City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda

Public Safety Council Committee

Tuesday, November 17, 2015 | **5:00 PM** | **Municipal Center**

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

3. Approval of minutes

MIN-15:097 Minutes for the Public Safety Committee meeting on October 20, 2015

Attachments: Minutes

MIN-15:100 Minutes for the special called Public Safety Committee meeting on October 27, 2015

Attachments: Minutes

4. New Business

Ordinances To Be Introduced

ORD-15:060 AN ORDINANCE PROVIDING FOR CERTAIN TRAFFIC CONTROL DEVICES, ESTABLISHING FOUR-WAY STOP SIGNS AT CERTAIN INTERSECTIONS; AND DECLARING AN EMERGENCY FOR PURPOSE OF PUBLIC SAFETY

Resolutions To Be Introduced

RES-15:160 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS as to condemn property located at 1017 West Jefferson, Owner: John Perry, P&P Investments LLC.

Sponsors: Code Enforcement

Attachments: County_Data_1017
1017 Jefferson1
1017 Jefferson2
1017 Jefferson3
1017_Jefferson Inspection Report
Checklist
1017_Jefferson_title2

RES-15:161 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property at 2713 Carriage Drive, Owner: Jerry and April Cook.

Sponsors: Code Enforcement

Attachments: Inspection_Report
County_Data_2713_Carriage
2713_Carriage title search
2317_Carriage checklist
2713 Carriage 1
2713 Carriage 2
2713 Carriage 3
2713 Carriage 4

RES-15:162 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property located at 3704 Griffin, owner George and Lavonda Tollison; Lease/Purchase agreement with Shevie Hadl.

Sponsors: Code Enforcement

Attachments: Hadl_Inspection
Hadl County Data
3704 Griffin Title Search
3704 Griffin Checklist
3704 Griffin 3
3704 Griffin 2
3704 Griffin 1

5. Pending Items

6. Other Business

7. Public Comments

8. Adjournment

City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #:	MIN-15:097	**Version:**	1	**Name:**	
Type:	Minutes			**Status:**	To Be Introduced
File created:	10/21/2015			**In control:**	Public Safety Council Committee
On agenda:				**Final action:**	
Title:	Minutes for the Public Safety Committee meeting on October 20, 2015				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Minutes				

Date	Ver.	Action By	Action	Result

Minutes for the Public Safety Committee meeting on October 20, 2015

City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes
Public Safety Council Committee

Tuesday, October 20, 2015 | **5:00 PM** | **Municipal Center**

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Councilman Burton arrived at 5:02 p.m.

Mayor Perrin was also in attendance.

Present 4 - Gene Vance;Chris Gibson;Mitch Johnson and Todd Burton

Absent 1 - Chris Moore

3. Approval of minutes

MIN-15:071 Minutes for the Public Safety Committee meeting on July 21, 2015

Attachments: Minutes

A motion was made by Councilman Chris Gibson, seconded by Councilman Gene Vance, that this matter be Passed . The motion PASSED with the following vote.

Aye: 3 - Gene Vance;Chris Gibson and Mitch Johnson

Absent: 2 - Chris Moore and Todd Burton

4. New Business

Resolutions To Be Introduced

RES-15:151 A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO AN AMENDED AGREEMENT WITH VECTOR DISEASE CONTROL INTERNATIONAL, LLC

Sponsors: Mayor's Office

Attachments: Jonesboro Vector contract 2012-2018

A motion was made by Councilman Gene Vance, seconded by Councilman Chris Gibson, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Gene Vance;Chris Gibson and Mitch Johnson

Absent: 2 - Chris Moore and Todd Burton

RES-15:153 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property at 502 Parkview, Owner: Shirley A. Kuster.

Sponsors: Code Enforcement

Attachments: 502 Parkview case file
Kuster checklist
Kuster county data
Kuster inspection report
Kuster 1
Kuster 2
Kuster 3

Code Enforcement Officer Michael Tyner explained the house is a burnout. He noted the property owner, Mrs. Kuster, is not returning his phone calls.

A motion was made by Councilman Chris Gibson, seconded by Councilman Gene Vance, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Gene Vance;Chris Gibson and Todd Burton

Absent: 1 - Chris Moore

RES-15:155 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property at 5446 E. Nettleton, Owner: James and Sharlot Heath.

Sponsors: Code Enforcement

Attachments: 5446 E. Nettleton case file
Heath checklist
Heath county data
Heath inspection report
Heath 1
Heath 2
Heath 3

Mr. Tyner stated this property has been vacant for several years. The doors and windows are gone and the grass has grown over. He added he has also attempted to contact the property owner with no returned phone calls.

A motion was made by Councilman Gene Vance, seconded by Councilman Chris Gibson, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 3 - Gene Vance;Chris Gibson and Todd Burton

Absent: 1 - Chris Moore

5. Pending Items

6. Other Business

COM-15:050 Mosquito Control report for July, 2015

Attachments: Jonesboro Report July 2015
Jonesboro Report Maps July 2015

This item was Filed.

COM-15:059 Mosquito Control report for August, 2015

Attachments: Mosquito Control Report

This item was Filed.

COM-15:066 Vector Disease Control mosquito report for September/October, 2015

Attachments: Mosquito report

This item was Filed.

7. Public Comments

8. Adjournment

A motion was made by Councilman Chris Gibson, seconded by Councilman Gene Vance, that this meeting be Adjourned. The motion PASSED with the following vote.

Aye: 3 - Gene Vance;Chris Gibson and Todd Burton

Absent: 1 - Chris Moore

City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #:	MIN-15:100	**Version:**	1	**Name:**	
Type:	Minutes			**Status:**	To Be Introduced
File created:	10/29/2015			**In control:**	Public Safety Council Committee
On agenda:				**Final action:**	
Title:	Minutes for the special called Public Safety Committee meeting on October 27, 2015				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Minutes				

Date	Ver.	Action By	Action	Result

Minutes for the special called Public Safety Committee meeting on October 27, 2015

City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes
Public Safety Council Committee

Tuesday, October 27, 2015 | **5:00 PM** | **Municipal Center**

Special Called Meeting

1. Call To Order

2. Roll Call by City Clerk Donna Jackson

Present 5 - Gene Vance;Chris Gibson;Chris Moore;Mitch Johnson and Todd Burton

3. New Business

Ordinances To Be Introduced

ORD-15:055 ORDINANCE ADOPTING THE JONESBORO PROPERTY MAINTENANCE CODE BY REFERENCE AMENDING ARTICLE 1, CHAPTER 105, BUILDINGS AND BUILDING REGULATIONS, CREATING SECTION 105-2, JONESBORO PROPERTY MAINTENANCE CODE FOR THE PURPOSE OF PRESERVING PROPERTY, BUILDINGS, AND STRUCTURES FOR THE PRESERVATION OF PUBLIC PEACE, HEALTH AND SAFETY WITHIN THE CITY LIMITS OF JONESBORO, AR

Sponsors: Inspections, Code Enforcement and Planning

Attachments: Jonesboro Property Maintenance Code
Support Letters

Councilman Gibson motioned, seconded by Councilman Vance, to restrict each side of debate to 15 minutes. All voted aye.

