



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Finance & Administration Council Committee

Tuesday, July 9, 2024

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-24:060

Minutes for the Finance & Administration Council Committee Meeting on Tuesday, June 25, 2024

Attachments: [Finance Minutes 06.25.2024](#)

4. NEW BUSINESS

RESOLUTIONS TO BE INTRODUCED

RES-24:073

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, TO PLACE A MUNICIPAL LIEN ON PROPERTY LOCATED AT 504 BELT STREET, PARCEL #01-144074-16200, OWNED BY AMY HUTSON IN THE AMOUNT OF \$465; LEGAL DESCRIPTION: WAGNER SUB

Sponsors: Code Enforcement and Finance

Attachments: [1. Notice of Violation](#)
[2. Billing Request](#)
[3. 504 Belt St Invoice Notice](#)
[4. 504 Belt St 2nd Council Notice](#)

RES-24:074

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 NUT 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

Sponsors: Code Enforcement and Finance

Attachments: [1. Notice of Violation](#)
[2. 1313 Pardew Billing Request](#)
[3. 1313 Pardew Billing Invoice Notice](#)
[4. 1313 Pardew Council Notice](#)

RES-24:075 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

Sponsors: Code Enforcement and Finance

Attachments: [1. 2612 Crawford Notice of Violation](#)
[2. 2612 Crawford Billing Request](#)
[3. 26912 Crawford Invoice Notice](#)
[4. 2612 Crawford Council Notice](#)

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-24:060

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Finance & Administration Council Committee

File Type: Minutes

Minutes for the Finance & Administration Council Committee Meeting on Tuesday, June 25, 2024



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, June 25, 2024

4:00 PM

Municipal Center, 300 S. Church

1. CALL TO ORDER

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

Present 5 - Joe Hafner; Charles Coleman; Ann Williams; John Street and David McClain

Absent 2 - Brian Emison and Anthony Coleman

3. APPROVAL OF MINUTES

[MIN-24:057](#)

Minutes for the Finance & Administration Council Committee Meeting on Tuesday, June 11, 2024

Attachments: [Finance Minutes 06.11.2024](#)

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

Aye: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 2 - Brian Emison and Anthony Coleman

4. NEW BUSINESS

[RES-24:070](#)

A RESOLUTION FOR THE CITY OF JONESBORO TO APPROVE THE 2024-2025 CDBG ANNUAL ACTION PLAN THAT INCLUDES THE 2024-2025 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECTS, ACTIVITIES, AND BUDGET

Sponsors: Community Development and Grants

Councilmember David McClain said, Mr. Chairman, I had a couple, well, mainly one question. Can we get what all the different groups that applied? Is there a way for us to get an explanation (I know they have to turn something in) of maybe what the money is used for? You don't have to send it now, but maybe send it later just what everybody is going to be using the funds for. Grants Director Jeremy Biggs said, are you talking current grant year or this one? Councilmember David McClain said, this one right here, the one that we are applying for. Mr. Biggs said, yeah, so they send us documentation of all bank statements, credit card statements, canceled checks, invoices, all that for their eligible expenses under CDBG Program.

Chairman Joe Hafner said, I think Mr. McClain is referring to what they plan on using it for. Councilmember David McClain said, yeah. Chairman Joe Hafner said, like what is

West End Neighborhood Association wanting to use the \$10,823 for? Did they have to state that in their application? Councilmember David McClain said, yes, that is what I am asking. Mr. Biggs said, I can email you the quick executive summary, for sure. I don't know exactly. This is Maddie's baby. I don't know exactly what is in all of these applications. I know that theirs is for a lot of improved lighting. The West End, I know. I mean, Hispanic Community Services, that is for scholarships for children to learn English as a second language.

