



CITY OF JACKSON
MAYOR & BOARD OF ALDERMEN STUDY SESSION
Monday, March 17, 2025 at 6:30 PM
Board Chambers, City Hall, 101 Court St.

AGENDA

DISCUSSION ITEMS

- [1.](#) Special Event Permit application for the UJRO's Jackson in Bloom
- [2.](#) March 12th Planning & Zoning Commission Report
- [3.](#) March 10th Park Board Report
- [4.](#) March 13th Historic Preservation Commission Report
- [5.](#) Proposed school zone speed limits on Oak Street and North Lacey Street
- [6.](#) Request for abandonment of portions of South Oklahoma Street and West Madison Street by Jackson R-2 School District
- [7.](#) Geographic Information System (GIS) Program – request for proposals
- [8.](#) Retail Development Services – request for proposals
- [9.](#) Additions to Chapter 3 (Administration) – establish the Economic Development Board
- [10.](#) Amendments to Chapter 3 (Administration) – appointment to standing committees
- [11.](#) Amendments to Chapter 43 (Nuisance) – hearing and appeals
- [12.](#) Amendments to Chapter 49 (Peddlers and Solicitors) – garage and yard sales
13. Discussion of previously tabled items (unspecified)
14. Additional items (unspecified)

Posted on 03/14/2025 at 4:00 PM.



CITY OF JACKSON - SPECIAL EVENT PERMIT APPLICATION

Item 1.

All Special Event Permit Applications for events are to be filed at least fourteen (14) days prior to initial advertisement of the event. Events requesting use of the band shell or pyrotechnics must be submitted at least thirty (30) days prior to initial advertisement of the event. Submission of the application does not constitute approval of the permit. A permit will be issued to the applicant upon City approval. Applications for events are to be filed with:

City Clerk
101 Court St., Jackson, MO 63755
573-243-3568

I. APPLICANT INFORMATION		
Applicant Name:	Jess Girard	
Business or Organization Name:	Uptown Jackson Revitalization Organization	
Mailing Address:	100 North Missouri Street	
Contact Person for Event Organization:	Address: 100 N. Missouri St, Jackson, MO 63755 (city, state, zip)	Phone: 573-833-0687 Email:
Jess Girard		
Contact Person Available at Event:	Address: same (city, state, zip)	Phone: same Email: same
same		
II. EVENT INFORMATION		
Event Name:	Jackson In Bloom	
Is this a New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If no, specify previous event location: _____	
Type of Event:	<input checked="" type="checkbox"/> Festival <input type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Concert <input type="checkbox"/> Carnival <input type="checkbox"/> Circus <input type="checkbox"/> Party <input type="checkbox"/> Reception <input type="checkbox"/> Dinner <input type="checkbox"/> Picnic <input type="checkbox"/> Block Party <input type="checkbox"/> Other	
Purpose/description of event (be specific):	In celebration of spring, JIB focuses on landscape, gardening, earth friendly products/services, pets, and outdoor activities. Featuring JHS plant sale, vendors, crafts, food, activities for all ages	
Anticipated number attending, including event staff:	1000	
Time Period of Event:	Beginning & ending date of event activities: April 12, 2025 Beginning date & time of setup/street closure: April 12, 2025 6am	Hours of operation of event activities: 9am-3pm Ending date & time of setup/street closure: April 12, 2025 5pm
III. PROPERTY/LOCATION INFORMATION:		
Address or description of site:	Court St - Main St to Harold's Jewelry; Main St - Missouri to Barton; High St - Main to halfway between Adams & Jefferson; Adams St - Ground About to Barrel 131	

IV. EVENT ACTIVITIES AND ORGANIZATION: Answer "yes" or "no" to indicate if any of the following will be part of the event.

Closure or blockade of city street(s). If yes, include detailed map of areas needing closure.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Outdoor loudspeaker use (for music, announcements, etc.)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Temporary electric power hookups needed (available in limited locations)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Temporary water hookups needed (available in limited locations)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Park band shell requested (application must be received at least 30 days prior to advertising the event)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Alcoholic beverages sold by event organizers or participating vendors/sponsors/others	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Alcoholic beverages served at no charge by event organizers or participating vendors/sponsors/others	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Alcoholic beverages allowed BYOB as open containers	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Beer/wine garden (barricaded area required for outdoor sales and/or open containers outdoors – barricades not required for small private events using immediate area of reserved park pavilion or reserved Civic Center patios)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Tents - excluding canopies open on all sides (requires Fire Marshal inspection after setup)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Carnival rides, inflatable rides, or animal rides If yes, please specify: <u>Possible inflatables</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Animal shows, parades, displays, or activities If yes, please specify: <u>Possible SEMO Pets</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Temporary restroom facilities located on city street, sidewalk, park, or other city property If yes, name of firm: <u>At your service</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Private security If yes, name of firm: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Private trash disposal provided (may be required based on scope of event) If yes, name of firm: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Food and/or beverage sales (requires separate Cape County Health Department approval)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Merchandise sales and/or sales of services	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Pyrotechnics or fireworks (only allowed with Board of Aldermen approval)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

V. REQUIRED DOCUMENTATION/FEEES

1.	A copy of the applicant's driver's license shall be included with this application.
2.	<p>For events other than those contained within a park pavilion - attach a detailed site plan for the proposed location showing all applicable event facilities and activities. Site plan should include the entire location to be utilized by the event and include:</p> <ul style="list-style-type: none"> • Requested street closure blockade locations. • Emergency vehicle access (blocked streets require maintenance of an 18' wide fire lane containing no parked vehicles, trailers, stages, vendor booths, tents, etc. (Some temporary, lightweight tables and chairs may be allowed to encroach into fire lane, upon approval of the Fire Marshal.) • Merchandise/service vendor locations (specific names of vendors not required on site plan) • Food vendor locations (specific names of vendors not required on site plan) • Location of rides and other attractions/activities, and all tent locations (vendor locations are assumed to possibly include pop-up canopies and are not required to be shown separately as tents). • Stage locations/lighting plans/sound system locations. • A complete list of all vendors selling merchandise, services, or food/beverage at the event, including their contact information. • For parades and run/walks, a map of the entire route, staging area, starting and finish lines. • Any other pertinent features of the event.
3.	For events including the sale of alcohol, attach a copy of State of Missouri Division of Alcohol and Tobacco Control Picnic or Temporary Caterer's License for the event.

4.	ONLY for events including the sale of alcohol, a City of Jackson Temporary Caterer's or Picnic License for the sale of intoxicating beverages is required. Please submit the required \$10 license fee along with the application for this license , if applicable. This license will be issued to the applicant/organization for the event.	Item 1.
5.	ONLY for event applicants/organizations selling food, beverages, merchandise, or services at the event, a current City of Jackson vendor's license is required for the organization, unless the organization is a non-profit corporation or the business already has a City of Jackson Business License. Please submit a completed City of Jackson Business License Application, Missouri Certificate of No Tax Due (http://dor.mo.gov/tax/business/sales/notaxdue/), and required license fee for application for this license.	
6.	ONLY for events with sales of food, beverages, merchandise or services by other than the applicant/organization, a complete list of all vendors (including the hosting organization, if applicable) must be submitted at least 3 business days prior to the event. All vendors must have a current City of Jackson business license.	
7.	FOR ALL EVENTS INVOLVING BUSINESSES, ORGANIZATIONS, OR NOT FOR PROFITS, AND FOR ALL EVENTS SELLING ALCOHOLIC BEVERAGES OR PROVIDING ALCOHOL FREE OF CHARGE: attach a certificate of insurance as evidence of coverage as detailed below.	
VI. APPLICANT RESPONSIBILITIES		
1.	The applicant is responsible for maintaining lawful use of any location and/or facilities, and must report immediately to the Jackson Police Department any illegal activity or disturbance occurring at the event.	
2.	The applicant is responsible for the care of any city-provided barricades, utility equipment, and other city-provided items before, during, and after the event. Street barricades will be provided on site, and are to be set in place by the applicant no sooner than the beginning of the approved street closure time, and must be removed to the side of streets no later than the ending of the approved street closure time.	
3.	The applicant is expected to contact adjacent property owners and obtain their consent to any street closure requests which temporarily restrict access to any private property.	
4.	The applicant is responsible for restoring the area to a presentable appearance immediately upon the close of the event.	

INSURANCE REQUIREMENTS:

1. The applicant shall purchase and maintain Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence/\$2,000,000 general aggregate written on an occurrence basis.
2. Prior to activities commencing, the applicant shall furnish the City with certificates of insurance evidencing the coverage, conditions, and limits required by this agreement, including a separate endorsement for liquor liability if alcohol will be sold or served at the event, and have the City named as an additional insured in a separate additional insured endorsement.
3. All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
4. No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity or any other immunity available under law.
5. If the applicant maintains higher limits than the minimums required, the member requires and shall be entitled to coverage for the higher limits maintained by the applicant.
6. Insurance required by this agreement and supported by the additional insured endorsement shall be as broad as necessary to support the hold harmless requirement in said agreement or as broad as the indemnitor's insurance coverage, whichever is broader.

Site inspections may occur prior to or during the event by City staff. Failure to obtain the required permit and/or failure to abide by the conditions of an issued permit, or to abide by City ordinances or state or federal law may result in revocation of the permit and/or closure of the event.

Item 1.

HOLD HARMLESS AGREEMENT:

To the fullest extent permitted by law, applicant agrees to indemnify, defend and hold harmless the City of Jackson, its officers, agents, volunteers, lessees, invitees, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to the use of City's facilities, buildings, equipment or infrastructure under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of applicant its officers, agents and volunteers, or anyone directly or indirectly employed or hired by the applicant or anyone for whose acts the applicant may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees.

SIGNATURE:

I certify that the above information is correct to the best of my knowledge and belief. The applicant and/or sponsor agrees to follow the requirements of all applicable City of Jackson ordinances. The applicant and/or sponsor also agrees to the Hold Harmless Agreement stated above. The applicant and/or sponsor further agrees to be responsible for any expenses incurred by the City as a result of the special event for stolen or damaged City property, costs of materials and utilities, and for City employee overtime wages.

2/4/2025

Date



Signature of Applicant

Jessica Girard

Printed Name of Applicant

Last updated 8-5-2022



UPTOJAC-01

JBI Item 1.

DATE (MM/DD/YYYY)
1/8/2025

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Maury, Donnelly & Parr, Inc. 24 Commerce St. Baltimore, MD 21202	CONTACT NAME:	
	PHONE (A/C, No, Ext): (410) 685-4625	FAX (A/C, No): (410) 685-3071
INSURED Uptown Jackson Revitalization Organization 100 N. Missouri Street Jackson, MO 63755	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Continental Casualty Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		6020695862	8/27/2024	8/27/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		6020695862	8/27/2024	8/27/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	<input checked="" type="checkbox"/> General Liability	X		6020695862	8/27/2024	8/27/2025	Host Liquor Liabilit	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is listed as an additional insured

Ref:

Uptown Art Expo Saturday, March 1st
Jackson In Bloom April 12th (rain date of April 19th)
Farm to Table September 11 (rain date of Sept 18th)

CERTIFICATE HOLDER

CANCELLATION

City of Jackson 101 Court Street Jackson, MO 63755	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

Street Closure Jackson in Bloom

Item 1.



MEMO



TO: Mayor Hahs and Members of the Board of Aldermen
FROM: Larry Miller, Building & Planning Manager
DATE: March 14, 2025
SUBJECT: P&Z Meeting

These items were on the P&Z Agenda on March 12, 2025.

❖ Public Hearings

- Public hearing for rezoning a 6.36-acre lot, county parcel number 15-101-00-02-004.01-0000, from an R-2 Single Family Residential District to an R-4 General Residential District as submitted by Robert W. and Belinda Phillips
- Public hearing for a special use permit for a community unit plan with multiple buildings on a 6.36-acre single lot in an R-4 General Residential District at parcel number 15-101-00-02-004.01-0000 as submitted by Robert W. & Belinda Phillips.
 - There were 17 total residents in attendance.
 - 9 residents spoke in opposition to the rezoning and special use permit.
 - There was no one to speak in favor of the items.

❖ Consider a request for rezoning a 6.36-acre lot, county parcel number 15-101-00-02-004.01-0000, from an R-2 Single Family Residential District to an R-4 General Residential District as submitted by Robert W. and Belinda Phillips.

- The developer is asking for rezoning from an R-2 single-family residential district to an R-4 general residential district so he can develop multifamily dwellings on the lot.
 - This was denied by a vote of 1 aye, 6 nays, 0 abstentions, and 2 absentees.

- A super majority vote from the Board of Aldermen is required for approving this item.
-
- ❖ **Consider a request for a community unit plan with a special use permit to allow multiple buildings on a 6.36-acre single lot in an R-4 General Residential District at parcel number 15-101-00-02-004.01-0000, as submitted by Robert W. and Belinda Phillips.**
 - The developer is asking for a special use permit to build multiple multifamily units on the lot.
 - There was no action taken by the Commission because the rezoning didn't pass. This serves as a denial. A super majority vote from the Board of Aldermen is required to approve this item.

 - ❖ **Consider a request to approve a Land Exchange Certification for transferring .12 Acres from 813 Old Cape Road to 819 Old Cape Road, as Semo Rental Properties, LLC submitted.**
 - This was approved by a vote of 7 ayes, 0 nays, 0 abstentions, and 0 absentees.
 - The Board of Aldermen requires no action.

 - ❖ **Consider a request to approve a Land Exchange Certification for transferring .01 Acres from 125 E Main St to 117 S Hope Street, as submitted by CPM Investments, LLC.**
 - This was approved by a vote of 7 ayes, 0 nays, 0 abstentions, and 0 absentees.
 - The Board of Aldermen requires no action.



CITY OF JACKSON

PLANNING & ZONING COMMISSION MEETING AGENDA

Wednesday, March 12, 2025 at 6:00 PM

City Hall, 101 Court Street, Jackson, Missouri

Regular Members

Bill Fadler
Tony Koeller
Michelle Weber
Tina Weber

Harry Dryer, Chairman

Eric Fraley, Alderman Assigned
Mike Seabaugh, Alderman Assigned
Steve Stroder, Alderman Assigned
Larry Miller, Staff Liaison

Regular Members

Angelia Thomas
Heather Harrison
Russ Wiley
Travis Niswonger

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. Approval of the February 12, 2025 minutes.

PUBLIC HEARINGS

2. Public hearing for rezoning a 6.36-acre lot, county parcel number 15-101-00-02-004.01-0000, from an R-2 Single Family Residential District to an R-4 General Residential District as submitted by Robert W. and Belinda Phillips
3. Public hearing for a special use permit for a community unit plan with multiple buildings on a 6.36-acre single lot in an R-4 General Residential District at parcel number 15-101-00-02-004.01-0000 as submitted by Robert W. & Belinda Phillips.

OLD BUSINESS

4. Consider a request for rezoning a 6.36-acre lot, county parcel number 15-101-00-02-004.01-0000, from an R-2 Single Family Residential District to an R-4 General Residential District as submitted by Robert W. and Belinda Phillips.
5. Consider a request for a community unit plan with a special use permit to allow multiple buildings on a 6.36-acre single lot in an R-4 General Residential District at parcel number 15-101-00-02-004.01-0000, as submitted by Robert W. and Belinda Phillips.

NEW BUSINESS

6. Consider a request to approve a Land Exchange Certification for transferring .12 Acres from 813 Old Cape Road to 819 Old Cape Road, as submitted by Semo Rental Properties, LLC.
7. Consider a request to approve a Land Exchange Certification for transferring .01 Acres from 125 E Main St to 117 S Hope Street, as submitted by CPM Investments, LLC.

CONSIDER A MOTION TO ADD ITEMS TO THE AGENDA

ADJOURNMENT

This agenda was posted at City Hall on March 7, 2025, at 12:00 PM.

JOURNAL OF THE PLANNING & ZONING COMMISSION
CITY OF JACKSON, MISSOURI
WEDNESDAY, FEBRUARY 12, 2025, 6:00 P.M.
REGULAR MEETING
CITY HALL COUNCIL ROOM, 101 COURT STREET, JACKSON, MISSOURI

The Planning and Zoning Commission met in regular session, with Chairman Harry Dryer presiding. Commissioners Tony Koeller, Russ Wiley, Heather Harrison, Tina Weber, Michelle Weber, Bill Fadler, Travis Niswonger, and Angelia Thomas were present. Building and Planning Manager Larry Miller was present as staff liaison. Assigned Alderman Mike Seabaugh was present. Assigned Alderman Eric Fraley and Steve Stroder were absent. Shawn Wren attended the meeting as a member of the public.

APPROVAL OF MINUTES

Approval of the January 8, 2025)
regular meeting minutes)

The minutes of the previous meeting were unanimously approved on a motion by Commissioner Tina Weber, seconded by Commissioner Tony Koeller.

PUBLIC HEARINGS

None

OLD BUSINESS

None

NEW BUSINESS

Consider a request to approve a minor)
subdivision plat of Teresa R. Maurer E)
Main Subdivision submitted by Teresa)
Rosette Maurer Revocable Living Trust.)

Chairman Harry Dryer asked for a staff report.

Mr. Larry Miller explained that this property is at 2684 E Main Street, where Rhodes 101 is. Currently, it is one lot, but the owners want to divide it into two lots. It hasn't been determined what will be built on the second lot, but it is zoned C-2 general commercial district.

Chairman Harry Dryer asked if the applicants were present, and they were not.

The chairman asked if anyone else had any questions or comments. Seeing no further questions, Chairman Harry Dryer asked for a motion.

Commissioner Tony Koeller motioned to approve the request as submitted. Commissioner Bill Fladler seconded the request, which was approved.

Vote: 9 ayes, 0 nays, 0 abstentions, 0 absent

Consider a request for rezoning a 6.36-acre lot, county parcel number 15-101-00-02-004.01-0000, from an R-2 Single Family Residential District to an R-4 General Residential District as submitted by Robert W. and Belinda Phillips)

Consider a request for a special use permit to allow multiple buildings on a 6.36-acre single lot in an R-4 General Residential District at parcel number 15-101-00-02-004.01-0000 as submitted by Robert W. & Belinda Phillips.

Chairman Harry Dryer asked for a staff report.

Mr. Larry Miller explained that Robert and Belinda Phillips own the property and want to sell it to developer Mr. Shawn Wren. Mr. Wren's property purchase is contingent on approving the rezoning and special use permit for the community unit plan. Mr. Larry Miller explained to the commission that the special use permit allows multiple buildings on a single lot. Mr. Miller told the board that Mr. Shawn Wren was present to explain why the rezoning and special use permit for the community unit plan are being requested.

Mr. Wren, from 2950 Perryville Road in Cape Girardeau, explained the reason for the rezoning to the Commission. He said his first plan was to develop this property as single-family lots, but the lots would be too costly. Mr. Wren said the Jackson area doesn't have very much multi-family housing available. He said his plan now is to build four buildings with 36-48 units. He said there would be a private drive from Ridge Road to access the four buildings. He said that to have multiple family units, he would need the property rezoned from an R-2 single-family district to an R-4 multi-family district and a special use permit for a community unit plan.

Commissioner Michelle Weber asked if they would be similar to the ones he owns on West Independence in Jackson. Mr. Wren said he is looking at more of a townhome because of the elevation of the land.

Commissioner Tina Weber asked how many bedrooms they would be, and Mr. Wren said he is looking at two bedrooms since they are the highest demand.

Commissioner Heather Harrison asked if they would be three stories like the ones on Garrett Lane, and Mr. Wren said no, they would only be two stories tall.

Commissioner Heather Harrison asked if they would be rentals or individually sold, and Mr. Wren said it would all be one property obtained by one owner.

Commissioner Bill Fadler asked Mr. Larry Miller if the fire department had looked at this private road, and he said they had not. Mr. Larry Miller said there are no finalized plans because Mr. Wren is waiting to see if his requests are approved before proceeding to the drafting and engineering phase.

Commissioner Heather Harrison asked Mr. Larry Miller if the rezoning goes against the comprehensive plan, and he said it does because the plan shows the property as R-2.

Commissioner Heather Harrison asked if there was a zoning that would allow these buildings without a special use permit. Mr. Larry Miller said that multiple buildings on a site can be used for multi-family dwellings. However, each building must be occupied by three (3) or more families living independently of each other, and they need to be individually subdivided lots of records.

Commissioner Bill Fadler asked if the property was rezoned, if it would stay rezoned, or if it would go away with a new owner. Mr. Larry Miller explained that once a property is rezoned, it stays rezoned no matter who owns it.

The Chairman asked if anyone else had any questions or comments. Seeing no further questions, Chairman Harry Dryer asked for a motion.

Commissioner Bill Fadler motioned to have a public hearing on both requests submitted. Michelle Weber seconded the request, which was approved.

Vote: 9 ayes, 0 nays, 0 abstentions, 0 absent

ADDITIONAL ITEMS

No additional items .)

ADJOURNMENT

Consider a motion to adjourn .)

Commissioner Michelle Weber motioned to adjourn, seconded by Commissioner Heather Harrison, and unanimously approved.

Vote: 9 ayes, 0 nays, 0 abstentions, 0 absent

Respectfully submitted,



Tony Koeller
Planning and Zoning Commission Secretary

Attest:



Larry Miller
Building and Planning Manager

NOTE: ACTION (IF ANY) ON LAND EXCHANGE CERTIFICATIONS, COMPREHENSIVE PLAN, AND MAJOR STREET PLAN IS FINAL APPROVAL; ALL OTHER ACTION TAKEN BY THE PLANNING AND ZONING COMMISSION SERVES AS A RECOMMENDATION TO THE BOARD OF ALDERMEN AND NOT AS FINAL APPROVAL OF THE ITEMS CONSIDERED AT THIS MEETING

Staff Report

ACTION ITEM: RE: Consider a request for rezoning a 6.36-acre lot, county parcel number 15-101-00-02-004.01-0000. Currently known as the Phillips Robert W & Belinda ET UX, from an R-2 Single Family Residential District to an R-4 General Residential District as submitted by Robert W. and Belinda Phillips.

APPLICANT: Robert W. and Belinda Phillips

APPLICANT STATUS: Owner

PURPOSE: Rezoning from an R-2 Single-Family District to an R-4 General Residential District

SIZE: Approximately 6.36 Acres.

PRESENT USES: Vacant

PROPOSED USE: Multi-Family Dwellings

PROPERTY ZONING: Single-Family Residential District

SURROUNDING LAND USE: North, South, East, and West – R-2 Single-Family Residential District

HISTORY: Vacant Land

TRANSPORTATION AND PARKING: All required parking will be provided as part of the development. One private access road would provide access to each building.