Mayor Perrin thanked the committee for their work. He noted he will have to leave early due to having a meeting at 6 p.m.

Teresa Beck, a resident at 16 Plantation Oaks and a member of the Property Maintenance Code Committee, discussed the process the committee undertook to come up with the code. She explained the committee is recommending the adoption of the Jonesboro Property Maintenance Code. She explained they think the code will help get the city back to where they want it to be and allow it to remain vibrant. Councilman Moore thanked the committee for their work.

Councilman Moore motioned, seconded by Councilman Gibson, to recommend the ordinance to the Council.

City Attorney Carol Duncan stated when the proposed code came out of the committee and she reviewed it, she made a few changes. She explained she changed parts of the appeals process, fines and costs the court would require the city

to set, things such as that.

Councilman Burton also thanked the committee for their time and effort for their work with the code. He asked for clarification regarding the wording of the ordinance. He explained it was his understanding the duties given to the committee were to develop a code from the International Property Maintenance Code, but when you read the title of the ordinance it says an ordinance adopting the International Property Maintenance Code. City Attorney Duncan stated that was a typo that they missed. The title should say adopting the Jonesboro Property Maintenance Code. Councilman Moore motioned, seconded by Councilman Gibson, to make the appropriate change to the title. All voted aye.

Judy Casteel, 1902 Independence Cove, thanked the mayor for the opportunity to serve on the committee. She voted in favor of adopting the code. He asked the mayor about his thoughts on the code. Mayor Perrin stated he read the code last night and liked the code. It addressed the areas of concern well.

Dr. Bob Warner, 1003 W. Washington, asked for everyone who is in favor of the code to please stand.

Renee Aspinwall, 628 W. Matthews, spoke in favor of the property maintenance code and discussed how home conditions affect the ability to get certain mortgage loans. There are three different kinds of home loans that require some sort of property maintenance before a loan can be approved. She noted it is easier to sell a home in a neighborhood that is maintained. Property values can be affected by homes that are not maintained and have structural issues.

Eugene Holloway, 408 Marshall Street, explained one of the misconceptions about the property maintenance code is the right of entry. He suggested changing the title of that particular part of the code because he thinks it's misleading.

Councilman Moore asked if the current version of the proposed code is available on the city's website. Mayor Perrin stated he doesn't know. He'd have to ask his staff to find out for sure. Communications Director Fritz Gisler answered yes, it is on the website.

David McAlvoy, 1524 Charles Drive, also spoke in favor of the property maintenance code. He stated blighted property affects everyone's property value and drives up crime in the neighborhood. He added responsible property owners like himself make sure their property doesn't affect other people's property, so he doesn't think it is asking too much for other people to do the same thing.

John Miles, 414 W. Highland, discussed living in southwest Little Rock in the 1980's and how the properties deteriorated over the years. He stated he hopes the city will pass a reasonable property code that allows the property owners to protect their neighborhoods and gives the property owners some confidence that they will get value out of their homes when they move.

Charles Willis, 3012 Woodsprings Road, stated the city does need things cleaned up. But, in reading the code, if issues such as plumbing or foundation are not up to code and have to be redone, it could increase the rental value of the property. There are a lot of people in the city who need $500 or $600 rental properties. He explained some issues do need to be fixed. But, there needs to be a line drawn as to how far the code goes.

John Hardin, 1010 Country Manor Circle, noted he also served on the committee and

was one of the three people who voted against the code. But, he was one of the nine people who voted for the exterior portion of the code. He stated there are a lot of good landlords in Jonesboro, some who even provide Section 8 housing when they don't have to. He questioned why the community can't help more with issues such as house painting. He also stated this is not just about rental property. He asked that the code be applied evenly across the board to everybody because there are probably just as many homeowners who violate the codes as opposed to the landlords, possibly more.

Christine Wright, 3485 Cedar Creek Lane, explained she is a real estate agent and her company has sold $40 million in property this year. She understands what people are talking about when they ask that things be cleaned up. But, there are some parts of the code that are a little extreme. She thinks it needs to be evaluated more before it is enacted. There are parts of the community that need to be educated about the code.

Harold Carter, 902 Tony Drive, stated when the discussion first started concerning the maintenance code it was through the Moratorium Committee and was in reference to rental properties. He added some of the people who have spoken have made good points that he could not dispute. He questioned how it happened that the code was decided to be applied to everyone and not just rental property. He explained there's a big difference from saying the code will be applied to rental property and then changing to it be applied to everyone in the city. He stated people may go to meetings and decide whether or not they are against something without knowing what will ultimately come out of it.

Councilman Moore explained the code was applied to all properties at the request of the landlords. He also noted that the Council approved the decision for the code to apply equally to all property owners. He further explained the Moratorium Committee was tasked to only look at rental property, but when the code came out of the committee Councilman Vance made a motion, and he seconded, that the code apply to everyone.

Mr. Carter stated he remembers Councilman Vance making his motion. And while there are good points to be made on both sides, it will take some time for private property owners to get used to being under regulations such as this code. They should have more time to think about the code before it is voted on. Private property owners could be put in the position of fixing their home or having to move out of it.

Dan Passmore, 7114 Highway 351, explained this is the third committee he has served on. He was previously on the Moratorium Committee, the Exterior Code Committee and this Property Maintenance Code Committee. He noted the city had an exterior code that was completed last year and was ready to move forward. He was one of the landlords who voted on the Property Maintenance Code Committee for the code to be exterior only. He noted the city could do more good for residents by lowering the mowing standard down to six inches instead of eight. He thinks the city does need the exterior code, but to do anything in the interior is costly. Someone could be made a criminal for not painting their home, even if the reason they didn't do it is because they didn't have the money to do it. He recommended doing the exterior code that was already put together or just forget it all.

Councilman Moore then called the question for the vote. He noted that the motion is just to forward the ordinance to the full Council. They are asking that the ordinance be read at three separate readings, meaning it will be a six week process at the least.

A motion was made by Councilman Chris Moore, seconded by Councilman Chris Gibson, that this matter be Recommended to Council and be read at

three separate meetings. The motion PASSED with the following vote.

Aye: 3 - Gene Vance;Chris Gibson and Chris Moore

Nay: 1 - Todd Burton

4. Adjournment

A motion was made by Councilman Chris Moore, seconded by Councilman Gene Vance, that this meeting be Adjourned . The motion PASSED with the following vote.

