



**Agenda of the Belton City Council  
February 9, 2021 – 6:00 p.m.  
520 Main Street, Belton Missouri  
<https://www.belton.org/watch>**

**Due to an increase in COVID-19 cases in the area, this meeting will be closed to the public.  
Members of the public may observe and attend the meeting at the URL location above.**

- I. CALL WORK SESSION TO ORDER
- II. ITEMS FOR REVIEW AND DISCUSSION
  - A. 2020 Annual Crime Report  
  
Page 5
  - B. Economic Development Policy Review  
  
Page 8
  - C. Review of Overhead Allocation
  - D. FY2022 Budget Overview
    - 1. Proprietary Funds
    - 2. Special Revenue Funds (other than TIF funds)
- III. ADJOURN WORK SESSION
- IV. CALL MEETING TO ORDER
- V. PLEDGE OF ALLEGIANCE – Councilman VanWinkle
- VI. ROLL CALL
- VII. PERSONAL APPEARANCES
- VIII. CONSENT AGENDA

One motion, non-debatable, to approve the "recommendations" noted. Any member of the Council may ask for an item to be taken from the consent agenda for discussion and separate action.

  - A. **Motion approving the minutes of the January 26, 2021, City Council Meeting.**

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**B. Motion authorizing the sale of surplus city inventory/personal property by Mayo Auction & Realty.**

City departments have reviewed these items and it was determined that was no value to any departments.

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**C. Motion approving the January 2021 Municipal Division Summary Report for Municipal Court.**

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**D. Motion approving Resolution R2021-04**

**A resolution approving the engagement of the Missouri State Auditor's office to audit the City Records pursuant to a Citizen Petition Audit.**

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**E. Motion approving Resolution R2021-05**

**A resolution approving Amendment No. 1 to Task Agreement No. 2020-5 with Wilson & Company in the amount of \$70,121.00 for a total amount of \$690,592.10 to redesign North Cass Parkway alignment and design a precast arch structure on North Cass Parkway over East Creek funded via Belton-Cass TDD.**

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**F. Motion approving Resolution R2021-06**

**A resolution approving Task Agreement No. 7 with Wilson & Company in the amount of \$30,000.00 to update the Water Master Plan.**

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**IX. REGULAR AGENDA**

**A. Motion approving the final reading of Bill No. 2021-03**

**An ordinance approving the Final Plat for The Encore; a tract of land in the Southwest quarter of Section 12, Township 46, Range 33, in the City of Belton, Cass County, Missouri and authorizing the Mayor and City Clerk to sign the Plat for recording with the Cass County recorder's office.**

B. Motion approving Resolution R2021-07

**A resolution approving Task Agreement No. 2021-1 with Trekk Design Group, LLC in the amount of \$78,189.80 to design water lines in conflict with the storm sewer for the Hargis Lake stormwater improvements project.**

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C. Motion approving Resolution R2021-08

**A resolution of the City of Belton, Missouri, approving an Economic Development Incentives Policy.**

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X. CITY COUNCIL LIAISON REPORTS

XI. MAYOR'S COMMUNICATIONS

XII. CITY MANAGER'S REPORT

February/March 2021 City Council Meetings – 6:00 p.m.

February 23, 2021

March 9, 2021

March 23, 2021

XIII. COMMUNICATIONS FROM CITY COUNCIL

XIV. ADJOURN MEETING

# **SECTION II**

## **A**



# Belton Police Department 2020 Annual Report

Total Incidents	<b>35191</b>
Calls for service	<b>15380</b>
Written reports*	<b>8265</b>
Arrests	<b>1785</b>
Adult	<b>1533</b>
Juvenile	<b>252</b>
Building checks	<b>4396</b>
House watches	<b>524</b>
Car checks	<b>5651</b>
Pedestrian checks	<b>357</b>
Reserve unit hours worked	<b>485.5</b>
Avg. hours per reserve officer	<b>121.37</b>
Number of reserve officers	<b>4</b>
Crisis Intervention Team Reports	<b>84</b>
Supplement Reports by Patrol	<b>2046</b>
Self-initiated arrests by patrol	<b>517</b>
Hours spent by patrol related to inmates	<b>203</b>
(Transports, Hospital runs, Doctor visits etc)	

<b>5 year trend</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Change</b>
Total Incidents	47608	46095	45065	37734	<b>35191</b>	-6.7%
Calls for service	19897	21038	20336	18571	<b>15380</b>	-17.2%
Written reports*	8169	8352	7469	6731	<b>8265</b>	22.8%
Arrests	3157	3436	3235	2973	<b>1785</b>	-40.0%
Adult	2659	3086	2939	2648	<b>1533</b>	-42.1%
Juvenile	498	350	296	325	<b>252</b>	-22.5%
Building checks	9330	10450	5327	2949	<b>4396</b>	49.1%
House watches	349	1355	1891	1472	<b>524</b>	-64.4%
Car checks	9598	9454	8545	6932	<b>5651</b>	-18.5%
Pedestrian checks	349	281	354	689	<b>357</b>	-48.2%
Reserve unit hours worked	1362	537	801	977	<b>485.5</b>	-50.3%
Avg. hours per reserve officer	272.35	107	200.30	244	<b>121.37</b>	-50.3%
Number of reserve officers	5	5	4	4	<b>4</b>	0.0%
Crisis Intervention Team Reports	ND	112	120	83	<b>84</b>	1.2%
Supplement Reports by Patrol	ND	2394	2813	1758	<b>2046</b>	16.4%
Self-initiated arrests by patrol	ND	1269	1100	830	<b>517</b>	-37.7%
Hours spent by patrol related to inmates	ND	526.5	484.5	351	<b>203</b>	-42.2%
(Transports, Hospital runs, Doctor visits etc)						

Belton Police Department  
Annual Report

<b><u>5 year trend for part 1 crimes</u></b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>% of change</b>
Homicide	2	1	1	3	1	<b>-66.7%</b>
Rape	16	18	15	14	16	<b>14.3%</b>
Robbery	19	16	20	17	8	<b>-52.9%</b>
Agg Assault	35	51	66	32	21	<b>-34.4%</b>
Total Violent Crime	72	86	102	66	46	<b>-30.3%</b>
<b>Violent Crimes per 100,000</b>	<b>Missouri 2019 = 495*</b>		<b>Belton 2020 196.37</b>			
Burglary	127	121	101	61	65	<b>6.6%</b>
Larceny	648	726	763	643	644	<b>0.2%</b>
Motor Vehicle Theft	80	95	71	80	111	<b>38.8%</b>
Arson	3	5	1	5	1	<b>-80.0%</b>
<b><u>Total Modified Crime Index</u></b>	1068	835	819	604	546	<b>-9.6%</b>
<b><u>Common Assaults</u></b>	450	407	388	291	277	<b>-4.8%</b>
<b>Totals</b>	1377	1435	1426	1146	1144	<b>-0.2%</b>
Cases cleared	605	619	654	881	Data not received yet	<b>-100.0%</b>