Chairman Joe Hafner said, in past years, the actual document has been attached to the agenda. City Attorney Carol Duncan said, I thought we did a contract with each one. Can you check with her? Mr. Biggs said, we do, yes. Ms. Duncan said, right. Maybe just attach each contract next time. Mr. Biggs said, yeah, they have to sign everything that stipulates they are going to follow all the CDBG required guidelines. Ms. Duncan said, okay. So maybe just attach the contract for each one into Legistar next time. Mr. Biggs said, okay. Ms. Duncan said, and then they will have that information. Mr. Biggs said, I could probably send you a brief little summary. The contract is about 30 pages. Councilmember David McClain said, that's fine. I don't want 30 pages. Ms. Duncan said, how is that 30 pages? Mr. Biggs said, it's HUD. Councilmember David McClain said, it's federal government. That's why. Mr. Biggs said, but, yeah, that's no problem. I can get that to everybody. Ms. Duncan said, I feel like we have something shorter that we signed on each one in the past. I'll look.

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

Aye: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 2 - Brian Emison and Anthony Coleman

[RES-24:071](#)

A RESOLUTION BY THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH CONTINENTAL UTILITY SOLUTIONS, INC TO UTILIZE 2ND FLOOR OFFICE SPACE IN THE MUNICIPAL CENTER

Sponsors: Mayor's Office and Finance

Attachments: [CUSI Lease Agreement with City of Jonesboro 6.20](#)

Chairman Joe Hafner said, and it does state in the lease agreement that the monthly rental is \$10,525. Any questions or comments from the committee? Anything from staff or anybody else in attendance?

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

Aye: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 2 - Brian Emison and Anthony Coleman

5. PENDING ITEMS

6. OTHER BUSINESS

[RES-24:072](#)

A RESOLUTION REQUESTING FREE UTILITY SERVICES FROM CITY WATER AND LIGHT FOR THE FUTURE JONESBORO SPORTS COMPLEX FACILITY

Sponsors: Parks & Recreation

*Councilmember Dr. Charles Coleman motioned, seconded by Councilmember Ann Williams to suspend the rules and walk on RES-24:072. All voted aye.
(Councilmember John Street asked to be recused from voting and discussion on RES-24:072 due to the fact that he serves on the Board of Directors for CWL.)*

*Chairman Joe Hafner said, I will say, once again, thanks to City Water & Light for all they do for this city and our buildings. It is a very significant expense savings, as our finance director shakes his head a very positive yes. Councilmember David McClain said, there have been conversations, Mr. Chairman, about getting this lined out. Do we think City Water & Light will be in favor? Chairman Joe Hafner said, yes.
Councilmember David McClain said, okay.*

Chairman Joe Hafner said, that is my understanding. Anything else from anybody on the committee? Anything from staff or anybody else in attendance? Okay, please cast your vote on whether or not to forward RES-24:072 to full council.

City Clerk April Leggett said, it will have to be a voice vote. Chairman Joe Hafner said, what? City Attorney Carol Duncan said, a voice vote since it is a walk-on. All voted aye.

A motion was made by Ann Williams, seconded by Charles Coleman, that this Resolution be Recommended to Council. The motion CARRIED with the following vote:

Aye: 3 - Charles Coleman; Ann Williams and David McClain

Absent: 2 - Brian Emison and Anthony Coleman

Recused: 1 - John Street

7. PUBLIC COMMENTS

8. ADJOURNMENT

A motion was made by David McClain, seconded by Ann Williams, that this meeting be Adjourned. The motion PASSED with the following vote.

Aye: 4 - Charles Coleman; Ann Williams; John Street and David McClain

Absent: 2 - Brian Emison and Anthony Coleman



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-24:073

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 504 BELT STREET, PARCEL #01-144074-16200, OWNED BY AMY HUTSON IN THE AMOUNT OF \$465; LEGAL DESCRIPTION: WAGNER SUB

WHEREAS, AMY HUTSON, the owner of record, was properly notified of a code violation at 504 Belt 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 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 14-15-903.

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 504 Belt Street.



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

870-933-4658

AFFIDAVIT

Hutson Amy
504 E Belt
Jonesboro AR 72401

RE: 504 E Belt Jonesboro AR 72401

I, 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 4th day of April, 2024.

Michael McQuay
Michael McQuay
Jonesboro Code Enforcement

Subscribed and sworn to before me the 4th day of April, 2024.

