer No: 023540
Account No: 0035631 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069540

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: 12,016.32

INVOICE BALANCE: \$275.00

AMOUNT PAID: _____

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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 **CRAWFORD RANDY & ALEY**

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

PO BOX 16354

City, State, ZIP+4®

JONESBORO, AR 72403-6705

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

See Reverse for Instructions



Postmark
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147



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

870-933-4658

AFFIDAVIT

Randy & Aley Crawford

PO Box 16354

Jonesboro, AR 72403

RE: 2612 Crawford

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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069540
Case# : 253523

254214

Notice Mailed Prior to 9/11/2025

Randy & Aley Crawford
PO Box 16354
Jonesboro, AR 72403


Subject: 2612 Crawford Parcel# 01-144273-02300

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 10/21/2025.

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

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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 **Randy & Aley Crawford**

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

PO Box 16354

City, State, ZIP+4[®]

Jonesboro, AR 72403

150



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:153

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 18th of July 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.



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

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Certified Mail Fee

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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

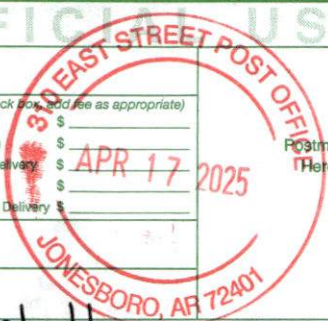
\$

Sent To

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

City, State, ZIP+4®

Nutt Michelle
1012 Legends Club Dr
Mount Pleasant SC 29466-1547



Postmark
Here

9589 0710 5270 2238 0454 47



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 254441

Property Address: 1313 Pardew
Jonesboro, AR 72401

APN# 01-144221-20200

Letter Sent on: 4-17-2025
Comply by Date: 5-01-2025
Date of Mowing: 7-18-2025

Need to send the following charges to this person.

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

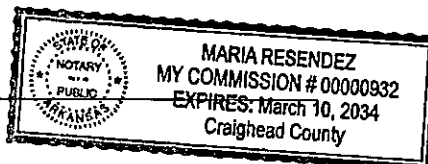
Mt Pleasant, SC 29466

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

254441



DATE	INVOICE NO
8/6/2025	0069541

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

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE

1,450.00

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
9/10/2025	0069541

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: 1,725.00

INVOICE BALANCE: \$275.00

AMOUNT PAID: _____

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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 **NUTT MICHELLE**

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

1012 Legends Club Dr

City, State, ZIP+4®

158

MOUNT PLEASANT SC 29466-9057

9589 0710 5270 0225 0120 6056 04140 0225 0120 6056





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, by certified mail with return receipt requested, 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 September, 2025.

Eric Schmett
Jonesboro Code Enforcement

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

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069541

Case# : 254441

Notice Mailed Prior to 9/11/2025

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 10/21/2025.

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

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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 **Michelle Nutt**

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

1012 Legends Club Dr

City, State, ZIP+4®

Mt Pleasant, SC 29466

161



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:154

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 1602 TONYA-A, PARCEL 01-144082-00210, OWNED BY MARTISULL, LLC C/O RICHARD SULLIVAN IN THE AMOUNT OF \$340

LEGAL DESCRIPTION: RJS ACRES

WHEREAS, MARTISULL, LLC C/O RICHARD SULLIVAN, the owner of record, was properly notified of a code violation at 1602 Tonya-A, 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 23rd of July 2025 using city funds in the amount of \$340; 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 1602 Tonya-A.



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

870-933-4658

AFFIDAVIT

MARTISULL LLC/

PO BOX 16271

JONESBORO, AR 72403

RE: 1602 A TONYA DR & 1602 B TONYA DR

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 10th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 10th day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

07/10/2025

MARTISULL LLC/ Groundfloor .
PO BOX 16271
JONESBORO AR 72403

Case #: 254179

In regards to property located at: 1602 A TONYA DR, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property is very overgrown and needs to be mowed and kept maintained. 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 07/17/2025. If the issue is not corrected by the date listed, the City will hire a contractor to 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

870-604-5579

Sincerely,

Jessica Allred
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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\$

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

Martisull LLC / Grandfloor
PO BOX 16271

Street and Apt. No. or PO Box No.

City, State, ZIP+4[®]

Jonesboro AR 72403

165



CITY OF JONESBORO

Code Enforcement

Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 254179 & 254180

Property Address: 1602 Tonya A & B
Jonesboro, AR 72401

APN# 01-144082-00210 & 01-144082-00200

Letter Sent on: 7-10-2025

Comply by Date: 7-17-2025

Date of Mowing: 7-23-2025

Need to send the following charges to this person.

MARTISULL LLC

PO BOX 16271

JONESBORO, AR 72403

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 15.00
Admin Fees	\$ 200.00
Mowing	\$ 250.00
<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

Martisull LLC

c/o Richard Sullivan

PO Box 16271

Jonesboro, AR 72403

RE: 1602 Tonya A&B

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 5th day of August, 2025.

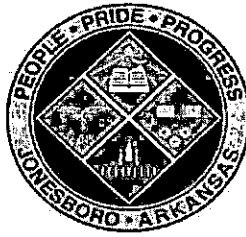
Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

254179



DATE	INVOICE NO
8/6/2025	0069543

BILL TO
Martisull LLC c/o Richard Sullivan PO Box 16271 Jonesboro, AR 72403

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 390.00

Code Enforcement Charges:

Filing Fee-1602 Tonya #A	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-1602 Tonya #A	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-1602 Tonya #A	1.00	125.00	125.00	0.00	0.00	125.00

INVOICE TOTAL: 340.00 0.00 0.00 340.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Martisull LLC
 Customer No: 021606
 Account No: 0035908 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069543

Please remit payment by the due date to:

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

Invoice Total: 340.00
 Discounts: 0.00
 Credit Applied: 0.00
 Ending Balance: 730.00

INVOICE BALANCE: \$340.00

AMOUNT PAID: _____

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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
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Postage

\$

Total Postage and Fees

\$

Sent To MARTISULL LLC

Street and/or P.O. Box or Care Of No.
PO BOX 16271

City, State, ZIP+4®
JONESBORO, AR 72403

169



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

870-933-4658

AFFIDAVIT

Martisull LLC c/o Richard Sullivan

PO Box 16271

Jonesboro, AR 72403

RE: 1602 Tonya A & B

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, by certified mail with return receipt requested, 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 14th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 14th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069543
Case# : 254173

254179

Notice Mailed Prior to 9/11/2025

Martisull LLC c/o Richard Sullivan
PO Box 16271
Jonesboro, AR 72403

Subject: 1602 Tonya A Parcel# 01-144082-00210


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 10/21/2025.

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

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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 **Martisull LLC c/o Richard Sullivan**

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

PO Box 16271

City, State, ZIP+4[®]

Jonesboro, AR 72403

172



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:155

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 1602 TONYA-B, PARCEL 01-144082-00200, OWNED BY MARTISULL, LLC C/O RICHARD SULLIVAN IN THE AMOUNT OF \$125

LEGAL DESCRIPTION: RJS ACRES

WHEREAS, MARTISULL, LLC C/O RICHARD SULLIVAN, the owner of record, was properly notified of a code violation at 1602 Tonya-B, 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 23rd of July 2025 using city funds in the amount of \$125; 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 1602 Tonya-B.



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

870-933-4658

AFFIDAVIT

MARTISULL LLC/

PO BOX 16271

JONESBORO, AR 72403

RE: 1602 A TONYA DR & 1602 B TONYA DR

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 10th day of July, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 10th day of July, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

07/10/2025

MARTISULL LLC
PO BOX 16271
JONESBORO AR 72403

Case #: 254180

In regards to property located at: 1602 B TONYA DR, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property is very overgrown and needs to be mowed and kept maintained. 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 07/17/2025. If the issue is not corrected by the date listed, the City will hire a contractor to 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

870-604-5579

Sincerely,

A handwritten signature in cursive script, appearing to read "Jessica Allred".

Jessica Allred
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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

Postmark
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Postage

\$

Total Postage and Fees

\$

Sent To

Street and Apt. No. or PO Box No.

City, State, ZIP+4[®]

Martisull LLC / Grandfloor
PO BOX 16271
Jonesboro AR 72403

176



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 254180

Property Address: 1602 Tonya B
Jonesboro, AR 72401

APN# 01-144082-00200

Letter Sent on: 7-10-2025
Comply by Date: 7-17-2025
Date of Mowing: 7-23-2025

Need to send the following charges to this person.

MARTISULL LLC
PO BOX 16271
JONESBORO, AR 72403

<u>ITEMS</u>	<u>AMOUNTS</u>
Filing Fees	\$ 0.00
Admin Fees	\$ 0.00
Mowing	\$ 125.00
<hr/>	
Total	\$ 125.00

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

Martisull LLC

c/o Richard Sullivan

PO Box 16271

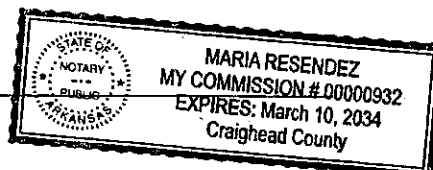
Jonesboro, AR 72403

RE: 1602 Tonya A&B

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

214180



DATE	INVOICE NO
8/6/2025	0069542

BILL TO
Martisull LLC c/o Richard Sullivan PO Box 16271 Jonesboro, AR 72403

DUE DATE
9/10/2025

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

PREVIOUS OUTSTANDING BALANCE 175.00

Code Enforcement Charges:

Mowing-1602 Tonya #B	1.00	125.00	125.00	0.00	0.00	125.00
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INVOICE TOTAL: 125.00 0.00 0.00 125.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Martisull LLC
Customer No: 021606
Account No: 0035242 - Mowing Account - #01-144082-00200

DUE DATE	INVOICE NO
9/10/2025	0069542

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:	125.00
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	300.00
INVOICE BALANCE:	\$125.00
AMOUNT PAID:	_____

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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 MARTISULL LLC

Street and/or P.O. Box or Care Of No.
PO BOX 16271

City, State, ZIP+4®
JONESBORO, AR 72403

180



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

870-933-4658

AFFIDAVIT

Martisull LLC c/o Richard Sullivan

PO Box 16271

Jonesboro, AR 72403

RE: 1602 Tonya A & B

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, by certified mail with return receipt requested, 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 14th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 14th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069542

Case# : 254180

Notice Mailed Prior to 9/11/2025

Martisull LLC c/o Richard Sullivan
PO Box 16271
Jonesboro, AR 72403

Subject: 1602 Tonya B Parcel# 01-144082-00200

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 10/21/2025.