Aye: 4 - Gene Vance;Chris Gibson;Chris Moore and Todd Burton

City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #:	ORD-15:060	**Version:**	1	**Name:**	Establishing four-way stop signs at certain intersections
Type:	Ordinance			**Status:**	To Be Introduced
File created:	11/10/2015			**In control:**	Public Safety Council Committee
On agenda:				**Final action:**	
Title:	AN ORDINANCE PROVIDING FOR CERTAIN TRAFFIC CONTROL DEVICES, ESTABLISHING FOUR-WAY STOP SIGNS AT CERTAIN INTERSECTIONS; AND DECLARING AN EMERGENCY FOR PURPOSE OF PUBLIC SAFETY				
Sponsors:					
Indexes:	Parking & Traffic				
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

AN ORDINANCE PROVIDING FOR CERTAIN TRAFFIC CONTROL DEVICES, ESTABLISHING FOUR -WAY STOP SIGNS AT CERTAIN INTERSECTIONS; AND DECLARING AN EMERGENCY FOR PURPOSE OF PUBLIC SAFETY

WHEREAS, Sec. 66-297 states that the city council, upon recommendation of the Traffic Control Review Committee of the city is hereby authorized and directed to determine the installation of such traffic control signs, devices and designations upon the streets and roads within the corporate limits of the city with regard to stop signs, or parking and speed restrictions as he deems necessary to control, regulate, warn or guide traffic; and

WHEREAS The specifications, limitations and enforcement of traffic control signs, devices and designations hereafter established shall be regulated as set forth in A.C.A. §27-51-213, 27-51-206, and 27-50-408 and any other provisions of the A.C.A.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The City Council finds and declares that the conditions of traffic are such as to endanger the traveling public and pedestrians on certain streets and at certain intersections and that certain traffic control devices are to be established and placed on the following streets and locations:

(a) Four-way stop sign at S. Culberhouse Rd. and Lawson Rd.
(b) Four-way stop sign at W. Oak Ave. and Ferrell St.

SECTION 2: The drivers of all vehicles shall obey all traffic control signs per instruction on the face thereof.

SECTION 3: The designee of the City is hereby directed to place and locate upon the above described streets at the proper places, appropriate signs designating traffic control as set out above and it shall be unlawful for any person, firm or corporation to tear down, remove or mutilate said signs.

SECTION 4: All ordinances and/or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: It is found and declared by the City Council that due to increasing traffic congestion and lack of traffic control devices on these streets, there is a great possibility that failure to have these control devices will cause danger to life and property, therefore an emergency is hereby declared to exist and this ordinance shall take effect and be in full force from and after its passage and approval.

City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #:	RES-15:160	**Version:** 1	**Name:**	Condemnation at 1017 W. Jefferson	
Type:	Resolution		**Status:**	To Be Introduced	
File created:	10/28/2015		**In control:**	Public Safety Council Committee	
On agenda:			**Final action:**		
Title:	RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS as to condemn property located at 1017 West Jefferson, Owner: John Perry, P&P Investments LLC.				
Sponsors:	Code Enforcement				
Indexes:	Condemnation				
Code sections:					
Attachments:	County_Data_1017 1017 Jefferson1 1017 Jefferson2 1017 Jefferson3 1017_Jefferson Inspection Report Checklist 1017_Jefferson_title2				

Date	Ver.	Action By	Action	Result

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS as to condemn property located at 1017 West Jefferson, Owner: John Perry, P&P Investments LLC.
WHEREAS, the above property has been inspected and has been determined unsuited for human habitation.

WHEREAS, All the stipulations have been met in the condemnation process to proceed with the condemnation of this property.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO, ARKANSAS THAT: the city should proceed with the condemnation of the property at: 1017 West Jefferson.

DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT

RESIDENTIAL BUILDING INSPECTION REPORT

DATE OF INSPECTION:	**5-1-15**
PROPERTY ADDRESS:	**1017 W Jefferson**
PROPERTY OWNER:	**P&P Investments / John Perry**
OCCUPIED: YES NO XX	

BUILDING ELEMENT	1 thru 5 CONDITION					NOTES & COMMENTS
	VERY POOR				VERY GOOD	
Foundation Type: Piers Solid Slab			3			Feels solid at the moment but will deteriorate due to the hole in ceiling and roof
Front Porch Type: Wood Concrete			3			Weathered and needs repaired or replaced
Exterior Doors and Windows Type: Wood Vinyl Aluminum			3			Decent but needs secured
Roof Underlay Type: OSB/ Plwood 1x6 metal		4				Old and needs replaced or repaired, holes in front side of house
Roof Surface Type: Metal 3-Tab Shingles Dimensional Shingles		4				Old and needs replaced or repaired, holes in front side of house
Chimney						
Siding Type: Wood Lap Vinyl Masonite Aluminum			3			Weathered and needs repaired or replaced
Fascia and Trim Type Wood Vinyl Coil			3			Weathered and needs repaired or replaced
Interior Doors Type: Hollow Wood Solid Wood				2		Not in bad shape , would need painted if reused

Interior Walls Type Wood Frame Metal Frame Sheetrock Stucco					2		Will need patched and painted
Ceilings Type: Sheetrock Stucco Ceiling Tile				4			Holesm in ceiling where there are holes in roof, water damaged
Flooring Underlay Type: 1x6 center match OSB Plywood					3		Feels solid at the moment but will deteriorate due to the hole in ceiling and roof
Flooring Surfaces Type: Carpet Linoleum Hard Wood Vinyl					3		Feels solid at the moment but will deteriorate due to the hole in ceiling and roof
Electrical				4			Not to code
Heating				4			Not to code
Plumbing				4			Not to code

In my opinion, this structure		is	X	is not	Suitable for human habitation.
In my opinion this structure		is	X	is not	Physically feasible for rehabilitation.
In my opinion, this structure		is	X	is not	Economically feasible for rehabilitation.
In my opinion, this structure	X	is		is not	A public safety hazard and should be condemned immediately.

EMERGENCY ACTION IS WARRANTED: YES NO XX

Tim Renshaw, Chief Building Inspector		**Other Signature**

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

CONDEMNATION CHECKLIST

Property Address: 1017 W Jefferson Phone: _____

Property Owner: P & P Investments / John Perry Phone: _____

Owner's Address: 404 CR 707 Fax: _____

Jonesboro, AR 72404

	BEGINNING DATE	ENDING DATE	ACTION
☒	5/1/15	5/1/15	1. Identify structure unfit for human habitation.
☒	5/1/15	5/1/15	2. Inspect Property. (Condemnation Officer & Building Inspector) ☒ a. Prepare inspection report. ☒ b. Photograph property.
☒	5/1/15	5/1/15	3. Determine ownership from county assessment & tax collection record.
☒	5/1/15	5/1/15	4. Obtain legal description.
☒	5/12/15	5/12/15	5. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner with 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
☒	10/27/15	10/27/15	6. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
☒	6/16/15	6/16/15	7. If response is not received or is not adequate, proceed as follows:
☐			8. Send 20-day pre-notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
☐			☐ a. Owner unknown or whereabouts not known or such owner is a nonresident of Arkansas. 1) Post affidavit in newspaper once a week for two consecutive weeks
☐			2) Attorney ad litem appointed to notify defendant.
☐			9. Post sign on the property advising date the City Council will consider condemnation of the structure.
☐			10. Photograph posted sign.
☐			11. Prepare information packet for each City Council member, plus one each for Mayor & City Attorney consisting of: ☐ a. Location map ☐ b. Photographs of the structure ☐ c. Inspection report ☐ d. Pre-condemnation notice ☐ e. Condemnation resolution

