



CITY OF JACKSON
MAYOR & BOARD OF ALDERMEN STUDY SESSION
Monday, October 20, 2025 at 6:30 PM
Board Chambers, City Hall, 101 Court St.

AGENDA

DISCUSSION ITEMS

1. Annual report of the Uptown Jackson Revitalization Organization
- [2.](#) Public Input – Request for No Parking Designations on Portions of Dorothy Drive, Alvin Street, and Cecile Street
- [3.](#) Public Input – Request for No Parking Designations in the 200 and 300 Blocks of North Missouri Street
4. Review of 2026 Renewal Options for Employee Medical, Dental, Vision, and Life Insurance Benefit Plans
- [5.](#) Report from the Park Board – Meeting of October 13th
- [6.](#) Amendment No. 1 to Task Order Authorization #21-16 for the Phase 3 Sanitary Sewer Main Extension along Williams Creek / South Old Orchard Road
- [7.](#) Discussion of MoDOT's Proposed Right-In/Right-Out Configuration on Kimbel Lane
- [8.](#) Amendments to Chapter 5 (Alcoholic Beverages) Regarding Background Checks and Liquor License Fees
- [9.](#) Amendment to Chapter 65 (Zoning) Regarding Privacy Fence Height Requirement Discrepancies
- [10.](#) Recycling Collection and Processing Services – Review of Proposals Received
- [11.](#) Combined Roof Repairs Project – Review of Bids Received
12. Discussion of previously tabled items (unspecified)
13. Additional items (unspecified)

Posted on 10/17/2025 at 4:00 PM.



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: October 17, 2025

RE: No Parking Request – Dorothy Dr./Alvin St./Cecile St.

Jackson R-2 Schools Transportation has requested no parking zones be added along the inside of the two right angle curves at the transition from Dorothy Drive to Alvin Street and from Alvin Street to Cecile Street. A letter of request is attached.

Staff recommends eliminating parking for a distance of 30' from the apex of each right angle curve, a distance of 30' in each direction. This would give a less congested turning area, a total of 60' in length on each curve, for school busses, emergency services, and other large vehicles.

A map of the proposed location is attached.

Affected property owners have been notified of this discussion. Although this is not a formal public hearing, residents are given an opportunity to address the Board with any concerns about this parking change. An ordinance will be prepared for action at the November 3rd meeting.



Jackson R-2 School District

Dr. Matt Lacy
Deputy Superintendent

Dr. Keenan Kinder
Superintendent

Merideth Pobst
Chief Marketing & Communications Dir.

Dr. Jessica Maxwell
Associate Superintendent

Janelle Pope
Associate Superintendent

September 24, 2025

To: The Board of Alderman

At this time I am asking for you to consider eliminating parking on the inside of the curves on Dorothy, Alvin and Cecile. I currently have two school buses delivering students in this area. We have encountered a box truck parked in the curve, vehicles parking the wrong direction and trucks and cars parking in the curve. On several occasions our 83 passenger bus has had to drive upon the curb and grass to get around these vehicles. I could have all students come to the corners and pick them up on Farmington. We have many stop arm violation in this area and I feel this is not a safe solution.

I would appreciate you eliminating parking on one side and enabling us to keep our students safe.

Sincerely,

Carol Woods

Transportation Direction

Jackson R-2 School District



Dorothy Drive / Alvin Street / Cecile Street
Property Owners - Proposed No Parking





City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: October 1, 2025

RE: Request for No Parking on 200-300 Block of North Missouri Street

Attached is a request from County Commissioner Charlie Herbst asking that remaining on-street parking be removed from the 200 block and part of the 300 block of North Missouri Street. The request was accompanied by a sketch of the area requested.

I have also included a map showing the on-street parking that currently exists and some photos of this section of the street.

Commissioner Herbst and Sheriff Ruth Ann Dickerson plan to be at the meeting to speak about this request.