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

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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 **Martisull LLC c/o Richard Sullivan**

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

PO Box 16271

City, State, ZIP+4[®]

Jonesboro, AR 72403

183



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:156

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 1204 RAINWOOD, PARCEL 01-143231-08000, OWNED BY AMANDA CUNNINGHAM IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: SCENIC HILLS SUB 1ST ADD REVISED

WHEREAS, AMANDA CUNNINGHAM, the owner of record, was properly notified of a code violation at 1204 Rainwood, 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 23rd of July 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 1204 Rainwood.



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

870-933-4658

AFFIDAVIT

AMANDA CUNNINGHAM

1204 RAINWOOD DR

JONESBORO, AR 72401-3630

RE: 1204 RAINWOOD

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 26th day of June, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 26th day of June, 2025.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

06/26/2025

AMANDA CUNNINGHAM
1204 RAINWOOD DR
JONESBORO AR 72401-3630

Case #: 253605

In regards to property located at: 1204 RAINWOOD, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property has overgrown grass/weeds that needs to be mowed and trimmed. Please mow and trim entire property including any ditch/easements. 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 07/09/2025. If the issue is not corrected by the date listed, the City will hire a contractor to mow and trim, 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

870-273-2336

Sincerely,

Chris Martin
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

9589 0710 5270 2238 0459 35

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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 P.O. Box No.

City/State ZIP+4[®]

Amanda Cunningham
 664 Rainwood Dr
 Jonesboro AR 72401-3600 187



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253605

Property Address: 1204 Rainwood
Jonesboro, AR 72401

APN# 01-143231-08000

Letter Sent on: 6-26-2025

Comply by Date: 7-09-2025

Date of Mowing: 7-23-2025

Need to send the following charges to this person.

AMANDA CUNNINGHAM
1204 RAINWOOD DR
JONESBORO AR 72401-3630

<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

Amanda Cunningham

1204 Rainwood Dr

Jonesboro, AR 72401

RE: 1204 Rainwood

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 5th day of August, 2025.

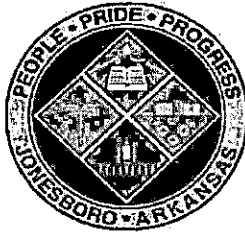
Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253605



DATE	INVOICE NO
8/6/2025	0069544

BILL TO
Amanda Cunningham 1204 Rainwood Dr Jonesboro, AR 72401

DUE DATE
9/10/2025

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

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-1204 Rainwood	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-1204 Rainwood	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-1204 Rainwood	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: Amanda Cunningham
Customer No: 024938
Account No: 0036003 - Code Enforcement Charges.

DUE DATE	INVOICE NO
9/10/2025	0069544

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: 275.00

INVOICE BALANCE: \$275.00

AMOUNT PAID: _____

9589 0710 5270 2238 0412 89

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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 **AMANDA CUNNINGHAM**

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

1204 RAINWOOD DR

City, State, ZIP+4[®]

JONESBORO AR 72401-3630

PS Form 3800, January 2025 PSN 7530-02-000-9047

See Reverse for Instructions





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

870-933-4658

AFFIDAVIT

Amanda Cunningham

1204 Rainwood

Jonesboro, AR 72401

RE: 1204 Rainwood

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, by certified mail with return receipt requested, 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 14th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 14th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069544

Case# : 253605

Notice Mailed Prior to 9/11/2025

Amanda Cunningham
1204 Rainwood
Jonesboro, AR 72401

Subject: 1204 Rainwood Parcel# 01-143231-08000

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 10/21/2025.

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

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Certified Mail Fee

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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

Amanda Cunningham

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

1204 Rainwood

City, State, ZIP+4[®]

Jonesboro, AR 72401

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

See Reverse for Instructions



194

9589 0710 5270 0270 0421 01



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:157

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 the 18th of July 205 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

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- ☐ 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

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

198



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 254110

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: 7-18-2025

Need to send the following charges to this person.

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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

254110



DATE	INVOICE NO
8/6/2025	0069545

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

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS OUTSTANDING BALANCE						550.00
Code Enforcement Charges:						
Filing Fee-1617 Rich Rd	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-1617 Rich Rd	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-1617 Rich Rd	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
9/10/2025	0069545

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: _____

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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 **REYNOLDS RANDOLPH A & JUDITH A**

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

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

202





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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069545

Case# : 254110

Notice Mailed Prior to 9/11/2025

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 10/21/2025.

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

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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 **Randolph & Judith Reynolds**

Street and/or P.O. Box No. **1617 Rich Rd**

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

205



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:158

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 907 E. WASHINGTON AVENUE, PARCEL 01-144184-28600, OWNED BY GROVER EVANS IN THE AMOUNT OF \$275

LEGAL DESCRIPTION: MCHOSE ADD PT LOT 6 40X100

WHEREAS, GROVER EVANS, the owner of record, was properly notified of a code violation at 907 E. Washington Avenue, 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 18th of July 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 907 E Washington Avenue.



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

870-933-4658

AFFIDAVIT

EVANS GROVER

1613 JENNIFER DR

LITTLE ROCK, AR 72212-3827

RE: 907 E 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 10th day of June, 2023.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 10th day of June, 2023.

Notary Public

My commission expires: 10 March 2034



Notice of Violation

06/10/2025

EVANS GROVER
1613 JENNIFER DR
LITTLE ROCK AR 72212-3827

Case #: 253139

In regards to property located at: 907 E WASHINGTON, JONESBORO, AR 72401

Our records show that you own the property listed above. We have observed that the property has overgrown grass/weeds that needs to be mowed and trimmed. Please mow and trim entire property including any ditch/easements. 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 06/23/2025. If the issue is not corrected by the date listed, the City will hire a contractor to mow and trim, 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

870-273-2336

Sincerely,

Chris Martin
Code Enforcement Officer
P.O. Box 1845
Jonesboro, AR 72403

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Certified Mail Fee

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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

\$

JUN 10 2025

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To **EVANS GROVER**

Street & Number **1613 JENNIFER DR**

City, State, ZIP+4[®] **LITTLE ROCK, AR 72212-3827**

209



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 7-30-2025

To: Tosha Moss

Case #: 253139

Property Address: 907 E Washington
Jonesboro, AR 72401

APN# 01-144184-28600

Letter Sent on: 6-10-2025
Comply by Date: 6-23-2025
Date of Mowing: 7-18-2025

Need to send the following charges to this person.

EVANS GROVER
1613 JENNIFER DR
LITTLE ROCK, AR 72212-3827

<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

Grover Evans

1613 Jennifer Dr

Little Rock, AR 72212-3827

RE: 907 E 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 5th day of August, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 5th day of August, 2025.

Notary Public

My commission expires: 10 March 2034

253199



DATE	INVOICE NO
8/6/2025	0069546

BILL TO
Grover Evans 1613 Jennifer Dr Little Rock, AR 72212-3827

						DUE DATE
						9/10/2025
DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE

PREVIOUS OUTSTANDING BALANCE 0.00

Code Enforcement Charges:

Filing Fee-907 E Washington	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee-907 E Washington	1.00	200.00	200.00	0.00	0.00	200.00
Mowing-907 E Washington	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: Grover Evans
Customer No: 016055
Account No: 0036004 - Code Enforcement Charges

DUE DATE	INVOICE NO
9/10/2025	0069546

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: 275.00
INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

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☐ Adult Signature Restricted Delivery

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EVANS GROVER

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

1613 JENNIFER DR

City, State, ZIP+4®

LITTLE ROCK, AR 72212-3827

213



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

870-933-4658

AFFIDAVIT

Grover Evans

1613 Jennifer Dr

Little Rock AR 72212

RE: 907 E 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, by certified mail with return receipt requested, 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 11th day of September, 2025.

Eric Schmett
Jonesboro Code Enforcement

Subscribed and sworn before me the 11th day of September, 2025.

Notary Public

My commission expires: 10 March 2034



Invoice# : 0069546
Case# : 253179

3

Notice Mailed Prior to 9/11/2025

Grover Evans
1613 Jennifer Dr
Little Rock AR 72212

Subject: 907 E Washington Parcel# 01-144184-28600

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 10/21/2025.

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

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☐ Adult Signature Restricted Delivery

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Postage

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Total Postage and Fees

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Sent To **Grover Evans**

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

1613 Jennifer Dr

City, State, ZIP+4®

Little Rock AR 72212

216



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-25:159

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Resolution

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO AN AGREEMENT WITH BRIDGEFARMER AND ASSOCIATES, INC. TO PROVIDE PROFESSIONAL SERVICES FOR JONESBORO RAIL CROSSING STUDY

WHEREAS, the City of Jonesboro was awarded the FY24 Railroad Crossing Elimination Grant in the amount of \$1,200,000.00 for a comprehensive city-wide study of at-grade rail crossings;

WHEREAS, the City of Jonesboro and BNSF have partnered to provide 10%, or \$150,000.00, of the local match;

WHEREAS the City of Jonesboro desires to enter into an agreement to provide professional services to develop alternatives and conceptual plans for improvements to the 18 public rail crossings along the BNSF Thayer South Subdivision in the City of Jonesboro, Arkansas;

WHEREAS, the Selection Committee has determined Bridgefarmer and Associates, Inc. is the most qualified firm for the project;

WHEREAS, the firm selected for the Jonesboro Rail Crossing Study is Bridgefarmer and Associates, Inc.;

WHEREAS, Bridgefarmer and Associates, Inc. have agreed to provide professional services, as described in the attached agreement, for the Jonesboro Rail Crossing Study; and

WHEREAS, the funding for the execution of the agreement shall come from the U.S. Department of Transportation's Federal Railroad Administration (FRA) and local funding match and compensation shall be paid in accordance with the agreement.

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

Section 1: That the City of Jonesboro shall enter into an agreement with Bridgefarmer and Associates, Inc. for \$1,365,683.00 to provide professional services for Jonesboro Rail Crossing Study.

Section 2: The funding for the execution of the contract shall come from the U.S. Department of

Transportation's Federal Railroad Administration (FRA) and local funding match and compensation shall be paid in accordance with the agreement.

Section 3: The Mayor and City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate this agreement.

**PROFESSIONAL ENGINEERING
SERVICES AGREEMENT
Jonesboro Rail Crossing Study**

THIS AGREEMENT is made and entered into by and between the City of Jonesboro, Arkansas, hereinafter referred to as "City", and Bridgefarmer and Associates, Inc., hereinafter referred to as "Engineer", to be effective from and after the date as provided herein.