LENDERS TITLE
C O M P A N Y
2207 Fowler Avenue
Jonesboro, Arkansas 72401
Phone: 870-935-7410
FAX: 870-935-6548

LIMITED TITLE SEARCH

Date: October 27, 2015
Prepared For: City of Jonesboro
File Number: 15-069565-300

Lenders Title Company hereby certifies that the records of the Circuit Clerk of Craighead County, Arkansas have been examined as to the following described property from August 9, 2007 at 11:59 AM to September 28, 2015 at 7:30 AM:

The West 50 Feet of Lot 1 of B. H. Berger's Subdivision of Block 1 of Nisbett's Second Addition to the City of Jonesboro, Arkansas.

The following instruments were found of record during the aforementioned period which affect the above described property:

WARRANTY DEED executed by BST Investments, LLC to P & P Investments, LLC, dated August 9, 2007 filed August 10, 2011 at 11:59 AM, recorded in Deed Book 755 Pg. 344 at Jonesboro, Craighead County, Arkansas.

MORTGAGE executed by P & P Investments, LLC, in favor of First National Bank - Jonesboro, dated August 9, 2007, filed on August 10, 2007 at 11:59 AM, recorded in Mortgage Book 1298 Pg. 717 in the records of Jonesboro, Craighead County, Arkansas, securing the original principal sum of $56,000.00. First Modification of Mortgage filed June 11,2010 at 10:46 AM in Mortgage Book 1468 Pg. 643 in the records of Jonesboro, Craighead County, Arkansas. Second Modification of Mortgage filed May 30, 2013 at 2:16 PM in Document No. JB2013R-010029, in the records of Jonesboro, Craighead County, Arkansas.

Judgments have been checked on P & P Investments, John Perry, Kevin Pierce, and BST Investments, LLC during the aforementioned period, and the following were found:

NONE

If tax information was requested, please see the attached tax certificate for the real property tax information as to the above described property.

This Limited Title Search is intended for the exclusive use of the addressee for informational purposes only. Lenders Title Company is not expressing or attempting to express an opinion as to the validity of the title to the above described property nor as to the validity of any

encumbrances, both recorded and unrecorded, that pertain to the above described property. While Lenders Title Company believes that the information stated above is accurate, no assurances are made nor is any liability assumed by Lenders Title Company for any incorrect information stated herein or omitted herefrom. For assurances as to the title to the above described property, addressee should obtain a title insurance policy.

Sincerely,

Lenders Title Company

Rachel Hendrix

By: Rachel Hendrix

City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #:	RES-15:161	**Version:** 1	**Name:**	Condemnation at 2713 Carriage Drive	
Type:	Resolution		**Status:**	To Be Introduced	
File created:	10/29/2015		**In control:**	Public Safety Council Committee	
On agenda:	11/17/2015		**Final action:**		
Title:	RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property at 2713 Carriage Drive, Owner: Jerry and April Cook.				
Sponsors:	Code Enforcement				
Indexes:	Condemnation				
Code sections:					
Attachments:	Inspection_Report County_Data_2713_Carriage 2713_Carriage title search 2317_Carriage checklist 2713 Carriage 1 2713 Carriage 2 2713 Carriage 3 2713 Carriage 4				

Date	Ver.	Action By	Action	Result

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property at 2713 Carriage Drive, Owner: Jerry and April Cook.
WHEREAS, the above property has been inspected and has been determined unsuited for human habitation.

WHEREAS, all the stipulations have been met in the condemnation process to proceed with the condemnation of this property.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO, ARKANSAS THAT: the city should proceed with the condemnation of the property at: 2713 Carriage Drive.

DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT

RESIDENTIAL BUILDING INSPECTION REPORT

DATE OF INSPECTION:	**7-14-2014**	
PROPERTY ADDRESS:	**2713 Carriage Dr**	Sara J Cook
PROPERTY OWNER:	**Jerry and April Cook**	2013 No Power 340-7519
OCCUPIED: ☐ YES xx NO		

BUILDING ELEMENT	1 thru 5 CONDITION					NOTES & COMMENTS
	VERY POOR				VERY GOOD	
Foundation Type: Piers Solid Slab					5	Good Condition
Front Porch Type: Wood Concrete					5	Concrete good condition
Exterior Doors and Windows Type: Wood Vinyl Aluminum				4		Fair condition but has issues
Roof Underlay Type: OSB 1x6 metal		2				Showing signs of dilapidation and leaking
Roof Surface Type: Metal 3-Tab Shingles Dimensional Shingles		2				Showing signs of dilapidation and leaking
Chimney						N/A
Siding Type: Wood Lap Vinyl/ Rock Masonite Aluminum		2				Rock infair condition/ Vinyl rotten and dilapidated
Fascia and Trim Type Wood Vinyl Coil		2				Showing signs of dilapidation and rotten
Interior Doors Type: Hollow Wood Solid Wood	1	2	3	4	5	Could not access/ did look through windows for accessment

Interior Walls Type Wood Frame/ Block Metal Frame Sheetrock Stucco		2				Open walls showing signs of dilapidation
Ceilings Type: Sheetrock Stucco Ceiling Tile		2				Falling in multiple issues
Flooring Underlay Type: 1x6 center match OSB Plywood/ Concrete					5	Good condition
Flooring Surfaces Type: Carpet Linoleum Hard Wood Vinyl	1					Rotten showing signs of dilapidation
Electrical	1					Not to Code
Heating	1					Not to Code
Plumbing	1					Not to Code

In my opinion, this structure	☐	is	xx	is not	Suitable for human habitation.
In my opinion this structure	☐	is	xx	is not	Physically feasible for rehabilitation.
In my opinion, this structure	xx	is	☐	is not	Economically feasible for rehabilitation.
In my opinion, this structure	xx	is	☐	is not	A public safety hazard and should be condemned immediately.

Due to Health, Safety and Welafre issues this structure should be brought to code or abated.

EMERGENCY ACTION IS WARRANTED: ☐ YES xx NO

Terry L. Adams 7-14-14		
Terry Adams, Certified Building Inspector	**Craig Davenport, Fire Marshal**	**Other Signature**

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

LENDERS TITLE
COMPANY

INVOICE

Invoice #: 174824
Invoice Date: 10/29/2015
File Number: 15-069563-300

To:

City of Jonesboro - Code Enforcement
Attention: Michael Tyner
410 W. Washington
Jonesboro, AR 72401

From:

Lenders Title Company
Phyllis Stahl
2207 Fowler Avenue
Jonesboro, AR 72401
870-935-7410

In Re: **Jerry Cook and April Cook, husband and wife**

Description	Amount	Total
Limited Title Search	$100.00	$100.00
	Total	$100.00

Thank you for your business!