\* 2019 is the most current data for the state of Missouri

# **SECTION II**

## **B**



# City of Belton Economic Development Incentives Policy

*Date Approved:*

*Resolution:*

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*\*This document will be reviewed and amended as needed, at minimum, every three years.*

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## VISION AND MISSION

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In 1992 the City of Belton adopted its Comprehensive Plan. Belton became a Charter City effective November 25, 2008. The City Council, elected by the citizens, performs the legislative duties of the city. The Mayor, also elected by the citizens, is a voting member of the City Council and retains the veto power. The Mayor and City Council set forth the policies of the City, which are implemented by the City Manager, who carries out the day-to-day administrative duties. All public economic development incentives granted are governed by Belton's Comprehensive Plan, Official Zoning Map, Zoning Code and Future Land Use Map, which was adopted in 2011.

Belton is a city that is proud of its past but has always been focused on its vision for the future. In 2004, City leaders and Belton residents worked in collaboration and created the Belton Vision Team, establishing the long-term vision for the City as a whole, as well as its economic development initiatives.

### VISION

*"The City of Belton is a city that creates opportunities for diversified residential growth and successful business development. This attitude and environment will be maintained by providing a highly diversified commercial base that will result in employment that minimizes the impact of economic cycles. This will create a desirable atmosphere that attracts residential development conducive to a diversified population. Belton's economic climate will afford more opportunity for people to live, work and shop locally. It also will make our city a welcoming destination for those who live and work in outside communities."*

With this vision in mind, the Economic Development Department's mission statement was created.

### MISSION STATEMENT

*"It is our mission to work proactively to support a healthy business environment that will strengthen existing businesses and attract new investment; and to aggressively promote a vibrant local economy that will ensure a high quality of life."*



## ECONOMIC DEVELOPMENT OBJECTIVES

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Various economic incentives are available under Missouri law to help municipalities achieve their public objectives. This [Ordinance Policy](#) establishes the policy, procedures and requirements to govern the fair, effective and judicious use of these incentives by the City in order to help meet its economic development goals.

The City works in cooperation with the Missouri Department of Economic Development, Kansas City Area Development Council, Cass County Corporation of Economic Development and the Belton Chamber of Commerce. These partnerships enable the community to maximize its resources and to develop a consensus regarding the kind of economic development that best advances the interests of the entire community.

All of the partners in this effort share a commitment to:

- promote, stimulate and develop the economic welfare of the City,
- encourage the training and development of Belton's workforce,
- facilitate the creation and retention of jobs at or above a family supporting wage,
- encourage the location and retention of businesses which are good corporate citizens that will add to the quality of life in Belton through their leadership and support of local civic and philanthropic organizations,
- encourage existing industry to expand,
- assist new business start-ups,
- recruit new companies from out-of-state and internationally,
- encourage the use of public economic incentives in locations and situations that provide the maximum public benefit, and
- limit the use of public economic incentives for the shortest duration.

Achieving these objectives can lead to significant public benefit, retention of existing quality jobs, construction of public improvements, creation of new jobs, elimination of blight, increase in property values, increase in tax revenues, and economic stability throughout the City.

When appropriate, the City may utilize incentives in order to achieve its economic development goals. One or more incentives may be utilized, depending on the application. The granting of public economic incentives will be made according to the goals, processes and procedures of this policy.

**THE CITY IS UNDER NO OBLIGATION TO APPROVE THE USE OF A PUBLIC INCENTIVE FOR ANY APPLICANT. THE CITY RESERVES THE RIGHT TO MODIFY OR WAIVE ON A CASE-BY CASE BASIS ANY OF THE PROCEDURES OR LIMITATIONS OF THIS POLICY, PROVIDED ALL STATE AND STATUTORY REQUIREMENTS ARE FULFILLED.**

#### **APPLICATION AND REVIEW PROCESS**

1. Applicants shall notify the City of their intent to pursue a development project that will make use of incentives. The pre-application worksheet, attached to this document, shall accompany this notification. The Application must be submitted to the City Manager's office for review and processing.
2. Applicants are required to first meet with City staff in a pre-qualification conference to determine the project eligibility.
3. Should a request for incentives be determined to require a funding agreement to cover the City's costs and expenses, including legal fees and other third-party expenses, the funding agreement must be submitted to the City Manager's office for review and processing. If a public hearing is required, it will not be scheduled until a funding agreement has been executed and fully funded.
4. As determined by the Funding Agreement, an application deposit shall be paid to the City prior to initiating any work on a project.
5. Any application that may be required by this policy may be obtained on the City's website within the economic development section of the City's web page [www.belton.org/ecodevo](http://www.belton.org/ecodevo).
6. Annually, City staff will be responsible for reviewing the performance of each recipient of funds for the previous year. The purpose of this review is to check for compliance with any documents related to the use of incentives and to gather information



regarding cumulative job creation, wage structure, and other such information necessary to gauge the performance of the company. The accountability review may include a site visit.

7. Projects receiving the benefits of any economic development incentives for a project shall be required to include in the budget art or decorative improvements in the total construction budget of the private improvements.

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## TAX INCREMENT FINANCING

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### OVERVIEW

Tax Increment Financing (TIF) is a public funding mechanism to assist private development of an area within the City. TIF may only be used when there is evidence the development would not occur without public assistance (But/For Test); and when the project area qualifies as a blighted or conservation area.

TIF is a financial tool used to capture the increase in real property taxes and sales taxes created from new construction. Up to 100% of the increase in real property taxes and 50% of the increase in local sales taxes (the “increment”) can be captured within the TIF project area. The real property tax and sales tax increment may then be used to reimburse a private developer for eligible expenses or to repay principal and interest on bonds used to finance the eligible expenses for up to 23 years.

### STATUTORY REQUIREMENTS

By law, the City must determine that certain requirements have been met before approving a Tax Increment Financing Plan filed by the applicant. These requirements are set forth under Sections 99.805 to 99.865 of the Revised Statutes for the State of Missouri (RSMo).