The City desires to engage the services of the Engineer to prepare the "Jonesboro Rail Crossing Study" which is intended to develop alternatives and conceptual plans for improvements to the 18 public rail crossings along the BNSF Thayer South Subdivision in the City of Jonesboro, Arkansas.

Hereinafter referred to as the "Project".

The Engineer will render engineering services for the City under the terms and conditions provided herein. That for, and in consideration of the covenants contained herein, and for the mutual benefits to be obtained hereby, the parties hereto agree as follows:

I. Employment of the Engineer

The City hereby agrees to retain the Engineer to perform professional engineering services in connection with the Project. The Engineer agrees to perform such services in accordance with the terms and condition of this Agreement.

II. Scope of Services

The parties agree that Engineer shall perform such services as expressly set forth and described in Exhibit "A", which is attached hereto and thereby made a part of this Agreement. The parties understand and agree that deviations or modifications, in the form of written changes, may be authorized from time to time by the City. The Engineer shall have no further obligations or responsibilities for the project except as agreed to in writing. The Engineer's services and work product are intended for the sole use and benefit of City and are non-intended to create any third-party rights or benefits, or for any use by any other entity or person for any other purpose.

The Engineer shall perform his or her professional engineering services with the professional skill and care ordinarily provided by competent engineers practicing in Arkansas and under the same or similar circumstances and professional license. Professional services shall be performed as expeditiously as is prudent, considering the ordinary professional skill and care of a competent engineer.

III. Schedule of Work

The Engineer agrees to commence services immediately upon execution of this Agreement, and to proceed diligently with said service, except for delays beyond the reasonable control of Engineer, to completion, as described in the Completion Schedule attached hereto as Exhibit "B" and thereby made a part of this Agreement.

IV. Compensation and Method of Payment

The parties agree that Engineer shall be compensated for all services provided pursuant to this Agreement in the amount and manner described and set forth in the attached hereto as Exhibit "C" and thereby made a part of this Agreement. The Engineer further agrees that it will prepare and present such monthly progress reports and itemized statements as are described in said Exhibit "C". City agrees to pay invoices within 30 days upon receipt. Statement for services shall include a line for previous payments, contract amount, and amount due

current invoice.

V. Information To Be Provided by The City

The City agrees to furnish, prior to commencement of work, all information requested by Engineer that is available to the City and as outlined in Exhibit "D".

Unless otherwise specifically indicated in writing, Engineer shall be entitled to rely, without liability, on the accuracy and completeness of information provided by City, City's consultants and contractors, and information from public records, without the need for independent verification.

VI. Insurance

Engineer agrees to procure and maintain for the duration of the contract Professional Liability Insurance (\$1,000,000 per claim), Worker's Compensation (\$1,000,000 each accident), General Liability (\$1,000,000 each occurrence) and Automobile Insurance (\$1,000,000 each accident).

VII. Assignment and Subletting

The Engineer may utilize a third party to support certain project services. The Engineer agrees that neither this Agreement nor other services to be performed hereunder will be assigned or sublet without the prior written consent of the City. The Engineer further agrees that the assignment or subletting of any portion or feature of the work or materials required in the performance of this Agreement shall not relieve the Engineer from its full obligations to the City as provided by this Agreement.

VIII. Contract Termination

The parties agree that City or the Engineer shall have the right to terminate this Agreement without cause upon thirty (30) days written notice to the other. In the event of such termination without cause, Engineer shall deliver to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs, or other items prepared by Engineer in connection with this Agreement. Engineer shall be entitled to compensation for any and all services completed to the satisfaction of City in accordance with the provisions of this Agreement prior to termination.

IX. Engineer's Opinion of Cost

The parties recognize and agree that any and all opinions of cost prepared by Engineer in connection with the Project represent the best judgment of Engineer as a design professional familiar with the construction industry, but that the Engineer does not guarantee that bids solicited or received in connection with the Project will not vary from the opinion by the Engineer.

X. Ownership of Documents

All materials and documents prepared or assembled by ENGINEER under this Contract shall become the sole property of City and shall be delivered to City without restriction on future use. ENGINEER may retain in its file's copies of all drawings, specifications, and all other pertinent information for the work. ENGINEER shall have no liability for changes made to any materials or other documents by others subsequent to the completion of the Contract.

XI. Complete Contract

This Agreement, including the exhibits hereto numbered "A" through "D" constitutes the entire agreement by and between the parties regarding the subject matter hereof, and supersedes all prior or contemporaneous written or oral understanding. This agreement may only be amended, supplemented, modified, or canceled by a duly executed written agreement.

XII. Mailing of Notices

Unless instructed otherwise in writing, Engineer agrees that all notices or communications to City permitted or required under this Agreement shall be addressed to City at the following address:

Mr. Craig Light, P.E.
Engineering Director
City of Jonesboro
300 S. Church
Jonesboro, Arkansas 72401

City agrees that all notices or communications to Engineer permitted or required under this Agreement shall be addressed to Engineer at the following address:

Mr. Shahriar Azad, P.E.
Project Manager,
Bridgefarmer and Associates, Inc.
323 Center Street, Suite 1430
Little Rock, AR 72201

All notices or communications required to be given in writing by one party or the other shall be considered as having been given to the addressee on the date such notice or communication is posted by the sending party.

XIII. Arkansas State Board Of Licensure for Professional Engineers and Professional Surveyors Contact Information

Recipients of professional land surveying services under this agreement may direct complaints regarding such services to the Arkansas State Board Of Licensure for Professional Engineers and Professional Surveyors, 623 Woodland Ave. Little Rock, AR 72201, Phone (501) 682-2827.

XIV. Contract Amendments

This Agreement may be amended only by the mutual agreement of the parties expressed in writing.

XV. Effective Date and Period of Performance

This Agreement shall be effective from and after execution by both parties hereto, with originals in the hand of both parties. Period of performance for the work included in this contract is eighteen months.

WITNESS OUR HANDS AND SEALS on the date indicated below.

City of Jonesboro, Arkansas
An Arkansas Home-Rule Municipal
Corporation

Bridgefarmer and Associates, Inc.
Arkansas Board of Professional Engineers Firm No. 945

By: Harold Copenhaver
Mayor
Date:

By: Mansoor Ahsan
Chief Executive Officer
Date:

By: April Leggett
City Clerk
Attest:

By: Ken Hsu
Accountant
Attest:

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Background

On July 10, 2024, the Federal Railroad Administration (FRA) issued a Notice of Funding Opportunity (NOFO) in the Federal Register to solicit eligible projects under the Railroad Crossing Elimination (RCE) Program. The appropriations authority to fund projects under this program was provided by Congress through the Infrastructure Investment and Jobs Act (IIJA). In response to the NOFO, the City of Jonesboro submitted an application for the Jonesboro Rail Crossing Study and was awarded FRA funding for this project.

The project will explore options to reduce interactions between trains and the public for the 18 existing crossings of the BNSF Thayer South Subdivision in the City of Jonesboro. Alternative analysis and conceptual engineering will be performed for the crossings considering options including potential closure, consolidation, grade separation, and safety treatment.

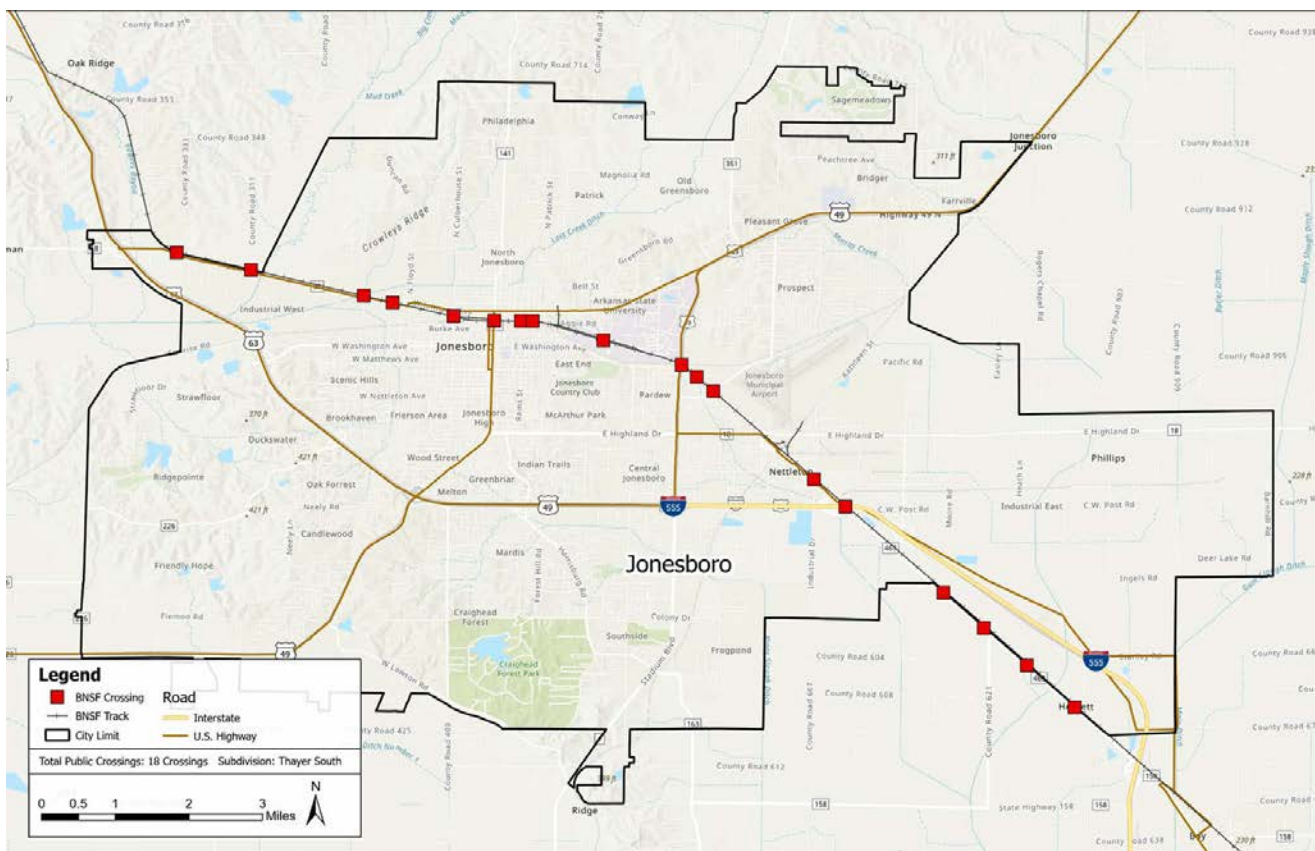
Project Description

The Jonesboro Rail Crossing Study is intended to develop alternatives and conceptual plans for improvements to the 18 public rail crossings along the BNSF Thayer South Subdivision in the City of Jonesboro, Arkansas. Of the 18 public crossings, 13 are at-grade. 9 of the at-grade crossings are active crossings and 4 are passive with no signalization currently installed.