Please Remit To:
Lenders Title Company
2207 Fowler Avenue
Jonesboro, AR 72401
870-935-7410

LENDERS TITLE
C O M P A N Y
2207 Fowler Avenue
Jonesboro, Arkansas 72401
Phone: 870-935-7410
FAX: 870-935-6548

LIMITED TITLE SEARCH

Date: October 29, 2015
Prepared For: City of Jonesboro, Arkansas
File Number: 15-069563-300

Lenders Title Company hereby certifies that the records of the Circuit Clerk of Craighead County, Arkansas have been examined as to the following described property from February 26, 2013 at 4:44 p.m. to October 5, 2015 at 7:30 a.m.:

A part of the Southwest Quarter of the Southwest Quarter of Section 35, Township 14 North, Range 3 East, more particularly described as follows: Begin at the Northeast corner of said Southwest Quarter of the Southwest Quarter; thence run West 578 feet to the point of beginning proper; thence continue West 145 feet; thence run South 198 feet; thence run East 145 feet; thence run North 198 feet to the point of beginning proper, being subject to public road right of way along the North side thereof.

The following instruments were found of record during the aforementioned period which affect the above described property:

Warranty Deed executed by Sara J. Cook, a single person to Jerry Cook and April Cook, husband and wife, dated February 20, 2013 and recorded February 26, 2013 at 4:44 p.m. as Document No. JB2013R-003494 in the records of Jonesboro, Craighead County, Arkansas.

General Taxes for the year 2012 and prior years are paid; General taxes for the years 2013 and 2014 are **DELINQUENT.** (Parcel No. 01-143353-02500)

Personal Taxes for the year 2014 are **DELINQUENT.** (Account No. 92-079-001, assessed in the name of Jerry J. Cook)

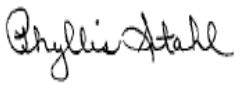
Judgments have been checked on Jerry Cook and April Cook during the aforementioned period, and the following were found: None

This Limited Title Search is intended for the exclusive use of the addressee for informational purposes only. Lenders Title Company is not expressing or attempting to express an opinion as to the validity of the title to the above described property nor as to the validity of any

encumbrances, both recorded and unrecorded, that pertain to the above described property. While Lenders Title Company believes that the information stated above is accurate, no assurances are made nor is any liability assumed by Lenders Title Company for any incorrect information stated herein or omitted herefrom. For assurances as to the title to the above described property, addressee should obtain a title insurance policy.

Sincerely,

Lenders Title Company



By: Phyllis Stahl

Arkansas Insurance Department
Contact Information:

Arkansas Insurance Department
Consumer Services Division
1200 West Third Street
Little Rock, AR 72201-1904

(800) 852-5494
(501) 371-2640

Rev 10/2014

FACTS

WHAT DOES Lenders Title Company DO WITH YOUR PERSONAL INFORMATION?

Why?

Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.

What?

The types of personal information we collect and share depend on the product or service you have with us. This information can include:

- Social Security number and credit history
- transaction history and mortgage rates and payments
- purchase history and wire transfer instructions

When you are *no longer* our customer, we continue to share your information as described in this notice.

How?

All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons Lenders Title Company chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does Lenders Title Company share?	Can you limit this sharing?
For our everyday business purposes- such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes- to offer our products and services to you	Yes	No
For joint marketing with other financial companies	Yes	No
For our affiliates' everyday business purposes- information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes- information about your creditworthiness	No	No
For our affiliates to market to you	No	No
For nonaffiliates to market to you	No	No

Questions? Call 501-225-3519 or go to www.lenderstitlegroup.com

Who we are

Who is providing this notice?	Lenders Title Company

What we do

How does Lenders Title Company protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.
How does Lenders Title Company collect my personal information?	We collect your personal information, for example, when you • provide account information or give us your contact information • pay us by check or make a wire transfer • show us your government-issued ID We also collect personal information from others, such as credit bureaus, affiliates, or other companies.
Why can't I limit all sharing?	Federal law gives you the right to limit only • sharing for affiliates' everyday business purposes-information about your creditworthiness • affiliates from using your information to market to you • sharing for nonaffiliates to market to you State laws and individual companies may give you additional rights to limit sharing.

Definitions

Affiliates	Companies related by common ownership or control. They can be financial and nonfinancial companies. • *Our affiliates include companies such as our bank, mortgage companies, insurance companies, and securities brokerages.*
Nonaffiliates	Companies not related by common ownership or control. They can be financial and nonfinancial companies. • *We do not share with nonaffiliates so they can market to you.*
Joint marketing	A formal agreement between nonfinancial financial companies that together market financial products or services to you. • *Our joint marketing partners include companies such as credit card issuers to inform you about their products and/or services.*

Other important information

State laws and individual companies may give you additional rightsto limit sharing. Please consult your state laws regarding information sharing.

CONDEMNATION CHECKLIST

Property Address: 2713 Carriage Dr Phone: 870-530-4043

Property Owner: Jerry & April Cook Phone:

Owner's Address: 2713 Carriage Dr Fax:

Jonesboro, AR

BEGINNING DATE	ENDING DATE	ACTION
☒ 7/14/14	7/14/14	1. Identify structure unfit for human habitation.
☒ 7/15/14	7/15/14	2. Inspect Property. (Condemnation Officer & Building Inspector) ☒ a. Prepare inspection report. ☒ b. Photograph property.
☒ 7/15/14	7/15/14	3. Determine ownership from county assessment & tax collection record.
☒ 7/15/14	7/15/14	4. Obtain legal description.
☒ 7/15/14	7/15/14	5. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner with 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
☒ 10/27/15	10/27/15	6. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
☒ 10/29/15	10/29/15	7. If response is not received or is not adequate, proceed as follows:
☐		8. Send 20-day pre-notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
☐		☐ a. Owner unknown or whereabouts not known or such owner is a nonresident of Arkansas. 1) Post affidavit in newspaper once a week for two consecutive weeks
☐		2) Attorney ad litem appointed to notify defendant.
☐		9. Post sign on the property advising date the City Council will consider condemnation of the structure.
☐		10. Photograph posted sign.
☐		11. Prepare information packet for each City Council member, plus one each for Mayor & City Attorney consisting of: ☐ a. Location map ☐ b. Photographs of the structure ☐ c. Inspection report ☐ d. Pre-condemnation notice ☐ e. Condemnation resolution

City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Legislation Details (With Text)

File #:	RES-15:162	**Version:**	1	**Name:**	Condemnation at 3704 Griffin
Type:	Resolution			**Status:**	To Be Introduced
File created:	11/2/2015			**In control:**	Public Safety Council Committee
On agenda:	11/17/2015			**Final action:**	
Title:	RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property located at 3704 Griffin, owner George and Lavonda Tollison; Lease/Purchase agreement with Shevie Hadl.				
Sponsors:	Code Enforcement				
Indexes:	Condemnation				
Code sections:					
Attachments:	Hadl_Inspection Hadl County Data 3704 Griffin Title Search 3704 Griffin Checklist 3704 Griffin 3 3704 Griffin 2 3704 Griffin 1				

Date	Ver.	Action By	Action	Result

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS to condemn property located at 3704 Griffin, owner George and Lavonda Tollison; Lease/Purchase agreement with Shevie Hadl.
WHEREAS, the above property has been inspected and has been determined unsuited for human habitation.