### POLICY GUIDELINES

In addition to meeting the statutory requirements referenced above, the City has established several criteria that will be applied in the review and evaluation of applications for TIF financing. In general, applications that meet **each** of the evaluation criteria will be viewed most favorably. However, TIF applications that do not meet some of these criteria may be approved if the application clearly demonstrates that the project, as a whole, is important to the City.

Expenses eligible for reimbursement under TIF include but are not limited to the following:

- Studies, surveys, plans and specifications.
- Professional services such as architectural, engineering, legal, marketing, financial, and planning.

- Site preparation, including demolition of structures, clearing and grading of land, and acquisition of land.
- Constructing public infrastructure such as streets, sewers, utilities, parking, and lighting.
- Rehabilitating and repairing existing buildings.
- Financing costs including bond issuance.
- Relocation costs if persons or businesses within the redevelopment area are displaced.

#### EVALUATION CRITERIA

1. Each TIF application must demonstrate that “but for” the use of TIF, the project is not feasible and would not be completed without the proposed TIF assistance.
2. Demonstrates a substantial and significant public benefit by constructing public improvements that strengthen the economic and employment base of the City; and serves as a catalyst for further high—quality development or redevelopment. Development proposals under a TIF application are expected to meet high development standards and demonstrate innovative design. A TIF project requires high quality building materials and architectural design.
3. TIF assistance will be provided for improvements that create significant public benefit(s) by creating new jobs and retaining existing employment, strengthening the economic base of the City, increasing property values and tax revenues, reducing poverty, upgrading older developments, and facilitating economic self-sufficiency.
4. TIF applications seeking public assistance to cure blighted areas will be viewed more favorably if more than one “blighted area” condition exists.
5. Applications which include TIF assistance for land acquisition and residential development will be discouraged unless creatively integrated into a large scale mixed-use project.
6. TIF applications requesting the issuance of bonds or notes shall be required to demonstrate that the payments-in-lieu of taxes and/or economic activity taxes and revenues from special purpose districts expected to be generated will be sufficient to provide debt service coverage required by current market conditions (but not less than 1.25 times) in excess of the projected debt service on any tax increment bonds or notes. Additionally, bonds and notes will not be issued until there the project has at least 90% occupancy. In no event shall the credit of the city be put at risk for the payment of debt service on bonds issued to financed redevelopment projects.

7. TIF assistance to the project should generally not exceed 15% of total project costs, excluding public improvements. However, this threshold may be waived in circumstances where the developer:
- a. has a proven track record in completing successful projects comparable in scope and scale;
  - b. documents the developer's financial capacity to complete the proposed project;
  - c. demonstrates that tenant commitments are already in place for a significant portion of the proposed project;
  - d. documents evidence of substantial public benefit (ex: infrastructure), and other key components of the street master plan; and
  - e. a reasonable rate of return for the developer is generated.
8. The projected term of the TIF project will be considered on the economic payoff expectations of the project with shorter terms being viewed more favorably than longer terms. TIF Applications which provide for the use of not more than 12 years of tax increment generated by each project is strongly encouraged.

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9. TIF Plans should contemplate that at least 25% of the Payments in Lieu of Taxes shall be declared as a surplus and distributed to the taxing districts.

9-10. The TIF statute provides that redevelopment project costs can include all or a portion of a taxing district's capital costs resulting from a redevelopment project that are necessarily incurred or to be incurred in furtherance of the objectives of the redevelopment plan and project, to the extent the City by written agreement accepts and approves such costs. Taxing districts' capital costs are defined as those costs of taxing districts for capital improvements that are found by the City to be necessary and to directly result from the redevelopment project. In accordance with these statutory provisions, any affected taxing district may submit a detailed request for reimbursement of its capital costs associated with a redevelopment plan or project and the City will consider such request in accordance with these statutory standards and requirements. Any taxing district submitting such a request shall carry the burden of proof to demonstrate to the City's satisfaction that the capital improvements are necessary and directly result from the redevelopment project.

10-11. Applications that include the utilization of a Community Improvement District (CID), Neighborhood Improvement District (NID), Transportation Development District (TDD) or other private or public financing special purpose districts which result in reducing the term of the TIF project will be viewed more favorably.

~~11.12.~~ Evidence the applicant has thoroughly explored alternative financing methods and has a track record which demonstrates the financial and technical ability to complete the project.

~~12.13.~~ Generally, TIF applications which encompass a project area of less than 10 acres will be discouraged.

~~13.14.~~ Care will be exercised in the use of TIF to thoroughly evaluate each project to ensure that the benefits which will accrue from the approval of the project are appropriate for the cost which will result, and that they are equitable to the City as a whole.

## SUBMISSION REQUIREMENTS

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~~1.~~ The TIF Application must be submitted to the City Manager's office for review and processing. A copy of the application form may be obtained through Belton City Hall, 506 Main Street, Belton, Missouri 64012, or it is available on the City's website at [www.belton.org/ecodevo](http://www.belton.org/ecodevo). Should this go to the front in application and approval?

~~3.1.~~ The City may require an independent analysis(s) of the TIF application submittal. The cost of such study shall be paid by the applicant. The City shall administer the contract and the study shall be prepared by a professional consultant having a favorable reputation for the preparation of such studies. The study shall be submitted to the TIF Commission prior to the public hearing and the cost shall be reimbursed to the City prior to the City Council action on the TIF project.

~~4.2.~~ IRR (Internal Rate of Return) or similar pro forma modeling is used by firms to decide whether they should make investments. TIF applications shall include a reasonable IRR calculation identifying IRR with TIF assistance and without TIF assistance.

~~5.3.~~ Following a public hearing before the City's TIF Commission and approval of the TIF plan by the City Council, the City and applicant shall enter into a Redevelopment Agreement for the purposes of accountability and governing the implementation of the TIF plan.