The goals of the Jonesboro Rail Crossing Study align with the Arkansas Stat Freight Plan 2022, which emphasizes efforts to improve and eliminate at-grade crossings. The objectives of this study focus on reducing railroad grade crossing crashes/incidents and enhancing the resilience of critical freight infrastructure, enhancing freight movement, assessing and addressing issues with railway crossing conditions to improve freight movement and safety, enhancing highway-rail at-grade crossings, evaluating potential grade separations for safety and movement, and reducing operational delays for system efficiency. The study will include a focus on minimizing impacts on the natural, historic, and cultural resources of the region.

This Track 1 citywide crossing study will identify opportunities to close crossings, perform alternatives analysis on critical crossings, and evaluate potential highway-rail grade crossing improvements, such as lights and gates, roadway realignments, and vertical adjustments, as well as grade separations to prepare for Track 2 project development activities. Once implemented, this strategy will significantly enhance the City's ability to respond to emergency service calls for incidents on the north side of the railroad. Additionally, all access between Jonesboro Municipal Airport and I-555 requires crossing the BNSF intermodal rail corridor at grade. The study will assess the impacts of already identified potential at-grade crossing closures (at Dan Avenue/BNSF, Willett Road/BNSF/Dan Avenue), crossing consolidations (County Road 311/313 and Neil Drive/Airport Road), and grade separation (Industrial Drive at Nettleton) as well as a comprehensive evaluation of the remaining crossings in the City of Jonesboro along the BNSF Thayer South Subdivision.

The benefits of this plan will serve communities within the City and throughout the region by developing a program of projects to minimize interactions between trains and road users, decrease incidents, improve emergency response reliability, reduce occupied crossing conflicts, improve traffic operations connectivity, enhance freight efficiency, and lower costs. This plan will identify and evaluate existing conditions and potential railroad crossing improvements. Through thorough conceptual design and analysis, coordination with the public, and coordination with stakeholders, this project will recommend improvements to reduce public interactions with trains, providing a solid foundation for future implementation plans. Successful completion of this planning phase will position the City of Jonesboro to seek additional RCE grants for engineering and construction.



Project Management Approach

Team Organization

Bridgefarmer & Associates, Inc. will serve as the Lead Engineering/Planning firm. The majority of the work will be developed in the Little Rock office with Project Manager Shahriar Azad, PE supported by Railroad Coordinator, Bill Glavin, PE, Deputy Project Manager, Michael Binkley, PE and Bridgefarmer support staff from satellite offices in Dallas, Austin, Houston, and Atlanta.

Bridgefarmer & Associates, Inc.

Shahriar Azad, PE
Project Manager

Bill Glavin, PE
Railroad Coordinator

Michael Binkely, PE
Deputy Project Manager

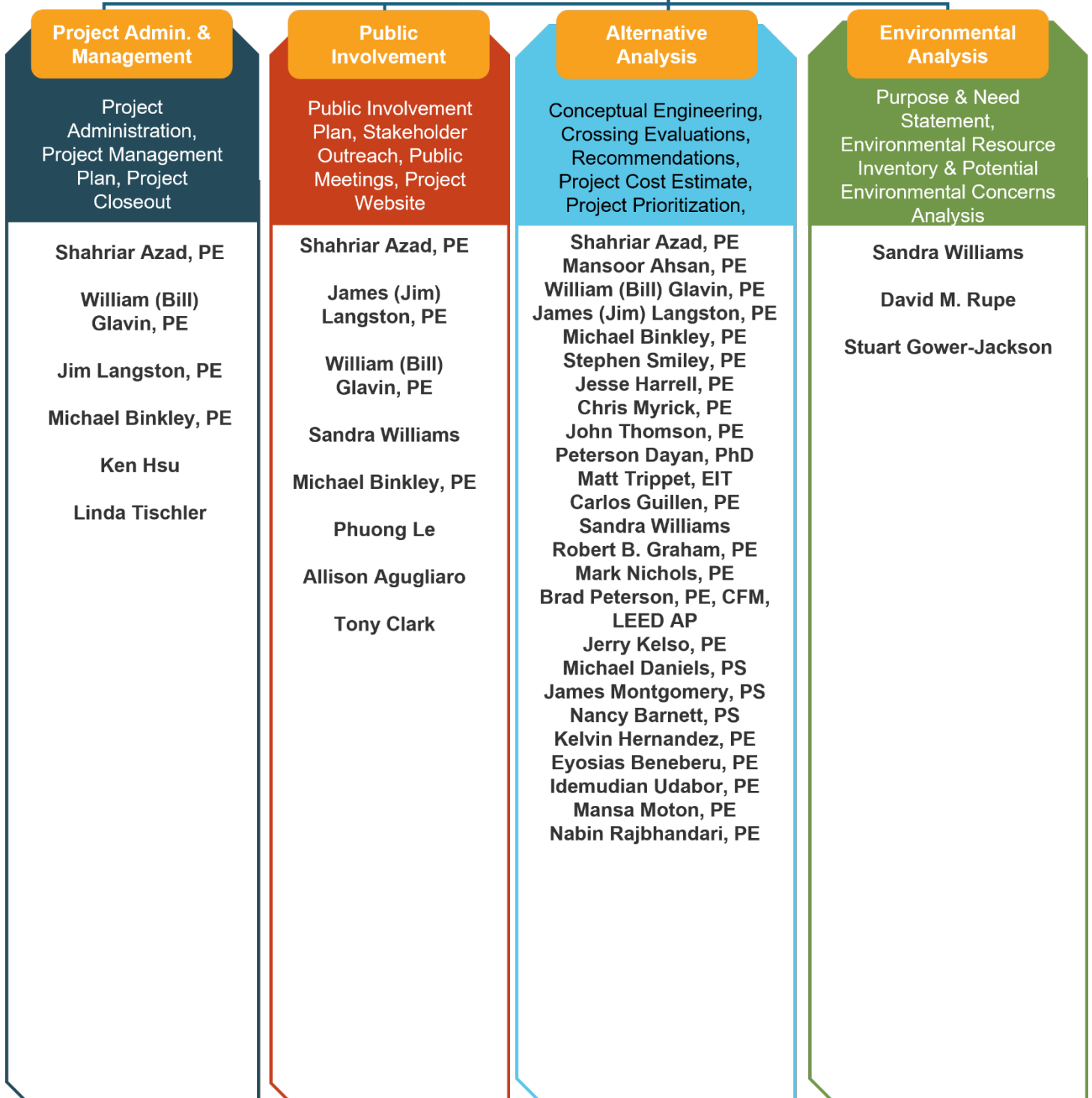
323 Center Street, Suite 1430
Little Rock, AR
Office: (501) 312-2400

Supporting this team are several subconsultants who will perform specific roles:

W. William Graham Jr., Inc.– Alternative Analysis (Railroad Design and Evaluation)

Crafton Tull – Alternative Analysis (Roadway and Civil Design) and Environmental analysis

Traffic Engineering Solutions, PLLC – Alternative Analysis (Railroad Highway Crossing Safety Evaluation)



Team Decision-Making

Decision making will be through a collaborative effort ultimately finalized through the City of Jonesboro and FRA. To support decisions, Bridgefarmer will develop the project following the NEPA process and include public involvement, railroad coordination with BNSF Railway, and Stakeholder coordination with the City of Jonesboro, ArDOT, Craighead County, and the FRA. Stakeholders will be provided with opportunities to provide input and comments. These will be documented and addressed to during the project study.

Early in the project, evaluation criteria will be formulated using input from the design team and input from stakeholders and the general public. Outside input will be obtained through public involvement and stakeholder coordination meetings. ***By developing decision making criteria this early before developing alternatives, the project will clearly follow a transparent process.***

The evaluation criteria will also be weighted based on relative importance of the elements assessed by the stakeholders and general public. For example, not cutting off emergency access through the area may carry more weight than if a small amount of right-of-way is needed.

Communication Plan

Bridgefarmer's PM will be the lead point of contact for all communications using multiple forms including phone, email, virtual meetings through Microsoft Teams, and face-to-face meetings. The communication plan will enable effective coordination amongst the team with direct communication to the City of Jonesboro by Shahriar Azad.

Through regular team meetings, Shahriar Azad will manage team communications to relay information to the planning/design staff. Bridgefarmer will also support the City of Jonesboro on all communications with FRA.

Communication with the major Stakeholders will be led by Shahriar as the default unless the City elects to be that lead at any given meeting. All meetings will have an agenda and meeting minutes will be maintained by Bridgefarmer & Associates, Inc. to be distributed to the meeting attendees within 7 days of the meeting.

Email correspondence will be stored in a project email folder to be retained through the project duration and to allow for ready search and retrieval of information at any time.

Public communications will be documented to indicate the attendees, date of meeting, and comments resulting from the meeting. A public meeting summary report will be prepared for the project to consolidate all comments received and the responses to the comments.

For invoicing, a progress report will communicate monthly status of the project activities.

Project Quality

Bridgefarmer follows a Quality Management Plan. Project Quality for this project will be a full team effort and includes independent fatal flaw analysis with constructability reviews of the early engineering concepts to avoid progressing alternatives that would be impractical or very costly to build.

Bridgefarmer will review work done internally and by the engineering subconsultants, who will complete their quality review prior to Bridgefarmer. Our PM has experience from several schematic and environmental designs, as well as railroad experience, so he is familiar with the needs of quality work done early to have success with railroad coordination.

Further, the engineering and environmental staff will perform independent reviews to ensure the environmental document and the proposed designs are the same. Bridgefarmer will provide the technical write-up to alternative descriptions to ensure accurate results.

Measured areas will be delineated in GIS and CADD for overlay on aerial mapping. This increases the quality and accuracy of all measurements such as waters of the US, offsets to right-of-way features, or distances to buildings.

Work Plan

The scope of the Project includes project administration and management, stakeholder and public involvement, at-grade crossing evaluations, and alternative analysis and conceptual engineering to fulfill the purpose of providing a basis for future implementation plans that will enhance safety by minimizing conflicts between trains and road users, increase reliability of emergency responders, and improve freight rail operations across the BNSF Thayer South Subdivision through the City of Jonesboro.

Completion of the Project will provide the necessary exhibits, design criteria, and reports to support future implementation plans for improved public safety and mobility. Interim deliverables will be a component of the project scope.

