

AN ORDINANCE AMENDING CHAPTER 64 OF THE CODE OF ORDINANCES OF THE CITY OF JACKSON, MISSOURI, RELATIVE TO HISTORIC PRESERVATION; AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF JACKSON, MISSOURI, AS FOLLOWS:

Section 1. That Chapter 64, Section 64-1, of the Code of Ordinances of the City of Jackson, Missouri, is hereby amended to read as follows:

“Sec. 64-1. - Purpose.

(5) Fostering and encouraging preservation through guidance and support of, restoration, and rehabilitation of the historic structures, areas, and neighborhoods and thereby preventing future urban blight.”

Section 2. That Chapter 64, Section 64-3, of the Code of Ordinances of the City of Jackson, Missouri, is hereby amended to read as follows:

“Sec. 64-3. - Historic preservation commission established.

The historic preservation commission (HPC) shall consist of five (5) members, who are residents of or own property in the City of Jackson, all of whom shall be appointed by the mayor and approved by the board of aldermen. In addition, a member of the board of aldermen shall be appointed to serve as liaison. The mayor shall appoint persons with a demonstrated interest in the historical preservation of the City of Jackson. To the extent available in the community, the HPC shall include professional members representing such disciplines as architecture, architectural history, prehistoric and historic archaeology, planning, urban design, cultural geography, cultural anthropology, folklore, curation, conservation, landscape architecture, law, real estate brokerage, banking, history or other fields related to historic preservation, and residents of historic districts or landmarks or potential historic districts or landmarks. An exception is one (1) member of the commission, upon demonstration of professional architectural or preservation knowledge, may be permitted to be a non-resident.”

Section 3. That Chapter 64, Section 64-4, of the Code of Ordinances of the City of Jackson, Missouri, is hereby amended to read as follows:

“Sec. 64-4. -Terms of commissioners.

The terms of office for all members of the HPC shall be periods of three (3) years, except that, of the members of the first HPC first appointed, shall serve respectively for terms of one (1) for one (1) year, two (2) for two (2) years, and two (2) for three (3) years. Members may be reappointed to consecutive terms. Vacancies shall be filled for the unexpired term only. Action to fill vacancies shall be initiated within sixty (60) days. The HPC shall hold at least four (4) meetings per year and any member of the HPC who fails to attend at least fifty (50) percent of all meetings, regular and special, in any calendar year may be removed from membership **by the mayor.**”

Section 4. That Chapter 64 of the Code of Ordinances of the City of Jackson, Missouri, is hereby amended by **repealing** Section 64-5 in its entirety and reserving said section number for future use.

Section 5. That Chapter 64, Section 64-6, of the Code of Ordinances of the City of Jackson, Missouri, is hereby amended to read as follows:

“Sec. 64-6. - Meetings of commission.

A quorum shall consist of three (3) of the members. All decisions or actions of the HPC shall be made by a majority vote of those members present and voting at any meeting where a quorum exists. Meetings shall be held at regularly scheduled times, allowing Commission members to participate by video conferencing for any roll call votes, to be established by resolution of the HPC at the beginning of each calendar year or at any time upon the call of the chair, but no less than once each quarter. The HPC shall hold at least four (4) meetings per year and any member of the HPC who fails to attend at least fifty (50) percent of all meetings, regular and special, in any calendar year may be removed from membership by the mayor. Public notice of all meetings shall be posted in conformance with standard city policy and RSMo § 610.020. No member of the HPC shall vote on any matter that may materially or apparently affect the property, income, or business interest of that member. The chair, and in their absence the acting chair, may administer oaths and require the attendance of witnesses. All meetings of the HPC shall be open to the public except those allowed closed by state law. The HPC secretary/treasurer shall keep minutes of its proceedings, showing the vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the city clerk and shall be public record. All HPC rules of procedure, designation criteria, design guidelines, and forms shall be available to the public at the office of the city clerk.”

Section 6. That Chapter 64 of the Code of Ordinances of the City of Jackson, Missouri, is hereby further amended by adding a new Section 64-10 entitled “Budget Distribution for Historic Preservation Commission” to read as follows:

“Sec. 64-10. - Budget Distribution for Historic Preservation Commission.

(a) **Annual Budget Allocation.** The Board of Aldermen shall annually appropriate a dedicated budget for the Historic Preservation Commission (HPC) to support its operations and activities as outlined in this chapter. The budget shall be determined based on the anticipated needs of the HPC, including but not limited to administrative costs, survey and research activities, public education and outreach programs, professional services, and maintenance of records and materials.

(b) **Use of Funds.** The HPC shall utilize the allocated budget for the following purposes:

1. Conducting surveys and research to identify and document historically and architecturally significant properties, structures, sites, and areas within the City of Jackson.
2. Developing and distributing educational materials, such as maps, newsletters, brochures, pamphlets, and programs, to inform the public about the city’s historic, archaeological, and architectural heritage.
3. Retaining specialists or consultants, upon approval of the Board of Aldermen, to provide technical expertise for preservation, restoration, or rehabilitation projects.
4. Organizing and sponsoring seminars, workshops, and public hearings to promote historic preservation.
5. Covering administrative expenses, including but not limited to meeting materials, publication of notices, and maintenance of records in the office of the city clerk.
6. Supporting the nomination and designation processes for landmarks and historic districts, including costs associated with public notifications and documentation.

(c) **Supplemental Funding.** The HPC may, with the approval of the Board of Aldermen, seek and accept supplemental funding through federal, state, or private grants, grants-in-aid, gifts, or bequests. Such funds shall be used exclusively to further the purposes of this chapter and shall be managed in accordance with applicable city financial policies.

(d) **Financial Oversight.** The secretary/treasurer of the HPC shall maintain accurate records of all budgeted and supplemental funds, including expenditures and allocations. A detailed financial report shall be included in the HPC’s annual report to the Board of Aldermen, submitted in January of each year, outlining the use of funds and their impact on the commission’s activities.

(e) **Budget Review.** The HPC shall annually submit a proposed budget to the Board of Aldermen for review and approval as part of the city’s budgeting process. The proposed budget shall include a detailed justification of anticipated expenses and align with the HPC’s goals and duties as outlined in this chapter.”

Section 7. It is the intent of the Mayor and Board of Aldermen and it is hereby ordained that this ordinance shall become and be made a part of the Code of Ordinances of the City of Jackson, Missouri, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

Section 8. If any section, subsection, sentence, clause, phrase or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 9. That this ordinance shall take effect and be in force from and after its passage and approval.

Section 10. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

FIRST READING: January 5, 2026.

SECOND READING: January 5, 2026.

PASSED AND APPROVED this 5th day of January, 2026, by a vote of ___ ayes, ___ nays, ___ abstentions and ___ absent.

CITY OF JACKSON, MISSOURI

(SEAL)

BY: _____
Mayor

ATTEST:

City Clerk