WHEREAS, all of the stipulations have been met in the condemnation process to proceed with the condemnation of this property.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF JONESBORO, ARKANSAS THAT: the city should proceed with the condemnation of the property located at: 3704 Griffin.

DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT

RESIDENTIAL BUILDING INSPECTION REPORT

DATE OF INSPECTION:	**8-28-15**	
PROPERTY ADDRESS:	**3704 GRIFFIN**	
PROPERTY OWNER:	**SHEVIE HADL ,GEORGE TOLLISON**	
OCCUPIED: YES NO XX		

BUILDING ELEMENT	1 thru 5 CONDITION					NOTES & COMMENTS
	VERY POOR				VERY GOOD	
Foundation Type: Piers Solid Slab	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Front Porch Type: Wood Concrete	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Exterior Doors and Windows Type: Wood Vinyl Aluminum	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Roof Underlay Type: OSB/ Plywood 1x6 metal	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Roof Surface Type: Metal 3-Tab Shingles Dimensional Shingles	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Chimney						
Siding Type: Wood Lap Vinyl Masonite Aluminum	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Fascia and Trim Type Wood Vinyl Coil	1					
Interior Doors Type: Hollow Wood Solid Wood						

Interior Walls Type Wood Frame Metal Frame Sheetrock Stucco	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Ceilings Type: Sheetrock Stucco Ceiling Tile	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Flooring Underlay Type: 1x6 center match OSB Plywood	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Flooring Surfaces Type: Carpet Linoleum Hard Wood Vinyl	1					HOUSE IS COMPLETELY DESTROYED BY FIRE AND WATER DAMAGE
Electrical	1					DESTROYED
Heating	1					DESTROYED
Plumbing	1					DESTROYED

In my opinion, this structure		is	X	is not	Suitable for human habitation.
In my opinion this structure		is	X	is not	Physically feasible for rehabilitation.
In my opinion, this structure		is	X	is not	Economically feasible for rehabilitation.
In my opinion, this structure	X	is		is not	A public safety hazard and should be condemned immediately.

EMERGENCY ACTION IS WARRANTED: YES XX NO

Tim Renshaw, Chief Building Inspector		**Other Signature**

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

PARCEL DETAILS

New Search | Search Results

Basic Information

Parcel Number: 01-144272-03400
County Name: Craighead County
Ownership Information: TOLLISON GEORGE AND LAVONDA
3704 GRIFFIN
JONESBORO, AR
Map This Address
Billing Information : SHEVIE HADL
%GEORGE TOLLISON
PO BOX 1803
JONESBORO AR 72401
Total Acres: 0.32
Timber Acres: 0.00
Sec-Twp-Rng: 27-14-04
Lot/Block: PT 20/
Subdivision: COBB & LEE SUR NW NW
Legal Description: COBB & LEE SUR NW NW PT LOT 20 61X197 JBORO CITY NETT CITY
School District: NE JB NETTLETON CITY
Improvement Districts: Drainage District 20
Homestead Parcel?: Yes
Tax Status: Taxable
Over 65?: No

Land Information

Land Divisions:

Land Type	Quantity	Front Width	Rear Width	Depth 1	Depth 2	Quarter
RESHS	1 lots [12,017 sqft]	61	61	197	197	

Valuation Information

View Prior Year Information

	Appraised	Assessed
Land:	10,000	2,000
Improvements:	13,000	2,600
Total Value:	23,000	4,600
Taxable Value:		4,600
Millage:		0.04805
Estimated Taxes [?]:		$221.03
Homestead Credit:		($221.03)
Estimated Taxes w Credit:		$0.00
Assessment Year:		2012

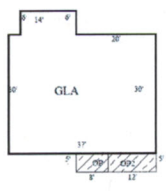
Sales History

Date	Price	Grantor	Grantee	Book	Page	Deed Type
9/17/2008	0	TOLLISON	HADL	57	181	MARD(MARSHALL'S DEED)
12/14/2007	14,000	GUILTNER	TOLLISON	763	925	WD(WARRANTY DEED)
11/14/2007	0	RANDOLPH	GUILTNER	761	917	QCD(QUIT CLAIM DEED)

Improvement Information

Residential Improvements

Residential Improvement #1



Living Area 1st Floor	1,194	**Basement Unfinished**	0

Living Area 2nd Floor	0	**Basement Finished w/Partitions**	0
		Basement Finished w/o Partitions	0
Living Area Total SF	**1,194**	**Basement Total SF**	**0**

Occupancy Type: Single Family
Grade: D5-15
Story Height: 1 Story
Year Built: Year Built Not Available
Effective Age: 35
Construction Type: Low Frame
Roof Type: Asphalt
Heat / AC: None
Fireplace: 0
Bathrooms: 1 full 0 half
Foundation Type: Closed Piers
Floor Type: Wood Subfloor
Floor Covering: hardwood sheath: 1,194 sq ft

Additive Items:

Additive Item	Quantity	Size	Description
OP2		60	1/2 OPEN
OP		40	OPEN PORCH

Outbuildings / Yard Improvements:

OBYI Item	Quantity	Size	Description
FLAT FOB	1		

What do these OBYI abbreviations mean?

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Apprentice Information Systems, Inc.

New Search | Search Results

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LENDERS TITLE
COMPANY

INVOICE

Invoice #: 174833
Invoice Date: 10/29/2015
File Number: 15-069564-300

To:
City of Jonesboro - Code Enforcement
Attention: Michael Tyner
410 W. Washington
Jonesboro, AR 72401

From:
Lenders Title Company
Rachel Hendrix
2207 Fowler Avenue
Jonesboro, AR 72401
870-935-7410

In Re: **Shevie Hadl**

Description	Amount	Total
Limited Title Search	$145.00	$145.00
	Total	$145.00

S

Thank you for your business!