Task 1 – Project Administration and Management

(Ongoing - 18-months)

Task 1 Deliverables:

- 1. Project Management Plan
- 2. Final Performance Review

Task 1.1 – Project Administration

Project Administration includes work that is necessary for management of the Project.

It will include:

- 1.1.1 Interagency coordination and technical stakeholder coordination.
Bridgefarmer will conduct a kickoff meeting, and schedule and hold regular meetings with the FRA and other stakeholders.
- 1.1.2 Coordination with various regulatory agencies, public entities, and utilities
Bridgefarmer will support the City of Jonesboro through documented coordination efforts including phone calls, email, and meetings as necessary.
- 1.1.3 Public Engagement
Bridgefarmer will assist the City of Jonesboro with any materials needed for public engagement activities enacted by the City of Jonesboro and engage in any required public involvement associated with the environmental task.
- 1.1.4 Project Review

Bridgefarmer will conduct review of interim deliverables as well as the final project and ensure implementation according to the agreement.

Task 1.2 – Project Management Plan

The Project Management Plan (PMP) describes how the project will be monitored to ensure safe, effective, and timely delivery of the project.

1.2.1 Detailed project schedule

Bridgefarmer will prepare a detailed schedule describing the order and timing of tasks and allocation of resources necessary to complete the project and submit for FRA approval.

1.2.2 Detailed cost breakdown

Bridgefarmer will prepare a detailed cost breakdown describing the resources necessary to ensure safe, effective, and timely delivery of the project and submit for FRA approval.

1.2.3 Revisions of the PMP

Bridgefarmer will revise the PMP throughout the project duration as may be required by the FRA

Task 1.3 – Project Closeout

Project Closeout includes work that is necessary for successful final delivery of the Project.

It will include:

1.3.1 Final Project Review

Bridgefarmer will review the final Project and ensure implementation according to the agreement.

1.3.2 Verify payment of all claims and invoices for costs over the course of the Project.

Bridgefarmer will ensure that all costs incurred are paid according to the agreements

1.3.3 Submit a final claim for reimbursement to FRA

Bridgefarmer will support the City of Jonesboro in submitting the final claim for reimbursement to the FRA within 90 days of the Project Performance Period end date.

1.3.4 Submit a Final Performance Report to the FRA within 90 days of the end of the Project Performance Period.

Bridgefarmer will prepare a Final Performance Report that describes the cumulative activities of the Project, including a complete description of achievements with respect to the Project objectives and milestones

Task 2 – Stakeholder and Public Involvement

(PIP 2 months after NTP, Project website 3 months after NTP with updates ongoing, public involvement and stakeholder coordination tasks ongoing throughout)

Task 2 Deliverables:

3. Public Involvement Plan
4. Project Meetings
5. Project Website
6. Public Engagement Summary Report
7. Preliminary Purpose and Need Statement

Task 2.1 – Preliminary Purpose and Need Statement

Bridgefarmer will prepare a preliminary purpose and need statement which, once approved by the FRA, is to serve as the foundation of alternative analysis and is subject to FRA and public review and comment to serve as a part of the NEPA process.

Task 2.2 – Public Involvement Plan

Bridgefarmer will prepare a formal Public Involvement Plan (PIP) for FRA approval that will identify key involvement steps and coordination needs.

The PIP will include:

2.2.1 Identifying key involvement steps that align with milestones identified in the Project Management Plan

2.2.2 Identifying key local, state, and federal agencies, civic and business groups, relevant interest groups, present and potential users, private service providers, and other key stakeholder groups, that should be consulted with.

2.2.3 Identifying key contacts within agencies, civic and business groups, public officials, relevant interest groups, present and potential users, private service providers, other key stakeholder groups, and the public.

Task 2.3 – Stakeholder Outreach

The PIP developed and approved by the FRA in Task 2.2 will be used as the basis of engaging identified stakeholders and agencies. Stakeholder outreach may involve focus groups, interviews, a stakeholder committee, or other activities.

Bridgefarmer will facilitate this outreach and use it to identify site specific issues and context of the studied crossings.

Task 2.4 – Public Meetings

There will be at least 3 public meetings held through the course of the project: for project introduction, for sharing findings, and for sharing recommendations.

Bridgefarmer will support the City of Jonesboro in advertising, preparing for, and conducting these public meetings.

These meetings will involve the public in the planning process in accordance with the detailed project schedule from Task 1.2. These meetings will be publicized following FRA and FHWA guidelines to ensure the involvement of the public.

Task 2.5 – Project Website

Bridgefarmer will develop and keep up to date a website, with FRA approval, following the guidance in the approved PIP developed in task 2.2.

The website will serve to keep the public involved and informed as a singular location for all project information including meeting information, progress summaries, and concepts being considered.

Task 3 – At-Grade Crossing Evaluations

(Work beginning following FRA approval of PMP-interim deliverables 10-16 months after NTP, final report 18 months after NTP)

Task 3 Deliverables:

8. Jonesboro Rail Crossing Study
9. Order of Magnitude Cost Estimates

Task 3.1 – Crossing Evaluations

Bridgefarmer will perform evaluations for the crossings included in the study area.

This includes the following for each identified crossing in the study area:

3.1.1 Existing FRA Inventory Data Summaries evaluating existing crossing conditions including crossing type (active or passive), crossing position (at grade or grade separated and train operations (number of train tracts, train speed, and train traffic through the railroad crossing).

3.1.2 Documenting roadway crossing features including number of lanes, speed limit, AADT, traffic flows, the composition of traffic through the railroad crossing (including pedestrian, bicycle, and public transit if applicable), types of traffic control devices, land use, site distance, topography, and distance to next closest crossing.

3.1.3 Accident history summary, including incident volume, crash history, near misses, injuries, fatalities, and incidences of rail-related trespassing for each railroad crossing and documentation of deficiencies that hinder achieving a higher level of safety.

3.1.4 Site review, including the use of computer-based tools (such as Google Earth, Arc GIS, and Street View) and site visits, to assess potential hazards, the character of the adjacent road network, and whether the crossing creates access issues for the community. Right of entry letters will be submitted to landowners to obtain permission to access private property if/where necessary.

3.1.5 Determination of approximate existing ROW from aerial photography and available GIS information.

3.1.6 Determination of major utility presence and preparation of a preliminary major utility base map.

3.1.7 Community Plan Review: identification of any planned or programmed infrastructure improvement in state and local planning documents, as well as any planned infrastructure enhancements by the rail operators. Identification of any future development projects in proximity to the railroad crossing

3.1.8 Travel Delays and Blockages: Determination of travel delays including peak demand and direction in which the travel delays are occurring in consideration of access issues for medical emergency facility response times. Determination of frequency and duration of roadway blockage by trains and peak demand for train operations and shift change schedule.

3.1.9 Assessment of proximity to hospitals and medical facilities, schools, churches, and community centers in relation to crossings.

3.1.10 Equity assessments using tools such as CEJST, the ETC Explorer, and Census data will be performed for each crossing to determine whether disadvantaged communities are impacted by inequities in the transportation system.

Task 3.2 – Recommendations

The Purpose and Need Statement (Task 2.1) and the evaluations performed in Task 3.1 will be used by Bridgefarmer to propose and summarize recommendations at all crossings identified in the study area. These recommendations will be further developed in Task 4.

These recommendations will include the following for each proposed improvement to be carried forward into future project development phases:

3.2.1 Developing safety improvement alternatives

3.2.2 Studying changes in travel patterns and accessibility

3.2.3 Assessment of the impact to the receiving land use environment

3.2.4 Evaluation of impacts to the roadway system and public safety

3.2.5 Community and population impact analysis

3.2.6 ROW acquisition determination assessment

3.2.7 Development of existing crossing inventory and proposed plan actions

3.2.8 Preparation of a preliminary cost estimate of alternatives

Task 3.3 – Order-of-Magnitude of Project Estimate Cost

Bridgefarmer will prepare an Order-of-Magnitude of Project Estimate Cost to estimate costs to design, construct and implement the proposed recommended projects.

This includes cost estimates for each alternative, including quantity and unit costs for each proposed project (core track structures, roadway crossing enhancements, land acquisition, any new facilities or upgrades required for train operations) and contingencies.

Task 3.4 – Project Prioritization

The Purpose and Need Statement (Task 2.1) and the evaluations performed in Task 3.1 along with the alternative analysis performed in Tasks 3.2 and 3.3, will be used by Bridgefarmer to prepare a prioritization of the proposed projects and potential funding mechanisms, using the following prioritization schedule:

Tier I (less than 12 months)

Tier II (12 months to 18 months)

Tier III (18 months to 36 months)

Tier IV (over 36 months)

Task 4 – Alternative Analysis & Conceptual Engineering

(Work beginning Following Task 3.1, 10-16 months after NTP, final report 18 months after NTP.)

Note: Prior to initiating work under this task, Bridgefarmer will submit to FRA, for approval, a memo documenting the methodologies to be employed in carrying out Alternative Analysis

Task 4 Deliverables:

10. Alternative Analysis Report (with supporting Conceptual Engineering, Transportation Analysis, and Preliminary Resource Inventory and Potential Concerns Analysis)
11. Environmental Resource Inventory and Potential Concerns Analysis

Task 4.1 – Conceptual Engineering

Bridgefarmer will develop Conceptual Engineering to identify necessary infrastructure improvements and develop cost estimates for each alternative. And continue coordination with the City of Jonesboro, the FRA and other key stakeholders throughout the conceptual engineering phase.

Conceptual engineering will include:

4.1.1 Developing design criteria

4.1.2 Developing track work concepts, structural concepts, and roadway crossing concepts for grade separation or closure, track relocation, installation of protective devices (signals, signs, and other measures that would improve safety), mobility enhancements, and technology solutions.

Bridgefarmer will develop exhibits that communicate the concepts being developed, i.e. roll plots and alternative analysis matrices.

Conceptual engineering designs will form the basis of future project design and construction and will fulfill the high-level construction engineering requirements found in the *Railroad Capital Project Guidance* document (2023 or most current version), section IV.b.ii.D.

Task 4.2 – Environmental Resource Inventory and Potential Concerns Analysis

Bridgefarmer will identify key environmental considerations in the development of alternatives to support future lifecycle stages of project development.

Bridgefarmer will perform a high-level qualitative socioeconomic, cultural, human environment, and natural environmental resource inventory and preliminary effects analysis as a part of and concurrently with the development and screening of proposed concepts in Task 4.1.

Development of preliminary environmental analysis will address the high-level environmental concerns in the *Railroad Capital Project Guidance* document (2023 or most current version), section IV.b.ii.E.