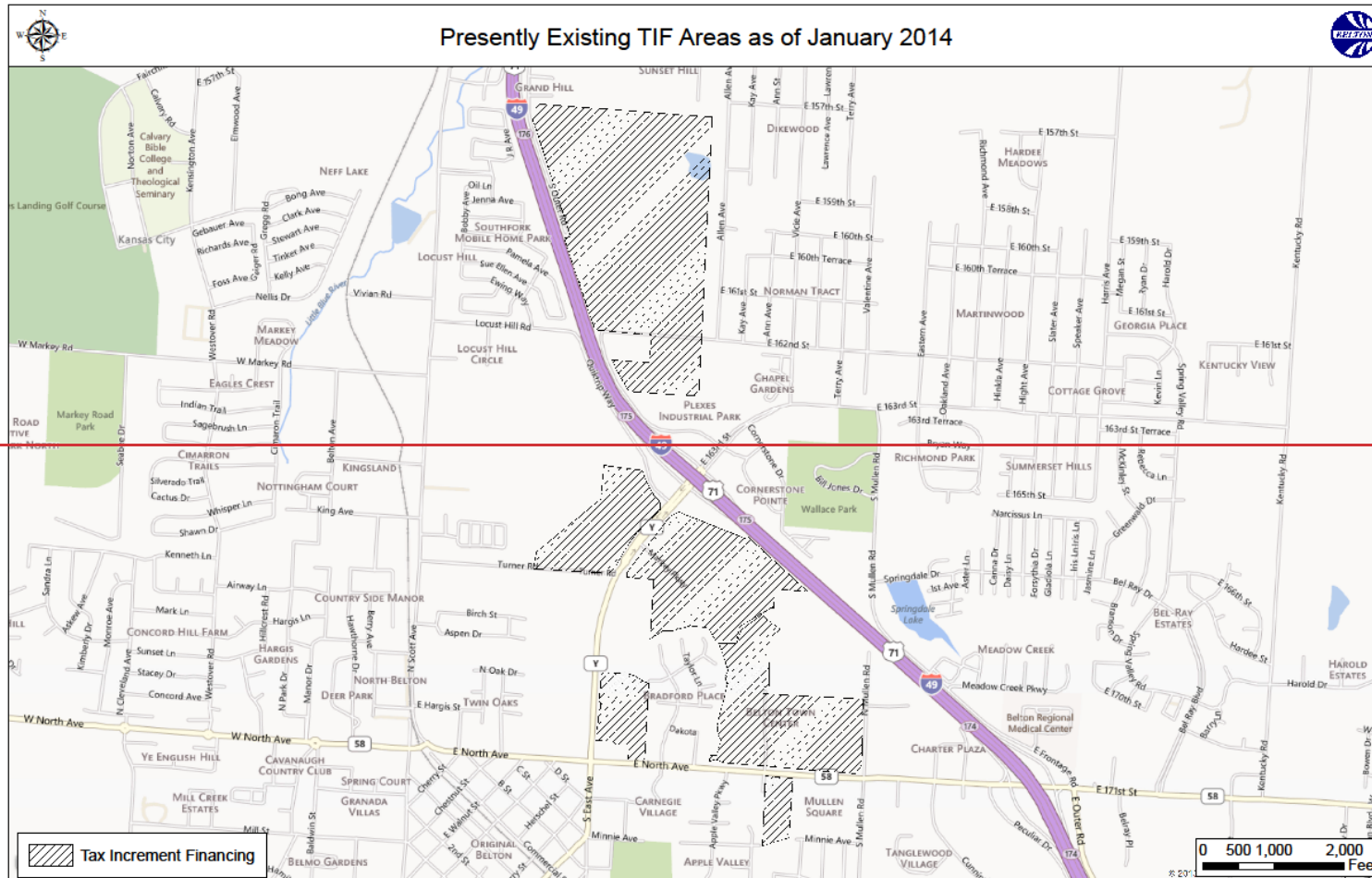
~~6.4.~~ An annual administration fee will be required as stipulated in the redevelopment agreement. The annual administration fee will be up to 5% of the TIF Revenue collected with a minimum of \$20,000.

## ACCOUNTABILITY

If the TIF application is being recommended based upon job creation criteria, language will be included in the development contract which stipulates that the City's assistance to the developer may be reduced if satisfactory evidence is not shown that the indicated number and quality of jobs have been generated.

If businesses are to be relocated from other areas of the City, sufficient justification will be included to indicate why this relocation should be considered. If existing businesses are to be relocated to the TIF area, the base year of activity for purposes of determining the tax increment for both real property and economic activity taxes is the last twelve-month period at the businesses current location, immediately preceding the relocation. To accomplish this intent, a surplus will be declared which will have the same effect as if the previous level of taxes in the last full year at the previous location continued to be available to all taxing entities after the relocation.

***Approved Belton Tax Increment Financing locations are displayed on the map on page 9.***









## ENHANCED ENTERPRISE ZONE ABATEMENT AND MISSOURI WORKS

### OVERVIEW

The ~~Missouri Works Program, in conjunction with the local abatement under the~~ Enhanced Enterprise Zone (EEZ) program, ~~is a partnership between the State and local communities to provide~~ provides financial incentives for certain qualifying projects ~~by providing real property tax abatement for improvements to real property made within the EEZ.~~ For the City of Belton, in its endeavors to provide a tool box of alternate incentives, this would provide a stimulus for new or expanding businesses to create jobs ~~and make investments~~ in targeted industry sectors, provided they are located within the EEZ.

~~This program consists of two types of financial assistance for qualifying projects: local real property tax abatement and retention of state withholding tax.~~

### STATUTORY REQUIREMENTS

Development projects and businesses proposed for ~~Missouri Works and~~ EEZ local abatement benefits must meet certain statutory conditions required by the State of Missouri in Sections 620.2000 to 620.2020 and 135.950 to 135.973, RSMo. Projects must also meet conditions adopted by Ordinance No. 2009-3548 of the City of Belton.

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### REQUIREMENTS OF ELIGIBLE APPLICANTS

In order to ~~retain state withholding tax of new jobs for 5 years (or 6 years for an existing Missouri company in operation of at least 10 years) and obtain~~ local real property tax abatement of 50% for 10 years:

1. The business must be located ~~with~~within an approved Enhanced Enterprise Zone area.
2. The business must be one of the approved business clusters.
3. A qualified business must create and maintain 2 new employees with an average wage of at least ~~80~~100% of the County Average Wage and \$100,000 new investment. "New jobs" are defined as full-time (average 35 or more hours/week each year and for whom

the company offers/pays 50% of health insurance) employees of the company located at the project facility, based on the increase from the base employment.

4. A business must provide health insurance and pay at least 50% of the premium for all full-time employees.

## BENEFITS

~~Retention of state withholding tax of the new jobs. The program benefits are not provided until the new minimum job threshold is met and the company meets the average wage and health insurance requirements.~~

~~1. Each time the business meets the minimum new job threshold, it may start a new benefit period for the net new jobs. There is no limit on the number of benefit periods a company may use as long as thresholds are met. Pre-development property taxes remain unchanged.~~

2.1. At least 50% property tax abatement on the new improvements for a minimum of 10 years.

- A business may qualify for an additional abatement if criteria are met as outlined within the City of Belton ~~Chapter 100EEZ~~ Tax Abatement Policy.