APPLICABLE REGULATIONS: Zoning Code (Chapter 65)

2024 COMPREHENSIVE PLAN: The comprehensive plan designates this tract as R-2 Single-Family Residential. The rezoning would violate this plan.

MAJOR STREET PLAN: The major street plan won't be affected.

FLOODPLAIN INFORMATION: This property is not in the floodplain per FEMA panel 29031C0144E dated 9/29/2011.

PHYSICAL CHARACTERISTICS: The property has a downhill slope toward the ponds from Ridge Road.

COMMENTS: The rezoning will allow this tract to be zoned R-4 General Residential District, allowing the developer to build multi-family dwellings. The developer has applied for a special use permit to have multiple buildings on one lot, which runs concurrently with this rezoning proposal.

ACTION REQUIRED: The Commission shall vote to recommend approving or denying this request. The Commission's action serves as a recommendation to the Board of Aldermen. (A negative recommendation requires approval from a super-majority (6 votes) of the Board of Alderman.)

**REZONING / SPECIAL USE PERMIT APPLICATION**

City of Jackson, Missouri

APPLICATION DATE: 1/29/25

TYPE OF APPLICATION:



Rezoning



Special Use Permit

PROPERTY ADDRESS (Other description of location if not addressed):

Ridge Road - 151010002004010000**CURRENT PROPERTY OWNERS** (all legal property owners as listed on current deed, including trusts, LLCs, etc):Property Owner Name(s): Rob & Belinda PhillipsMailing Address: 651 Royal Lake DrCity, State ZIP: Cape Girardeau, MO 63701**PROPOSED PROPERTY OWNERS** (if property is to be transferred, name(s) in which property will be deeded):Proposed Property Owner(s): Wren Capital InvestmentsMailing Address: 5790 State Hwy 61 North suite 1City, State, ZIP: Jackson, MO 63755**CONTACT PERSON HANDLING APPLICATION:**Contact Name: Shawn WrenMailing Address: 2950 Perryville RdCity, State ZIP: Cape Girardeau, MO 63701Contact's Phone: 573-275-3768Email Address (if used): wrenhomes@gmail.com**CURRENT ZONING:** (check all that apply)

R-1 (Single-Family Residential)



R-2 (Single-Family Residential)



R-3 (One- And Two-Family Residential)



R-4 (General Residential)



MH-1 (Mobile Home Park)



O-1 (Professional Office)



CO-1 (Enhanced Commercial Overlay)



C-1 (Local Commercial)



C-2 (General Commercial)



C-3 (Central Business)



C-4 (Planned Commercial)



I-1 (Light Industrial)



I-2 (Heavy Industrial)



I-3 (Planned Industrial Park)

CURRENT USE OF PROPERTY:

vacant land

Item 2.

PROPOSED ZONING: (check all that apply)

- | | | | |
|---|-----------------------------------|------------------------------|---------------------------|
| <input type="checkbox"/> R-1 | (Single-Family Residential) | <input type="checkbox"/> C-1 | (Local Commercial) |
| <input type="checkbox"/> R-2 | (Single-Family Residential) | <input type="checkbox"/> C-2 | (General Commercial) |
| <input type="checkbox"/> R-3 | (One- And Two-Family Residential) | <input type="checkbox"/> C-3 | (Central Business) |
| <input checked="" type="checkbox"/> R-4 | (General Residential) | <input type="checkbox"/> C-4 | (Planned Commercial) |
| <input type="checkbox"/> MH-1 | (Mobile Home Park) | <input type="checkbox"/> I-1 | (Light Industrial) |
| <input type="checkbox"/> O-1 | (Professional Office) | <input type="checkbox"/> I-2 | (Heavy Industrial) |
| <input type="checkbox"/> CO-1 | (Enhanced Commercial Overlay) | <input type="checkbox"/> I-3 | (Planned Industrial Park) |

PROPOSED USE OF PROPERTY:

Multifamily residential with
more than 1 Building

LEGAL DESCRIPTION OF TRACT (attach a copy of the deed or other legal description):

REASON FOR REQUEST: State the reason(s) why you believe the requested use will be beneficial to the neighborhood and the City of Jackson. Attach additional page(s) as needed.

We believe adding an upscale multifamily residence to
the Bent Creek area will be an asset to the
community & subdivision. There are very few areas
inside city limits to offer growth for development,
and we believe this area would be perfect for
our development. We also need the additional housing
in the Jackson area as we continue to grow.

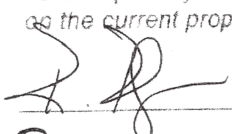
DRAWINGS (FOR SPECIAL USE PERMITS ONLY): If one or more buildings or other structures are to be added to the property for a special use permit, attach a scaled plat of the tract(s) showing the location of all buildings. If any buildings are to be less than the standard minimum setbacks, include these distances on the drawing. Any approved special use permit will be based on this building layout. Changes to the layout will require a new special use permit.

SURROUNDING PROPERTY OWNERS: A map of the property location and a map and list of all owners of property within 185' of the property in question will be incorporated by the City as part of this application. The 185' distance is exclusive of right-of-ways. The City will prepare this map based on the most current tax information published by the Cape Girardeau County Assessor.

OWNER SIGNATURES:

I state upon my oath that all of the information contained in this application is true. (Signatures of all persons listed on the current property deed and the authorized signer(s) for any owning corporation or trust.)

Item 2.


Belinda Phillips

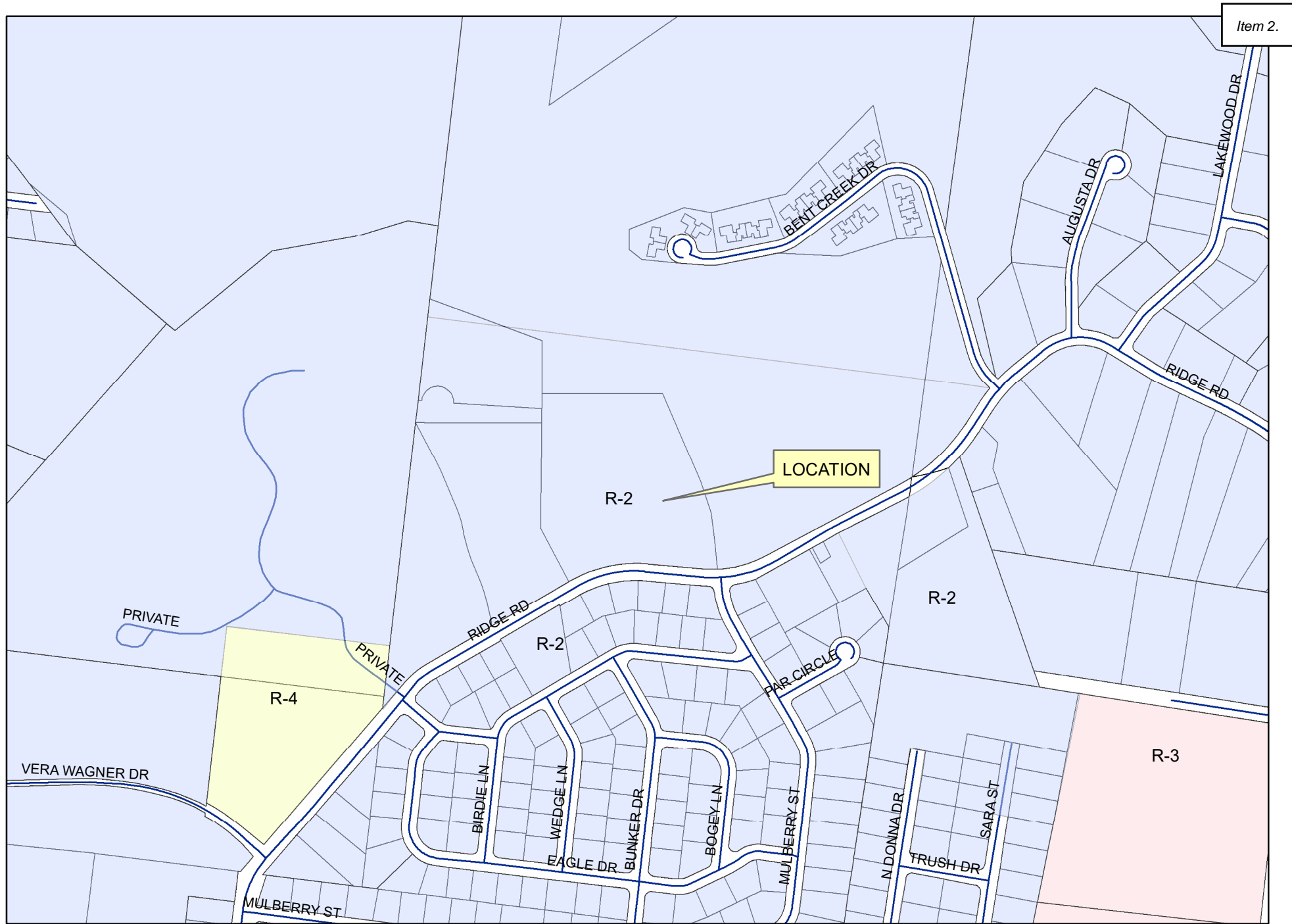
Please submit this application along with appropriate non-refundable application fee to:

Building & Planning Manager
City of Jackson
101 Court Street
Jackson, MO 63755

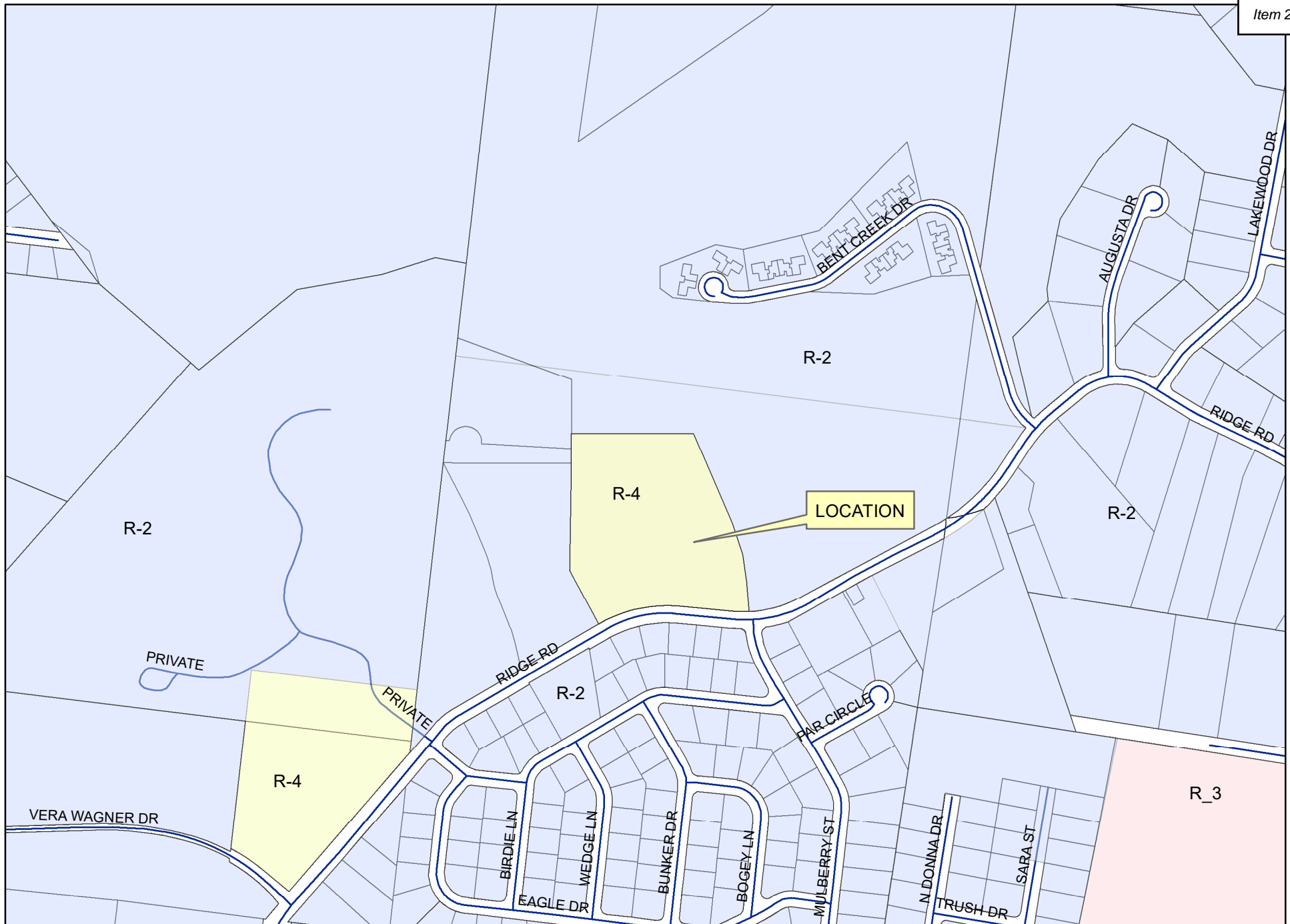
573-243-2300 ext.29 (ph)
573-243-3322 (fax)

permits@jacksonmo.org

APPLICATION FEE: \$200.00



Current Zoning



Proposed Zoning

Staff Report

ACTION ITEM: Consider a request for a special use permit to allow multiple buildings on a 6.36-acre single lot in an R-4 General Residential District at parcel number 15-101-00-02-004.01-0000, as submitted by Robert W. and Belinda Phillips.

APPLICANT: Robert W. and Belinda Phillips

APPLICANT STATUS: Property Owners

PURPOSE: To allow multiple multi-family dwelling buildings on a single lot with a private access drive.

SIZE: 6.36 acres

PRESENT USES: Vacant

PROPOSED USE: Multi-family

PROPERTY ZONING: R-2 Single-Family Residential District

SURROUNDING LAND USE: North, South, East, West – R-2 Single Family Residential

HISTORY: Vacant Land

TRANSPORTATION AND PARKING: All required parking will be provided as part of the development. One private access road would provide access to each building.

APPLICABLE REGULATIONS: Zoning Code (Chapter 65)

Sec. 65-3. - District boundaries and general regulations.

(7) Except as hereinafter provided:

- d. Every building hereafter erected and structurally altered shall be located on a lot as herein defined, and in no case shall there be more than one (1) main building on one (1) lot unless otherwise provided in this chapter.

2024 COMPREHENSIVE PLAN: The comprehensive plan designates this tract as R-2 Single-Family Residential. The rezoning would violate this plan.

MAJOR STREET PLAN: The major street plan won't be affected.

FLOODPLAIN INFORMATION: This property is not in the floodplain per FEMA panel 29031C0144E dated 9/29/11.

PHYSICAL CHARACTERISTICS: The property has a downhill slope toward the ponds from Ridge Road.

COMMENTS: City staff suggest the following conditions be included with this permit:

- 1) Before any approvals for work can proceed, the existing sanitary sewer easement Document NO. 2023-08427 for Bent Creek Golf Course must be dedicated to the City of Jackson by the property owner(s) and accepted by the Board of Aldermen.
- 2) All necessary easements for any public utilities on or leading to the property shall be granted without cost to the city. Utility easements shall be at least 15 feet wide and include routes for maintenance vehicle access to the utilities.
- 3) The city accepts no responsibility for ownership, maintenance, or liability related to the private roads within the development.4) If on-street parking is allowed, it should be designed to maintain a clear 18-foot fire lane through all roadways.
- 4) Trash service shall be the responsibility of the property owner.

ACTION REQUIRED: The Commission shall vote to recommend approving or denying this request. The Commission's action serves as a recommendation to the Board of Aldermen. (A negative recommendation requires approval from a super-majority (6 votes) of the Board of Alderman.)

**REZONING / SPECIAL USE PERMIT APPLICATION**

City of Jackson, Missouri

APPLICATION DATE: 1/29/25

TYPE OF APPLICATION:



Rezoning



Special Use Permit

PROPERTY ADDRESS (Other description of location if not addressed):

Ridge Road - 151010002004010000**CURRENT PROPERTY OWNERS** (all legal property owners as listed on current deed, including trusts, LLCs, etc):Property Owner Name(s): Rob & Belinda PhillipsMailing Address: 651 Royal Lake DrCity, State ZIP: Cape Girardeau, MO 63701**PROPOSED PROPERTY OWNERS** (if property is to be transferred, name(s) in which property will be deeded):Proposed Property Owner(s): Wren Capital InvestmentsMailing Address: 5790 State Hwy 61 North suite 1City, State, ZIP: Jackson, MO 63755**CONTACT PERSON HANDLING APPLICATION:**Contact Name: Shawn WrenMailing Address: 2950 Perryville RdCity, State ZIP: Cape Girardeau, MO 63701Contact's Phone: 573-275-3768Email Address (if used): wrenhomes@gmail.com**CURRENT ZONING:** (check all that apply)

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R-2 (Single-Family Residential)



R-3 (One- And Two-Family Residential)



R-4 (General Residential)



MH-1 (Mobile Home Park)



O-1 (Professional Office)



CO-1 (Enhanced Commercial Overlay)



C-1 (Local Commercial)



C-2 (General Commercial)



C-3 (Central Business)



C-4 (Planned Commercial)



I-1 (Light Industrial)



I-2 (Heavy Industrial)



I-3 (Planned Industrial Park)

CURRENT USE OF PROPERTY:

vacant land

Item 2.

PROPOSED ZONING: (check all that apply)

- | | | | |
|---|-----------------------------------|------------------------------|---------------------------|
| <input type="checkbox"/> R-1 | (Single-Family Residential) | <input type="checkbox"/> C-1 | (Local Commercial) |
| <input type="checkbox"/> R-2 | (Single-Family Residential) | <input type="checkbox"/> C-2 | (General Commercial) |
| <input type="checkbox"/> R-3 | (One- And Two-Family Residential) | <input type="checkbox"/> C-3 | (Central Business) |
| <input checked="" type="checkbox"/> R-4 | (General Residential) | <input type="checkbox"/> C-4 | (Planned Commercial) |
| <input type="checkbox"/> MH-1 | (Mobile Home Park) | <input type="checkbox"/> I-1 | (Light Industrial) |
| <input type="checkbox"/> O-1 | (Professional Office) | <input type="checkbox"/> I-2 | (Heavy Industrial) |
| <input type="checkbox"/> CO-1 | (Enhanced Commercial Overlay) | <input type="checkbox"/> I-3 | (Planned Industrial Park) |

PROPOSED USE OF PROPERTY:

Multifamily residential with
more than 1 Building

LEGAL DESCRIPTION OF TRACT (attach a copy of the deed or other legal description):

REASON FOR REQUEST: State the reason(s) why you believe the requested use will be beneficial to the neighborhood and the City of Jackson. Attach additional page(s) as needed.

We believe adding an upscale multifamily residence to
the Bent Creek area will be an asset to the
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inside city limits to offer growth for development,
and we believe this area would be perfect for
our development. We also need the additional housing
in the Jackson area as we continue to grow.

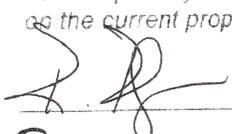
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SURROUNDING PROPERTY OWNERS: A map of the property location and a map and list of all owners of property within 185' of the property in question will be incorporated by the City as part of this application. The 185' distance is exclusive of right-of-ways. The City will prepare this map based on the most current tax information published by the Cape Girardeau County Assessor.

OWNER SIGNATURES:

I state upon my oath that all of the information contained in this application is true. (Signatures of all persons listed on the current property deed and the authorized signer(s) for any owning corporation or trust.)

Item 2.


Belinda Phillips

Please submit this application along with appropriate non-refundable application fee to:

Building & Planning Manager
City of Jackson
101 Court Street
Jackson, MO 63755

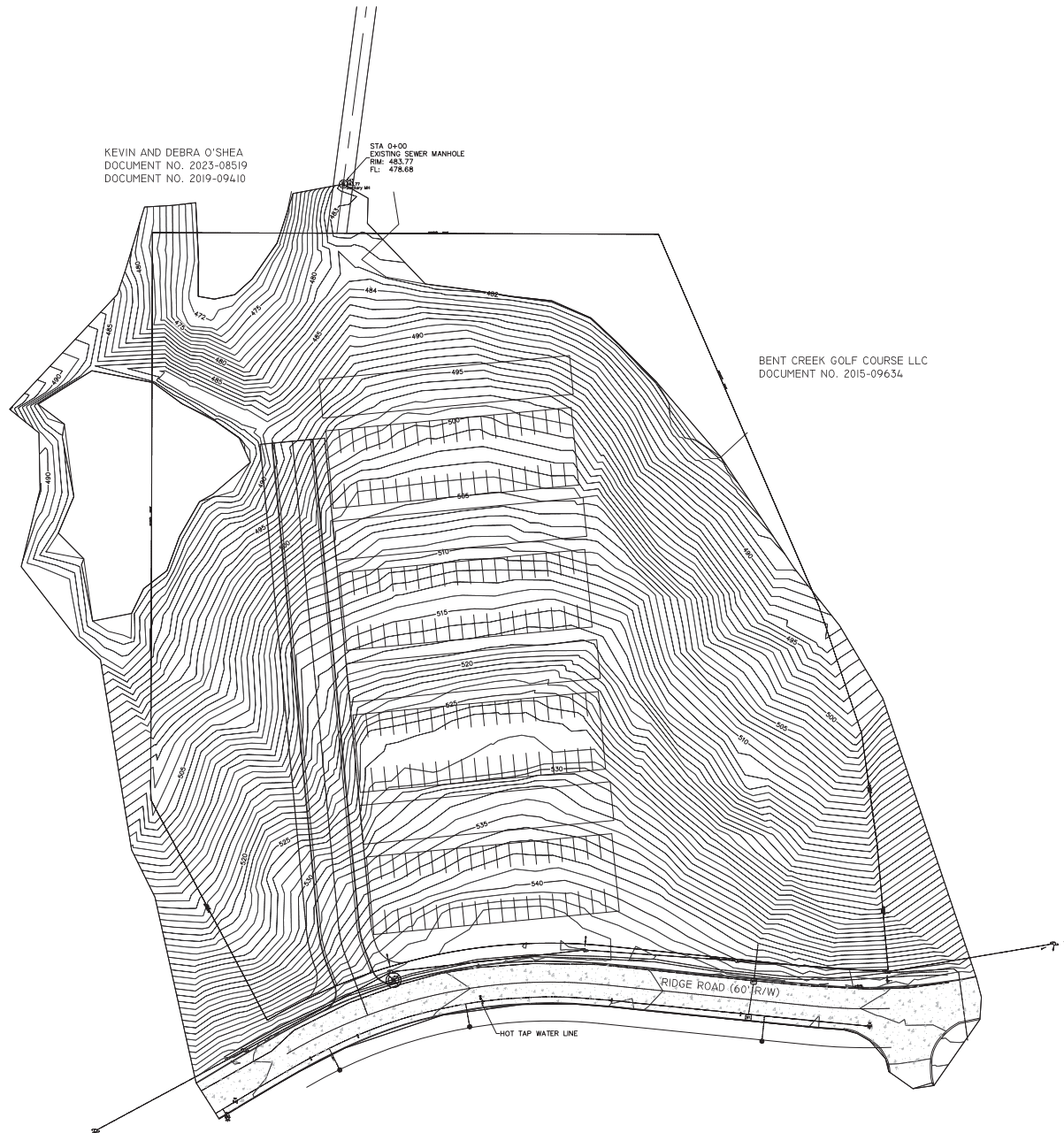
573-243-2300 ext.29 (ph)
573-243-3322 (fax)

permits@jacksonmo.org

APPLICATION FEE: \$200.00



LOCATION MAP



Staff Report

ACTION ITEM: Consider a request to approve a Land Exchange Certification for transferring .12 Acres from 813 Old Cape Road to 819 Old Cape Road, as submitted by Semo Rental Properties, LLC.