-----Original Message-----

From: "Charlie Herbst" <cherbst@capecounty.us>

Sent: Monday, September 22, 2025 12:35pm

To: "Mayor Hahs" <mayorhahs@jacksonmo.org>, "Matt Winters" <mwinters@jacksonmo.org>

Cc: "Ruth Dickerson" <rdickerson@capecountysheriff.org>, "Stephen Daume" <sdaume@capecounty.us>, "Clint Tracy" <ctracy@capecounty.us>, "Sean adams" <sadams@capecountysheriff.org>

Subject: No Parking request 200 blk N Missouri

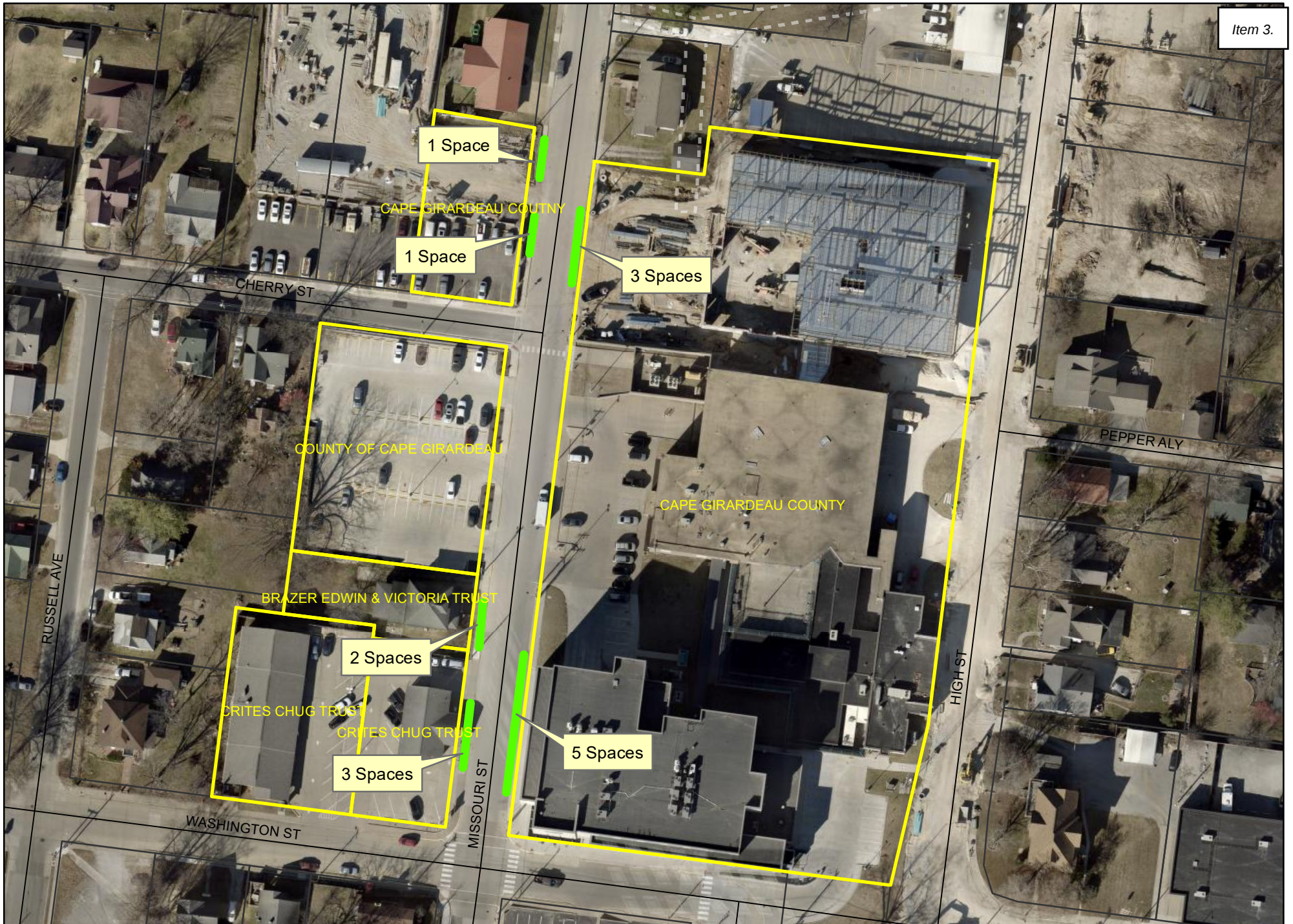
Greetings:

The County of Cape Girardeau is requesting that the City of Jackson designate "No Parking" along certain sections of 200 Blk N Missouri Street. This request being made by the Sheriff is in the name of safety (building, safety, traffic).

Eliminating on street parking will require visitors and employees to utilize off-street parking provided by the County. The recent MOU between the County and the City of Jackson will provide additional parking on High Street for employees (and public). A no parking zone will eliminate vehicles parked near the corner of Missouri and Washington (improve site distance for emergency vehicles).