Maria Resendez
Notary Public



My commission expires: 10 March 2034



Notice of Violation

04/04/2024

HUTSON AMY
504 E Belt
JONESBORO AR 72401

Case #: 241508

In regards to property located at: 504 E BELT, 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. Property has junk piled up on the back porch and ground. All items need to be stored indoors or hauled 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 04/14/2024. 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

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

Section:

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

30-5 Unlawful storage

30-5 Unsightly or Unsanitary Conditions

870-273-2336

Sincerely,

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

9589 0710 5270 0975 5797 51

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT

Domestic Mail Only

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

OFFICIAL POST OFFICE 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

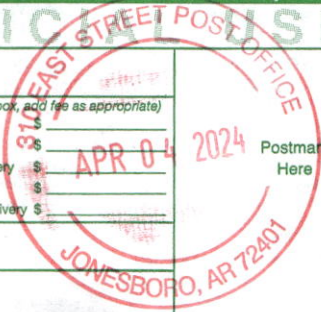
\$

Sent To

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

City, State, ZIP+4®

Hutson, Amy
504 E Belt
Jonesboro AR 72401



Postmark
Here

10



Cogburn Cleaning Solutions

Wesley Cogburn

Business Number 8702065771

120 Hayden street Bono, Ar. 72416

8702065771

cogburncleaningsolutions@gmail.com

INVOICE

INV0046

DATE

05/06/2024

DUE DATE

05/08/2024

BALANCE DUE

USD \$200.00

BILL TO

City Of Jonesboro

300 South Church Street

Jonesboro, Arkansas 72403-1845

United States

☎ 8709334658

☎ (870) 351-4258

mmcquay2@jonesboro.org

DESCRIPTION	RATE	QTY	AMOUNT
Yard clean up	\$175.00	1	\$175.00
Haul off	\$25.00	1	\$25.00

SUBTOTAL \$200.00

TAXABLE \$181.41

TAX (10.25%) inc \$18.59

TOTAL \$200.00

BALANCE DUE USD \$200.00

504 W Belt street

CASE# 241508



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: 6 May 2024

To: Tosha Moss

Case #: 241508

Property Address: 504 W Belt St
Jonesboro, AR 72401

APN# 01-144074-16200

Comply by Date: 14 April 2024

Letter sent on: 4 April 2024

Need to send the following charges to this person.

Property Owner: Amy Hutson

JONESBORO, AR

<u>ITEMS</u>	<u>AMOUNTS</u>
Clean Up/Haul Off	\$ 200.00
Admin Fees	\$ 250.00
Filing Fees	\$ 15.00
<hr/>	
Total	\$ 465.00

Thank you,

Mike McQuay
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

Amy Hutson
504 Belt Street
Jonesboro AR 72401

RE: 504 Belt St Invoice

I, 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 7th day of May, 2024.


Michael McQuay
Jonesboro Code Enforcement

Subscribed and sworn to before me the 7th day of May, 2024.


Notary Public



My commission expires: 10 March 2034



DATE	INVOICE NO
5/7/2024	0067736

BILL TO
Amy Hutson 504 Belt Street Jonesboro, AR 72401

DUE DATE
6/11/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 415.00

Code Enforcement Charges:

Filing Fee - 504 W Belt St	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee - 504 W Belt St	1.00	250.00	250.00	0.00	0.00	250.00
Clean Up/Haul Off - 504 W Belt St	1.00	200.00	200.00	0.00	0.00	200.00

INVOICE TOTAL: 465.00 0.00 0.00 465.00

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.

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

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

Customer Name: Amy Hutson
Customer No: 024303
Account No: 0035860 - Code Enforcement Charges

DUE DATE	INVOICE NO
6/11/2024	0067736

Please remit payment by the due date to:

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

Invoice Total: 465.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 880.00

INVOICE BALANCE: \$465.00

AMOUNT PAID: _____

U.S. Postal Service™
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OFFICIAL USE

Certified Mail Fee

\$

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

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

Postage

\$

Total Postage and Fees

\$

Sent To

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

City, State, ZIP+4®

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

See Reverse for Instructions



15

9589 0710 0975 5225 0710 6856 52 E0E5



Invoice# : 0067736

Case# : 241508

Notice Mailed Prior to 6/11/2024

Amy Hutson
504 Belt St
Jonesboro AR 72404

Subject: 504 Belt St Parcel# 01-144074-16200

This is notification that the property mentioned above is subject to a lien for cost and expenses due to the City of Jonesboro for correcting code violations. This lien will be placed on the agenda for approval before the City Council of the City of Jonesboro on 7/16/2024.