APPLICANT: Semo Rental Properties, LLC.

APPLICANT STATUS: Owner

PURPOSE: Land Exchange Certification

SIZE: .12 Acres

PRESENT USES: Residential

PROPOSED USE: Residential

ZONING: R-2 Single Family

SURROUNDING LAND USE: North - R-2 Single Family, East – R-2 Single Family, South – R-2 Single Family, West – R-2 Single Family

HISTORY: N/A

TRANSPORTATION AND PARKING: All required street frontage and parking exist.

APPLICABLE REGULATIONS: Land Subdivision Regulations (Chapter 57)

2024 COMPREHENSIVE PLAN: Single-Family Residential

MAJOR STREET PLAN: Does not affect the major street plan

FLOODPLAIN INFORMATION: Not in the Flood Plain per panel 29030143E Dated 9-11-2009.

PHYSICAL CHARACTERISTICS: Various Sizes

COMMENTS: N/A

ACTION REQUIRED: The commission shall approve or deny this request based on the Land Subdivision Regulations. The Board of Alderman requires no action.



Address: 813 OLD CAPE RD
PIN: 14-316-00-22-031.00-0000
Owner: SEMO RENTAL PROPERTIES LLC
Class: Residential

LAND EXCHANGE PLAT FOR SEMO RENTAL PROPERTIES, LLC

Part of U.S.P.S. No. 2255, Township 31 North, Range 12 East
of the Fifth Principal Meridian, City of Jackson,
Cape Girardeau County, Missouri.



NORTH BASIS
MISSOURI STATE PLANE
COORDINATE SYSTEM 1983
EAST ZONE
MODOT VRS NAD83(2011)



REFERENCES

1. DOCUMENT NO. 2024-00396 (SUBJECT)
2. BOOK 427, PAGE 145
3. DOCUMENT NO. 2023-00270
4. DOCUMENT NO. 2019-04523
5. DOCUMENT NO. 2022-07454
6. DOCUMENT NO. 2023-03191
7. DOCUMENT NO. 2021-10037
8. DOCUMENT NO. 2024-00869
9. DOCUMENT NO. 2022-06792
10. B.H. ARNZEN SUBDIVISION NO. 1, PLAT BOOK 9, PAGE 34
11. DALEY HEIGHTS SUBDIVISION, PLAT BOOK 4, PAGE 60

FLOODPLAIN NOTE

NO PORTION OF THE PROPERTY FALLS WITHIN THE 100 YEAR FLOODPLAIN, AS INDICATED ON THE FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 29031C0143E WITH AN EFFECTIVE DATE OF SEPTEMBER 29, 2011.

SURVEYOR NOTE

THIS SURVEY IS BASED ON CURRENT AVAILABLE PUBLIC RECORDS AND DOES NOT CONSTITUTE A TITLE SEARCH BY THE SURVEYOR. NO INVESTIGATION OR SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE HAS BEEN MADE.

ACCURACY STANDARD: TYPE URBAN

LEGEND

1. 1/2" IRON ROD (SET)
2. 5/8" IRON ROD W/ALUM CAP (SET)
3. IRON ROD W/CAP (FOUND)
4. IRON ROD (FOUND)
5. IRON PIPE
6. STONE
7. COTTON PICKER SPINDLE
8. CHISELED CROSS
9. AXLE
10. ALUMINUM MONUMENT
11. RIGHT-OF-WAY MARKER
12. (M) MEASURED
13. (R) RECORDED

THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH THE CURRENT MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS MADE EFFECTIVE JUNE 1, 2022. IN WITNESS WHEREOF, I HAVE SET MY SEAL AND SIGNATURE THIS 13TH DAY OF FEBRUARY 2025.

RODNEY W. AMOS MO-PLS 2007000072
113 WEST MAIN STREET
JACKSON, MISSOURI 63755

TRACT 1 - DESCRIPTION (FROM SEMO RENTAL PROPERTIES, LLC, ATTACHING TO BOOK 427, PAGE 145)

THAT PART OF U.S.P.S. NO. 2255, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN, CITY OF JACKSON, CAPE GIRARDEAU COUNTY, MISSOURI, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF LOT 2 OF B.H. ARNZEN SUBDIVISION NO. 1, IN THE CITY OF JACKSON, AS RECORDED IN PLAT BOOK 9, PAGE 34 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI; THENCE NORTH 15°00'46" EAST 283.08 FEET TO A POINT ON THE SOUTH LINE OF CAPE GIRARDEAU-JACKSON ROAD (OLD CAPE ROAD); THENCE SOUTH 67°13'57" EAST ALONG SAID SOUTH LINE, 117.18 FEET; THENCE LEAVING SAID SOUTH LINE, SOUTH 15°32'44" WEST 185.87 FEET; THENCE SOUTH 67°30'46" EAST 68.50 FEET TO THE SOUTHWEST CORNER OF A TRACT DESCRIBED IN BOOK 427, PAGE 145 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI FOR THE POINT OF BEGINNING.

THENCE FROM THE POINT OF BEGINNING, SOUTH 21°35'06" WEST 70.32 FEET TO THE SOUTH LINE OF A TRACT DESCRIBED IN DOCUMENT NO. 2024-00396 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI; THENCE SOUTH 75°51'15" EAST ALONG THE SOUTH LINE OF SAID TRACT, 81.65 FEET TO THE SOUTHEAST CORNER OF SAID TRACT; THENCE LEAVING SAID SOUTH LINE, NORTH 20°38'05" EAST ALONG THE EAST LINE OF SAID TRACT, 58.50 FEET TO THE SOUTHEAST CORNER OF SAID TRACT DESCRIBED SAID BOOK 427, PAGE 145; THENCE LEAVING SAID EAST LINE, NORTH 67°30'46" WEST ALONG THE SOUTH LINE OF SAID TRACT DESCRIBED IN SAID BOOK 427, PAGE 145, 80.00 FEET TO THE POINT OF BEGINNING.

THE HEREIN DESCRIBED TRACT CONTAINS 0.12 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS, AND LICENSES AFFECTING THE SAME, EITHER WRITTEN OR IMPLIED.

TRACT 2 - DESCRIPTION (REMAINDER OF SEMO RENTAL PROPERTIES, LLC, DOCUMENT NO. 2024-00396)

THAT PART OF U.S.P.S. NO. 2255, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN, CITY OF JACKSON, CAPE GIRARDEAU COUNTY, MISSOURI, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF LOT 2 OF B.H. ARNZEN SUBDIVISION NO. 1, IN THE CITY OF JACKSON, AS RECORDED IN PLAT BOOK 9, PAGE 34 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI; THENCE NORTH 15°00'46" EAST 283.08 FEET TO A POINT ON THE SOUTH LINE OF CAPE GIRARDEAU-JACKSON ROAD (OLD CAPE ROAD); THENCE SOUTH 67°13'57" EAST ALONG SAID SOUTH LINE, 117.18 FEET; THENCE LEAVING SAID SOUTH LINE, SOUTH 15°32'44" WEST 185.87 FEET; THENCE SOUTH 67°30'46" EAST 68.50 FEET TO THE SOUTHWEST CORNER OF A TRACT DESCRIBED IN BOOK 427, PAGE 145 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI; THENCE SOUTH 21°35'06" WEST 70.32 FEET TO THE SOUTH LINE OF A TRACT DESCRIBED IN DOCUMENT NO. 2024-00396 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI; THENCE NORTH 75°51'15" WEST ALONG THE SOUTH LINE OF SAID TRACT, 174.27 FEET TO THE POINT OF BEGINNING.

THE HEREIN DESCRIBED TRACT CONTAINS 0.83 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS, AND LICENSES AFFECTING THE SAME, EITHER WRITTEN OR IMPLIED.

THIS SURVEY CREATES NEW PARCELS FROM A TRACT DESCRIBED IN DOCUMENT NO. 2024-00396 IN THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI.

STATE OF MISSOURI
COUNTY OF CAPE GIRARDEAU

FILED FOR RECORD THIS _____ DAY OF _____, 2025 AND DULY

RECORDED IN DOCUMENT NUMBER _____

ANDREW DAVID BLATTNER
RECORDER OF DEEDS OF CAPE GIRARDEAU COUNTY, MISSOURI



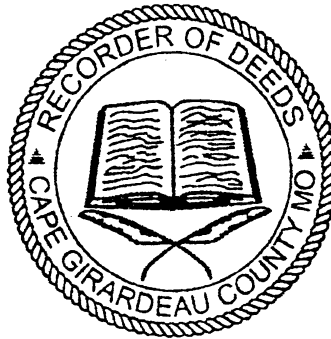
**STRICKLAND
ENGINEERING**

113 WEST MAIN STREET
JACKSON, MISSOURI 63755
TEL: 573-243-4080
FAX: 573-243-2191

CIVIL - MECHANICAL - ELECTRICAL ENGINEERING - LAND SURVEYING

**LAND EXCHANGE PLAT FOR
SEMO RENTAL PROPERTIES LLC
813 OLD CAPE ROAD
JACKSON, MO**

SCALE	1"=60'
DATE	02-13-2025
DRAWN BY	RA
CHECKED BY	DR
PROJECT #	32



ANDREW DAVID BLATTNER
RECORDER OF DEEDS
CAPE GIRARDEAU COUNTY, MO
eRECORDED ON
01/18/2024 11:13:07 AM
REC FEE: 30.00
PAGES: 3

WARRANTY DEED

This Warranty Deed made and entered into this 17th day of January, 2024, by and between **Montgomery Bank, a non-fiduciary trust company**, hereinafter referred to as **GRANTOR**, and **SEMO RENTAL PROPERTIES, LLC, a Missouri Limited Liability Company**, of the County of Cape Girardeau, State of Missouri, hereinafter referred to as **GRANTEE**. The mailing address of the Grantee is:

PO BOX 502, Jackson, MO 63755

WITNESSETH: The Grantor, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable consideration paid to the Grantor, the receipt of which is hereby acknowledged, does by these presents Grant, Bargain, and Sell, Convey and Confirm unto the Grantee the following described lots, tracts or parcels of land lying, being and situated in the County of Cape Girardeau and State of Missouri, to-wit:

SEE ATTACHED EXHIBIT "A"

TO HAVE AND TO HOLD the premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining, unto the said Grantee and unto its successors and assigns FOREVER, the said Grantor hereby covenanting that it is lawfully seized of an indefeasible estate in fee in the premises herein conveyed; that it has good right to convey the same; that the said premises are free and clear of any encumbrances done or suffered by it or those under whom it claimed title; and that it will warrant and defend the title to said premises unto the said Grantee, and unto its successors and assigns forever, against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand the day and year first above written.

GRANTOR:

Montgomery Bank, a non-fiduciary trust company

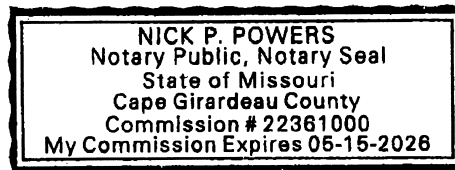
BY: Brandon Pylate
Brandon Pylate,
Commercial Relationship Manager

STATE OF MISSOURI)
) ss.
COUNTY OF CAPE GIRARDEAU)

On this 17th day of January, 2024, before me personally appeared **Brandon Pylate, Commercial Relationship Manager of Montgomery Bank, a non-fiduciary trust company**, to me known to be the person described in and who executed the within Warranty Deed, in behalf of said corporation and acknowledged to me that he executed the same for the purposes therein stated.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.

Nick P. Powers
Notary Public
My commission expires:



2401048

EXHIBIT "A"

A parcel of land located in U.S.P. Survey No. 2255, Township 31 North, Range 12 East, in the City of Jackson, Cape Girardeau County, Missouri, described as follows: Start at the Southeast corner of Lot 10 of the James B. Rhodes Subdivision on the North line of Corinne Street in said City of Jackson; thence South 64° 30' East along said North line of Corinne Street 326.4 feet to the Southwest corner of the Sanders 3.0 acre tract; thence North 16° 15' East along the West line of said tract 227.5 feet for the point of beginning; thence continue North 16° 15' East along said West line 283.0 feet to point in the South line of the Cape Girardeau-Jackson Road; thence South 66° 00' East along said South line 117.0 feet; thence South 16° 36' West 265.5 feet; thence North 74° 38' West 114.4 feet to the point of beginning.

Also, a parcel of land located in U.S.P. Survey No. 2255, Township 31 North, Range 12 East, in the City of Jackson, Cape Girardeau County, Missouri, described as follows: Start at the Southeast corner of Lot 10 of the James B. Rhodes Subdivision on the North line of Corinne Street in the City of Jackson, Missouri; thence South 64° 30' East along the North line of Corinne Street 326.4 feet to the Southwest corner of the Sander 3 acre tract; thence North 16° 15' East 227.5 feet; thence South 74° 38' East 114.4 feet [Deed: North 74° 38' East 114.4 feet] to the point of beginning; thence continue South 74° 38' East 141.6 feet [Deed: North 74° 38' East 141.6 feet] for a corner; thence North 22° East 59.2 feet for a corner; thence North 66° 34' West 148.5 feet for a corner; thence South 16° 36' West 79.6 feet to the point of beginning.

2401048

36

On this 13th day of December 1984 ,
before me Vickie K. Bock (Nelson)
said state, personally appeared David R. Reiminger
and Martha F. Reiminger , his wife, to me known to be the persons
described in and who executed the within general warranty deed and acknowledged that they executed the same for the purposes therein
stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office
in Cape Girardeau the day and year first above written.
My commission expires January 25 19 85

Vickie K. Bock (Nelson)
Vickie K. Bock (Nelson), Notary Public

STATE OF MISSOURI
COUNTY OF

On this day of 19 ,
before me (name of notary), a Notary Public in and for
said state, personally appeared (name of individual)
known to me to be the person who executed the within general warranty deed and acknowledged to me that (he, she)
executed the same for the purposes therein stated. And the said further declared
to be single and unmarried.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office
in the day and year first above written.
My commission expires 19 .

STATE OF MISSOURI,
COUNTY OF Cape Girardeau } ss.

IN THE RECORDER'S OFFICE.

I, Janet Robert
Recorder of said County, do hereby certify that the within
instrument of writing was, at 8 o'clock and 18 minutes A. M., on the 17th day of December
A. D. 1984, duly filed for record in my office, and is recorded in the records of this office, in book 427 at page 145

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at
Jackson, Missouri, this 17th day
of December A. D. 1984

Janet Robert
JANET ROBERT RECORDER.

GENERAL WARRANTY DEED

FROM

TO

Filed for Record this 17th day
of December, A. D. 1984

at 8 o'clock 18 minutes A. M.
Janet Robert
RECORDER.

Under this Deed the Taxes for the current year and any out-
standing Lien for any local assessment will fall on the Grantor,
unless a clause to the contrary be inserted.

STANDARD FORM

This Deed conforms precisely to the form of Printed War-
ranty Deed Records manufactured by the STANDARD PRINTING
CO., Hannibal, Mo., and now in use in many of the Counties
in Missouri.

RECORDER'S FEE 5.00
5.00

BOYD'S BANK OF CAPE GIRARDEAU
P.O. BOX 220
CAPE GIRARDEAU, MO 63701

Staff Report

ACTION ITEM: Consider a request to approve a Land Exchange Certification for transferring .01 Acres from 125 E Main Street to 117 S Hope Street, as submitted by CPM Investments, LLC.

APPLICANT: CPM Investments, LLC.

APPLICANT STATUS: Owner

PURPOSE: Land Exchange Certification

SIZE: .01 Acres

PRESENT USES: Commercial

PROPOSED USE: Commercial

ZONING: C-3 Central Business District

SURROUNDING LAND USE: North – C-3 Central Business District, East – C-3 Central Business District, South – C-3 Central Business District, West – C-3 Central Business District

HISTORY: N/A

TRANSPORTATION AND PARKING: All required street frontage and parking exist.

APPLICABLE REGULATIONS: Land Subdivision Regulations (Chapter 57)

2024 COMPREHENSIVE PLAN: Uptown land use category

MAJOR STREET PLAN: Does not affect the major street plan

FLOODPLAIN INFORMATION: Not in the Flood Plain per panel 29030143E Dated 9-11-2009.

PHYSICAL CHARACTERISTICS: Various Sizes

COMMENTS: N/A

ACTION REQUIRED: The commission shall approve or deny this request based on the Land Subdivision Regulations. The Board of Alderman requires no action.



Address: 125 E MAIN ST
PIN: 14-315-00-16-001.00-0000
Owner: CPM INVESTMENTS LLC
Class: Commercial

SURVEY FOR: CPM INVESTMENTS, LLC

PART OF LOT 28 AND LOT 29 OF THE ORIGINAL TOWN OF JACKSON,
NOW CITY OF JACKSON AS SHOWN IN PLAT BOOK 01, PAGE 21,
U.S.P.S. 2250, TOWNSHIP 31 NORTH,
RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN,
IN CAPE GIRARDEAU COUNTY, MISSOURI

DESCRIPTION

TRACT 01: (TO BE CONVEYED FROM CPM INVESTMENTS LLC TO SECI LLC) PART OF LOT 28 OF THE ORIGINAL TOWN OF JACKSON, NOW CITY OF JACKSON, AS SHOWN IN PLAT BOOK 1, PAGE 21, IN U.S.P.S. 2250, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN IN CAPE GIRARDEAU COUNTY, MISSOURI CONTAINING 0.01 ACRE (MORE OR LESS), DESCRIBED AS FOLLOWS: COMMENCING at the northeast corner of Lot 30 of the Original Town of Jackson (cut cross in concrete); thence N 07°09'10" E, 198.45 feet to a point in the South Line of said Lot 28 for the POINT OF BEGINNING; thence N 82°39'22" W along the South Line of said Lot 28, 84.44 feet; thence N 05°04'57" E, 5.55 feet; thence S 82°39'22" W along said West Right of Way Line, 5.06 feet to the POINT OF BEGINNING.

TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND ACROSS A STRIP OF LAND IN LOT 28 OF THE ORIGINAL TOWN OF JACKSON, NOW CITY OF JACKSON, AS SHOWN IN PLAT BOOK 1, PAGE 21, IN U.S.P.S. 2250, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN FOR AN ACCESS EASEMENT IN CAPE GIRARDEAU COUNTY, MISSOURI BEING DESCRIBED AS FOLLOWS: COMMENCING at the northeast corner of Lot 30 of the Original Town of Jackson (cut cross in concrete); thence N 07°09'10" E, 198.45 feet to a point in the South Line of said Lot 28; thence N 82°39'22" W along the South Line of said Lot 28, 84.44 feet for the POINT OF BEGINNING; thence N 82°39'22" W along the South Line of said Lot 28, 16.31 feet; thence N 06°49'00" E, 5.56 feet; thence S 82°37'41" E, 16.14 feet; thence S 05°04'57" W, 5.55 feet to the POINT OF BEGINNING.

SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS AND LICENSES AFFECTING SAME, EITHER WRITTEN OR IMPLIED.

TRACT 02: (DOC. NO. 2023-09642 MINUS TRACT 01) PART OF LOT 28 OF THE ORIGINAL TOWN OF JACKSON, NOW CITY OF JACKSON, AS SHOWN IN PLAT BOOK 1, PAGE 21, IN U.S.P.S. 2250, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN IN CAPE GIRARDEAU COUNTY, MISSOURI CONTAINING 0.44 ACRE (MORE OR LESS), DESCRIBED AS FOLLOWS: COMMENCING at the northeast corner of Lot 30 of the Original Town of Jackson (cut cross in concrete); thence N 07°09'10" E, 198.45 feet to a point in the South Line of said Lot 28; thence N 07°08'10" E, 5.06 feet for the POINT OF BEGINNING; thence N 82°19'17" E, 84.64 feet; thence S 05°04'57" W, 5.55 feet to a point in the South Line of said Lot 28; thence N 82°39'22" W along the South Line of said Lot 28, 56.14 feet; thence N 07°13'02" E, 146.95 feet to a point in the North Line of said Lot 28; thence S 82°39'22" E along the North Line of said Lot 28, 93.01 feet to a point in the West Right of Way Line of Highway 61; thence along said West Right of Way Line the following: S 40°56'48" E, 17.12 feet; thence S 24°20'28" E, 41.50 feet; thence S 16°14'28" E, 32.69 feet; thence S 07°09'10" W, 67.23 feet to the POINT OF BEGINNING.

SUBJECT TO AND TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND ACROSS A STRIP OF LAND IN LOT 28 OF THE ORIGINAL TOWN OF JACKSON, NOW CITY OF JACKSON, AS SHOWN IN PLAT BOOK 1, PAGE 21, IN U.S.P.S. 2250, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN FOR AN ACCESS EASEMENT IN CAPE GIRARDEAU COUNTY, MISSOURI BEING DESCRIBED AS FOLLOWS: COMMENCING at the northeast corner of Lot 30 of the Original Town of Jackson (cut cross in concrete); thence N 07°09'10" E, 198.45 feet to a point in the South Line of said Lot 28; thence N 82°39'22" W along the South Line of said Lot 28, 84.44 feet for the POINT OF BEGINNING; thence N 82°39'22" W along the South Line of said Lot 28, 16.31 feet; thence N 06°49'00" E, 5.56 feet; thence S 82°37'41" E, 16.14 feet; thence S 05°04'57" W, 5.55 feet to the POINT OF BEGINNING.

SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS AND LICENSES AFFECTING SAME, EITHER WRITTEN OR IMPLIED.

TRACT 03: (DOC. NO. 2022-05006 PLUS TRACT 01) PART OF LOT 28 AND PART OF LOT 29 OF THE ORIGINAL TOWN OF JACKSON, NOW CITY OF JACKSON, AS SHOWN IN PLAT BOOK 1, PAGE 21, IN U.S.P.S. 2250, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN IN CAPE GIRARDEAU COUNTY, MISSOURI CONTAINING 0.14 ACRE (MORE OR LESS), DESCRIBED AS FOLLOWS: COMMENCING at the northeast corner of Lot 30 of the Original Town of Jackson (cut cross in concrete); thence N 07°09'10" E, 138.45 feet for the POINT OF BEGINNING; thence N 82°39'22" W, 95.12 feet; thence N 07°17'35" E, 60.00 feet to a point in the North Line of said Lot 29; thence S 82°39'22" E along the North Line of said Lot 29, 10.54 feet; thence N 05°04'57" E, 5.55 feet; thence S 82°19'17" E, 84.64 feet to a point in the West Right of Way Line of Highway 61; thence S 07°09'10" W along said West Right of Way Line, 5.06 feet to a point in the North Line of said Lot 29; thence S 07°09'10" W along said West Right of Way Line, 60.00 feet to the POINT OF BEGINNING.

TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND ACROSS A STRIP OF LAND IN LOT 28 OF THE ORIGINAL TOWN OF JACKSON, NOW CITY OF JACKSON, AS SHOWN IN PLAT BOOK 1, PAGE 21, IN U.S.P.S. 2250, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN FOR AN ACCESS EASEMENT IN CAPE GIRARDEAU COUNTY, MISSOURI BEING DESCRIBED AS FOLLOWS: COMMENCING at the northeast corner of Lot 30 of the Original Town of Jackson (cut cross in concrete); thence N 07°09'10" E, 198.45 feet to a point in the South Line of said Lot 28; thence N 82°39'22" W along the South Line of said Lot 28, 84.44 feet for the POINT OF BEGINNING; thence N 82°39'22" W along the South Line of said Lot 28, 16.31 feet; thence N 06°49'00" E, 5.56 feet; thence S 82°37'41" E, 16.14 feet; thence S 05°04'57" W, 5.55 feet to the POINT OF BEGINNING.

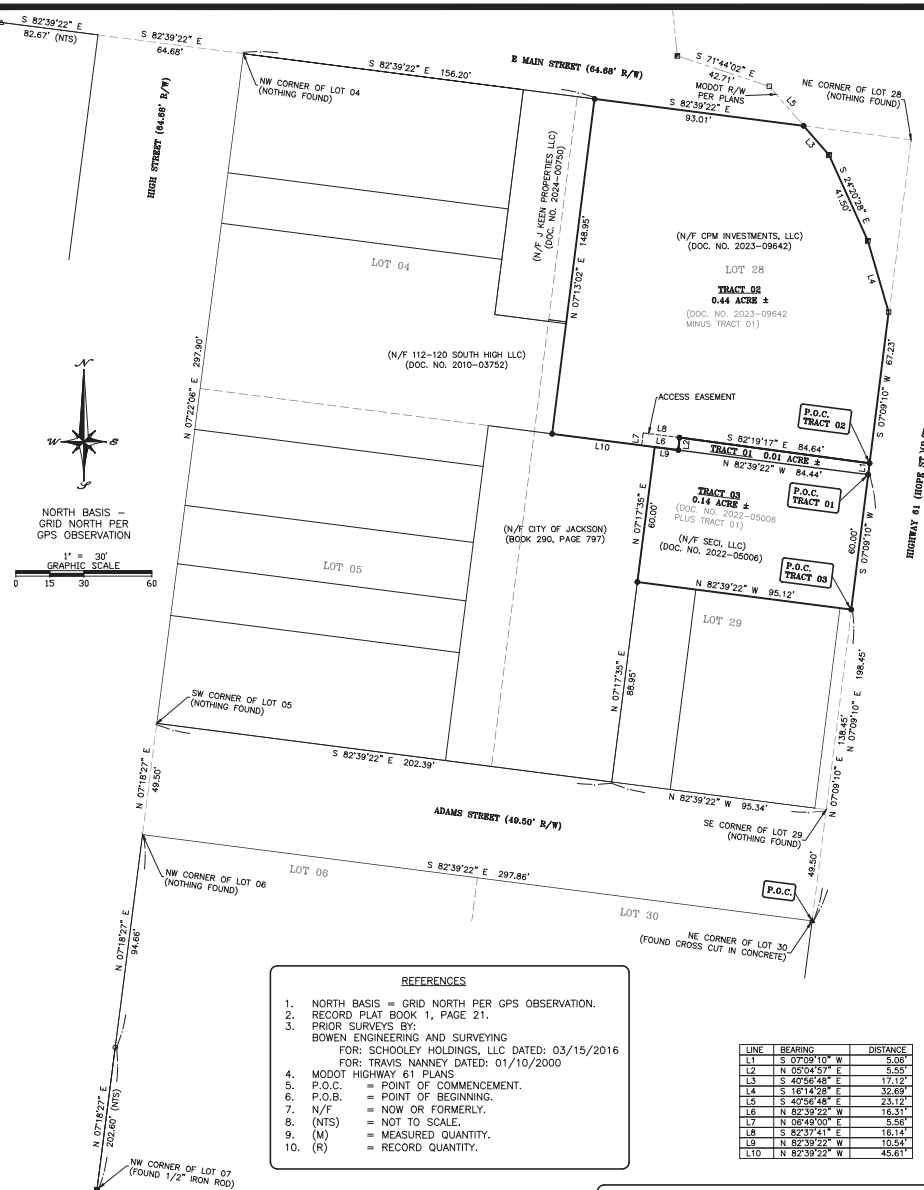
SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS AND LICENSES AFFECTING SAME, EITHER WRITTEN OR IMPLIED.

SURVEY CERTIFICATION

THIS IS TO CERTIFY THAT I HAVE SURVEYED THE FOREGOING DESCRIBED PARCEL OF LAND AND HAVE PREPARED THE ANNEXED PLAT, WHICH IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY, TO THE BEST OF MY ABILITY AND THAT SAID PLAT AND SURVEY WERE DONE IN ACCORDANCE WITH THE CURRENT MISSOURI SURVEY STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

SURVEY LIMITATION: THIS SURVEY IS BASED ON CONVEYANCES SHOWN ON THIS PLAT (SEE TITLE REFERENCES) AND DOES NOT CONSTITUTE A TITLE SEARCH BY THE SURVEYOR. NO INVESTIGATION OR SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR OTHER FACTS THAT A CURRENT TITLE SEARCH MAY DISCLOSE HAS BEEN MADE. THE UNDERSIGNED LICENSED LAND SURVEYOR DOES NOT WARRANT THAT ALL RELEVANT CONVEYANCES OR DOCUMENTS HAVE BEEN DISCOVERED OR ARE KNOWN.

THIS LIMITATION MAY BE REMOVED UPON PRESENTATION OF A CERTIFIED RECORD SEARCH OF THE LAND DESCRIBED IN THIS SURVEY PRESENTATION.

**REFERENCES**

1. NORTH BASIS = GRID NORTH PER GPS OBSERVATION.
2. RECORD PLAT BOOK 1, PAGE 21.
3. PRIOR SURVEYS BY:
BOWEN ENGINEERING AND SURVEYING
FOR: SCHOOLEY HOLDINGS, LLC DATED: 03/15/2016
FOR: TRAVIS NANNEY DATED: 01/10/2000
4. MODOT HIGHWAY 61 PLANS
5. P.O.C. = POINT OF COMMENCEMENT.
6. P.O.B. = POINT OF BEGINNING.
7. N/F = NOW OR FORMERLY.
8. (NTS) = NOT TO SCALE.
9. (M) = MEASURED QUANTITY.
10. (R) = RECORD QUANTITY.

LINE	BEARING	DISTANCE
L1	S 07°09'10" W	5.06
L2	N 05°04'57" E	5.55
L3	S 40°56'48" E	17.12
L4	S 16°14'28" E	32.69
L5	S 40°56'48" E	23.12
L6	N 82°39'22" W	16.31
L7	N 06°49'00" E	5.56
L8	S 82°37'41" E	16.14
L9	N 82°39'22" W	10.54
L10	N 82°39'22" W	45.61

SYMBOLS LEGEND

- 1. ● = 1/2" IRON RODS (SET).
- 2. ■ = 1/2" IRON RODS (FND).
- 3. ▣ = 5/8" IRON RODS (FND).
- 4. □ = COPPER CAP IN CONCRETE (FND).
- 5. ▲ = CUT CROSS IN CONCRETE (FND).
- 6. ○ = 80 "d" NAIL (FND).
- 7. △ = ALUMINUM MONUMENT (FND).

TITLE REFERENCES

DOC. NO. 2023-09642 (SUB)
DOC. NO. 2022-05006 (SUB)
BOOK 290, PAGE 797 (ADJ)
DOC. NO. 2010-03752 (ADJ)
DOC. NO. 2024-00750 (ADJ)

STATE OF MISSOURI)
COUNTY OF CAPE GIRARDEAU)

Filed for record in the office of the county Recorder of Deeds of Cape Girardeau County, Missouri duly recorded under document number _____, at Jackson, Missouri, on this _____ day of _____, 20__ A.D.

ANDREW DAVID BLATTNER, RECORDER OF DEEDS
CAPE GIRARDEAU COUNTY, MISSOURI

DOWDY AND DEJOURNETT SURVEYING

LARRY D. DOWDY, PLS 1518
MATT DEJOURNETT, PLS 2015000226

DEJOURNETT SURVEYING, LLC.
PROFESSIONAL LAND SURVEYORS
(LS-2015007724)
2401 STATE HIGHWAY PP
SCOTT CITY, MO 63780
Ph: (573) 579-4524
mattdejournett@hotmail.com

MATTHEW D. DEJOURNETT
PROFESSIONAL LAND
SURVEYOR 2015000226
2401 STATE HIGHWAY PP
SCOTT CITY, MO 63780

CPM INVESTMENTS, LLC

125 EAST MAIN STREET
JACKSON, MO
CAPE GIRARDEAU COUNTY

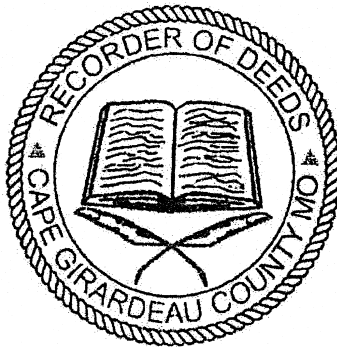
DATE: 11/13/2024
ASSESSORS MAP No.: 14-315
JOB NUMBER: 2024-060
DRAWN BY: MDD
SURVEY CLASS: URBAN



DocId:8371009

Tx:4219095

Item 2.

**DOCUMENT #
2023-09642****ANDREW DAVID BLATTNER
RECORDER OF DEEDS
CAPE GIRARDEAU COUNTY, MO
RECORDED ON
11/22/2023 10:53:25 AM
REC FEE: 30.00
PAGES: 3**

GENERAL WARRANTY DEED

THIS INDENTURE, made on the 31st day of December, 2022, by and between

William H. Cole and Susan J. Cole, his wife

of the County of Cape Girardeau, in the State of Missouri, GRANTORS, and

CPM Investments, LLC, a Missouri limited liability company

of the County of Cape Girardeau, in the State of Missouri, GRANTEE: (mailing address of said first named Grantee is 2511 Independence St., Suite 100, Cape Girardeau, MO 63701).

WITNESSETH, That the said Grantors, in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, to them paid by the said Grantee, the receipt of which is hereby acknowledged, do by these presents, *Grant, Bargain and Sell, Convey and Confirm*, unto the said Grantee, its successors and assigns, the following described Lots, Tracts or Parcels of Land, lying, being and situate in the County of Cape Girardeau and State of Missouri, to-wit:

See Attached Exhibit A

TO HAVE AND TO HOLD the premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining unto the said Grantee, and unto its successors and assigns, FOREVER, the said Grantor hereby covenanting that they are lawfully seized of an indefeasible Estate in Fee in the premises herein conveyed; that they have good right to convey the same; that the said premises are free and clear of any encumbrance done or suffered by them or those under whom they claim, and that they will WARRANT AND DEFEND the title to the said premises unto the said Grantee, and unto its successors and assigns, FOREVER, against the lawful claims and demands of all persons whomsoever.

IN WITNESS WHEREOF, the said Grantors have hereunto set their hands the day and year first above written.

GRANTOR

William H. Cole

William H. Cole

Susan J. Cole

Susan J. Cole

STATE OF MISSOURI)

County of Cape Girardeau)

ss.

On this 31st day of December, 2022, before me personally appeared William H. Cole and Susan J. Cole, his wife, to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

Michelle K. Stewart

Notary Public

My commission expires: -

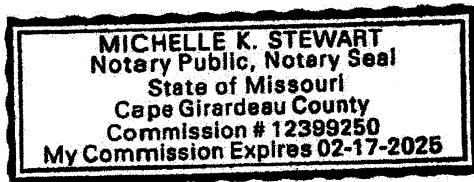


EXHIBIT A

Part of Lot Number Twenty-Eight (28) of the Original Town, now City of Jackson, Cape Girardeau County, Missouri, described by metes and bounds as follows:

Beginning at the intersection of the West line of State Highway Number Twenty-Five (#25) with the South line of Main Street in the City of Jackson, Missouri, from which the Northeast corner of said Lot Number Twenty-Eight (28) bears South 82° East three (3) inches; thence run North 82° West with the South line of Main Street in said City One Hundred Forty-Two (142) feet; thence South 8° West One Hundred (100) feet; thence south 82° East Forty-Seven feet a Nine inches (47 ft. 9 in.); thence South 8° West Forty-Eight and Five-Tenths (48.5) feet to a corner in the South line of Lot Number Twenty-Eight of said City; thence South 82° East Ninety-Four feet, three inches (94 ft. 3 inches) to the West line of State Highway Number Twenty-Five (#25), and thence North 7° 3' East, with the West line of said State Highway, One Hundred Forty-Eight and Seventeen Hundredths (148.17) feet to the place of beginning.

AND, Part of Lot Number Twenty-Eight (28) of the Original Town, now City of Jackson, Cape Girardeau County, Missouri, described by metes and bounds as follows:

Beginning at a point on the South line of said Lot Number Twenty-Eight (28) from which the Southwest corner of said Lot bears North 82° West Six feet and three inches (6 feet 3 inches); thence North 8° East Forty-Eight and Five-Tenths (48.5) feet; thence South 82° East Forty-Seven feet and Nine inches (47 feet 9 inches); thence South 8° West Forty-Eight and Five-Tenths (48.5) feet to the South line of said Lot Number Twenty-Eight (28), and thence North 82° West Forty-Seven feet and Nine inches (47 feet 9 inches) to the point of beginning, in the County of Cape Girardeau, State of Missouri.

LESS AND EXCEPT that part thereof conveyed to the State of Missouri, acting by and through the Missouri Highways and Transportation Commission recorded in Document No. 2015-13092 in the land records of Cape Girardeau County, Missouri.

ANDREW DAVID BLATTNER
RECORDER OF DEEDS
CAPE GIRARDEAU COUNTY, MO
eRECORDED ON
04/23/2021 11:30:44 AM
REC FEE: 30.00
PAGES: 3

WARRANTY DEED

This Warranty Deed made and entered into this 23rd day of April, 2021, by and between **JACKSON CHAMBER OF COMMERCE, a Missouri Nonprofit Corporation a/k/a JACKSON CHAMBER OF COMMERCE OF JACKSON, MISSOURI**, hereinafter referred to as **GRANTOR**, and **William H. Cole and Susan J. Cole, husband and wife**, of the County of Cape Girardeau, State of Missouri, hereinafter referred to as **GRANTEES**. The mailing address of the Grantees is:

2511 Independence, Suite 100, Cape Girardeau, MO 63703

WITNESSETH: The Grantor, for and in consideration of the sum of **TEN DOLLARS (\$10.00)** and other valuable consideration paid to the Grantor, the receipt of which is hereby acknowledged, does by these presents Grant, Bargain, and Sell, Convey and Confirm unto the Grantees the following described lots, tracts or parcels of land lying, being and situated in the County of Cape Girardeau and State of Missouri, to-wit:

See Attached Exhibit A

TO HAVE AND TO HOLD the premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining, unto the said Grantees and unto their heirs and assigns **FOREVER**, the said Grantor hereby covenanting that it is lawfully seized of an indefeasible estate in fee in the premises herein conveyed; that it has good right to convey the same; that the said premises are free and clear of any encumbrances done or suffered by it or those under whom it claimed title; and that it will warrant and defend the title to said premises unto the said Grantees, and unto their heirs and assigns forever, against the lawful claims and demands of all persons.

WARRANTY DEED

This Warranty Deed made and entered into this 23rd day of April, 2021, by and between **JACKSON CHAMBER OF COMMERCE, a Missouri Nonprofit Corporation a/k/a JACKSON CHAMBER OF COMMERCE OF JACKSON, MISSOURI**, hereinafter referred to as **GRANTOR**, and **William H. Cole and Susan J. Cole, husband and wife**, of the County of Cape Girardeau, State of Missouri, hereinafter referred to as **GRANTEES**. The mailing address of the Grantees is:

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See Attached Exhibit A

TO HAVE AND TO HOLD the premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining, unto the said Grantees and unto their heirs and assigns **FOREVER**, the said Grantor hereby covenanting that it is lawfully seized of an indefeasible estate in fee in the premises herein conveyed; that it has good right to convey the same; that the said premises are free and clear of any encumbrances done or suffered by it or those under whom it claimed title; and that it will warrant and defend the title to said premises unto the said Grantees, and unto their heirs and assigns forever, against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand the day and year first above written.

GRANTOR:

JACKSON CHAMBER OF COMMERCE, a
Missouri Nonprofit Corporation

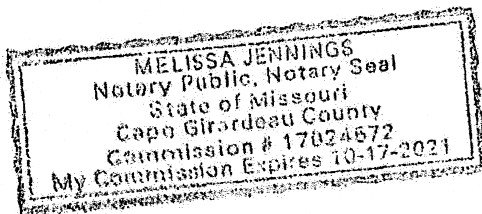
BY: B. Gerau
Brian Gerau, President

STATE OF MISSOURI)
) ss.
COUNTY OF CAPE GIRARDEAU)

On this 23 day of April, 2021, before me personally appeared Brian Gerau the President of JACKSON CHAMBER OF COMMERCE, a Missouri Nonprofit Corporation a/k/a JACKSON CHAMBER OF COMMERCE OF JACKSON, MISSOURI, to me known to be the person described in and who executed the within Warranty Deed, and that said instrument was signed on behalf of said corporation, by authority of its Board of Directors; and said Brian Gerau acknowledged said instrument to be the free act and deed of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.

Melissa Jennings
Notary Public
My commission expires:



2102148

Exhibit A

Part of Lot Number Twenty-Eight (28) of the Original Town, now City of Jackson, Cape Girardeau County, Missouri, described by metes and bounds as follows:

Beginning at the intersection of the West line of State Highway Number Twenty-Five (#25) with the South line of Main Street in the City of Jackson, Missouri, from which the Northeast corner of said Lot Number Twenty-Eight (28) bears South 82° East three (3) inches; thence run North 82° West with the South line of Main Street in said City One Hundred Forty-Two (142) feet; thence South 8° West One Hundred (100) feet; thence South 82° East Forty-Seven feet and Nine inches (47 ft. 9 in.); thence South 8° West Forty-Eight and Five-Tenths (48.5) feet to a corner in the South line of Lot Number Twenty-Eight of said City; thence South 82° East Ninety-Four feet, three inches (94 ft. 3 inches) to the West line of State Highway Number Twenty-Five (#25), and thence North 7° 3' East, with the West line of said State Highway, One Hundred Forty-Eight and Seventeen-Hundredths (148.17) feet to the place of beginning.

AND, Part of Lot Number Twenty-Eight (28) of the Original Town, now City of Jackson, Cape Girardeau County, Missouri, described by metes and bounds as follows:

Beginning at a point on the South line of said Lot Number Twenty-Eight (28) from which the Southwest corner of said Lot bears North 82° West Six feet and three inches (6 feet 3 inches); thence North 8° East Forty-Eight and Five-Tenths (48.5) feet; thence South 82° East Forty-Seven feet and Nine inches (47 feet 9 inches); thence South 8° West Forty-Eight and Five-Tenths (48.5) feet to the South line of said Lot Number Twenty-Eight (28), and thence North 82° West Forty-Seven feet and Nine inches (47 feet 9 inches) to the point of beginning, in the County of Cape Girardeau, State of Missouri.

LESS AND EXCEPT that part thereof conveyed to the State of Missouri, acting by and through the Missouri Highways and Transportation Commission recorded in Document No. 2015-13092 in the land records of Cape Girardeau County, Missouri.

2102148



CITY OF JACKSON
PARK BOARD MEETING
Monday, March 10, 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. February 2025 Minutes

OLD BUSINESS FROM PREVIOUS MEETINGS

2. American Rescue Plan Act Project Updates
3. City Pool Programs and Prices - 2025
4. Park Day 2025

NEW BUSINESS

COMMITTEE REPORTS

CIVIC CENTER REPORT

PARKS & RECREATION DIRECTOR'S REPORT

ADJOURNMENT

Posted on 03/07/2025 at 04:00 PM.



CITY OF JACKSON

HISTORIC PRESERVATION COMMISSION AGENDA

Thursday, February 13, 2025 at 6:00 PM

Jackson Civic Center, 381 East Deerwood Drive

AGENDA

Regular Members

T. Wayne Lewis
Carole Baugh
Sara Appel

Marybeth Neiderkorn, *Chair*

Alternate Members

Vacant Position
Vacant Position

David Reiminger, Assigned Alderman

Larry Miller, Staff Liaison

APPROVAL OF MINUTES

1. None

PUBLIC HEARINGS

OLD BUSINESS

NEW BUSINESS

2. Review the Historic Preservation Mission Statement (Purpose) outlined in Chapter 64, Sec. 64-1 of the City of Jackson Ordinances.
3. Review the Historic Preservation outlined in Chapter 64 of the City of Jackson Ordinances.
4. Discuss whether to maintain or eliminate the Certified Local Government (CLG) accreditation from the Missouri Department of Natural Resources (Missouri DNR).