Please Remit To:
Lenders Title Company
2207 Fowler Avenue
Jonesboro, AR 72401
870-935-7410

LENDERS TITLE
COMPANY
2207 Fowler Avenue
Jonesboro, Arkansas 72401
Phone: 870-935-7410
FAX: 870-935-6548

LIMITED TITLE SEARCH

Date: October 30, 2015
Prepared For: City of Jonesboro
File Number: 15-069564-300

Lenders Title Company hereby certifies that the records of the Circuit Clerk of Craighead County, Arkansas have been examined as to the following described property from November 21, 2007 at 10:17 AM to October 5, 2015 at 7:30 AM:

Part of Lot 20 of Cobb and Lee Survey of the Northwest Quarter of the Northwest Quarter of Section 27, Township 14 North, RAnge 4 East, more particularly described as follows: commence at the Southwest Corner of Lot 21 of said Survey; thence run West along the North line of Main Street (extended) a distance of 61 feet; thence run North a distance of 197 feet; thence run East a distance ofo 61 feet; thence run South a distance of 197 feet to the point of beginning proper.

The following instruments were found of record during the aforementioned period which affect the above described property:

WARRANTY DEED executed by Ernest Guiltner and Patsy Guiltner, husband and wife, to George K. Tollison and Lavonda N. Tollison, husband and wife, dated November 21, 2007, filed December 14, 2007 at 9:56:30 AM, and recorded in Deed Book 763, Page 926, in the records of Jonesboro, Craighead County, Arkansas.

LEASE PURCHASE AGREEMENT executed by George Tollison and Lavonda Tollison, Lessor, to Shevie Hadl, Lessee, dated February 16, 2008, filed September 17, 2008 at 10:17:35 AM, and recorded in Miscellaneous Book 57, Page 181, in the records of Jonesboro, Craighead County, Arkansas.

REAL ESTATE TAXES for the year 2014 are paid,Taxes for the year 2015 are not yet due and payable. (Parcel Number 01-144272-03400)

SPECIAL ASSESSMENTS FOR DRAINAGE DISTRICT 20 for the eyars 2011 through 2015 are unpaid and now delinquent. (Parcel Number 01-144272-03400)

Judgments have been checked on George Tollison, Lavonda Tollison, Shevie Hadl, Ernest Guiltner, Patsy Guiltner, and Wilburn Eugene Randolph, during the aforementioned period, and the following were found:

NONE

This Limited Title Search is intended for the exclusive use of the addressee for informational purposes only. Lenders Title Company is not expressing or attempting to express an opinion as to the validity of the title to the above described property nor as to the validity of any encumbrances, both recorded and unrecorded, that pertain to the above described property. While Lenders Title Company believes that the information stated above is accurate, no assurances are made nor is any liability assumed by Lenders Title Company for any incorrect information stated herein or omitted herefrom. For assurances as to the title to the above described property, addressee should obtain a title insurance policy.

Sincerely,

Lenders Title Company

Rachel Hendrix

By: Rachel Hendrix

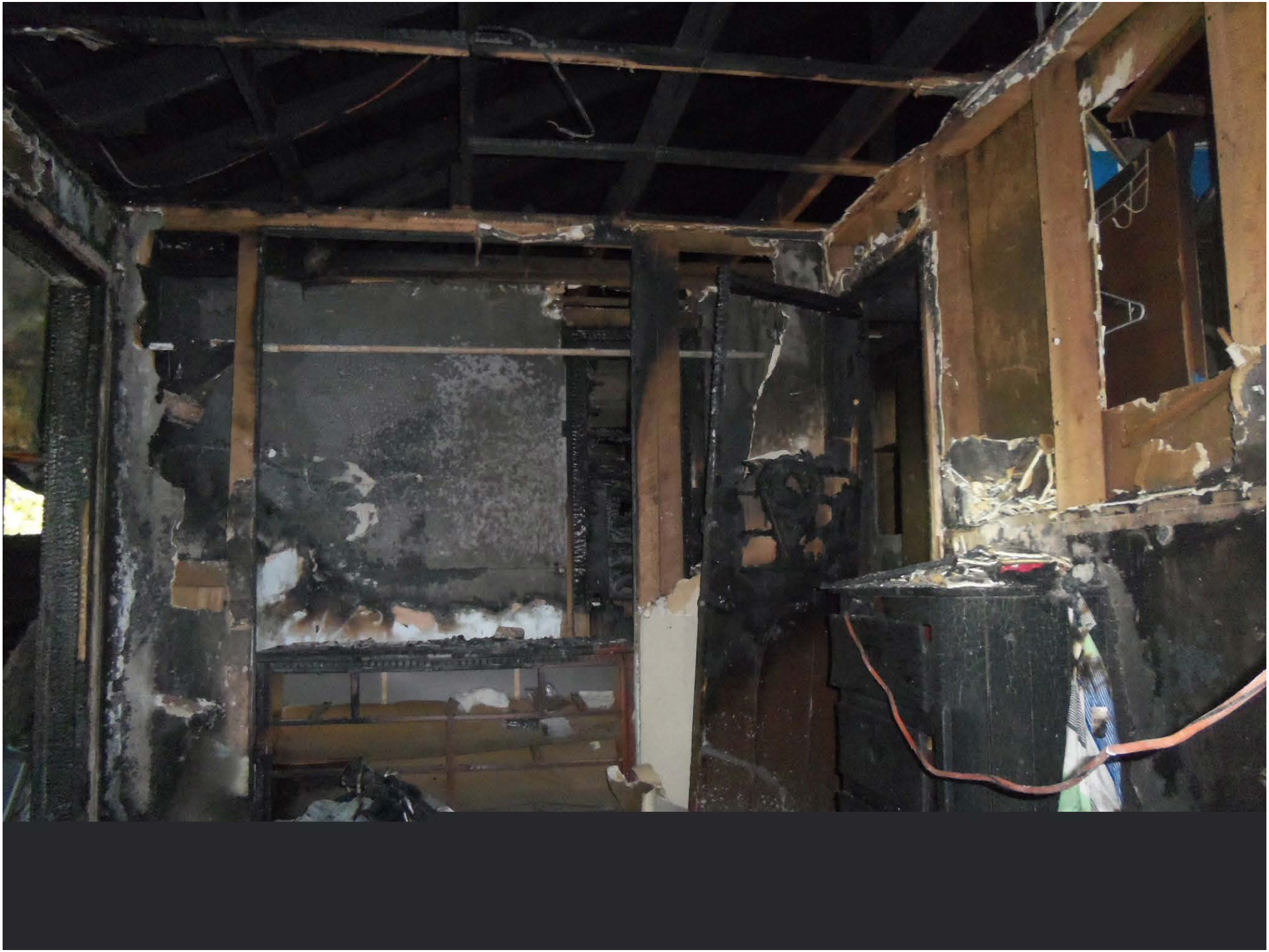
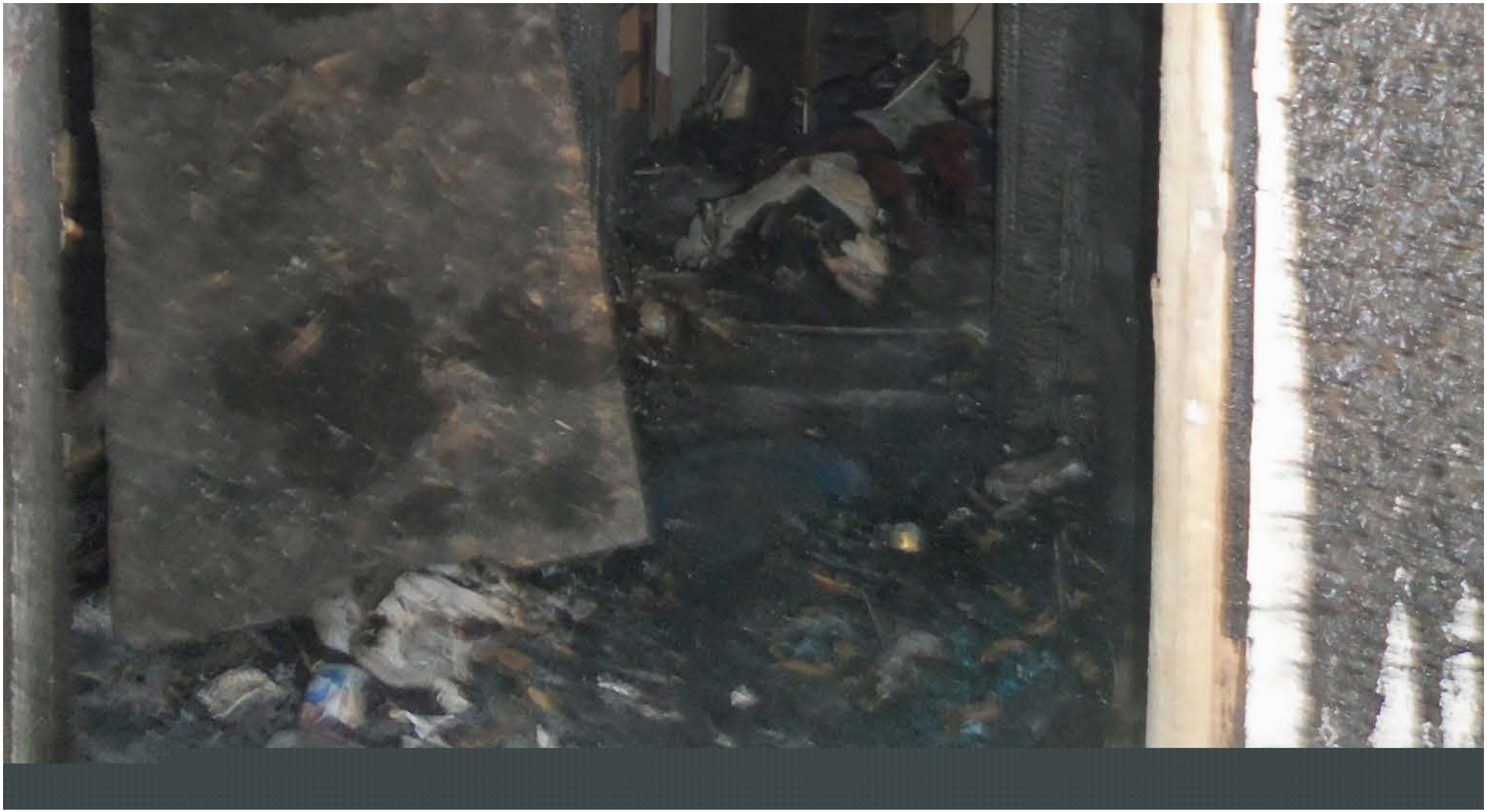
CONDEMNATION CHECKLIST

