



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

870-933-4658

AFFIDAVIT

Jose Munoz  
3907 Mardis Wood  
Jonesboro, AR 72404

RE: 1504 N Easy St. Jonesboro, AR 72401

Michael McQuay, 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 17<sup>th</sup> day of May, 2022.

Michael H McQuay  
Michael McQuay  
Jonesboro Code Enforcement

Subscribed and sworn to before me the 17<sup>th</sup> day of May, 2022.

Joshua Moss  
Notary Public

My commission expires: Jan. 17, 2024



## CITY OF JONESBORO CODE ENFORCEMENT

DATE: 05/17/2022

TO: Jose Munoz  
3907 Mardis Wood  
JONESBORO, AR 72404

In regards to property located at 1504 N EASY ST  
JONESBORO, AR 72401 .

Our records show that you own the property listed above. We have observed that the grass is excessively tall and there is trash scattered around the property. We are sending this letter and are allowing you the chance to correct the violation that is mentioned below by May 26, 2022. If the issue is not corrected by the date listed, the City will hire a contractor, 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](http://www.jonesboro.org)

- Section 1. Sec. 30-5 - Overgrown Grass, Weeds, Vines, or Low hanging Limbs  
2. Sec. 30-5 - Unlawful storage.  
3. Sec. 30-5 - Unsightly or Unsanitary Conditions  
4. Sec. 105-259. Boarding and Securing - Boarding and Securing

Geror, Tosha

Code Enforcement Officer



**CITY OF JONESBORO  
CODE ENFORCEMENT**

**NOTICE TO BOARD AND SECURE**

Via: Certified Mail

Date: 05/17/2022

To: Jose Munoz  
3907 Mardis Wood  
JONESBORO, AR 72404

Subject: 1504 N EASY ST  
JONESBORO, AR 72401

Dear Jose Munoz.

It has been observed that the building listed above is unsecured, damaged, and/or vacant. **You are hereby directed to board and secure the building within seven (7) days of the receipt of this notice.** The building is to remain secured at all times until the repairs are complete or until such time as the structure is razed and removed.

If you decide to abate this nuisance, you must obtain any necessary permits. All damaged or missing doors and/or windows must be repaired, replaced, or boarded up to prevent entry. All boarding material shall be cut to fit the opening to be secured, weatherproofed, and painted and maintained to blend with the exterior color of the building. Damaged roofs shall be tarped to prevent further weather damage to the interior of the building. All repairs are to be made and all boarding materials and tarps are to be removed within six (6) months.

In the event you have not commenced work to secure the building within seven (7) days from the receipt of this notice, the City will take actions required to abate the nuisance. All costs of abatement will be billed to you as owner of the property. Payment of this bill will be actively pursued. A tax lien will be placed on the property until payment is received in full. **A fine of not less than \$100 shall be imposed and an additional fine of \$100 for each day thereafter. (Ord. 19:061)**

Boarding and securing the structure does not relieve the owner of the requirement to diligently repair, rehabilitate or demolish and remove the structure.

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

Sincerely,

Geror, Tosha  
Code Enforcement Officer

*Sign if served in  
person*

*Date  
served or  
delivered:* \_\_\_\_\_

Code Enforcement Officer Signature, if delivered in person

Property Owner/Interested Party Signature, if delivered in person

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

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee

\$

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

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

Postage

\$

Total Postage and Fees

\$

Sent To

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

City, State, ZIP+4®

PS Form 3800, April 2015 ESN 7532-02-000-10017

See Reverse for Instructions

7021 2720 0001 4895 1014

Jose Munoz  
3907 Mardis Wood  
Jonesboro, AR 72401