ADDITIONAL ITEMS

ADJOURNMENT

This agenda was posted at City Hall on February 7, 2025, at 12:00 PM.



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: February 12, 2025

RE: Request for School Zone Speed Limits on Oak Street

We have received the attached request to convert the lowered speed limits on Oak Street near the Junior High and West Lane Elementary from full-time lower speed limits to School Zone speed limits that would only be in effect during school and for a short period before and after, with the standard 30 mph speed limit being in effect the remainder of the time.

I have also attached a map showing the existing speed limits and the JPD recommendation regarding this request.

As always, if you have questions, please contact me at jsanders@jacksonmo.org or at 573-243-2300 x 2031

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

From: Mary Harriet Talbut <mhtalbut@gmail.com>

Sent: Friday, February 7, 2025 8:46 AM

To: board@jacksonmo.org

Subject: Citizen of Ward 3 Request

Dear Mr. Seabaugh and Ms. Liley,

I live in Ward 3, on Jonathan Dr. on the west side of Jackson. I would like you to consider, study and then propose creating a school zone on Oak Street between West Lane and Elwanda Streets. Currently the speed limit is either 15 miles per hour or 20 miles per hour depending on where you are on Oak Street. I believe these speed zones are reasonable and required for safety when school is in session. I am requesting that you make that area 30 miles per hour during non school hours. Going 15 miles per hour at 5:30 in the morning on the way to the gym is difficult, as you have to ride the car's brakes going downhill.

We have school zone speed limits at other parts of town. I appreciate that area includes many schools and many students, busses, parents and other traffic coming and going. But, during the summer and other times when school is not in session, the standard 30 miles per hour seems reasonable.

I hope you will consider my request, or at least study it.

Respectfully,

Mary Harriet Talbut

From: abroch@jacksonpd.org
To: jsanders@jacksonmo.org
Subject: RE: Citizen of Ward 3 Request
Date: Monday, February 10, 2025 12:00:13 PM

I spoke to Chief, and we both agree with the request. We are in favor of the area having signs saying school zone and be in Ordinance that the speed limit of 30mph is in effect when school is not in session unless another speed is brought forth for the area by the city.

Alex Broch
 Assistant Chief
 FBI NA 272nd
 Jackson Police Department
 202 W Jackson Blvd.
 Jackson, MO. 63755
 Office: 1-573-243-3151 Ext. 2101
 Fax: 1-573-243-9797
 Web: www.jacksonpd.org

"An Internationally Accredited Agency"

Dedicated to Serving and Protecting the Community of Jackson

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

From: jsanders@jacksonmo.org <jsanders@jacksonmo.org>
 Sent: Monday, February 10, 2025 10:48 AM
 To: abroch@jacksonpd.org
 Subject: FW: Citizen of Ward 3 Request

Alex,
 Please see the email at the bottom of the chain below. We will have this on study agenda on the 18th so can you take a look at this and send me the JPD opinion?
 Thanks!
 -Janet

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

From: rbollinger@jacksonmo.org <rbollinger@jacksonmo.org>
 Sent: Friday, February 7, 2025 2:32 PM
 To: jsanders@jacksonmo.org
 Subject: FW: Citizen of Ward 3 Request

FYI - it's Elwanda.

Rodney

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

From: lwalker@jacksonmo.org <lwalker@jacksonmo.org>

Sent: Friday, February 7, 2025 12:01 PM

To: Rodney Bollinger <rbollinger@jacksonmo.org>

Subject: FW: Citizen of Ward 3 Request

FYI - see email below for clarification on location of request.

Thanks,
Liza

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

From: Mary Harriet Talbut <mhtalbut@gmail.com>

Sent: Friday, February 7, 2025 10:54 AM

To: lwalker@jacksonmo.org

Subject: Re: Citizen of Ward 3 Request

Thank you, and I am sorry about the typo, I was referring to Elwanda street and am blaming it on auto correct.

Mary Harriet Talbut

> On Feb 7, 2025, at 10:04 AM, lwalker@jacksonmo.org wrote:

>

> Good morning,

>

> Your email has been forwarded to Mr. Seabaugh and Mrs. Liley. We will be adding this item to the upcoming 02/18/2025 Study Session to be discussed by the Board of Aldermen.

>

> Thank you!

>

> Liza Walker

> Assistant City Administrator

> City of Jackson

> 101 Court Street

> Jackson, MO 63755

> Phone: 573-243-3568 x2015

> Fax: 573-204-8292

> lwalker@jacksonmo.org

> www.jacksonmo.org

>

>

>

> -----Original Message-----

> From: Mary Harriet Talbut <mhtalbut@gmail.com>

> Sent: Friday, February 7, 2025 8:46 AM

> To: board@jacksonmo.org

> Subject: Citizen of Ward 3 Request

>

> Dear Mr. Seabaugh and Ms. Liley,

>

> I live in Ward 3, on Jonathan Dr. on the west side of Jackson. I would like you to consider, study and then propose creating a school zone on Oak Street between West Lane and Eland Streets. Currently the speed limit is either 15 miles per hour or 20 miles per hour depending on where you are on Oak Street. I believe these speed zones are reasonable and required for safety when school is in session. I am requesting that you make that area 30

miles per hour during non school hours. Going 15 miles per hour at 5:30 in the morning on the way to the gym is difficult, as you have to ride the car's brakes going downhill.

>

> We have school zone speed limits at other parts of town. I appreciate that area includes many schools and many students, busses, parents and other traffic coming and going. But, during the summer and other times when school is not in session, the standard 30 miles per hour seems reasonable.

>

> I hope you will consider my request, or at least study it.

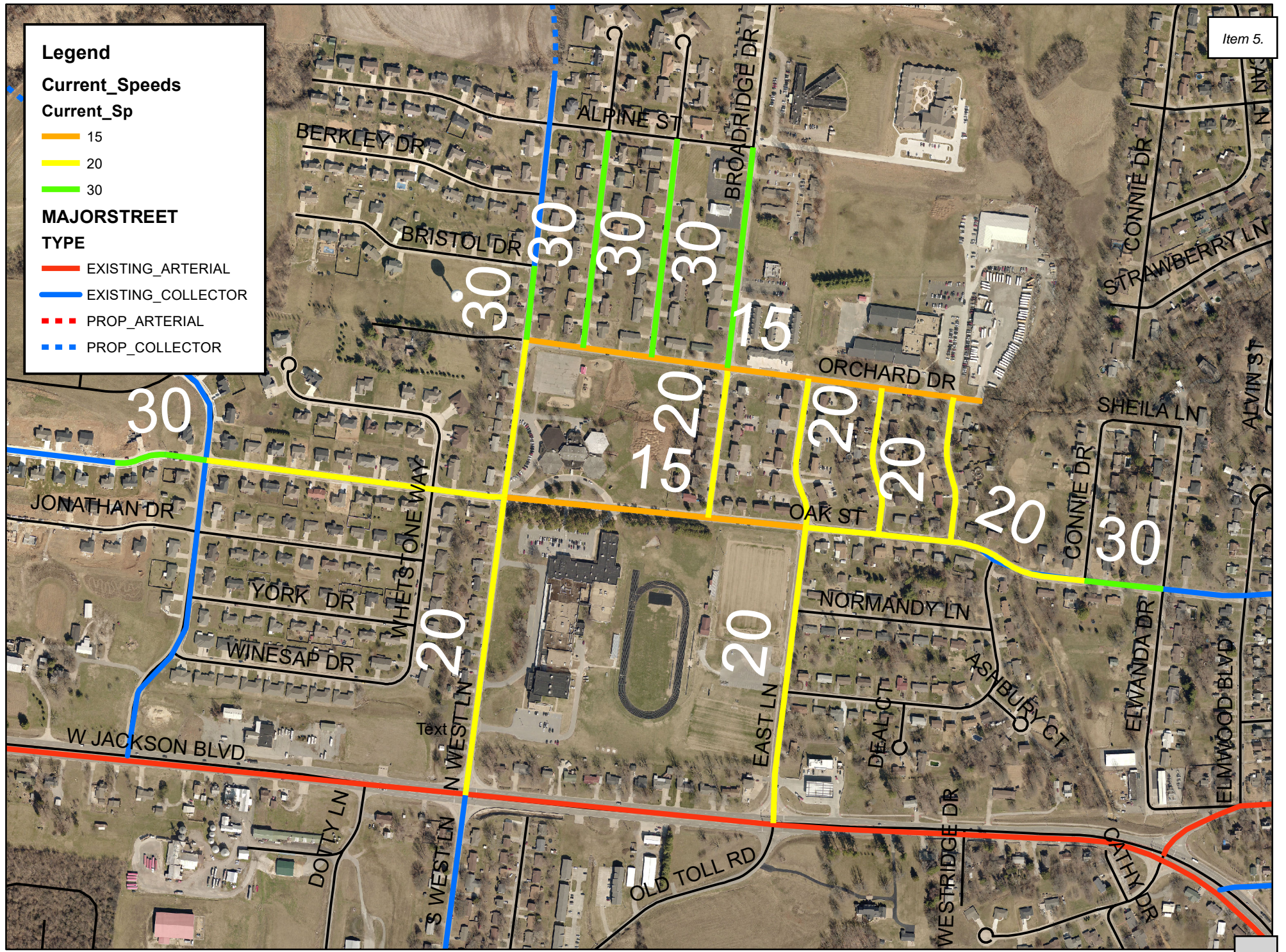
>

> Respectfully,

>

> Mary Harriet Talbut

>





City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: February 26, 2025

RE: Request for abandonment of a portion of West Madison Street and South Oklahoma Street

The Jackson R-2 School District is requesting abandonment of one block of West Madison Street and a portion of one block of South Oklahoma Street to allow them the ability to provide better security for events at the football stadium.

Dr. Keenan Kinder will be at the study meeting to present their request.

Easements will need to be retained to allow access to utilities as well as an agreement to provide gate keys to city utility departments who may need to respond to emergency utility issues. A Memorandum of Understanding would be appropriate.

As always, if you have questions, please contact me at jsanders@jacksonmo.org or 573-243-2300 x 2031.



Jackson R-2 School District

Dr. Scott Smith
Superintendent

Dr. Matt Lacy
Assistant Superintendent

Dr. Keenan Kinder
Assistant Superintendent

Dr. Jessica Maxwell
Associate Superintendent

Merideth Pobst
Chief Marketing & Communications Director

Janelle Pope
Associate Superintendent

Dr. Keenan Kinder
Assistant Superintendent - Safety and District Operations
614 East Adams St.
Jackson, MO 63755

Tuesday, February 25, 2025

Board of Aldermen
Jackson
101 Court Street
Jackson, MO 63755

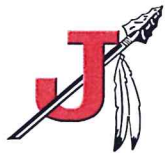
Dear Jackson Board of Aldermen,

I hope this letter finds you well. I am writing to respectfully request that the Board of Aldermen consider allowing the Jackson R2 School District to take over the section of W. Madison Street adjacent to Jackson Sr High School and the football stadium. This request stems from a growing concern for the safety of our students, staff, and visitors, as well as our ongoing efforts to enhance the overall campus environment.

The section of W. Madison Street in question currently runs directly next to our high school campus and the football stadium, an area that is often frequented by students, parents, and spectators during school events. Particularly on game days, the current infrastructure poses significant safety risks.

By assuming responsibility for this portion of the street, our school district would be able to make necessary improvements that directly benefit both our school community and the surrounding neighborhood. Specifically, we plan to:

1. **Enhance safety** by creating a concourse around the south side of the stadium where our weapons detectors might be utilized.
2. **Improve lighting** around the stadium on the south side.
3. **Expand the high school campus** with student-friendly areas that contribute to a safer and more inviting environment.



Jackson R-2 School District

Dr. Scott Smith
Superintendent

Dr. Matt Lacy
Assistant Superintendent

Dr. Keenan Kinder
Assistant Superintendent

Dr. Jessica Maxwell
Associate Superintendent

Merideth Pobst
Chief Marketing & Communications Director

Janelle Pope
Associate Superintendent

4. **Ensure ongoing maintenance and improvements** tailored specifically to the needs of our school community.

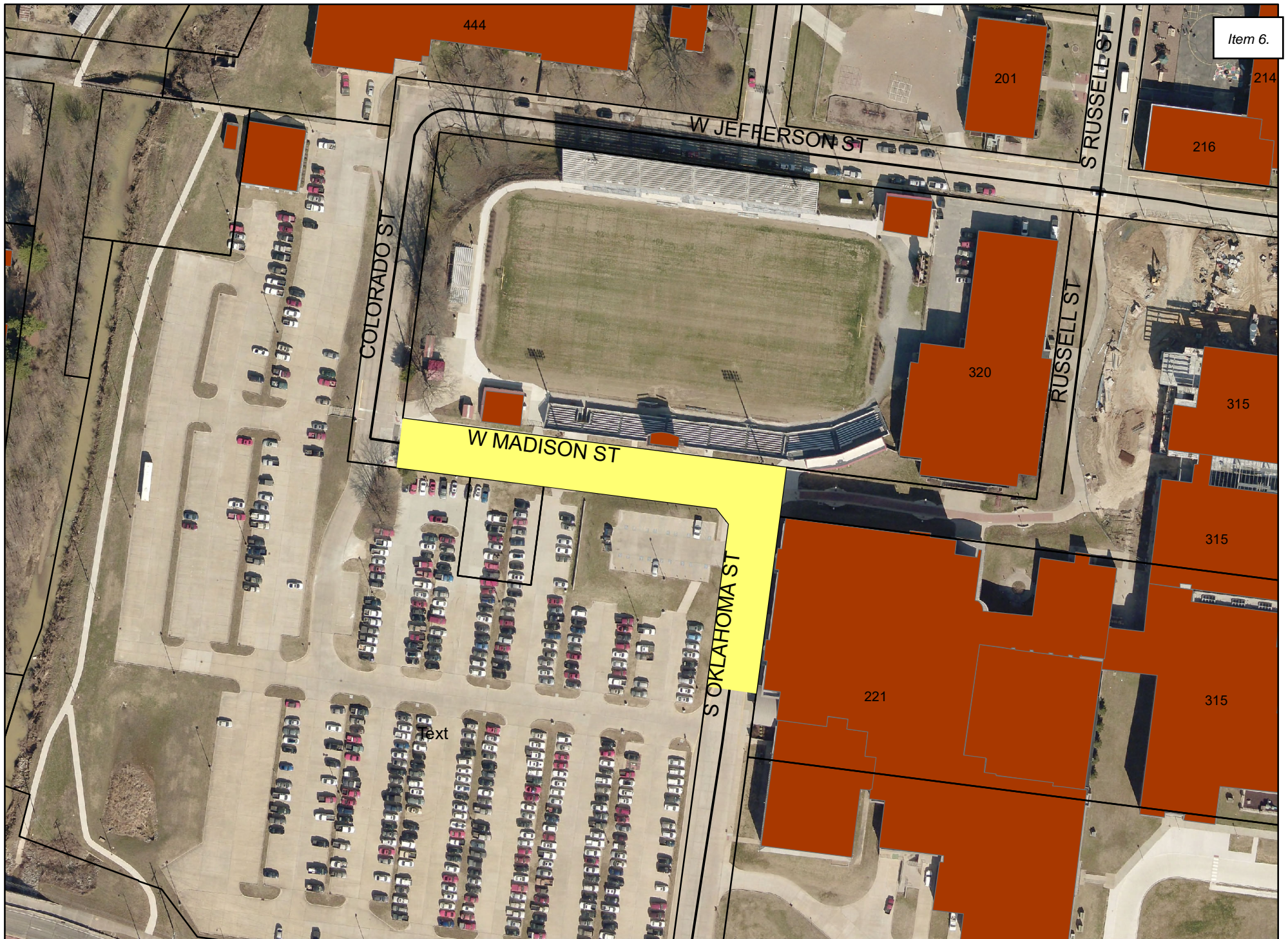
We understand that this request may raise some concerns, and we are committed to working closely with the Board of Aldermen, city officials, and the local community to address any potential challenges. Our primary goal is to ensure the safety and well-being of our students, staff and patrons while improving the overall high school experience.

We would be grateful for your consideration of this request, and we are more than willing to meet with the Board to discuss this proposal in greater detail. Thank you for your time and your dedication to the continued growth and safety of our community.

Sincerely,

Dr. Keenan Kinder

Assistant Superintendent - Safety and District Operations
Jackson R2 School District



Item 6.



W. Madison St. / Oklahoma St.
Partial Abandonment Request
Jackson R-2 Schools

2/27/20

59





City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: March 11, 2025

RE: Request for Proposals - GIS Services

In January, a Request for Proposals was issued for GIS Services, seeking a vendor to serve as the City's GIS provider in lieu of filling the former GIS Technician position. We expect a contracted firm to provide the expertise necessary to migrate our maps and data to the current ArcGIS format while also providing greater efficiency in producing map updates.

Twenty-nine vendors from throughout the country requested RFP packets. Ten of those GIS providers submitted proposals. All proposal packets were opened and reviewed. Staff recommends Alliance Water Resources, Inc. for further contract negotiations. If an agreement cannot be reached with Alliance, the City will proceed with negotiations with an alternate vendor.

We plan to present a proposal and contract for the Mayor and Board to consider at an April Board meeting.

As always, if you have questions, please contact me at jsanders@jacksonmo.org or 573-243-2300 x 2031.

CITY OF JACKSON

2025 GIS Services
PROPOSAL DUE DATE:
February 18, 2025

TABULATION SHEET

RANK	CONSULTANT	Proposed Method	Fee Scale Range	Addl Expenses	Understanding of Project (1-3) 1=Not Understood 2=Pt Understood 3=Understood	Size of Project Team	Location	Innovative Applic	Notes	Rec'd
2	TREKK Design Group, LLC	Remote work as extension of city staff remotely with field work by Smith & Co.	\$27.00-\$101.00 with up to 7% annual escalation	Addl Expenses / Equipment Rates for various equip / or Negotiated Rate	3		Fenton, MO	Partnering with Smith & Co for field work (engineer fee structure included)	Has worked with Ava, Monett & Carthage	2/18 8:23a
	Emerald Energy & Exploration Land Company	No method of work proposed. Documents are all qualifications and history.	\$70.00-\$100.00/hr	Lodging at GSA per Diem & Mileage at IRS rate	2	5	Corbin, KY		Overall business focus seems to be land management and infrastructure projects. Uses a proprietary system for data integration into maps. Rates typically updated on 3-yr cycle.	2/14 9:42a
3	SAM, LLC	Proposing remote team from KC or Maryville MO with onsite team as needed. Intent is to form ongoing partnership with Jackson.	\$85.00-275.00/hr	Equipment Rates for GPS Receiver & UTV	3	8+	St. Louis / Kansas City / Maryville MO		Manages & maintains many GIS programs including St. Joseph, MO. / MSAG experience / projects for Sikeston Board of Municipal Utilities & Farmington / Created & maintains Ste. Gen's E911 GIS / long list of MO clients / Very little of proposed method was tailored to Jackson	2/14 10:04a
	BPM Advisors	Remote with on-site as needed. Duties are detailed in work plan and doesn't leave city opportunity to set goals and priorities. Expects there to be a project closeout at the end of their set schedule of tasks only slightly related to our scope of work	\$175 / hr	None listed	1	7	La Canada, CA		Called before submitting proposal asking how they could get the job. RFP started with things that could go wrong with city at fault. Developed NG911 GIS Map for Mo Dept of Public Safety	2/18 10:08a
4	ArcGIS Solutions, Inc	Remote with on-site as needed (from AR)	\$61.00-\$145.00 / hr calculated to \$56,197 total	Travel capped at \$1,000 per person per visit if less than 3 days / Equipment & other reimbursable expenses (pre-approved by city)	3	4	Aurora, CO	Augmented Reality Add-On	Tyler Technologies Partner / Assumes we know what FME means / Serves as GIS department for Village Oak Lawn, IL / Starts with GIS assessment & recommends GIS tools / ad-hoc staffing services / Cemetery widget for lot purchases / City has limited access to SharePoint folders (?) / Custom tools to be designed (locks us in?)	2/18 10:08a
	MGT Impact Solutions, LLC	Remote with periodic onsite. Assess & clean up data / migrate to ArcGIS Online & train city staff in ongoing use	\$229,362 (total)	None listed	1		Sacramento, CA		Did not submit schedule of individual fees. Fees include \$20,851 in travel fees. Uses City's existing ESRI licenses and their equipment. Expects project to be closed out in one year.	2/18 10:08a
1	Alliance Water Resources, Inc	Alliance employee in City Hall using city equipment, ArcGIS licenses, and vehicle	\$60.00 / hr	Addl \$5 / hr if Alliance provides vehicle & fuel	3	6-Apr	Columbia, MO		Alliance would hire additional full-time GIS Coordinator to fill this position. Would they expect Jackson to utilize this position full time?	2/19 9:47a
	Cole & Associates	Proposes to serve as supplement to in-house GIS solutions and to provide training to city staff, re-working of geodatabases and migration to Online to be turned over to city at completion	\$110-\$300 / hr	None listed	2	4	St.Louis, MO		Product to be handed over to city at conclusion.	2/19 12:45p
	Geographic Communication Systems (GCS)	Remote with on-site presence for start-up, mobile data collection & final deliverables	\$175 / hr	Travel / Data Hosting / Third-Party Software Licensing / Custom GIS Tools	3	7	Missoula, MT	Public Cemetery Maps / Automate Processes	No Attest Signature / Understands not to require 3rd party licensing / National Gov't & International Experience / Former ESRI developer	2/19 12:45p
4	Mi-Tech	Remote with on-site presence for mobile data collection or meetings as needed	\$95-\$143/hr	None listed	3	\$ 3.00	Green Bay, WI	Online with user restrictions for security / plan to streamline data workflow	Large section of submission devoted to QA/QC qualifications / Qualified NG911 vendor in MO	2/19 12:45p

**City of Jackson, Missouri
Proposal for GIS Services**



206 South Keene St.
Columbia, MO
65201

Office: (573)874-8080
Fax: (573)443-3833
AllianceWater.com



February 18, 2025

City of Jackson
101 Court Street
Jackson, Missouri 63755

Re: Request for Proposals for GIS Services

Alliance Water Resources welcomes the opportunity to present the City of Jackson with qualifications and two (2) price proposals related to the City's Request for GIS Services.