The Sheriff can add additional supportive information. Please advise how to formally proceed.

Charlie



200-300 Block North Missouri Street
Properties Near No Parking Request





MEMO

To: Mayor and Board of Aldermen
From: Jason Lipe, Parks and Recreation Director
Date: Wednesday, October 15, 2025
Re: October 13 Park Board Report

During the October 13 Park Board meeting, the Park Board reviewed the renovation options provided by Bacon Farmer Workman & Brandstetter Carroll.

After much discussion, the Park Board voted to recommend repairs for the City Pool (plaster, paint, plumbing, and a new acid delivery system) to be included in the FY26 Rec Development budget.

The board also voted to recommend steps be taken to demolish the existing pool and build a new pool in 2027.



CITY OF JACKSON
PARK BOARD MEETING
Monday, October 13, 2025 at 6:00 PM
Jackson Civic Center, 381 East Deerwood Drive

AGENDA

BOARD MEMBERS PRESENT

RECOGNITION OF VISITORS

READING OF PREVIOUS MEETING MINUTES

1. September Meeting Minutes

OLD BUSINESS FROM PREVIOUS MEETINGS

2. Civic Center Renovation Task Order
3. City Pool Renovation Task Order

NEW BUSINESS

COMMITTEE REPORTS

CIVIC CENTER REPORT

PARKS & RECREATION DIRECTOR'S REPORT

ADJOURNMENT

Posted on 10/10/2025 at 04:00 PM.



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: October 15, 2025

RE: Williams Creek Phase 3 Sewer Extension / South Old Orchard Road –
Task Order 21-16 Amendment #1

Attached is a request from Koehler Engineering for additional funds for Task Order 21-16, originally issued for \$23,310.00 for engineering and inspection services for the Williams Creek Phase 3 Sewer Extension. This project originally extended our sanitary sewer main to a point it can be tapped by KB413, LLC for the existing Freedom Fitness building at 2663 South Old Orchard Road.

Project Change Order #1 to the contractor's contract was approved on September 22nd and further extends the sewer main to reach the undeveloped property currently owned by the Villas of West Park, LLC. From that point the Villas of West Park can continue to extend the sewer main as they develop their property.

This request for additional funds for engineering services is related to work under the Change Order above.

October 10, 2025

Ms. Janet Sander, Dir. Of Public Works
City of Jackson, MO
101 Court Street
Jackson, MO 63755

RE: Williams Creek Sewer Phase 3
Extension of Sewer to Williams Property – Supplemental Services

Janet,

In conjunction with the extension of the sanitary sewer under the creek and onto the property of Mr. Brandon Williams, we will have a small increase in our project fees.

Additional Survey (Topo and boundary Williams Emst):	\$ 1,280.00
Additional Design Time:	\$ 840.00
Preparation of Easement Desc. & Exhibit:	\$ 660.00
Additional Inspection / CA-Time:	\$ 1,280.00
Total:	\$ 4,060.00

As always, if you have any questions please do not hesitate to contact us.

Sincerely,

KOEHLER ENGINEERING, A DIVISION
OF KLINGER & ASSOCIATES, P.C.



CHRIS KOEHLER, PE, PLS
REGIONAL CLIENT MANAGER



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: October 14, 2025

RE: Donna Drive Turn Lane / MODOT Intersection Improvements

Following receipt of the Board's decision to not pursue improvements south of East Jackson Boulevard at this time and to not cut off the Kimbel Lane / East Jackson Boulevard intersection, MODOT has returned with an alternative request to make Kimbel Lane a right-in / right-out only intersection so they can consider designing a short right turn lane on East Jackson Boulevard to the south at the intersection.

Staff believes this is a good alternative, since most people who intend to turn left use the lighted intersection at Donna Drive. Also, the ZX station would still have driveways onto Jackson Boulevard where their customers could choose which way to turn onto the highway.

According to MODOT, the ZX manager has no opposition to this option. They are also currently in discussions with Jason Glueck to address any concerns he has.

A map of the turn lane to be considered by the design engineers is attached.





City of Jackson

TO: Mayor and Board of Aldermen

FROM: Liza Walker, Assistant City Administrator

DATE: October 16, 2025

RE: Amendments to Chapter 5 (Alcoholic Beverages) Regarding Background Checks and Liquor Licenses

Missouri Law, regarding background checks, has changed since Section 5-23 was put in place. The Police Department can no longer administer certain background checks. Staff recommends approval of this change to bring the Code to match the current process. Because the State of Missouri completes background checks, a State of Missouri liquor license is required to accompany all liquor license applications.