Exhibit A

ARTICLE 4: STATEMENT OF WORK

4.1 General Project Description

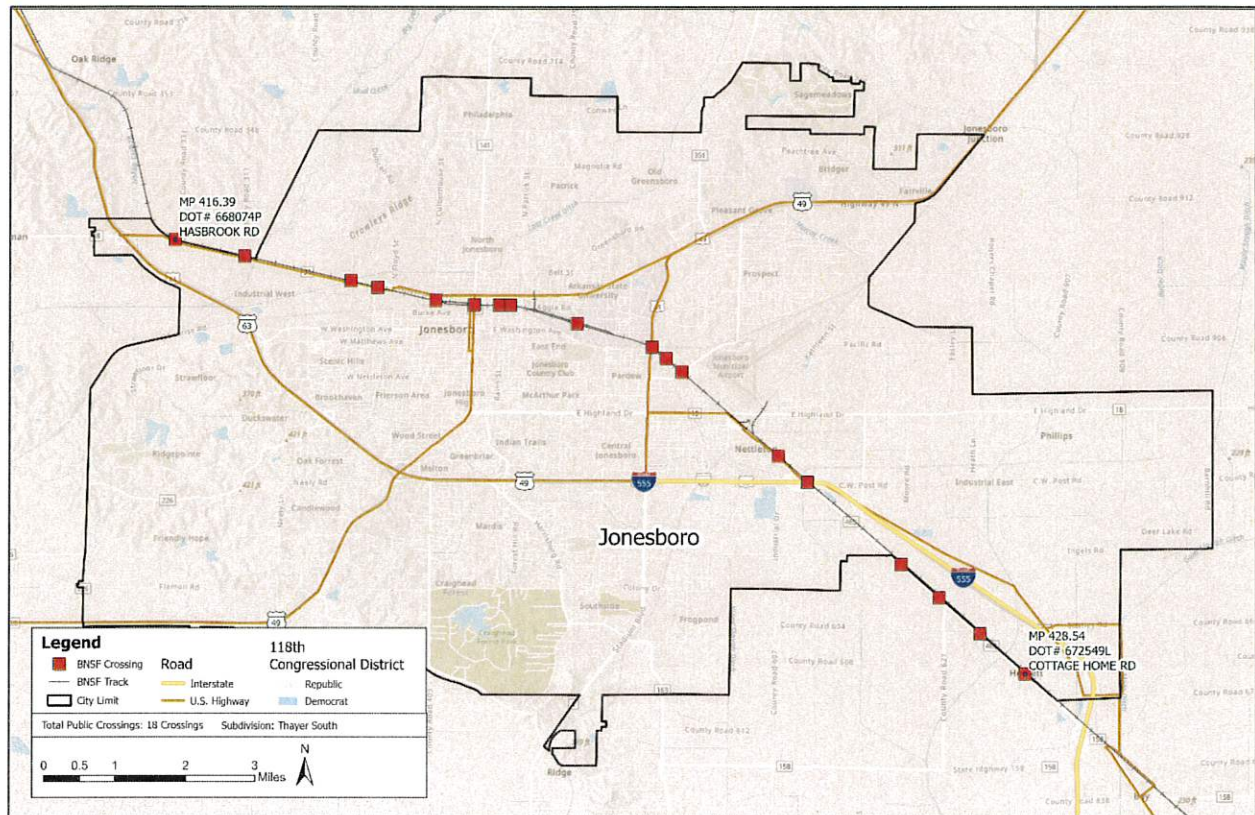
Jonesboro is a critical freight hub in the northeast region of Arkansas. It faces significant daily challenges with its train traffic averaging 22 trains per crossing with frequently occupied crossings that lead to safety hazards, emergency response delays, and unpredictable congestion. These issues severely impact the quality of life for residents, commuters, and visitors while also affecting regional mobility and freight infrastructure. In response, the City of Jonesboro, in partnership with BNSF, requested and received FY2023–2024 RCE program funds for this Jonesboro Rail Crossing Study.

This comprehensive evaluation of 18 public railroad crossings along the BNSF Thayer South Subdivision aims to address these critical transportation challenges. The plan will develop a program of projects designed to minimize train-road interactions, reduce incidents, enhance emergency response reliability, alleviate traffic congestion, and improve freight efficiency and multimodal connectivity. Ultimately, the improvements will enhance safety, mobility, and the overall quality of life in Jonesboro, benefiting both the local community and the regional economy.

4.2 Project Location

The study corridor runs from the southeast crossing at Cottage Home Road (-90.590901, 35.767496; BNSF MP 428.54) to the northwest crossing at Hasbrook Road (-90.767144, 35.856743; BNSF MP 416.39), within jurisdictional limits of Jonesboro.

The project is contained within Arkansas Congressional District No. One (1).



4.3 Project Scope

The Recipient will notify FRA in writing of any requested changes in Project Scope and will not proceed with the changed scope unless approved by FRA in writing. If approved, changes to Project Scope may require additional environmental review or an amendment to this Agreement.

Task 1: Project Administration and Management

Subtask 1.1: Project Administration

The City of Jonesboro (Recipient) will perform all the tasks required for the Project through a coordinated process that will involve affected railroad owners, operators, and funding partners, including:

- BNSF Railway Inc.
- FRA

The Recipient will facilitate the coordination of all activities necessary for the implementation of the Project. The Recipient will:

- Conduct a Project kickoff meeting with FRA following award;
- Complete necessary steps to hire a qualified consultant to perform required Project work;
- Hold regularly scheduled Project meetings with FRA;

- Review and approve work as it is completed; and
- Participate in other coordination as needed.

Subtask 1.2: Project Management Plan

The Recipient will prepare a Project Management Plan (PMP) that describes how the Project will be implemented and monitored to ensure effective, efficient, and safe delivery of the Project on time and within budget. The PMP will describe, in detail, the activities and steps necessary to complete the tasks outlined in this Statement of Work.

The PMP will include a Project Schedule and Project Budget for the work to be performed under this Agreement. The Project Schedule will be consistent with the Estimated Project Schedule in Section 5.2 of Attachment 2 but provide a greater level of detail. Similarly, the Project Budget should be consistent with the Approved Project Budget in Section 6.5 of Attachment 2 but provide a greater level of detail.

The Recipient will submit the PMP to FRA for review and approval. The Recipient will implement the Project as described in the approved PMP. The Recipient will not begin work on subsequent tasks until FRA has provided written approval of the PMP unless FRA has provided pre-award authority for such work under Section 6.6 of this Attachment 2. FRA will not reimburse the Recipient for costs incurred in contravention of this requirement.

FRA may require the Recipient to update the PMP. The Recipient will submit any such updates to FRA for review and approval, and FRA will determine if updates to the PMP require an amendment to this Agreement. The Project Budget and Project Schedule may be revised consistent with Article 5 of Attachment 1 of this Agreement without amending this Agreement.

Subtask 1.3: Project Closeout

The Recipient will submit a Final Performance Report as required by Section 7.2 of Attachment 1 of this Agreement, which should describe the cumulative activities of the Project, including a complete description of the Recipient's achievements with respect to the Project objectives and milestones.

Task 1 Deliverable(s)

- Project Management Plan
- Final Performance Report

Task 2: Stakeholder and Public Involvement

Subtask 2.1: Preliminary Purpose and Need Statement

The Recipient will develop and submit to FRA for approval a preliminary Purpose and Need statement to serve as the foundation for the Alternative Analysis. The Preliminary Purpose and Need is for the project and planning and will be subject to agency and public review and comment as part of a potential future NEPA process.

Subtask 2.2: Public Involvement Plan

The Recipient will develop and submit to FRA for approval a Public Involvement Plan (PIP) that identifies involvement activities linked to key milestones in the planning/conceptual engineering and alternatives analysis process and aligns with the Detailed Project Schedule from Task 1. The PIP is for project planning and will be subject to agency review and comment as part of a potential future NEPA process.

A PIP will need to identify key contacts within agencies, civic and business groups, public officials, relevant interest groups, present and potential riders/users, private service providers/shippers, other key stakeholder groups, and the public. The PIP will also identify potential state, local, and Federal agencies that should be consulted with. The Recipient will prepare and submit to FRA for approval a PIP.

Subtask 2.3: Stakeholder Outreach

The identified stakeholders and agencies will be engaged in accordance with the PIP. This may be through focus groups, interviews, a stakeholder committee, or similar activities. Stakeholder outreach will be used to identify site-specific issues and better understand the context of the crossings within the study.

Subtask 2.4: Public Meetings

Public meetings held by the Recipient will need to align with the Public Involvement Plan. There will be at minimum three separate public meetings for the following milestones:

- Project Introduction
- Findings
- Recommendations

The meetings will involve the public in the planning process and relay information, including key milestones, in alignment with the Detailed Project Schedule from Task 1. The meetings should be publicized in accordance with FRA and FHWA guidelines to ensure the appropriate distribution of information.

Subtask 2.5: Project Website

A project website will be developed, subject to FRA approval, to keep the public involved and serve as a singular location for all project information. The website will be updated frequently and follow the Public Involvement Plan's guidance.

Task 2 Deliverable(s)

- Public Involvement Plan
- Project Meetings
- Project Website

- Public Engagement Summary Report
- Preliminary Purpose & Need Statement

Task 3: At-Grade Crossing Evaluations

The Recipient will submit the Jonesboro Rail Crossing Study, which will memorialize the crossing evaluations and initial project recommendations, to FRA for approval. The plan will set the baseline information for alternatives analysis and environmental evaluations.