## APPROVED BUSINESS CLUSTERS

Projects must be for business and industry types specifically authorized by the State of Missouri and the City of Belton. Businesses must fall within the North American Industry Classification system (NAICS) industry codes as approved by the City of Belton. The business clusters approved by Belton are broad, allowing for a wide variety of business types.

**Industry codes ELIGIBLE are:**

Sector Name	NAICS
Accommodation & Food Services	72*
Administrative & Support	56**
Arts, Entertainment & Recreation	71*
Construction	23
Finance & Insurance	52
Information	51
Management of Companies & Enterprises	55
Mining Activities	21
Professional, Scientific and Technical Services	54
Transportation & Warehousing	48/49
Utilities	22*
Whole Trade	42

\*As stipulated in Section 620.2005(23), RSMo, industry codes listed below are not eligible.

\*\*As stipulated by the Belton Enhanced Enterprise Zone, industry codes listed below are not eligible.

Certain types of businesses and industry clusters are not available for participation in Zone Works programs and are prohibited by state statute from receiving the state tax credits.

**Industry Codes NOT ELIGIBLE are:**

Sector Name	NAICS
Educational Services	61
Food and Drinking Establishments	722
Gaming Establishments	7132
Health Care and Social Services	62
Public Administrators	92
Public Utilities	221
Religious Organizations	8131
Retail Trade	44 & 45
Ethanol Distillation or Production	
Biodiesel Production	
Real Estate and Rental and Leasing	53
Hazardous Waste Collection	562112
Other Waste Collection	562119
Hazardous Waste Treatment	562211
Solid Waste Landfill	562212
Solid Waste Combustor and Incinerators	562213
Other Nonhazardous Waste Treatment and Disposal	562219

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~~Companies applying for benefits under the Missouri Works program cannot have announced their projects, purchased machinery or equipment, started construction or site work prior to the approval process.~~

**STATE WITHHOLDING TAX**

~~Missouri State Withholding Tax of new jobs may be retained for 5 tax years (or 6 years for an existing Missouri company in operation of at least 10 years) after the project meets the investment and job creation criteria. To receive the benefits for any of the years, the facility must create and maintain a minimum number of jobs, maintain the minimum investment levels and submit the annual reporting.~~ Companies continuing to expand and meeting the minimum new job threshold may apply for additional project periods.

## LOCAL PROPERTY TAX ABATEMENT

A business facility meeting the above criteria, and containing a targeted industry with an approved Notice of Intent (NOI) by the Missouri Department of Economic Development (DED), will receive a real property tax abatement equal to 50% of the increase in ad valorem taxes for a period of 10 years following the date such improvements were assessed. Awarding tax abatement is at the discretion of the City Council. Upon meeting further criteria outlined within the City of Belton's ~~Chapter 100EEZ~~ Tax Abatement Policy, the City Council, at its discretion, may approve a larger abatement.

**\*A business may qualify for additional EEZ tax abatement** if criteria are met as outlined within the City of Belton ~~Chapter 100EEZ~~ Tax Abatement Policy, as amended.

~~Go to: Chapter 100 Tax Abatement Policy, Abatement Guidelines, \*Enhanced Abatement and \*Science and Technology Abatement.~~

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## ACCOUNTABILITY

Minimum investment levels:

Investment: The qualified company's capital investment (real and/or personal property) equals or exceeds \$100,000 at the project facility ~~within two years after the company's acceptance of the State's proposal for benefits or the approval by the State of the company's notice of intent.~~

Jobs: Create a minimum of 2 new full-time jobs, averaging 35 or more hours/week each year with an average wage of at least ~~80~~100% of the County Average Wage.

Health Insurance: Must maintain health insurance at all times, of which at least 50% of premiums are paid by employer.

## APPLICATION & APPROVAL PROCESS

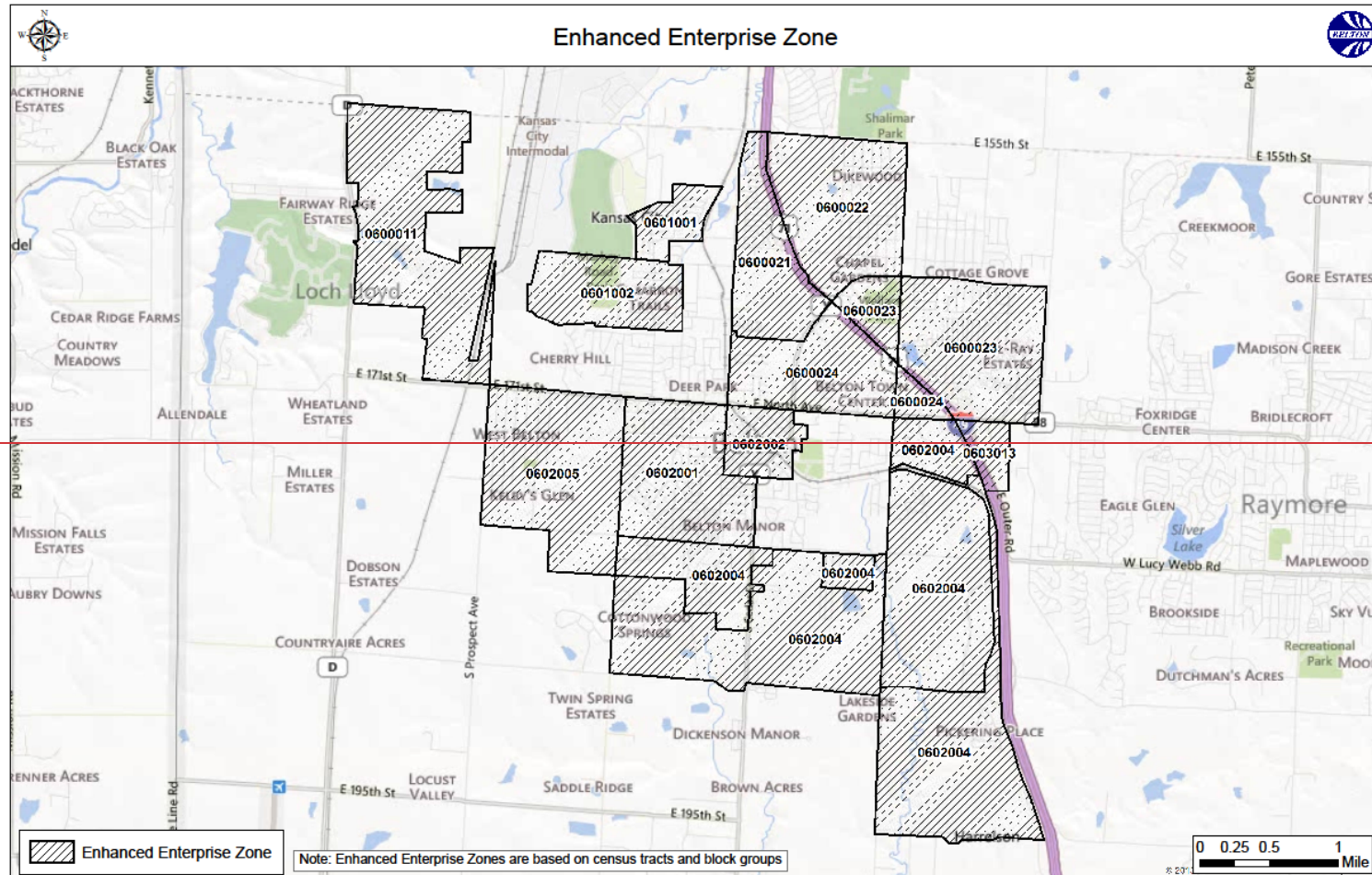
~~DED must first offer program benefits to the business in the form of a formal incentive proposal or the company may submit an NOI to the DED.~~