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



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-24:074

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 NUT 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 NUT, 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 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 14-15-903.

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

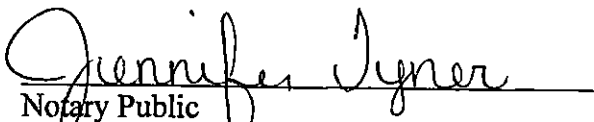
Nutt Michelle
1012 Legends Club Dr
Mount Pleasant SC 29466-9057

RE: 1313 Pardew St Jonesboro AR 72401

I, 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 21st day of March, 2024.


Michael McQuay
Jonesboro Code Enforcement

Subscribed and sworn to before me the 21st day of March, 2024.


Notary Public



My commission expires: 01-13-2031



Notice of Violation

03/21/2024

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

Case #: 241192

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. Property needs to be mowed at least every two weeks. This will be your only notice for the year. 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 04/02/2024. If the issue is not corrected by the date listed, the City will 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 very 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

\$

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



Nutt, Michelle

1012 Legends Club Dr

Mount Pleasant SC 29466-9051

20

9589 0710 5270 1321 7267 0255 0120 6856 82

159802

Statement		DATE <u>4/29/24</u>		TERMS	
TO <u>CITY OF Jonesboro</u>					
<u>300 S. church</u>					
IN ACCOUNT WITH					
<u>Daniel Dillinger</u>					
<u>4/12</u>		<u>1313 parden</u>		<u>\$60.⁰⁰</u>	
<u>4/12</u>		<u>1020 Hope</u>		<u>\$60.⁰⁰</u>	
<u>4/17</u>		<u>2612 Crawford</u>		<u>\$60.⁰⁰</u>	
<u>4/22</u>		<u>3406 Meador</u>		<u>\$60.⁰⁰</u>	
<u>4/20</u>		<u>500 woodrow</u>		<u>\$60.⁰⁰</u>	
<u>4/22</u>		<u>416 Forrest</u>		<u>\$60.⁰⁰</u>	
<u>4/22</u>		<u>417 Forrest</u>		<u>\$60.⁰⁰</u>	
CURRENT		OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT <u>\$420.⁰⁰</u>	

Adams DCS812

01-11



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: April 29, 2024

To: Tosha Moss

Case #: 241192

Property Address: 1313 Pardew
Jonesboro, AR 72401

APN# 01-144212-20200

Completed Date: April 2, 2024

Letter sent on March 21, 2024
Need to send the following charges to this person.

Property Owner: Michelle Nutt
1012 Legends Club Dr
Mount Pleasant, SC 29466-9057

<u>ITEMS</u>	<u>AMOUNTS</u>
Mowing and trimming	\$ 60.00
Admin Fees	\$ 200.00
<u>Filing Fees</u>	<u>\$ 15.00</u>
Total	\$ 275.00

Thank you,

Mike McQuay
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

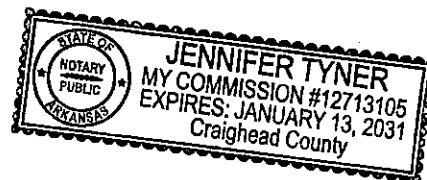
RE: 1313 Pardew Jonesboro AR 72401

I, 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 30 day of April, 2024.

Michael McQuay
Michael McQuay
Jonesboro Code Enforcement

Subscribed and sworn to before me the 30th day of April, 2024.

Jennifer Tyner
Notary Public



My commission expires: 01-13-2031



DATE	INVOICE NO
4/29/2024	0067704

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

DUE DATE
6/3/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 1,900.00

Code Enforcement Charges:

Filing Fee - 1313 Pardew	1.00	15.00	15.00	0.00	0.00	15.00
Admin. Fee - 1313 Pardew	1.00	200.00	200.00	0.00	0.00	200.00
Mowing and Trimming - 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
6/3/2024	0067704

Please remit payment by the due date to:

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

Invoice Total: 275.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 2,175.00

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

Michelle Nutt
Street and Apt. No., or PO Box No.
1012 Legends Club Dr 25
City, State, ZIP+4®
Mt Pleasant, SC 29466

9589 0710 5270 0975 5301 41



Invoice# : 0067704
Case# : 241192

Notice Mailed Prior to 6/11/2024

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 7/16/2024.