Property Address: 3704 Griffin Phone: _____

Property Owner: Shevie Hadl / George Tollison Phone: _____

Owner's Address: 3704 Griffin Fax: _____

Jonesboro, AR 72401

BEGINNING DATE	ENDING DATE	ACTION
☒ 8/26/15	8/26/15	1. Identify structure unfit for human habitation.
☒ 8/26/15	8/26/15	2. Inspect Property. (Condemnation Officer & Building Inspector) ☒ a. Prepare inspection report. ☒ b. Photograph property.
☒ 8/26/15	8/26/15	3. Determine ownership from county assessment & tax collection record.
☒ 8/26/15	8/26/15	4. Obtain legal description.
☒ 9/11/15	9/11/15	5. Send Notice of Violation & copy of inspection report to property owner(s) of record. Request written response from owner with 10 days from Notice of Violation indicating action the owner intends to take within the next 30 days to correct substandard conditions.
☐ 10/29/15	10/29/15	6. Obtain or complete title report to verify ownership & other vested interests, such as mortgage holders, trustees, etc.
☐		7. If response is not received or is not adequate, proceed as follows:
☐		8. Send 20-day pre-notification letter owner(s) & others with vested interest in property advising the date the property will be presented to City Council for consideration of condemnation.
☐		☐ a. Owner unknown or whereabouts not known or such owner is a nonresident of Arkansas. 1) Post affidavit in newspaper once a week for two consecutive weeks
☐		2) Attorney ad litem appointed to notify defendant.
☐		9. Post sign on the property advising date the City Council will consider condemnation of the structure.
☐		10. Photograph posted sign.
☐		11. Prepare information packet for each City Council member, plus one each for Mayor & City Attorney consisting of: ☐ a. Location map ☐ b. Photographs of the structure ☐ c. Inspection report ☐ d. Pre-condemnation notice ☐ e. Condemnation resolution

BEGINNING DATE	ENDING DATE	ACTION
☐		12. Place condemnation action resolution & supporting documentation for placement on the City Council agenda.
☐		13. City Council adopts condemnation resolution.
☐		File certified copy of Condemnation Resolution with Circuit 14. Clerk.
☐		15. Send owner(s) & other vested interests the following: ☐ a. Copy of the City Council resolution. ☐ b. 30-day notice to cure through repair, demolition or with inspector's approval, board & secure for stated period of time.
☐		16. Post 30-day notice to cure on structure.
☐		17. Photograph posted notice.
☐		18. Evaluate status of owner's action on 31st day after Notice to Cure was issued. If no action taken by owner, proceed with demolition.
☐		19. Determine presence of asbestos & dangerous mold. If present, prepare a removal plan.
☐		20. Obtain three demolition bids.
☐		21. Notice of Intent with ADEQ
☐		22. Notify utility companies to disconnect & remove service from structure for safe demolition.
☐		23. Issue Notice to Proceed to demolition contractor.
☐		24. Prepare demolition cost statement consisting of: ☐ a. Mailing fees ☐ b. Publication fees ☐ c. Demolition costs ☐ d. Asbestos and/or dangerous mold testing fee ☐ e. Asbestos and/or dangerous mold removal fee ☐ f. Title search fee ☐ g. Landfill tipping fees(if not included with demolition contract) ☐ h. Photograph costs ☐ i. Attorney fees ☐ j. Filing fees for Circuit Clerk ☐ k. Any documentation miscellaneous costs ☐ l. Send Total to City Collector for billing to owners
TOTALS=		
☐		25. Send a letter & cost statement to the City Attorney requesting a tax lien be placed on the property.