Alliance is a Columbia, Missouri-based company providing water and wastewater services to many communities in the Midwest and Southeast. Alliance also provides the GIS services outlined in the City's RFP to many of our current clients, most notably Cape Girardeau, where Alliance has provided full municipal GIS services for 10 plus years.

Both options presented herein include a full-time GIS Coordinator dedicated to the City of Jackson to oversee GIS Services as directed by the Project Manager. The key difference is vehicle usage/fuel.

The fee for phase 2 would be negotiated in 6 months and annually thereafter.

We are prepared to partner with the City of Jackson in the continuation of its GIS program to streamline and advance your asset management initiatives.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Bart Downing". The signature is fluid and cursive, with a large loop at the end.

Bart Downing
Director of Business Development
bdowning@alliancewater.com
(816) 387-3559

Table of Contents

PROPOSAL FORM & EVIDENCE OF AUTHORITY TO SIGN	3
ATTACHMENT A – SCHEDULE OF FEES	10
ATTACHMENT B – WORK STRATEGY.....	11
Work timetable.....	11
Key employees	12
Hardware and software to be utilized	12
Sub-contractors	12
ATTACHMENT C – COMPLETED PROJECTS & REFERENCES	13
Completed Projects.....	13
City of Cape Girardeau, Missouri	13
Martin County Utility District, Kentucky.....	13
Clay County Public Water Supply District #6, Missouri	14
Franklin County, Missouri.....	14
References.....	14
ATTACHMENT D – KEY EMPLOYEE PROFILES	15

PROPOSAL FORM & EVIDENCE OF AUTHORITY TO SIGN

PROPOSAL FORM**1. Proposal Recipient**

This Proposal is submitted to:

Office of the City Clerk
City Hall – City of Jackson
101 Court Street
Jackson, Missouri 63755

The undersigned Proposer proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Owner in the form included in the Request for Proposal Documents to perform all Work specified or indicated in the Request for Proposal Documents for the prices in this Proposal and in accordance with the other terms and conditions of the Request for Proposal Documents.

2. Proposer's Acknowledgements

By signing and submitting a Proposal Form, the Proposer acknowledges that Proposer understands and accepts all of the terms and conditions of the Instructions to Proposers. This Proposal will remain subject to acceptance for sixty (60) days after the Proposal opening, or for such longer period of time that the Proposer may agree to in writing upon request of Owner.

In submitting this Proposal, Proposer represents that:

- a. Proposer has examined and carefully studied the Request for Proposal Documents, and any data and reference items identified in the Request for Proposal Documents, and hereby acknowledges the receipt of the following Addenda, if any (if no Addenda are issued, mark "N/A"):

Addendum No.	Addendum, Date
N/A	N/A

- b. Proposer has become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- c. Proposer is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- d. Proposer has carefully studied all Supplementary Conditions of the Proposal Documents and is aware of any special, uncommon, or any requirements beyond the general requirements and description of the Work.
- e. Proposer has considered the information known to Proposer itself, information commonly known to Businesses or Vendors doing similar business and the Request for Proposal Documents with

respect to the effect of such information, observations, data, and documents on the cost, progress, and performance of the Work, the means, methods, techniques, sequences, and procedures of work to be employed by Proposer, and Proposer's security precautions and programs.

- f. Proposer agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, studies, or data are necessary for the determination of this Proposal for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Request for Proposal Documents.
- g. Proposer is aware of the general nature of work to be performed by Owner and others that relates to the Work as indicated in the Request for Proposal Documents.
- h. Proposer has given Owner written notice of all conflicts, errors, ambiguities, or discrepancies that Proposer has discovered in the Request for Proposal Documents and confirms that the written resolution thereof by Owner is acceptable to Proposer.
- i. The Request for Proposal Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- j. The submission of this Proposal constitutes an incontrovertible representation by Proposer that Proposer has complied with every requirement of this Article, and that without exception the Proposal and all prices in the Proposal are premised upon performing and furnishing the Work required by the Request for Proposal Documents.

3. Proposer's Representations

By submitting this Proposal Form, Proposer certifies that:

- a. This Proposal is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- b. Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham Proposal;
- c. Proposer has not solicited or induced any individual or entity to refrain from submitting a Proposal; and
- d. Proposer has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:
 - i. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the selection process;

- ii. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the selection process to the detriment of Owner, (b) to establish Proposal prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - iii. "collusive practice" means a scheme or arrangement between two or more Proposers, with or without the knowledge of Owner, a purpose of which is to establish Proposal prices at artificial, non-competitive levels; and,
 - iv. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or affect the execution of the Contract.
4. Schedule of Fees

ATTACHMENT A - SCHEDULE OF FEES

Schedule of Fees shall include hourly rates for each level of employee proposed to be part of the project and shall include any overhead, administrative, travel, facility, equipment, and any other fees or costs that will be used to calculate the cost of Work at a total hourly rate.

5. Work Strategy

ATTACHMENT B – WORK STRATEGY

Work strategy shall include details of the physical location where Work is to be performed, a list of key employees who will perform and supervise the Work, details of the hardware and software to be utilized, including any Esri licenses or other related licenses or software, the method(s) of transferring files from and to the City and its GIS partners, and instances, if any, in which a Sub-contractor would be utilized.


6. List of Sub-contractors

The names of Sub-contractors to be used for this Work shall be entered in the spaces provided below. Upon award of a contract, the named Sub-contractors shall be used, without exception. Any substitution of named Sub-contractors to be used for this Work shall be subject to concurrence of the Owner and shall be confirmed by Change Order. Failure to furnish all information requested in this listing may be cause for rejection of the Proposal.

	Area of Work	Name of Sub-contractor (state "None" if Proposer will complete all Work)
1.		
2.		
3.		

7. Proposal Submittal AgreementProposer: Alliance Water Resources, Inc.By: 
(signature)Timothy H. Geraghty
(print)President

(title)

Attest: 
(signature)Mary Ann J. Perkins
(print)Secretary

(title)

Note: If Proposer is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.

Address for giving notices to Proposer:

Contact Name: Bart DowningMailing Address (City, ST, ZIP): 206 S Keene St., Columbia, MO 65201Phone: 816-387-3559Email: bdowning@alliancewater.com

No. 00185023

STATE OF MISSOURI



Rebecca McDowell Cook
Secretary of State

CORPORATION DIVISION
CERTIFICATE OF AMENDMENT

WHEREAS,

ALLIANCE WATER RESOURCES, INC.

a corporation organized under The General and Business Corporation Law has delivered to me a Certificate of Amendment of its Articles of Incorporation and has in all respects complied with the requirements of law governing the Amendment of Articles of Incorporation under The General Business Corporation Law, and that the Articles of Incorporation of said corporation are amended in accordance therewith.

IN TESTIMONY WHEREOF, I have set my hand and imprinted the GREAT SEAL of the State of Missouri, on this, the 11th day of JULY, 2000.

Rebecca McDowell Cook
Secretary of State

\$25.00



ATTACHMENT A – SCHEDULE OF FEES

Option A: Cost to include use of City Hall and access to City-owned equipment including computer(s), printer(s), GPS unit, and vehicle/fuel for GPSing:

\$60 per hour

Option B: Cost to include use of City Hall and access to City-owned equipment including computer(s), printer(s), and GPS unit, but excluding vehicle/fuel:

\$65 per hour

ATTACHMENT B – WORK STRATEGY

Alliance Water Resources Inc. (AWR) has an established, specialized but well-rounded team of GIS professionals in southeast Missouri that can be grown upon to incorporate the City of Jackson's needs.

Our strategy for Jackson is very similar to our approach in Cape Girardeau: we propose hiring a full-time GIS Coordinator to be stationed in Jackson City Hall, who will leverage expertise and experience from the Cape Girardeau GIS team and ultimately unite to form a regional Cape Girardeau/Jackson GIS team.

Work timetable

Phase 1

The focus of Phase 1 would be migrating to ArcGIS Online/ArcGIS Pro and identifying a GIS Coordinator specific to Jackson. AWR staff will also perform other GIS services as requested. See below the proposed timeline of progress for the first 6 months:

- Upon award: AWR will begin search for Jackson GIS Coordinator; key employees will meet with City staff and establish workstation at City Hall
- Month 1: AWR will have completed a catalog of GIS data and will develop a database structure to be presented to the Project Manager; ArcGIS Online platform will be initiated
- Month 2: ArcGIS Online will be operational with minimal data migrated in; City will be provided initial ArcGIS Online training for select staff
- Month 3: Jackson GIS Coordinator hired
- Month 4: 50% of data is available on ArcGIS Online; additional training is provided to City end users including how to access and view system
- Month 5: 75% of data is available on ArcGIS Online
- Month 6: All data is available on ArcGIS Online; select City staff is provided with ArcGIS Pro training

Phase 2

In an effort to consolidate resources and provide long-term stability, we propose pursuing an Intergovernmental Agreement (IGA) with the City of Cape Girardeau for GIS Services. Cape Girardeau City Management has expressed an interest in exploring this possibility. AWR could facilitate these discussions between Cities.

The cost for Phase 2 would be presented at an amount less than or equal to Phase 1 (dependent on terms of such an IGA). The scope of Phase 2 includes the following ongoing tasks:

- Maintenance and upkeep of all items as defined in Attachment A "Schedule of Map Updates"
- Review historical ordinances to capture and map easements
- Vetting of existing data
- Digitization of paper maps
- GPS activities

- Develop SOPs for ongoing data management
- Other GIS activities as requested

Key employees

All Jackson GIS operations would have oversight from Regional Operations Manager, Erica Bogenpohl, PE, GISP. Erica has a uniquely beneficial perspective of the project scope given her tenure as Jackson's Staff/City Engineer from 2012-2017.

AWR's Process Optimization Specialist, Blake Kiefner, would be engaged upfront and as needed to develop and build the framework for the new database. Blake's programming skills would also be utilized to automate workflows or repetitive tasks.

Teresa Heifner, our GIS Coordinator for the City of Cape Girardeau, will be a key contributor due to her successful track record managing Cape Girardeau's GIS system. Teresa has collaborative working relationships with Jackson's previous GIS employees and County employees. Teresa will be critical when it comes to the development of dataset structures and SOPs thereof.

A new, to-be-determined GIS Coordinator would be Jackson's main point of contact.

The Cape Girardeau division employs two additional GIS Technicians who could aid in any number of tasks as Jackson-specific processes are developed.

Erica and Blake live in Cape Girardeau County and Teresa is a City of Jackson resident. More about each key employee can be found in Attachment D.

Hardware and software to be utilized

AWR staff would utilize City of Jackson computers and equipment that are reserved for the previous Jackson GIS Department. If ArcGIS Pro is not already installed at this workstation, AWR employees would make it so. AWR staff would work within the confines of Jackson's existing Esri licenses; no additional licenses are needed for our staff.

We envision the architecture being such that layers and datasets are available to be downloaded from ArcGIS Online (password protected of course), eliminating the need for any manual transfer of files.

Sub-contractors

We do not anticipate utilizing any sub-contractors for the current scope of work as defined in the Proposal Documents.

ATTACHMENT C – COMPLETED PROJECTS & REFERENCES

Alliance Water Resources (AWR) has been managing GIS services for our water and wastewater partners for over 10 years. Our approach has always been centered on practical and economical systems with the focus on the objectives of the end users.

In addition to the Esri suite, AWR also has staff trained in the use of QGIS and GeoSync.

The following project list will showcase that our company has a proven history of developing and managing scalable systems with a wide range of objectives.

Completed Projects

City of Cape Girardeau, Missouri

This southeast Missouri city of 40,000 has held a contract with AWR to manage their water system since 1992. As technology grew, GIS services became a necessary part of effective water system management. In addition to digitizing historical maps and plans, tap and repair records were also scanned into the system. This eliminated the need to travel back to the office because all water system data could be remotely accessed. The City of Cape Girardeau was not seeing similar GIS success from other city departments, so in 2014, an agreement was signed for AWR to provide full municipal GIS services. Alliance hired a full-time GIS Coordinator to work directly with the engineering, planning, and inspection services departments. Job duties for the existing water system GIS Technician were expanded to include data management of all public works utilities. These two Cape Girardeau employees, leveraging additional company expertise, worked to develop an ArcGIS Enterprise database, integrate GIS data into the municipal billing system, and created dozens of web applications for various city departments and the public, all within the first 2 years.

In the following years, staff created and continue to maintain hundreds of layers including street centerlines, zoning, easements, subdivisions, addresses, structures, flood plains, police reports, liquor licenses, historical districts, city limits, and more. This is all in addition to the dozens of layers related to utilities including water, sewer, storm sewer, fiber optic, and electric.

Martin County Utility District, Kentucky

Located in the Appalachian foothills bordering West Virginia, this community partnered with AWR in 2020 and of primary interest was tracking water leaks. This location was the pilot launch of GeoSync for AWR clients. Existing reference data and aerial imagery from the district, county and state were compiled and migrated into GeoSync within 2 months of launch. A GPS unit was purchased in February 2021 and over 4,600 assets have been mapped to date. In addition to static utility data, the system has been utilized to track dynamic work order history, particularly regarding water leaks. Utility Billing staff, upon receiving a call for service, use GeoSync to create a work order. Utility Workers use GeoSync to update the status and record resources. Tracking this information via GIS provides insight into spatial patterns that would otherwise go undetected, not

to mention allowing for easily accessible and searchable asset maintenance records. This information will be crucial for capital improvement planning.

Clay County Public Water Supply District #6, Missouri

Officials in this rural district just north of Kansas City had concerns about utilities going mislocated or unlocated, leading to dig ups. They had nary a single, paper map of their water system. AWR GIS professionals used QGIS, a free, open-sourced software, to georeference the data into digital layers. The data has since been added to, edited, and verified using a GPS unit, increasing the data accuracy and ability to access it, and thereby reducing the potential for damages.

Franklin County, Missouri

For years, this central Missouri division was successfully utilizing Esri products to track their utility data. Upon a comparison exercise, the decision was made to migrate to GeoSync. The Esri system has greater capability, but it was realized that many add-ons are underutilized and unnecessary for the effective management of a system of this size. The transition took 1 month and will save thousands of dollars for the water district every year.

References

Casey Brunke, P.E.
Public Works Director
City of Cape Girardeau, MO
(573) 339-6351
cbrunke@cityofcape.org

Trevor Pulley
Deputy City Manager
City of Cape Girardeau, MO
(573) 339-6320
tpulley@cityofcape.org

Harold Winnie
Board President
Clay County Public Water Supply District No. 6
Kearney, MO
(816) 589-8867
Harold.Winnie@dot.gov

ATTACHMENT D – KEY EMPLOYEE PROFILES

PROFESSIONAL CREDENTIALS

Erica Bogenpohl, PE, GISP

Regional Operations Manager

Profile

Erica Bogenpohl is a licensed Professional Engineer with 13 years of industry experience. She has well rounded knowledge of project management in public works and water system improvements. Not only is Erica a P.E., she also achieved certification as a Geographic Information Systems Professional (GISP) and holds additional licenses in water distribution, water treatment, wastewater treatment, and wastewater collections.

Current Responsibilities

As Regional Operations Manager located in southeast Missouri, Ms. Bogenpohl's primary responsibilities include client relations, problem solving, and mentoring. Erica has contract management for several divisions across Missouri and Kentucky including Cape Girardeau and Ste. Genevieve. Erica also implemented and oversees the companywide GIS program by initiating and updating programs, training staff, and maintaining databases.

Prior Experience

Erica began as a staff engineer for Jackson, MO and was promoted to City Engineer upon earning her P.E. licensure. Ms. Bogenpohl's responsibilities included construction project contract administration and supporting public works, building and planning, parks and recreation, and public safety departments. She functioned as the stormwater manager, maintaining the City's MS4 permit with MO-DNR and developed specifications for and managed an "Owner Supervised Program" approved by MO-DNR.

Ms. Bogenpohl was hired by Alliance as a Utilities Engineer II in 2017 and became responsible for implementation of a new asset management system. She participated in the City's Emergency Management Team and has been key to overall improvement and utilization of technology for the City and Alliance. Ms. Bogenpohl has identified process deficiencies and became part of solutions to improve real time data tracking, saving the client over \$30,000 and led an effort to convert a paper work order system to electronic resulting in significant operating costs reductions. She is credited with developing an in-house drinking water treatment and distribution certification prep training program with a 75% pass rate. Upon her promotion to Local Manager II for the Cape Girardeau, MO division of Alliance, Erica became responsible for oversight of the City's 300 miles of water distribution mains, 10 water storage tanks, 2 water treatment plants, 7 pressure booster stations, 220 miles of wastewater collection system mains, and service to over 18,000 customers.



Areas of Special Expertise

- ☐ Geographic Information Systems Management
- ☐ Implementing technology based solutions
- ☐ Project Management

Education

- ☐ B.S. Geological Engineering Missouri University of Science & Technology
- ☐ M.S. Geological Engineering Missouri University of Science & Technology

Certifications/ Registrations/ Memberships

- ☐ Professional Engineer, Licensed in Missouri
- ☐ Geographic Information Systems Professional Certification (GISCI)
- ☐ MO-DNR Class "D" Drinking Water Treatment Certification
- ☐ MO-DNR DS II Water Distribution Certification
- ☐ MO-DNR Class "D" Wastewater Treatment Certification
- ☐ Missouri Water Environment Association Class A Collections Systems Operator
- ☐ Missouri Water Environment Association Website Committee Chairperson
- ☐ Water Environment Federation

PROFESSIONAL CREDENTIALS

Blake Kiefner

Process Optimization Specialist

Profile

Mr. Kiefner is a highly skilled professional with over a decade of experience spanning automation systems, industrial plant maintenance, GIS technology, and water/wastewater operations. A graduate with a Bachelor of Science degree in Audio Engineering, he has successfully translated his technical background into a multifaceted career focused on systems optimization and operational efficiency.

Current Responsibilities

As the Process Optimization Specialist at Alliance Water Resources, Mr. Kiefner oversees the GIS team serving the City of Cape Girardeau and provides GIS support across all Alliance divisions. He collaborates closely with the Local Manager, superintendents, city engineering teams, and contracted firms on capital improvement projects, leveraging his technical and operational expertise to streamline workflows and reduce costs. He frequently applies data science techniques to large datasets to identify trends, uncover opportunities for improvement, and implement effective solutions. Mr. Kiefner also compiles monthly operations reports for multiple clients, ensuring transparent communication of system performance and compliance metrics. His skill in identifying and implementing process improvements benefits both internal teams and the communities served by Alliance Water Resources.

Prior Experiences

Mr. Kiefner's career began with four years in private security and automation systems, followed by two years in industrial plant maintenance, where he diagnosed, repaired, and maintained critical equipment.

He then served for two years as a GIS Technician, applying geospatial solutions to enhance municipal infrastructure management. Building on these roles, he spent three years as the Production Superintendent overseeing plant operations before stepping into his current position as a Process Optimization Specialist.



Areas of Special Expertise

- ☐ GIS Specialist
- ☐ Leadership and Management Skills
- ☐ Audio Engineering
- ☐ System Optimization
- ☐ Operational Efficiency

Education

- ☐ Bachelor of Science Audio Engineering - Belmont University Nashville, Tennessee

Certifications/Registrations/ Memberships

- ☐ Class "A" Water Treatment Certification Missouri
- ☐ Distribution System II Certification Missouri
- ☐ Class "D" Wastewater Treatment Certification Missouri
- ☐ Class "C" Collections System Certification Missouri
- ☐ Alliance Water Resources President's Award of Excellence
- ☐ 2024 Chairman - Missouri Water and Wastewater Conference Southeast Section
- ☐ Missouri Water and Wastewater Conference State SE Section Planning Committee

PROFESSIONAL CREDENTIALS

Teresa Heifner

GIS Coordinator

Profile

Ms. Heifner is a professional Geographic Information System (GIS) Coordinator with over 15 years of experience in this specialized field of service.

Current Responsibilities

As the Alliance GIS Coordinator for the City of Cape Girardeau, MO. Ms. Heifner oversees, manages, and creates GIS data for over 250 layers held by the City of Cape in relation to all aspects of City's infrastructure and functions. Ms. Heifner works in depth with the Planning, Engineering & Inspection Departments reviewing Subdivision Plats and Legal Descriptions and commenting on needed changes for them to move toward acceptance. Her ability to read, understand, and draw out legal descriptions is a valuable asset to the City. Ms. Heifner also reviews Engineering Improvement Plans for the City's Engineering Department for projects that are upcoming and evaluates them for needed changes in relation to existing or changing utility infrastructure. She is the 911 addressing authority and manages the other 911 GIS layers for the City of Cape, working closely with Cape Girardeau County to insure all 911 distributed layers to the Call Centers representing the whole county are accurate. Ms. Heifner creates nearly all of the public facing static map documents for various items for the City of Cape, (i.e. street maps, zoning, ward, library & school districts) just to name a few; and maintains the data layers that are hosted on the Public Facing online web map environments. She also works with outside engineering firms when they have questions or needs regarding the City of Cape Girardeau's infrastructure.

Prior Experiences

Prior to joining Alliance in 2014, Ms. Heifner worked for St. Charles County, MO in the GIS Services Department.



Areas of Special Expertise

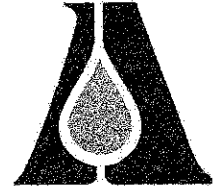
- ❑ GIS Specialist
- ❑ Leadership and Management Skills
- ❑ Project Plan Review
- ❑ Mapping Review and Design
- ❑ Platting and Legal Descriptions

Education

- ❑ Bachelor of Science in Geography
Missouri State University -
Springfield, Missouri
- ❑ Geospatial Information Sciences -
Missouri State University
Springfield, Missouri
- ❑ GIS Specialist Training - Southern
Illinois University Edwardsville,
Illinois

THE ALLIANCE WAY

SUPPORTING OUR CORE VALUES



**We always do our work the ALLIANCE WAY.
That is, the RIGHT way:**

With INTEGRITY

Always maintain the highest moral principles regardless of difficulty.

With SAFETY in mind

*Nothing is so important or so urgent that we cannot perform our work safely.
The safe way is the right way, every day.*

As ENVIRONMENTAL STEWARDS

We are not only protecting the environment; we are enhancing it.