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



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: RES-24:075

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 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 14-15-903.

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 + Alex
PO Box 16354
Jonesboro AR 72403-6705

RE: 2612 Crawford Dr. Jonesboro AR

I, 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 2nd day of April, 2024.


Michael McQuay
Jonesboro Code Enforcement

Subscribed and sworn to before me the 2nd day of April, 2024.


Notary Public



My commission expires: 10 March 2034



Notice of Violation

04/01/2024

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

Case #: 241400

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

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 04/13/2024. If the issue is not corrected by the date listed, the City will 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

My direct number is 870-273-2129.

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)

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☐ Certified Mail Restricted Delivery

\$

☐ Adult Signature Required

\$

☐ Adult Signature Restricted Delivery

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Postage

\$

Total Postage and Fees

\$

Sent To

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

City, State, ZIP+4[®]

30

159802

Statement		DATE <u>4/29/24</u>		TERMS	
TO					
<u>CITY OF Jonesboro</u>					
<u>300 S. church</u>					
IN ACCOUNT WITH					
<u>Daniel Dillinger</u>					
<u>4/12</u>		<u>1313 PARDEN</u>		<u>\$60.⁰⁰</u>	
<u>4/12</u>		<u>1020 HOPE</u>		<u>\$60.⁰⁰</u>	
<u>4/17</u>		<u>2612 CRAWFORD</u>		<u>\$60.⁰⁰</u>	
<u>4/22</u>		<u>3406 MEADOR</u>		<u>\$60.⁰⁰</u>	
<u>4/20</u>		<u>500 WOODROW</u>		<u>\$60.⁰⁰</u>	
<u>4/22</u>		<u>416 FORREST</u>		<u>\$60.⁰⁰</u>	
<u>4/22</u>		<u>417 FORREST</u>		<u>\$60.⁰⁰</u>	
CURRENT		OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT <u>\$420.⁰⁰</u>	

DCS812

01-11



CITY OF JONESBORO
Code Enforcement
Request For Invoice

Date: April 29, 2024

To: Tosha Moss

Case #: 241400

Property Address: 2612 Crawford
Jonesboro, AR 72401

APN# 01-144273-02300

Completed Date: April 17, 2024

Letter sent on April 1, 2024
Need to send the following charges to this person.

Property Owner Randy and Aley Crawford
PO Box 16354
Jonesboro, AR 72403-6705

<u>ITEMS</u>	<u>AMOUNTS</u>
Mowing and trimming	\$ 60.00
Admin Fees	\$ 200.00
<u>Filing Fees</u>	<u>\$ 15.00</u>
Total	\$ 275.00

Thank you,

Mike McQuay
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 12354
Jonesboro Ark 72403

RE: 2612 Crawford Jonesboro, Ark 72401

I, 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 30 day of April, 2024.

Michael McQuay
Michael McQuay
Jonesboro Code Enforcement

Subscribed and sworn to before me the 30th day of April, 2024.

Jennifer Tyner
Notary Public



My commission expires: 01-13-2031



DATE	INVOICE NO
4/29/2024	0067703

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

DUE DATE
6/3/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
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PREVIOUS OUTSTANDING BALANCE 9,541.32

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 and Trimming - 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
6/3/2024	0067703

Please remit payment by the due date to:

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

Invoice Total: 275.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 9,816.32

INVOICE BALANCE: \$275.00
AMOUNT PAID: _____

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

Postmark
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Postage

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Total Postage and Fees

\$

Sent To

Randy & Alex Crawford

Street and Apt. No. or PO Box No.

PO Box 16354

City, State, ZIP+4®

Jonesboro AR 72403

35

9589 0710 5270 0975 5301 58



Invoice# : 0067703
Case# : 241400

Notice Mailed Prior to 6/11/2024

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 7/16/2024.

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