~~The company must submit the Notice of Intent (NOI), (found on DED's Missouri Works web page), and the approval letter from the State before the start of construction, and/or purchase of machinery and equipment. NOI's will be accepted by DED at any time of the year and will be approved on an individual, case-by-case basis, based on compliance with all program criteria.~~

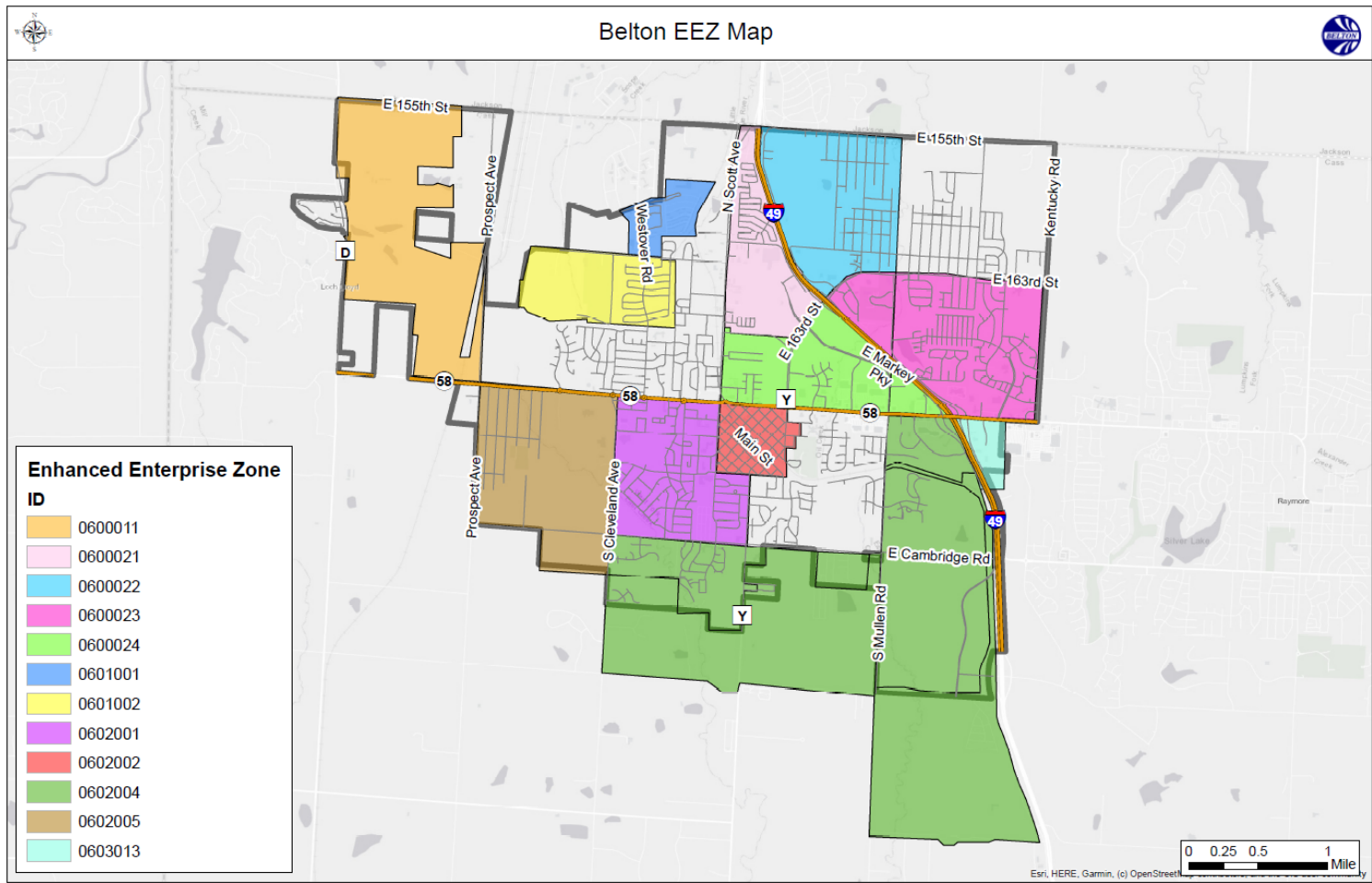
***\*Approved Belton Enhanced Enterprise Zone is displayed on the map on page 17.***

CITY OF BELTON	
ENHANCED ENTERPRISE ZONE	
TIERED INCENTIVE SCHEDULE	
BASE QUALIFICATION REQUIREMENTS	ABATEMENT LEVEL / TERM
Minimum Requirements - As verified by Missouri DED: 2 New FT employees AND \$100,000 (minimum) capital Investment	50% abatement / 10 years
<b>Note:</b> Upon qualification for minimum abatement, additional abatement is calculated according to additional FT Employees and/or additional Capital Investment.	
ADDITIONAL ABATEMENT INCREMENT BENEFITS	
Additional New Jobs Created Exceeding Minimum	
5+ NEW FT employees	5% additional abatement/10 Years
10+ NEW FT employees	7% additional abatement/10 years
15+ NEW FT employees	10% additional abatement/10 years
25+ NEW FT employees	15% additional abatement/10 years
50+ NEW FT employees	20% additional abatement/10 years
100+ NEW FT employees	25% additional abatement/10 years
250+ NEW FT employees	30% additional abatement/10 years
Additional Capital Investment Exceeding Minimum	
Capital investment exceeding \$5 million	5% additional abatement/10 years
Capital investment exceeding \$10 million	10% additional abatement/10 years
Capital investment exceeding \$25 million	15% additional abatement/10 years
Capital investment exceeding \$50 million	20% additional abatement/10 years
Capital investment exceeding \$75 million	30% additional abatement/10 years