With FISCAL RESPONSIBILITY

*Constantly evaluate revenue and expenses to ensure financial strength and
stability for our clients and our company.*

For OUR TEAM

*Skilled professionals working together with a clear vision and common
purpose.*

**We are successful when our clients are
successful. That is the ALLIANCE WAY.**



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Matt Winters, City Administrator

DATE: March 14, 2025

RE: Retail Development RFP

As Jackson continues to grow, enhancing our retail sector is essential to fostering a vibrant local economy, increasing sales tax revenue, and improving the quality of life for residents. By seeking proposals from experienced retail development consultants, we can leverage industry expertise to attract and retain businesses that will complement and strengthen our local economy.

City staff recommends advertising a Request for Proposals (RFP) for professional retail development services to support the City of Jackson's economic growth initiatives. The purpose of this RFP is to engage a qualified firm to assess, strategize, and implement retail development opportunities that align with our community's long-term vision.

Beginning Tuesday, March 18, staff would like to proceed with advertising the RFP through appropriate channels to ensure we reach a broad and competitive pool of respondents. We will establish a fair and transparent selection process, evaluating proposals based on qualifications, experience, and alignment with the City's strategic objectives.



PUBLIC NOTICE

CITY OF JACKSON, MISSOURI RETAIL DEVELOPMENT SERVICES REQUEST FOR PROPOSALS

The City of Jackson is accepting sealed proposals for Retail Development Services.

Interested parties must submit one (1) complete copy of their proposal to: City Clerk, 101 Court St., Jackson, Missouri 63755, and be clearly marked on the exterior of the packet as “Retail Development Services RFP.” All sealed proposals must be received by Tuesday, April 1, 2025, at 5:00 PM., CDT. Proposals received after that date and time will not be considered.

Copies of the Request for Proposal Documents may be obtained physically or electronically. Physical copies may be obtained in the office of the City Administrator at 101 Court Street, Jackson, Missouri 63755. Electronic copies may be obtained free of charge by visiting the City of Jackson’s website, www.jacksonmo.org, and filling out the Bid Package Request Form or by sending an email to projects@jacksonmo.org.

The City of Jackson reserves the right to waive any informality, technicalities, and to reject any and all proposals. No proposer may withdraw their proposal within sixty (60) days after the actual due date of the proposal. If a contract award is made, it will be to the company most advantageous to the City of Jackson, as determined at the sole discretion of the City.

All questions should be directed to City Administrator, Matt Winters, by phone at (573) 243-3568; or email at mwinters@jacksonmo.org.

Publication Date: March 19, 2025

**RETAIL DEVELOPMENT SERVICES
INTRODUCTION AND BACKGROUND
PURPOSE OF THE REQUEST FOR PROPOSAL**

The City of Jackson provides vital services to City residents and requires capable and competent Retail Development Services.

The City desires a vendor to develop and implement a plan for recruitment and development of retail businesses and restaurants. The selected vendor shall be required to sign a contract agreement which the City determines to be fair, competitive, and reasonable.

Minimum Qualifications:

To be eligible to respond to this Request for Proposal (RFP), the vendor must demonstrate that it has sufficient qualifications, resources, and experience to provide the services described herein. Any respondent that fails to meet all the following minimum qualification requirements may be noted as “non-responsive.” Those qualifications are as follows:

- Vendor shall have a minimum of five (5) years’ experience in retail and restaurant recruitment.
- Vendor shall have a minimum of five (5) years’ experience making outreach to property owners, brokers, developers, retailers, restaurant, and other retail industry players on behalf of their Clients.
- Vendor must demonstrate active participation in the International Council of Shopping Centers and Retail Live.
- Vendor must demonstrate experience in data collection, reporting, and identifying opportunities for the expansion and attraction of new retail sales operations and restaurants.
- Vendor must demonstrate experience with relationships and connections to business and restaurant owners and operators.
- Vendor must have at least ten (10) members of staff with a current Real Estate License.
- Vendor must demonstrate and provide example deliverables for retail businesses and restaurants.

The City is seeking to identify and select an outside independent organization to perform the activities listed above. The remainder of this document provides additional information that will allow a service provider to understand the scope of the effort and develop a proposal in the format desired by the City.

Interested parties must submit a complete copy of their proposal to: City Clerk, 101 Court St., Jackson, Missouri 63755, and be clearly marked on the exterior of the packet as “Retail Development Services RFP.” All sealed proposals must be received by Tuesday, April 1, 2025, at 5:00 PM., CDT. Proposals received after that date and time will not be considered.

GUIDELINES FOR PROPOSAL PREPARATION

Any award of a contract agreement resulting from this RFP will be based upon the most responsive vendor whose offer is the most advantageous to the City in terms of cost, functionality, and other factors as specified elsewhere in this RFP. The City desires to enter in to an agreement with one (1) vendor that can perform all functions requested within this RFP.

The City reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential vendor.
- Accept other than the lowest priced offer if certain factors are met that prove to be advantageous to the City, and
- Award a contract based on initial offers received, without discussions or requests for best and final offers.

Vendor's proposal shall be submitted in several parts as set forth below. The vendor will confine its submission to those matters sufficient to define its proposal and to provide an adequate basis for the City's evaluation of the vendor's proposal.

The submitted proposals are suggested to include each of the following sections:

1. Executive Summary
2. Scope and Approach: Retail and Restaurant Analysis and Recruitment
3. Dedicated Project Team
4. Detailed Pricing
5. References
6. Minimum Qualifications

The requirements for each of the above-mentioned sections are outlined herein.

DETAILED RESPONSE REQUIREMENTS

I. EXECUTIVE SUMMARY

This section must be a high-level synopsis of the vendor's responses to the RFP. The Executive Summary should be a brief overview of the engagement that identifies the main features and benefits of the proposed work.

II. SCOPE AND APPROACH: RETAIL AND RESTAURANT ANALYSIS AND RECRUITMENT

Include detailed information and technical expertise, by phase. This section should include a description of each major type of work being requested of the vendor. The proposal shall reflect each of the requirements listed in the Scope of Work Section of this RFP.

II. DEDICATED TEAM

Include information on the team that will be interacting with the City.

III. DETAILED PRICING

Include an investment schedule for a minimum of three (3) years of service.

IV. REFERENCES

Provide five (5) current references for similar communities in which the vendor has performed similar work in Retail and Restaurant Recruitment and Analysis.

V. MINIMUM QUALIFICATIONS

This section must present the criteria identified in the Minimum Qualifications and include proof or examples showing the vendor meets the minimum qualifications.

VII. SCOPE OF WORK

The City is seeking services to develop a plan for the attraction of retail businesses and restaurants to Jackson. The City will work closely with the vendor to enhance business retention, identify City's strengths and weakness and leverage those into a retailer's or restaurant's decision to locate inside the City limits. The vendor shall serve as an extension to the staff.

A. RESEARCH

1. Identify market retail trade area using political boundaries, drive times and radii and custom boundary geographies
2. Perform market and retail GAP analysis for trade area (i.e. leakage and surplus)
3. Conduct retail peer market analysis
4. Tapestry lifestyles – psychographic profile of trade area / market segmentation analysis
5. Customized retail market guide including aerial map with existing national retailer brands and traffic counts
6. Identification of a minimum of 30 retail prospects to be targeted for recruitment
7. Updates provided on retail industry trends
8. Custom on-demand demographic research – historical, current, and projected demographics – to include market trade areas by radius/drive time, and custom trade area

B. REAL ESTATE ANALYSIS

1. Identify, evaluate, and catalog priority commercial properties for development, redevelopment, and higher and best use opportunities.
2. Identify priority business categories for recruitment and/or local expansion
3. Actively initiate outreach to local brokers and landowners.

C. RETAIL AND RESTAURANT RECRUITMENT

1. Retail and restaurant recruitment plan summarizing all customized analytics, target zones for real estate, retail, and restaurant categories for recruitment focus.
2. Proactive retail and restaurant recruitment for targeted zones.
3. Will contact a minimum of thirty (30) retailers, restaurant owners, brokers, and/or developers.
4. Updates on new activity will be provided to City's designated primary point of contact via Basecamp, telephone, or email on a monthly and/or as needed basis.
5. One (1) market visit per calendar year will be included in the agreement, and any travel outside of the agreement may be approved and paid for by the City.
6. Conference representation and provide updates according to the yearly conference schedule.

ARTICLE VI – CITY BOARDS AND COMMISSIONS

Division 4 – Economic Development Board

Sec.-3-280. Established.

There is hereby established an advisory board to be known as the "Economic Development Board" (EDB). The mission of the EDB is to assist existing businesses, attract new businesses and stimulate capital investments in the City. The EDB's goals are improving the City's economic well-being through efforts that entail job creation, job retention, tax base enhancements, annexation, housing and quality of life.

Sec.-3.281. Membership, Appointment, Qualifications, Term.

- A. Members. The EDB shall consist of ten (10) voting members, including the Mayor.
- B. Appointment. The Mayor, with the consent and approval of a majority of the Board of Aldermen, shall appoint all members to the EDB, including, as follows:
 - 1. Mayor
 - 2. Board of Aldermen Representative
 - 3. Board of Aldermen Representative
 - 4. City Administrator
 - 5. Chamber of Commerce Representative
 - 6. UJRO Representative
 - 7. Jackson R-2 School Administration Representative
 - 8. City Citizen at Large
 - 9. County Citizen at Large
 - 10. County Citizen at Large

Appointment of a successor or reappointment of a member shall be effective on or about May 1 following expiration of the member's term. Members shall continue to hold office until reappointed or their successor is appointed. The Mayor, with the consent and approval of a majority of the Board of Aldermen, shall appoint a person to fill the unexpired term of that member.

- C. Qualifications. Members should show an interest in the purposes set forth in Sec.-3-280.

- D. Terms. Appointments by the Mayor shall be for terms of three (3) years; except that of the members first appointed, the Mayor shall designate four (4) to serve for a period of one (1) year, four (4) to serve for a period of two (2) years and the remaining to serve for a period of three (3) years.
- E. Removal. Any member of the EDB may be removed from office for misconduct, neglect of duty, or lack of qualifications by executive order of the Mayor after receiving the consent of a majority of the entire Board of Aldermen, or by six-eighths (6/8) vote of the Board of Aldermen on its own initiative.
- F. Chair and Vice Chair. The Mayor, with the consent and approval of a majority of the Board of Aldermen, shall appoint a Chair and Vice Chair annually on or about May 1 for a term of one (1) year. No member shall serve more than two (2) consecutive terms as Chair or Vice Chair.
- G. Staff. A designated City staff member shall interact with the EDB to support economic programming, services and development activities.
- H. Compensation. All members shall serve without compensation.

Sec.-3-281. Meetings.

The EDB shall meet every other month and at such times as adopted in the rules and regulations set out in Sec. 3-283.

Sec.-3-282. Additional Duties.

- A. The duties of the Economic Development Board shall be as follows:
 1. Advise and make recommendations to the Mayor and Board of Aldermen regarding the sale, acquisition, annexation and development of property.
 2. Advise and make recommendations to the Mayor and Board of Aldermen regarding strategies, objectives and policies to attract and retain business.
 3. Advise and make recommendations to the Mayor and Board of Aldermen regarding strategies, objectives and policies to attract housing developments needed for the growth of the City.
 4. Advise and make recommendations to the Mayor and Board of Aldermen regarding general policy guidelines for the City's economic development programs.
 5. Perform such other duties as from time to time the Mayor and Board of Aldermen may request consistent with the other duties of the EDB.

Sec.-3-283. Board of Aldermen To Promulgate Certain Rules And Procedures As Necessary.

Rules of Procedure may be adopted and amended from time to time by the Board of Aldermen, as necessary.

Sec.-3-284. Report To Mayor And Board of Aldermen.

The EDB shall submit, on or before April 1 of each year, a written report to the Board

MEMORANDUM

To: Mayor, Board of Aldermen and Staff

From: Curt Poore

Date: March 11, 2025

RE: Appointment to Standing Committees

I was asked to review Sec. 3-60 (standing committees) and Sec. 19-17 (procedure for taking office), and render an opinion as to whether the timing of the committee appointments conflict with the code.

The general municipal election is the first Tuesday after the first Monday in April (Section 115.121.3 RSMo). This means for Jackson that the election will take place after the first Board meeting in April and that the newly elected officials will take office at the second Board meeting in April, pursuant to Sec. 19-17.

It has been the practice of the Mayor to make appointments to the standing committees at the second Board meeting in April after the election and the first meeting of the newly elected officials.

Sec. 3-60 tells us when standing committees are appointed. The standing committees are “power, light and water” and “street, sewer and cemetery.” They are appointed, according to 3-60, “(A)t the first regular meeting in the month of May, 1963, and every year thereafter at the same meeting...”

It appears that the timing of the committee appointments does conflict with the code. That is, instead of making the committee appointments at the first meeting in May as required by code, the appointments are actually made the second meeting in April.

What are the solutions?

1. Do nothing. The committees don’t act independently of the Board. The votes of the Board are not rendered void by the early appointment of committees.
2. The Mayor can wait and make the appointments at the first meeting in May and thereby, remain compliant with the code.
3. Sec. 3-60 can be amended to read that the committee appointments will take place at the second regular meeting in April instead of the first regular meeting in May.

Also, another interesting point. The City’s practice of allowing the “old” Board to attend and participate in the second Regular meeting in April appears to conflict with Sec.19-17. Paraphrasing, this section states that the candidate who wins the election “...shall be installed in said office at the first regularly scheduled meeting of the board of aldermen after the

election.” This does not appear to allow the participation at the second meeting in April for the board member who loses his/her election. I wasn’t asked to review this issue but thought it should be pointed out.

The Board’s practice, while perhaps not strictly following the code, has worked for many years without objection. If the Board would like to address this issue, it appears that the easiest solution would be to amend Sec. 3-60 to allow the committee appointments at the second regular meeting in April instead of the first regular meeting in May so that the current practice is followed. I have attached a proposed revised code and a proposed ordinance.

Sec. 3-60. Standing committees—Generally.

At the second regular meeting in the month of April, 2025, and every year thereafter at the same meeting the mayor shall appoint the following standing committees: the power, light and water committee, consisting of four (4) members of the board of aldermen, and the street, sewer and cemetery committee, consisting of four (4) members of the board of aldermen. Such committees shall serve for a period of one (1) year until their successors are appointed and qualified.

(R.O. 1936, ch. 56; Ord. No. 759, § 1; Ord. No. 1682, § 1; Ord. No. 2990, § 3, 3-26-90)

Sec. 43-1. General provisions.

- (a) *Purpose and findings.* The mayor and board of aldermen of the city finds that unkept, unsafe, unsanitary and otherwise improperly maintained premises and structures, sidewalks and easements within the city, in addition to the obvious hazards which these conditions pose to the public health, safety and welfare adversely affect the value, utility and habitability of property within the city as a whole and specifically cause substantial damage to adjoining and nearby property. A property which is merely unkept may reduce the value of adjoining property by more than thirty (30) percent, and if there are sufficient properties which are unkept, unsightly and dangerous, that the habitability and economic well-being of the city are materially and adversely affected. This article conveys to the city administration, in accordance with the procedures set out below, all necessary and proper powers to abate nuisances and other improperly maintained structures and properties as they are described or found to exist, and to charge the costs of their abatement to those responsible, the owners and occupants of the property upon which nuisances exists and those properties themselves. This article is an exercise of the city's police power, and it shall be liberally construed to effect this purpose.
- (b) *Enactment clause and short title.*
 - (1) *Enactment clause.* The mayor and board of aldermen of the city, pursuant to the authority vested by law, hereby adopt and enact this city ordinance known as the "Nuisance Ordinance of the City of Jackson, Missouri."
 - (2) *Short title.* This city ordinance may be known and cited as the "Nuisance Ordinance of Jackson, Missouri."

(Ord. No. 3786, § 1, 11-2-98)

Sec. 43-2. Definitions.

General provisions. For the purposes of this article certain terms used herein are defined as set forth in this and the following sections. All words in the present tense include the future tense; the plural number includes the singular, and all words in the singular include the plural unless the natural construction of the sentence indicates otherwise. The word "shall" is mandatory, not directory.

Abandoned. Any property, real or personal, which is unattended and either open or unsecured so that admittance may be gained without damaging any portion of the property, or which evidences indicate that no person is presently in possession, e.g. disconnected utilities, accumulated debris, uncleanliness, disrepair and, in the case of chattels, location.

Abatement. The removal, stoppage, prostration, or destruction of that which causes or constitutes a nuisance, whether by breaking or pulling it down, or otherwise destroying or effacing it.

Boarded-up building. Any building the exterior openings of which are closed by extrinsic devices or some other manner designed or calculated to be permanent, giving to the building the appearance of non-occupancy or non-use for an indefinite period of time.

Building. Any dwelling, structure or mobile home, factory built house, or part thereof, built for the support, shelter or enclosure of persons, animals, chattels or property of any kind.

Building inspector. The city building inspector.

City administrator. The city administrator or his designate.

Director. The city public works director or his designate.

Junk. Any metal, glass, paper, rags, wood, machinery, parts, cloth or other waste or discarded material of any nature or substance whatsoever, or any scrap or salvage materials.

Nuisance. Includes:

- (1) A nuisance defined by statute or ordinance;
- (2) A nuisance at common law either public or private;
- (3) An attractive nuisance, whether in or on a building, a building premises or an unoccupied lot and whether realty, fixture or chattel, which might reasonably be expected to attract children and constitute a danger to them; including, but not limited to, abandoned wells, cisterns, swimming pools, ice boxes or refrigerators with doors and latches, shafts, basements or other excavations, abandoned or inoperative vehicles or other equipment, structurally unsound fences or other fixtures, lumber, fencing, vegetation or other debris;
- (4) Uncleanliness;
- (5) Overcrowding; or
- (6) Abandonment or vacancy.

A listing of conditions found to constitute public nuisances is found in section 43-4 of this article and elsewhere in this Code, or any technical manual adopted by this Code. (See also chapter 6; section 29-2; section 31-5; chapter 15, article II; and chapter 28.5 of this Code.)

Occupant. Any person who is in physical possession of the property or in whose name the city utilities are registered.

Owner. Any person having any interest in the real estate in question as shown upon the records of the office of the county assessor, or any person with legal, financial or equitable interest in the property who establishes his or her interest before the building inspector and/or board of aldermen. For the purpose of giving notice, the term "owner" also includes any person in physical possession.

Property. Any real property, premises, structure or location on which a public nuisance is alleged to exist.

Public nuisance. Defined in section 43-4 of this Code.

Summary abatement. Abatement of the nuisance by the city, or a contractor employed by the city, by removal, repair, or other acts without notice of the owner, agent, or occupant of the property except for the notice required by this article.

(Ord. No. 3786, § 1, 11-2-98; Ord. No. 08-89, § 1, 10-6-08)

Sec. 43-3. Buildings.

- (a) *Director.* The director shall supervise all building inspections and shall follow the hearing and appeal procedures promulgated in this section and section 43-6 of this Code.
- (b) *Procedure.* Whenever a written complaint is made to the director of the existence of an unfit or substandard building, the director shall promptly cause said building to be inspected. Upon the discovery of an unfit or substandard building, the inspecting officer shall submit a written report of the building to the director and a hearing will be scheduled for a determination of the building fitness. Photographs and findings shall be included in said report.
- (c) *Notice.* The director shall follow the notice procedures promulgated in section 43-5 of this Code.
- (d) *Unfit buildings.*
 - (1) *Determination of building fitness.* In reaching a judgment that a building is unfit for human habitation, the director shall consider:
 - a. Dilapidation;
 - b. Disrepair;
 - c. Structural defects;
 - d. Defects increasing the hazards of fire, accidents or other calamities, such as parts standing or attached in such a manner as to be likely to fall and cause damage or injury;
 - e. Inadequate ventilation;
 - f. Uncleanliness;
 - g. Inadequate light;
 - h. Inadequate sanitary facilities;
 - I. Inadequate drainage;
 - J. Substandard conditions;

If these or other conditions are found to exist to an extent dangerous or injurious to the health or safety of the building's occupants, or the occupants of neighboring buildings or of other residents of the city, and if (a) structural deterioration is of such a degree that (i) vertical members list, lean or buckle to the extent that a plumb line passing through the center of gravity falls outside the middle third of its base, or (ii) thirty-three (33) percent of the supporting members shows damage or deterioration, or (b) the cost of restoration exceeds sixty-six (66) percent of the value of the building or (c) the building has been damaged by fire or other calamity, the cost of restoration exceeds thirty-three (33) percent of the value of the building and it has remained vacant for six (6) months or more (value shall be determined by reference to a current edition of "Building Valuation Data" published by the International Conference of Building Officials or, if not published, as determined by the board of aldermen; cost of restoration is the actual estimated cost, which may be determined in the same manner as "value"), the director shall declare the building

a public nuisance and order the abatement of the nuisance in compliance with section 43-4 of this article.

- (2) *Restoration or repair.* An undertaking by a party in interest to restore or repair an unfit building, entered into at or prior to the determination of building fitness by the director, creates a presumption that the building or premises can be reasonably repaired. The director may then grant additional time in accordance with subsection 43-6(e) of this Code. The failure to accomplish such an undertaking is grounds for the building inspector to order demolition. If by reason of any of the above conditions a building is unfit, but no public necessity is found for its immediate demolition, the building inspector may take other action, such as causing the property to be cleaned, cleared, vacated, secured or otherwise repaired, which will promote the public health, safety or general welfare.

(e) *Substandard buildings.*

- (1) *Substandard criteria.* In reaching a judgment that a building or premises is substandard, the building inspector shall be guided by such factors as:
- a. Structural soundness;
 - b. Improper sanitation;
 - c. Improper safety;
 - d. Improper weatherproofing;
 - e. Defective or hazardous wiring, including wiring which:
 1. Did not conform with law applicable at the time of installation;
 2. Has not been maintained in good condition; or
 3. Is not being used in a safe manner;
 - f. Defective or hazardous plumbing, including plumbing which:
 1. Did not conform with law applicable at the time of installation;
 2. Has not been maintained in good condition; or
 3. Is not being used in a safe manner;
 - g. Defective or hazardous heating or ventilating equipment, including equipment, vents and piping which:
 1. Did not conform with law applicable at the time of installation; or
 2. Has not been maintained in a good and safe condition;
 - h. Fire hazard, including any building, device, apparatus, equipment, combustible waste or debris, or vegetation which may cause fire or explosion or provide fuel to augment the spread or intensity thereof;
 - i. Nuisance.
- (2) *Remedial action.* If these or similar conditions are found to exist, the building inspector shall declare the building a public nuisance and order the building or premises repaired,

cleaned, cleared or otherwise brought into compliance with current city codes or ordinances, and may order the property vacated and secured as completely as possible pending such repair or other action.

(Ord. No. 3786, § 1, 11-2-98)

State law reference(s)—Similar provisions, 67.400, et seq.