Upon review of Chapter 5, it was discovered that Section 5-29 does not include all liquor license types available. Approval of this amendment will update the Code to contain all relevant liquor license types.

MEMO



TO: Mayor Hahs and Members of the Board
FROM: Larry Miller, Building & Planning Manager
DATE: October 17, 2025
SUBJECT: Amendment to Chapter 65 (Zoning) Regarding Privacy Fence Height Requirement Discrepancies

Staff has identified conflicting provisions within Chapter 65 of the Zoning Code regarding privacy fence height requirements between industrial and residential zoning districts.

Section 65-3(8) states that when a new industrial district is established adjacent to any residential zone, a buffer must include “trees, shrubs, and a privacy fence or wall a minimum of six (6) feet in height.”

However, Section 65-16 and 65-17, which establishes buffering standards for industrial uses adjoining residential districts, requires that:

“Where industrial uses abut a residential district, an adequate buffer or screen shall be provided to visually screen the industrial use from the residential area. The buffer shall consist of a planting screen of suitable shrubbery maintained at a minimum height of eight (8) feet and being a minimum of eight (8) feet wide or privacy-type fencing a minimum of eight (8) feet in height.”

This creates a conflict in the required fence height—six (6) feet in Section 65-3(8) versus eight (8) feet in Sections 65-16 and 65-17—resulting in uncertainty when applying the code to industrial-residential buffer areas.

An amendment to Chapter 65 is needed to fix the conflicting height requirements and clarify which section governs and aligns the general buffer requirement in Section 65-3(8) with the industrial district provisions in Sections 65-16 and 65-17.



MEMO

To: Mayor Dwain Hahs and Members of the Board of Aldermen
From: Rodney Bollinger, Director of Administrative Services
Date: October 16, 2025
Re: Recycling Collection and Processing Services Program

This memorandum accompanies an agenda item regarding the City's Recycling Collection and Processing Services Program.

The City recently solicited proposals through a Request for Proposals (RFP) process. Two companies submitted proposals: Federal International Recycling and Waste Solutions, LLC and Republic Services.

Proposals were evaluated and scored based on the following criteria:

<u>Evaluation Criteria</u>	<u>Weight</u>
Experience and Qualifications	25%
Service Capabilities and Approach	25%
Cost and Pricing Structure	25%
Sustainability and Reporting	15%
References and Client Feedback	10%

The review committee—consisting of Matt Winters, Liza Walker, and myself—evaluated both submissions. Based on the combined scores, Federal International Recycling and Waste Solutions, LLC received the highest overall rating. Accordingly, staff recommends proceeding with negotiations for pricing and contract terms with Federal International Recycling and Waste Solutions, LLC.

Should you have any questions or wish to discuss the proposals in greater detail, City staff will be available during the meeting to provide additional information.



MEMO

To: Mayor Dwain Hahs and Members of the Board of Aldermen
From: Rodney Bollinger, Director of Administrative Services 
Date: October 16, 2025
Re: Combined Roof Repairs Project

This memorandum accompanies an agenda item regarding the Combined Roof Repairs Project.

The City recently solicited bids for roof repair work at the Fleet Maintenance Department and Street Department facilities. Bids were opened on October 14, and two companies submitted proposals: Pyramid Roofing Company and Riverside Roofing Company.

A bid tabulation sheet is attached for your review.

Riverside Roofing Company is the apparent low bidder with a total bid of \$54,172.00.

The project generally includes providing all labor, tools, equipment, and materials necessary to complete roof repairs at 412 Florence Street (Fleet Maintenance Department) and 416 Florence Street (Street Department).

Staff recommends accepting the low bid from Riverside Roofing Company and approving a contract agreement at the next regular meeting. This project is an approved and budgeted item.

Should you have any questions or wish to discuss the bids in greater detail, City staff will be available during the meeting to provide additional information.

**CITY OF JACKSON, MISSOURI
COMBINED ROOF REPAIRS PROJECT
BID OPENING: OCTOBER 14, 2025, 10:00 A.M.**

BID TABULATION SHEET

Company

Bid Amount

Pyramid Roofing Co

68,450.00

Riverside Roofing Co

54,172.00

Opened by: _____

Witnessed by: _____