# Enhanced Enterprise Zone









## **CHAPTER 100 INDUSTRIAL DEVELOPMENT BONDS**

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### **OVERVIEW**

Sections 100.010 to 100.200 of the Revised Statutes of Missouri (“Chapter 100”), and Article VI § 27 of the Missouri Constitution, authorizes municipalities, counties, towns and villages to issue revenue bonds to finance industrial development projects for private corporations, partnerships or individual companies. Under Chapter 100, the City issues revenue bonds to finance real and/or personal property for eligible development projects. Eligible projects are established by law and include warehouses, distribution facilities, research and development facilities, office industries and manufacturing plants and commercial activities; and may apply to the financing of land, buildings, fixtures, and machinery.

Under this type of financing, the company passes title in the real or personal property involved to the City pursuant to a deed and/or bill of sale. The City will issue the revenue bonds in the amount necessary to finance the purchase, new construction, or expansion contemplated for the project. The City will retain ownership of the real and/or personal property and lease it to the company. The rent charged to/paid by the company will be an amount sufficient to pay the principal and interest on the bonds as they come due. Most commonly, the bonds are purchased by the company. The lease-purchase agreement will also provide for the company to resume or assume ownership of the real and/or personal property once the bonds have been paid off.

Because title to the property is held in the name of the City during the lease term, the property acquired with the bond proceeds is tax exempt, which effectively results in tax abatement for the company. Under the City’s program, the company will be required to make payments in lieu of taxes (PILOTs) for a portion of the taxes it would have otherwise been required to pay. This is described in more detail in the Abatement Guidelines section below. In addition to property tax abatement, the company may also benefit from a sales tax exemption for construction materials and/or equipment for the project.

### **STATUTORY REQUIREMENTS**

According to Missouri law, the city must approve a “plan for industrial development” pursuant to Section 100.050 of the Revised Statutes for the State of Missouri (RSMo).

## POLICY GUIDELINES

In addition to complying with the statutory requirements referenced above, the City has established several criteria that will be used to review and evaluate applications for Chapter 100 financing and tax abatement. Each of the following should be satisfied:

1. Show a clear demonstration of public purpose and economic benefit through the advancement of the City's economic development goals, which include expanding the tax base, creating new job opportunities and expanding the tax base from targeted industrial areas.
2. Demonstrate the project would not occur "but for" the incentives offered. The incentive should make a difference in determining the decision of the business to locate, expand or remain in the City; and would not otherwise occur without the availability of the abatement.
3. Demonstrate that the applicant has a sound financial base and has the capacity to complete the project. ~~The City's financial advisor shall make recommendations to the City as to an applicant's financial stability. The amount of abatement provided will be influenced by the amount of investment being made, the number of high quality jobs being created and whether sales tax revenue will be generated as a result of the project for local jurisdictions.~~
4. Not result in the City, County, Belton School District or any other taxing jurisdiction affected by the incentive receiving less total real and personal property tax revenue from the property than was received prior to the granting of tax abatement.
5. Comply with the City's Comprehensive Plan and be appropriately zoned.
6. Be environmentally compatible with the specific location and the surrounding area. The proposed use must be clean, nonpolluting and consistent with all development ordinances and codes. The applicant is responsible for providing a Phase I environmental audits for projects providing abatement to real property and taking any and all remedial action necessary as required by the City or any other governmental entity.
7. Comply with statutory requirements set forth in Sections 100.010 to 100.200 RSMo. Applications that do not meet all of these criteria may be approved if the application clearly demonstrates that the project, as a whole, is of important economic interest to the City.

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## **ABATEMENT GUIDELINES**

The City may issue revenue bonds in conjunction with other economic development tools in order to meet some or all of the objectives previously mentioned in this policy.

### Standard Abatement

- ~~— Up to 50% property tax abatement for 10 years for projects that invest at least \$6,000,000 or more for a new business or at least \$3,000,000 or more for expansion of an existing business.~~

### \*Enhanced Abatement

- ~~0. Up to 75% property tax abatement for 10 years for businesses that invest at least \$6,000,000 or more for a new business or at least \$3,000,000 or more for expansion of an existing business and:
  - ~~— At least 50 new<sup>1</sup> full-time employees<sup>2</sup> will be hired as a result of the business.~~
  - ~~— The average wage of all full-time employees<sup>2</sup> exceeds the County average wage as published by the Missouri Department of Economic Development (DED)<sup>3</sup>.~~~~
- ~~0. As an additional enhancement, businesses that achieve any of the following standards may receive an additional bonus abatement for each satisfied standard (no business shall exceed 90% abatement):
  - ~~— For every 30 new<sup>1</sup> full-time employees<sup>2</sup> hired above the initial 50 to qualify for the enhanced abatement, a business may receive an additional 1% (not to exceed 10%).~~
  - ~~— For every 5% of full-time employees<sup>2</sup> that are paid above double the average County wage as published by the Missouri Department of Economic Development (DED)<sup>3</sup> may receive an additional 1% (not to exceed 10%).~~
  - ~~— The particular building is LEED-certified or is designed with a high attention to architectural detail and is comprised of high-quality building materials may receive an additional 5%.~~~~

### \*Science & Technology/Office Abatement

- ~~0. Up to 100% property tax abatement for ten (10) years for businesses that invest at least \$6,000,000 or more for a new business or at least \$3,000,000 or more for expansion of an existing business and:~~

- ~~a. The business must be a science, research technology, or engineering-based business that is related to agricultural, biological, life sciences, informational technology, or engineering research; OR, The project must be a Class A office building<sup>1</sup> of at least three or more stories.~~
- ~~b. At least 30 new<sup>2</sup> full-time employees<sup>3</sup> to Belton will be hired as a result of the business or project.~~
- ~~c. The average wage of all full-time employees<sup>3</sup> exceeds the County average wage as published by Missouri Department of Economic Development (DED)<sup>4</sup>.~~

8. The portion of property taxes not abated pursuant to this program shall be paid to the City as PILOTs for distribution to the appropriate taxing jurisdiction(s). ~~The level of enhanced abatement may increase or decrease annually based upon the satisfaction of the standards identified in this policy.~~

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#### CITY APPLICATION & APPROVAL PROCESS

The authority and decision to issue revenue bonds and grant tax abatements is vested solely with the Belton City Council. ~~This policy is intended to establish standards and guidelines to the City Council in considering both the revenue bonds and/or tax abatement applications.~~ The decision to issue revenue bonds and/or tax abatements is discretionary and shall be considered on a case-by-case basis. The City Council is under no obligation to approve any requested bond issuance and/or tax abatement and reserves the right to deviate from the policies and criteria contained herein if, in the opinion of the Belton City Council, circumstances exist to warrant such deviation, as long as any deviation does not conflict with state law. Property owners, applicants and others are cautioned not to rely upon receipt of abatement until all steps for granting an exemption have been approved.