Subtask 3.1: Crossing Evaluations

The Recipient will perform evaluations for the crossings included in the study area. The evaluations will assess MUTCD standards, hazard identification, and set the stage for subsequent recommendations and alternatives analysis. It will give FRA and stakeholders a clear understanding of the existing rail infrastructure. Crossing evaluations will include:

- Existing FRA Inventory Data Summary: evaluate the existing crossing conditions to assess crossing type (active or passive) and crossing position (at-grade or grade separated), including train operations (the number of train tracks, train speed, and train traffic through the railroad crossing).
- Accident History Summary: the safety of the highway-rail grade crossings (including incident volume, crash history, near misses, injuries, fatalities, or incidences of rail-related trespassing for each railroad crossing, if such exists, and deficiencies that hinder achieving a higher level of safety.)
- Desktop Review: Use tools such as Google Earth, ArcGIS, and Street View to assess and record site conditions prior to performing in-person site visits.
- Site Visits: Site visits will be performed at crossing locations to assess potential hazards, including line-of-sight obstructions (vegetation overgrowth and trees, etc.). Assess the character of the adjacent road network and whether the railroad crossing creates access issues for the community.
- Roadway Crossing Features: Crossing features reviewed will include the number of highway lanes, highway speed limit, AADT, traffic flows, the character of highway traffic through the railroad crossing, types of traffic control devices (including protective devices), land use, sight distance, topography, and distance to the next closest crossing. If applicable, information will be included on sidewalks, bicycle lanes, and public transit.
- Community Plan Review: Identify any planned or programmed infrastructure improvements in state and local planning documents and determine if rail operators have planned infrastructure enhancements. Identify future development projects in proximity to the railroad crossing, if applicable.
- Travel Delays and Blockages: Determine travel delays, including the peak demand for each railroad crossing and the direction in which the travel delays are occurring (northbound, southbound, westbound, and eastbound) in consideration of access issues for medical emergency facility response times. If applicable, establish the frequency and duration of roadway blockage by trains, including sidewalks and bicycle lanes, and consider peak demand for train operations and crew shift change schedule. Assess distance locations of hospitals and medical facilities, schools, churches, and community centers in relation to crossings.

- Equity Assessment: Equity assessments will be performed for each crossing to determine whether disadvantaged communities are impacted by inequities in the transportation system. Tools such as CEJST, the ETC Explorer, and Census data will be reviewed as part of this analysis.

Subtask 3.2: Recommendations

The Recipient will develop a thorough and clear summary of the proposed recommendations for crossing improvements at each crossing. Recommendations will be developed further in Task 4. This summary will incorporate the following to carry forward into future project development phases:

- Develop safety improvement alternatives
- Study shifts in travel patterns and accessibility of alternatives
- Assess the impact of alternatives on the receiving land use environment
- Evaluate alternatives impact on roadway system and public safety
- Community and population impact analysis
- ROW acquisition determination assessment
- Develop existing crossing inventory and proposed plan actions
- Prepare a preliminary cost estimate of alternatives

Subtask 3.3: Order-of-Magnitude of Project Estimate Cost

The objective of this task is to identify the estimate costs to design, construct, and implement the proposed project(s). The Recipient will provide cost estimates for each alternative, including quantity and unit cost of each element relating to core track structures, roadway crossing enhancements, land acquisition, contingencies, and any new facilities or upgrades required for train operations

Subtask 3.4: Project Prioritization

The Recipient will prioritize the recommendations for implementation and will use the following project development phases:

- Tier I (Less than 12 months)
- Tier II (12 months to 18 months)
- Tier III (18 months to 36 months)
- Tier IV (Over 36 months)

Task 3 Deliverable(s)

- Jonesboro Rail Crossing Study
- Order-of-Magnitude of Costs Estimates

Task 4: Alternatives Analysis & Conceptual Engineering

The Recipient will submit an Alternatives Analysis report to the FRA for approval, which will determine the preliminary range of reasonable alternatives to carry forward into future project development phases. The Recipient must consider at least two alternatives, which can include the no-build alternative along with one proposed alternative for each rail crossing. The Alternatives Analysis report will build upon completed and approved deliverables identified in Tasks 1 through 3. Prior to initiating

work under Task 4, the Recipient will submit to FRA, for approval, a memo documenting the methodologies to be employed in carrying out Alternative Analysis.

Subtask 4.1: Conceptual Engineering

The Recipient will develop conceptual engineering to a level sufficient to identify necessary infrastructure improvements and determine the cost estimates for each alternative. Conceptual engineering will include developing design criteria, track work concepts, structural concepts, and roadway crossing concepts for grade separation or closure, track relocation, installation of protective devices (signals, signs, and other measures that improve safety), mobility enhancements, and technology solutions, etc. The Recipient will coordinate with key stakeholders, including FRA, on this task. Conceptual engineering designs will form the basis of the Project design and construction. The scope elements should fulfill the high-level conceptual engineering requirements found in the *Railroad Capital Project Guidance* (2023)³ document section V.b.ii.D.

Subtask 4.2: Environmental Resource Inventory and Potential Concerns Analysis

The objective of this task is to identify key environmental considerations in the development of the alternatives to support future lifecycle stages of the project's development. The Recipient will perform a high-level qualitative socioeconomic, cultural, human environment, and natural environmental resource inventory and preliminary effects analysis as part of the development and screening of options concurrently with task 4.1. The Recipient can use the *Railroad Capital Project Guidance* (2023)¹ document section IV.b.ii.E as a high-level reference for developing the preliminary environmental analysis.

Task 4 Deliverables

- Alternative Analysis Report (with supporting Conceptual Engineering, Transportation Analysis, and Preliminary Environmental Resource Inventory and Potential Concerns Analysis)
- Environmental Resource Inventory and Potential Concerns Analysis

4.4 Implement Required Environmental Commitments

The Recipient will implement the Project in a manner consistent with the documents and environmental commitments identified below.

Table 4-A: Environmental Commitments

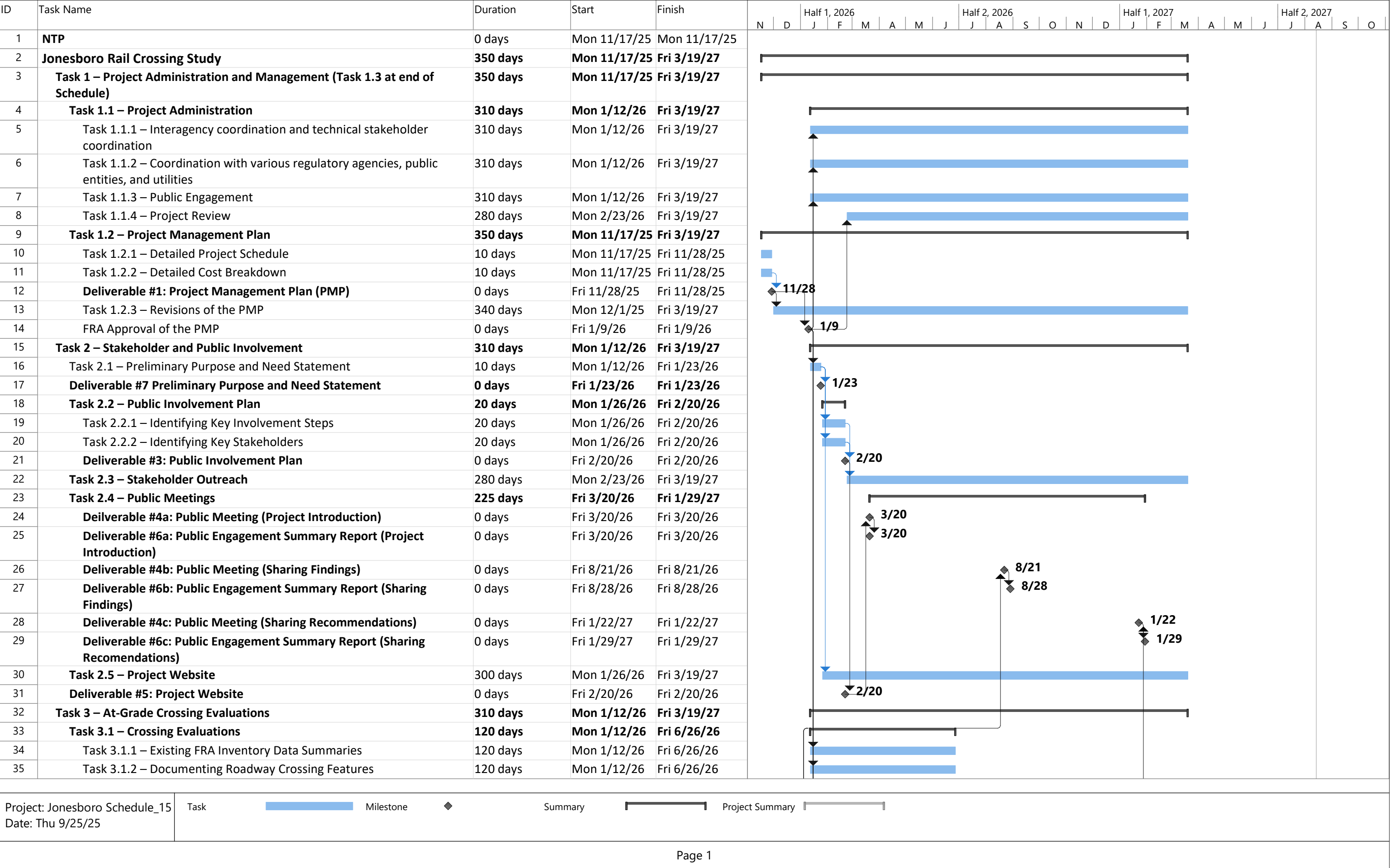
Document Type	Commitment Reference	Document Date
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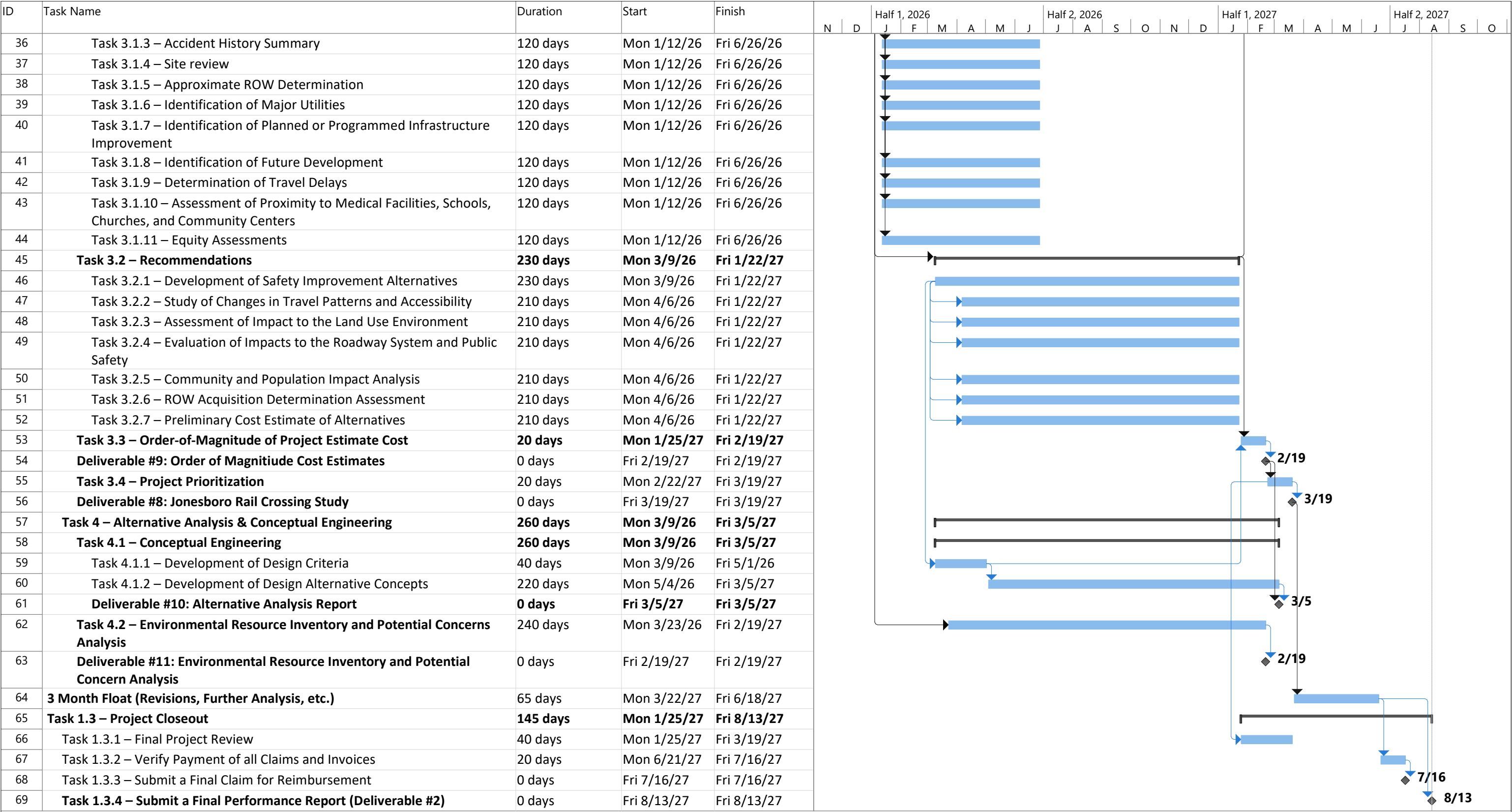
¹ *Railroad Capital Project Guidance* is available at <https://railroads.dot.gov/elibrary/fra-guidance-development-and-implementation-railroad-capital-project>