Sec. 43-4. Public nuisances.

(a) *Public nuisance defined.* Any fence, wall, shed, deck, house, garage, building, swimming pool, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole pit, basement, cellar, sidewalk subspace, dock, wharf or landing dock; or any lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of its condition in which the same is found or permitted to be or remain shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particulars:

- (1) By reason of being a menace, threat and/or hazard to the general health and safety of the community.
- (2) By reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property.
- (3) By reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists.

(See also article II of this chapter.)

(b) *Certain acts declared a public nuisance.* The following acts, in addition to any others in violation of subsection 43-4(a) of this Code, are determined by the board of aldermen as offensive, unwholesome, or dangerous to the public's health, welfare and/or safety and shall constitute a public nuisance:

- (1) Allowing stagnant pools of water to accumulate.
- (2) Accumulation or disposal of trash, lumber which is not piled or stacked more than twelve (12) inches off the ground, earth, ashes, mortar, papers, stone, brick, rock, tin, steel, dirt, manure, filth, excrement, chips or rubbish of any description, cesspools, drains, garbage or any other animal or vegetable substances, unless the accumulations or disposal of such items in such place is specifically authorized by law.
- (3) Any animal or animals kept or maintained in an unsanitary condition or surroundings.
- (4) The pollution of any river or stream.
- (5) The keeping of doves or pigeons which deposit excreta on buildings and sidewalks.
- (6) Maintaining a privy or outdoor closet.
- (7) Garbage trucks that are not covered and leak proof.

- (8) Dead animals not disposed of within twenty-four (24) hours.
- (9) Any pit, basin, hole, well, septic tank, or other excavation which is unguarded and dangerous to life, or has been abandoned, or is no longer used for the purpose for which it was constructed, or is maintained contrary to law.
- (10) All obstructions to streets, right-of-way, or other public ways in the city, and all excavations in or under the same, which are by ordinance prohibited, or which may be made without lawful permission, or which, having been made by lawful permission, are kept and maintained after the purpose thereof has been accomplished, or for an unreasonable length of time.
- (11) Erecting, maintaining, using, placing, depositing, leaving, or permitting to be or remain in or upon any street, alley, sidewalk, park, parkway, or other public or private place in the city, any one (1) or more of, but not limited to, the following conditions or things:
 - 1. Any bone, meat, hides, skin, or the whole or parts of any dead animal or fish.
 - 2. Any chemicals or other materials commonly known to be noxious, offensive, dangerous or otherwise injurious including, but not limited to, grease, oil, antifreeze, explosives, radioactive materials, and poisons.
- (12) All vacant, unused, or unoccupied buildings and structures within the city, which are allowed to become or remain open to entrance by unauthorized persons or the general public, because of broken, missing, or open doors, windows, or other openings, so that the same may be used by vagrants, other persons or animals in a manner detrimental to the health and welfare of the inhabitants of the city.
- (13) Any refrigerator, icebox or deep freeze locker having a capacity of one and one-half (1½) cubic feet or more or any other container manufactured, custom-made or homemade designed for storage which is stored, discarded, abandoned or left in any place accessible to children and which has not had the door or latching mechanism removed to prevent the latching or locking of the door.
- (14) Leaving or permitting to be or remain in or upon any sidewalk, steps, or other public walkway in the city any one (1) or more of, but not limited to, the following conditions or things:
 - 1. Accumulation of snow and ice not removed within twenty-four (24) hours.
 - 2. Mud, debris, garbage, or other items or substances upon the surface which might cause a pedestrian to lose footing.
 - 3. Overhanging trees, shrubs, or other obstructions to pedestrian travel.
- (15) Debris as defined in article II of this chapter.
- (16) A swimming pool that is more than twenty-four (24) inches deep that is not enclosed by a fence or barrier at least forty-eight (48) inches in height with a self-closing, self-latching gate. Said gate which is left unlatched when pool is not in use will constitute a public nuisance.

- (17) Nonlicensed vehicles, including, but not limited to, recreational vehicles, boats, trailers, and construction equipment, which are not stored in an accessory building, carport or garage so that they may not be seen. (See also section 33-20 et seq. of this Code.)
 - (18) Any outdoor storage of items including, but not limited to, tools, equipment, machinery, nonworking automobiles, parts of derelict cars or trucks, household appliances and broken furniture. (See also section 33-20 et seq. of this Code.)
 - (19) Wrecked, damaged or demolished motor vehicle, inoperable motor vehicle or junk not stored in an accessory building, carport or garage so that they may not be seen.
 - (20) An inoperable, damaged, demolished or unlicensed motor vehicle or part or portion thereof, or junk as defined herein to remain on an owner's or occupier's property not stored in an accessory building, carport or garage so that they may not be seen.
 - (21) The tearing down, stripping, junking, storage, repair or servicing of vehicles outside of an accessory building, carport or garage so that they may not be seen is prohibited unless such use is shown to be specifically authorized, permitted or licensed under other ordinances of the city, or unless necessary repairs are being made by an owner to his own vehicle and are completed within seven (7) days, so as to be completed within the period prescribed by subsection 43-4(b).
 - (22) Violation of any provisions of chapter 21, Environment, of this Code.
 - (23) Any vehicle parked on private property except on a weed-free surface made of gravel, crushed stone, asphalt or Portland cement concrete, unless said parking is otherwise permitted under the zoning ordinance.
- (c) *Summary abatement of nuisances.*
- (1) *Procedure.*
 - a. *Complaint.* All complaints alleging the existence of a nuisance shall be made in writing and filed with the director. Any resident, including any city elected official, officer or employee, may initiate a complaint.
 - b. *Inspection.* The public works director shall promptly inspect the premises or cause them to be inspected and shall make a written report of the findings of the inspection. Whenever practical, photographs of the premises shall be attached to the written report. The public works director shall keep all such written reports on file for at least three (3) years.
 - c. *Abatement.* Upon the discovery of a public nuisance, the inspecting officer may order the owner or other person creating, keeping, maintaining or permitting the same to abate it.
 - d. *Immediate danger; existence.* Should the inspecting officer find that a public nuisance exists, and that the public health, welfare or safety may be in immediate danger, then summary abatement procedures shall be implemented and the inspecting official or department may cause the nuisance to be removed or abated.
 - e. *Summary abatement/cost.* Summary abatement costs shall be certified by the city clerk and assigned to the annual real estate tax bill for the property.

- f. If the public nuisance involves a building that appears structurally unsafe, the city shall follow those procedures promulgated in section 43-3 of this Code.
- (2) *Summary abatement/notice.* When summary abatement is authorized, notice to the owner, agent or occupant of the property is not required. Following summary abatement, the director shall cause to be posted on the property liable for the abatement a notice describing the action taken to abate the nuisance.
- (d) *Abatement of nuisances in other cases.*
 - (1) *Procedure.* Upon the discovery of a public nuisance that does not pose an immediate danger to the public health, welfare or safety, the director shall cause a written report of the property on which the nuisance exists to be prepared. Photographs and findings shall be included in said report. If the director declares the existence of a public nuisance, but the nature thereof is not such as to require the summary abatement of such nuisance, then the director may order the abatement of the nuisance by notice in compliance with section 43-5 of this Code.
 - (2) *Abatement by owner.* Within seven (7) days after the posting and mailing of a notice to abate a nuisance, the owner, or individual in possession of the affected property shall remove and abate such nuisance or show that actions for abating the nuisance have commenced. Such showing shall be made by filing a written statement or other proof of such actions with the director.
- (e) *Abatement by city.* After a hearing in compliance with this article it is found that the nuisance or dangerous condition exists, the director shall have the authority to enter upon the property and abate the public nuisance found thereon. In abating such nuisance, the director may go to whatever extent may be necessary to complete the abatement of the public nuisance. If it is practicable to salvage any material derived in the aforesaid abatement, the director may sell the salvaged material at private or public sale and shall keep an accounting of the proceeds thereof.
- (f) *Proceeds from sale of private property.* The proceeds, if any, obtained from the sale of any material salvaged as a result of an abatement of a public nuisance by the director shall be deposited to the general fund of the city and deficit between the amount so received and the cost of the abatement shall be filed with the city clerk. The city clerk shall certify said costs and assess costs to the annual real estate tax bill for the property. Should the proceeds of the sale of the salvaged material exceed the cost of the abatement, the surplus, if any, shall be paid to the owner of the property from which the public nuisance was abated when a proper claim to the excess is established.
- (g) *Authorized action.* In abating a public nuisance, the director may call upon any of the city departments or divisions for whatever assistance shall be deemed necessary or may by private contract cause the abatement of the public nuisance.
- (h) *Statement of costs.* The director shall, after completing the removal and abatement, file a statement of costs with the city clerk. The city clerk shall certify costs and assign costs to the annual real estate tax bill for the property.
- (i) *Prior recovery.* The city may seek to recover the cost of demolition prior to the occurrence of demolition. Upon issuance of an order by the director whereby the building or structure is ordered to be demolished, secured or repaired, then the building inspector may solicit no less

than two (2) independent bids for such demolition work. The amount of the lowest bid, including offset for salvage value, if any, plus reasonable anticipated costs of collection, including attorneys' fees, shall be certified to the city clerk who shall cause a special tax bill to be issued against the property owner to be prepared and collected by the city collector. The city clerk shall discharge the special tax bill upon documentation by the property owner of the completion of the ordered repair or demolition work. Upon determination by the city clerk that a public benefit is secured prior to payment of the special tax bill, the city clerk may discharge the special tax bill upon the transfer of the property. The payment of the special tax bill shall be held in an interest-bearing account. Upon full payment of the special tax bill, the director shall, within one hundred twenty days (120) thereafter, cause the ordered work to be completed, and certify the actual cost thereof, including the cost of tax bill collection and attorneys' fees, to the city clerk who shall, if the actual cost differs from the paid amount by greater than two (2) percent of the paid amount, refund the excess payment, if any, to the payor, or if the actual amount is greater, cause a special tax bill or assessment for the difference against the property to be prepared and collected by the city collector. If the director shall not, within one hundred twenty (120) days after full payment, cause the ordered work to be completed, then the full amount of the payment, plus interest, shall be repaid to the payor. At the request of the taxpayer the tax bill for the difference may be paid in installments over a period of not more than ten (10) years. The tax bill for the difference from the date of its issuance shall be deemed a personal debt against the property owner and shall also be a lien on the property until paid.

(Ord. No. 3786, § 1, 11-2-98; Ord. No. 3923, § 2, 1-3-00; Ord. No. 14-52, §§ 1, 2, 8-4-14)

Sec. 43-5. Notice.

- (a) *Notice.* The director shall determine all individuals, firms or corporations who, from the records in the recorder of deeds' office, appear to be the titled owners, occupants, lessees, mortgagees, agents, and all other persons having an interest in a building or structure as shown by said land records, of the aforesaid property and immediately cause a written notice to be served on each such individual, firm or corporation by personal service or by one (1) of the following methods:
- (1) Leaving a copy of the notice at the usual place of residence or business of such owner, or address of such owner shown in the recorder's records.
 - (2) Mailing a copy to such owner at such place or address by United States certified mail return receipt.

If service of such written notice is unable to be perfected by any of the methods described above, the director shall direct the city clerk to cause a copy of the aforesaid notice to be published in a newspaper of general circulation in the city, once a week for two (2) consecutive weeks, and shall further cause a copy of the aforesaid notice to be left with the individual, if any, in possession of such property on which it is alleged such public nuisance exists, or if there is no individual in possession thereof, the director shall cause a copy of the notice to be posted at such structure, location or premises. The director shall also determine from the recorder of deeds' office who the lienholder of the property, if any, as documented therein, is and cause a written notice to be served on such lienholder by United States certified mail return receipt.

- (b) *Notice contents.* The aforesaid notice to the owners, and lien holder, if any, of the property shall state clearly and concisely:
- (1) The street address or legal description of the property;
 - (2) A description of the condition or conditions alleged to constitute a public nuisance;
 - (3) The director shall cause a hearing to be scheduled before the municipal judge not sooner than ten (10) days from the date of personal service or posting in the United States mail of the notice above referenced;
 - (4) The hearing shall be held, and commencement of abatement action by the owner will not stay or delay the scheduled hearing. No continuances shall be granted;
 - (5) That failure of the owner, lienholder, occupant or representative to appear at the scheduled hearing shall be deemed a dismissal of the appeal, and the prior decision of the director shall be final.
- (c) *Adequacy of proof.* The director shall have discretion over what actions are sufficient to constitute the commencement of nuisance abatement. However, the building inspector shall be guided by such factors as:
- (1) Expedient and continuous work;
 - (2) Abatement costs; and
 - (3) Impact on environment or public.
- (d) *Responsible parties.* Any person who is the record owner of the premises, location or structure at the time an order pursuant to this article is issued and served upon him, shall be responsible for complying with that order, and liable for any costs incurred by the city therewith, notwithstanding the fact that he conveys his interests in the property to another after such order was issued and served.

(Ord. No. 3786, § 1, 11-2-98)

Sec. 43-6. Hearing and appeal.

- (a) *Procedure.* The owners, lien holder and occupants of the property who have been served with a notice pursuant to section 43-5 of this Code may appear in person or by representative at a hearing with the municipal judge scheduled on a date not sooner than ten (10) days after the date of the notice letter.
- (b) *Hearing.* The municipal judge shall conduct a full and adequate hearing upon the question of whether a public nuisance in fact exists. The municipal judge may amend or modify the notice, or extend the times for compliance with the notice by the owner by such date as the municipal judge in the course of the hearing may determine.
- (c) *Evidence.* The owners, lien holder and occupants of the property, or their representative or agents, of the subject property shall be given the opportunity to present evidence to the municipal judge in the course of the hearing.
- (d) *Order.* Should the evidence support a finding that the building, structure or condition constitutes a public nuisance, the municipal judge shall issue an order making specific

findings of fact, based upon competent and substantial evidence, which shows the building, structure or condition to be a public nuisance and ordering the building, structure or condition demolished, removed, repaired or otherwise abated by the city.

- (e) *Additional time.* The municipal judge, upon written application by the owner at any time within the period after the notice has been served may grant additional time for the owner to effect the abatement of the public nuisance, provided that such extension is limited to a specific time period.
- (f) *Costs to be certified.* The costs of performance of the abatement order shall be certified to the city clerk who shall cause a special tax bill or assessment therefor against the property to be prepared and collected by the city collector. If the building or structure is demolished, secured or repaired by a contractor pursuant to the order issued by the municipal judge, such contractor may file a mechanic's lien against the property where the dangerous building is located. The contractor may enforce this lien as provided by Missouri State Law. Except as otherwise provided in this article, at the request of the taxpayer the tax bill may be paid in installments over a period of not more than ten (10) years. The tax bill from date of its issuance shall be deemed a personal debt against the property owners and shall also be a lien on the property until paid.
- (g) *Appeal from decision of municipal judge.* If the decision of the municipal judge is not appealed to the circuit court within thirty (30) days of the date of the mailing of said decision, the decision shall be declared final in accordance with chapter 536 of the Revised Statutes of Missouri.

(Ord. No. 3786, § 1, 11-2-98)

Sec. 43-7. Notice and appeal of assessments.

- (a) *Procedure.* Upon receipt of the statement of costs from the director, the city clerk shall mail to the owners of the property upon which the public nuisance has been abated notice of the amounts set forth in the statement plus an additional amount sufficient to defray the costs of the notice and stating that the city proposed to assess against the property the amount set forth in the notice and that objections to the proposed assessment must be made in writing and received by the city clerk within twenty (20) days from the date of mailing such notice. Upon the expiration of the twenty-day period, if no objections have been received by the city clerk, the city clerk shall enter that amount in the city liens docket which shall therefore constitute a lien against the property.
- (b) *Objection.* If the property owner or his representative objects to determination of cost, he may appeal same to the municipal judge by delivering a written notice of appeal to the city administrator within twenty (20) days of the mailing of the notice thereof. If no appeal is taken or perfected, the initial determination of costs shall be final.
- (c) *Absence of appeal.* If no appeal of a determination by the director is filed within the time period allowed, a copy of the determination will be furnished to the city clerk who shall then enter a lien in the amount determined by the building inspector in the city liens docket as provided by subsection (a) above.

- (d) *Filing of appeal.* If a timely appeal is received by the municipal judge, a hearing shall be scheduled and held on the matter. If, after the hearing, the municipal determines that the proposed assessment is improper, the municipal judge shall so certify to the city clerk and the proposed assessment shall be canceled. If, after the hearing, it is determined that the proposed assessment or any part of it is proper and authorized, the municipal judge shall so certify to the city clerk who shall enter a lien in such amount as determined appropriate by the municipal judge.
- (e) *Finality of municipal judge's decision.* If the judgment of the municipal judge is not appealed to the circuit court within thirty (30) days from the date of the municipal judge's determination of the assessment, the judgment will be declared final per chapter 536 of the Revised Statutes of Missouri.
- (f) *Cost of abatement—Assessments.* If the director determines or believes that there is good cause to reduce or adjust the cost of abatement, he may do so with the written approval of the city administrator.
- (g) *Overhead charge, civil penalties.*
 - (1) Whenever a nuisance is abated by the city, the city clerk shall keep an accurate account of all expenses incurred, including an overhead charge of twenty-five (25) percent for administration and a civil penalty of two hundred dollars (\$200.00) for each nuisance abated.
 - (2) When the city has abated a nuisance maintained by any owner of real property, for each subsequent nuisance that is abated by the city within two (2) consecutive calendar years concerning real property, owned by the same person, an additional civil penalty of fifty (50) percent, minimum of one hundred dollars (\$100.00), of the cost of abatement shall be added to the costs, charges and civil penalties provided for in subsection (1) above. The civil penalty shall be imposed without regard to whether the nuisances abated by the city involve the same real property or are of the same character.
 - (3) When the city has issued two (2) administrative orders for abatement of a nuisance within a twenty-four-month period on the same property owner, an additional civil penalty of between one hundred dollars (\$100.00) and five hundred dollars (\$500.00) may be assessed on the second order of abatement by the municipal judge to be paid by the repeat offender as provided herein.
- (h) *Nonexclusive remedy.* The procedures and remedies set forth in this article may be used in the alternative or in consonance with or in lieu of any other remedy or procedure authorized by law for the removal of violations or nuisances.

(Ord. No. 3786, § 1, 11-2-98)

Sec. 43-8. Notice of violation of failure to abate a public nuisance.

The owner or occupant of any property on which a public nuisance is found shall be given three (3) days' notice to abate the public nuisance. Notice shall be by posting notice of the public nuisance on the property. The city may issue a summons for violation of this chapter at any time within one (1) year from posting said notice to abate. The notice provisions herein shall be for the

purpose of prosecution under section 43-9 of this chapter and shall be separate from the notice provided in section 43-5 of this chapter.

(Ord. No. 08-89, § 2, 10-6-08)

Sec. 43-9. Violation is an offense; penalties.

An owner or occupant who creates or allows to continue any public nuisance as set forth in section 43-4 of this chapter and who shall fail to abate the public nuisance within three (3) days as set forth in section 43-8 of this chapter, shall be guilty of an offense and may be charged in municipal court with failure to abate a public nuisance and punished as set forth in section 1-20 of this Code.

(Ord. No. 08-89, § 3, 10-6-08)

Sec. 43-10. Access to property.

Such person as may be designated by the city administrator (hereinafter referred to as the enforcement official) may make or cause to be made inspections to determine the conditions of all structures and premises governed by this chapter in order to safeguard the safety, health, and welfare of the public under the provisions of this chapter. The enforcement official is authorized to enter any structure or premises at any reasonable time for the purpose of assuring compliance with this chapter after seeking consent from the owner, occupant, or operator. The owner, occupant, or operator of every structure or premises governed by this chapter, or the person in charge thereof, shall give the enforcement official access thereto and to all parts thereof and to the premises on which it is located at all reasonable times for the purpose of such inspection. In the event the owner, occupant, or operator is unavailable to give consent or shall refuse to give consent for access to any structure or premises, an enforcement official may make application to the judge of the municipal court for a search warrant. The application for said search warrant shall clearly state the following:

- (1) That the application is made by an enforcement official who is a police officer, code enforcement officer, building inspector, or attorney working for the city on said matter.
- (2) That the application is supported by an affidavit of probable cause detailing the actual or suspected property conditions that justify entry.
- (3) That the application is supported by a statement that entry was requested to the property and that the owner, occupant, or operator was unavailable or refused such entry.

If the municipal judge finds that the facts establish probable cause to believe that a code violation exists and that the application is true and correct, the municipal judge will sign a warrant and authorize the requested entry. The enforcement official serving the warrant has ten (10) days to execute the warrant during daylight hours. In order to assure peaceful cooperation and assure the safety of the enforcement official, a police officer of the city shall be present. The enforcement official serving the warrant must inspect the property for code violations, record or seize appropriate property as evidence, and in emergency situations abate the existing nuisance. The enforcement official serving the warrant must prepare a return consisting of a report of the search and/or seizure, including copies of receipts for any property seized. Said return must be filed with the clerk of the municipal court. Copies of the warrant and any receipts for property seized shall

be left with the owner, occupant, or operator of the property or, if no one is available, at a conspicuous place on the property.

(Ord. No. 11-88, § 1, 11-7-11)



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Liza Walker, Assistant City Administrator

DATE: March 14, 2025

RE: Amend Chapter 49 Re. Yard and Garage Sales

Section 49-4 of the City Code currently states that a permit must be obtained to place signs or advertise for yard and garage sales. However, there is no current process for permitting such signs, and Section 65-21(12) exempts these specific signs from the requirements set out in Section 65-21.

To make Section 49-4 conform with Section 65-21(12) of the City Code, staff recommends amending Section 49-4 by repealing the requirement for obtaining a permit for the placement of yard or garage sale signs.

If you have any questions, please contact me at lwalker@jacksonmo.org or at 573-243-3568 x 2015.

Sec. 49-4. Yard or garage sales in residential areas; requirements, advertising; penalties.

Private sales of personal goods, wares or merchandise shall be conducted only on property owned or leased by the seller and shall not be held for more than one (1) forty-eight-hour period per calendar year. The placing of signs or other advertising relating to said sale on or along streets, street right-of-way or public property is prohibited unless a permit to place such advertising be obtained in advance from the City Clerk. All violations of this chapter and section shall be punishable by a fine of not less than five dollars (\$5.00) nor more than one hundred dollars (\$100.00) or imprisonment in the county jail for a period of up to ninety (90) days or by both such fine and imprisonment.