TBD	TBD	TBD
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Attachment A: Justification of Costs and Fees
September 26, 2025
Evaluation of 18 Railroad Crossings, Jonesboro, Arkansas
Prime Consultant: Bridgefarmer & Associates, Inc.
PROJECT SUMMARY

PROJECT SCOPE	Bridgefarmer & Associates, Inc.	Crafton Tull	Graham Engineers	Traffic Engineering Solutions	TOTAL
PROJECT ADMINISTRATION AND MANAGEMENT					
1.1 Project Administration	\$ 32,540.00				\$ 32,540.00
1.2 Project Management Plan	\$ 18,720.00				\$ 18,720.00
1.3 Project Closeout	\$ 24,488.00				\$ 24,488.00
STAKEHOLDER AND PUBLIC INVOLVEMENTS					
2.1,2.2 Purpose and Need Statement and Public Involvement Plan	\$ 14,792.00	\$1,680		\$ 892.00	\$ 17,364.00
2.3 Stakeholder Outreach	\$ 105,510.00	\$7,805		\$ 8,920.00	\$ 122,235.00
2.4 Public Meetings	\$ 40,128.00	\$ 11,970.00		\$ 3,568.00	\$ 55,666.00
2.5 Project Website					\$ -
AT-GRADE CROSSING EVALUATIONS					
3.1 Crossing Evaluations	\$ 70,008.00			\$ 59,905.00	\$ 129,913.00
3.2 Recommendations	\$ 72,300.00			\$ 24,530.00	\$ 96,830.00
3.3 Order-of-Magnitude Project Cost Estimate	\$ 58,616.00				\$ 58,616.00
3.4 Project Prioritization	\$ 43,576.00			\$ 2,230.00	\$ 45,806.00
ALTERNATIVE ANALYSIS AND CONCEPTUAL ENGINEERING					
4.1 Conceptual Engineering	\$ 515,980.00	\$200,879	\$ 27,574.00		\$ 744,433.00
4.2 Environmental Resource Inventory and Potential Environmental Concerns	\$ 19,072.00				\$ 19,072.00
TOTAL PROJECT	\$ 1,015,730.00	\$ 222,334.00	\$ 27,574.00	\$ 100,045.00	\$ 1,365,683.00





CRAFTON, TULL & ASSOCIATES, INC.
ESTIMATE FOR PROFESSIONAL SURVEYING SERVICES

CLIENT: City of Jonesboro/Bridgefarmer (Attn: Brad Peterson, PE/Crafton Tull)
PROJECT: Evaluation of 18 RR Crossing - Survey Support
CT NO.: RFP Date: September 19, 2025

SCOPE OF WORK:

Preliminary SOW includes establishing the RR ROW 500-ft either side of the roadway(s) crossing intersection with RR, the associated roadway(s) ROW that enter/exit the RR ROW, and an as-built survey within the aforementioned ROW(s), providing a CAD working drawing of each in either AutoCAD or MicroStationat to support the engineer's project evaluations.

COMMENTS:

The client will assist as needed with right-of-entry.

DESCRIPTION/TASK	SSM	SPS	PS	SI	SPC	FS
01 Research, Fieldwork, ROW Computatons, As-Built Drafting	16.0	36.0	72.0	72.0	145.0	145.0
02						
03						
04						
05						
06						
07						
08						
09						
10						
11						
12						
13						
14						
15						
16						
Total Units (Man-hours)	16.0	36.0	72.0	72.0	145.0	145.0
BUDGET (CRAFTON TULL STANDARD FEE SCHEDULE, EFFECTIVE JANUARY 1, 2025)						
A. PERSONNEL SERVICES AND EQUIPMENT:						
16 HRS Sr. Surveying Manager @	\$ 205.00	per	HR	\$ 3,280.00		
36 HRS Sr. Project Surveyor (SPS) @	\$ 160.00	per	HR	\$ 5,760.00		
72 HRS Professional Surveyor (PS) @	\$ 140.00	per	HR	\$ 10,080.00		
72 HRS Surveyor Intern II (SI) @	\$ 125.00	per	HR	\$ 9,000.00		
145 HRS Survey Party Chief II (SPC) @	\$ 110.00	per	HR	\$ 15,950.00		
145 HRS Field Surveyor III (FS) @	\$ 85.00	per	HR	\$ 12,325.00		
Total Labor				\$ 56,395.00		
B. TRAVEL AND TRANSPORTATION EXPENSES: (Meals/Lodging rate is based on GSA rates for FY2025. Mi rate per GSA for 2025.)						
Mileage 450 miles @	\$ 0.700	per	mile	\$ 315.00		
Meals 0 days @	\$ 68.00	per	day (per man)	\$ -		
Lodging 0 days @	\$ 110.00	per	night (per man)	\$ -		
Subtotal				\$ 315.00		
C. MISCELLANEOUS EXPENSES:						
GPS Equipment 0 hours @	\$ 35.00	per	hour	\$ -		
Robotic Total Station 0 hours @	\$ 20.00	per	hour	\$ -		
LiDAR Scanning 0 hours @	\$ 35.00	per	hour	\$ -		
UAV 0 units @	\$ 1,000.00	per	unit	\$ -		
Arkansas 811 - Locate(s) 18 hours @	\$ 94.00	per	hour	\$ 1,692.00		
Titles 0 titles @	\$ 225.00	per	title	\$ -		
RR Escort for Survey (4 x RailPros Standard Day \$1018)				\$ 4,072.00		
Subtotal				\$ 5,764.00		
Total Expenses				\$ 6,079.00		
Total Estimated Fees				\$ 62,474.00		
Estimated Submittal Date By:		TBD		If Given Notice-To-Proceed By:		TBD
TBA Days		TBA Days		TBA Days		
← Pre-Fieldwork →		← Fieldwork →		← Post-Fieldwork →		
PREPARED BY:		<i>James W. Montgomery</i>		DATE:		<i>September 22, 2025</i>

Exhibit C-1: Justification of Costs and Fees
September 26, 2025
Evaluation of 18 Railroad Crossings, Jonesboro, Arkansas
SUMMARY
Subconsultant: Crafton Tull

PROJECT SCOPE	HOURS	SALARY	EXPENSES	TOTAL
PROJECT ADMINISTRATION AND MANAGEMENT	0	\$0	\$0	\$0
STAKEHOLDER AND PUBLIC INVOLVEMENTS	100	\$19,810	\$1,645	\$21,455
AT-GRADE CROSSING EVALUATIONS	0	\$0	\$0	\$0
ALTERNATIVE ANALYSIS AND CONCEPTUAL ENGINEERING	864	\$135,280	\$65,599	\$200,879
TOTAL-Crafton Tull	964	\$ 155,090.00	\$ 67,244.00	\$ 222,334.00

Exhibit C-2: Justification of Costs and Fees
September 26, 2025
Evaluation of 18 Railroad Crossings, Jonesboro, Arkansas
SUMMARY
Subconsultant: Graham Engineers

PROJECT SCOPE	HOURS	SALARY	EXPENSES	TOTAL
PROJECT ADMINISTRATION AND MANAGEMENT	0	\$0	\$0	\$0
STAKEHOLDER AND PUBLIC INVOLVEMENTS	0	\$0	\$0	\$0
AT-GRADE CROSSING EVALUATIONS	0	\$0	\$0	\$0
ALTERNATIVE ANALYSIS AND CONCEPTUAL ENGINEERING	150	\$26,250	\$1,324	\$27,574
TOTAL- Graham Engineers	150	\$ 26,250.00	\$ 1,324.00	\$ 27,574.00

Exhibit C-3: Justification of Costs and Fees
September 26, 2025
Evaluation of 18 Railroad Crossings, Jonesboro, Arkansas
SUMMARY
Subconsultant: Traffic Engineering Solutions

PROJECT SCOPE	HOURS	SALARY	EXPENSES	TOTAL
PROJECT ADMINISTRATION AND MANAGEMENT	0	\$0	\$0	\$0
STAKEHOLDER AND PUBLIC INVOLVEMENTS	60	\$13,380	\$0	\$13,380
AT-GRADE CROSSING EVALUATIONS	355	\$79,165	\$7,500	\$86,665
ALTERNATIVE ANALYSIS AND CONCEPTUAL ENGINEERING	0	\$0	\$0	\$0
TOTAL-Traffic Engineering Solutions	415	\$ 92,545.00	\$ 7,500.00	\$ 100,045.00