#### ACCOUNTABILITY

If the project meets the policy guidelines outlined above, a "plan for industrial development" as outlined under Section 100.050 RSMo will be developed. The "plan for industrial development" will then be considered for formal approval by the Belton City Council.

<sup>1</sup>~~Class A office buildings generally attract high quality tenants, are in an excellent location and have good access and use high quality building materials (cost usually greater than \$150 per sq. ft.).~~

<sup>2</sup>~~Newly created job; new hire~~

<sup>3</sup>~~An employee of the company that is scheduled to work an average of at least 35 hours per week for a 12-month period.~~

<sup>4</sup>~~Average county wages are based on Census of Employment and Wages, Missouri Economic Research and Information Center (MERIC); updates to be made annually.~~

| Following approval of the “plan for industrial development”, the City and the applicant shall enter into a Chapter 100 performance agreement which will govern the terms of the abatement. The agreement shall require that an annual report be submitted to the City on or before March 1 following the end date of construction. Each year, the report shall cover the time period of January 1 through December 31 of the previous year and include a detailed accounting of the project, including certification on the number of employees (newly added during that period and existing) and associated wages.



## **TAX ABATEMENT CHAPTER 353 / REDEVELOPMENT**

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### **OVERVIEW**

Chapter 353 tax abatement is an incentive allowed by Missouri law to encourage the redevelopment of blighted areas through the abatement of real property taxes and, where appropriate, the use of eminent domain. To be eligible for tax abatement, either the City or a private entity must form a 353 Urban Redevelopment Corporation (353 Corporation) pursuant to the Urban Redevelopment Corporations Law (Chapter 353) of the Revised Statutes of Missouri.

Under Chapter 353, tax abatement on real property taxes is available for a period up to 25 years. During the first 10 years, the property is not subject to real property taxes except in the amount of real property taxes assessed on the land, exclusive of improvements, during the calendar year preceding the calendar year during which the 353 Corporation acquired title to the real property. During the next 15 years, the real property may be assessed up to 50% of its true value. Under Chapter 353, tax abatement is not available for personal property taxes such as equipment or machinery. The length of time abatements shall be permitted will be outlined ~~within the guidelines developed~~ for each area or project designated.

Payments in lieu of taxes (PILOTS) may be imposed on the 353 Corporation or private entity by contract with the city. PILOTS are paid on an annual basis to replace all or part of the real estate taxes, which are abated.

### **STATUTORY REQUIREMENTS**

Tax abatement is only available to a 353 Corporation pursuant to the Urban Redevelopment Corporations Law. In order to implement a Chapter 353 tax abatement district, the City may establish the Belton Municipal Redevelopment Corporation or, if appropriate, the property owner may establish its own Urban Redevelopment Corporation. Tax abatement is only extended to real property that has been found to be a “blighted area” by the City. Real property may be found to be blighted even though it contains improvements, which by themselves do not constitute blight. Tax abatement may also be extended to a tract of real property, which by itself does not meet the definition of a blighted area if such tract is necessary to the redevelopment project and the area on a whole constitutes a blighted area.

## ***POLICY GUIDELINES***

In accordance with Missouri law, the City of Belton will consider in its discretion the granting of Chapter 353 partial real property tax abatement within established boundaries approved by the City Council. In addition to this statutory requirement, each of the following criteria should be satisfied:

1. Show a clear demonstration of public purpose and economic benefit through the advancement of the City's economic development goals which include expanding the tax base, creating quality jobs, and spurring development or redevelopment in targeted City locations.
2. Demonstrate the project would not occur "but for" the incentives offered. The incentive should make a difference in determining the decision of the property owner to improve the property.
3. Include evidence that the property owner has the financial ability and capacity to complete the project.
4. Include a capital investment as outlined within the abatement guidelines of each Redevelopment Area established by the City Council.
5. Be compatible with the specific location and the surrounding area. The proposed use must be clean, nonpolluting and consistent with all development ordinances and codes. The applicant is responsible for conducting all necessary environmental audits and taking any and all remedial action necessary as required by the City or any other governmental entity.
6. The improvements included within the request for abatement for commercial properties shall be at least 50% exterior improvements so as to be visible to the public.
7. Payments in lieu of taxes (PILOTS) may be imposed by the City and paid by the property owner if deemed appropriate for the project. PILOTS are paid on an annual basis to replace all or part of the real estate taxes, which are abated. PILOTS shall be made to the County Collector by December 31st of each year. The City Clerk shall furnish the Collector with a copy of the agreement by which the PILOTS are imposed. The PILOTS must be allocated to each taxing district according to their proportionate share of ad valorem property taxes. 353.110.4, RSMo.
8. Comply with the statutory requirements set forth in Sections 353.010 – 353.150 RSMo.



9. Properties receiving tax abatement must be maintained in compliance with minimum standards, codes, and ordinances of the City.
10. Upon determination that the provisions within the development plan are not being satisfied (i.e. use, operate, maintain), the City may proceed with revocation of tax abatement.
11. Subject to the statutory requirements of Chapter 353, applications for Chapter 353 partial real property tax abatement may be approved where not all of the above criteria are met if the application clearly demonstrates that the project, as a whole, is of important economic interest to the City. Because the approval of such partial real property tax abatement is granted within the discretion of the City Council, an application's satisfaction of the above criteria does not guarantee that City Council approval will be granted. Projects that produce other forms of additional revenue (e.g., an increase in City's sales tax revenue) may be considered for a longer tax abatement period upon City Council approval.

#### **GENERAL ABATEMENT PROCEDURES**

Development Plan: Urban redevelopment corporations have the power to operate one or more redevelopment projects pursuant to a development plan which has been authorized by the City after holding a public hearing. The City may assist in the preparation of a development plan. The City must make a finding of blight regarding the area included within the development plan.

It is anticipated that each redevelopment area may have several projects; the number, location and construction details of which may not be determined at the time of the application. Developers and/or property owners shall prepare a project plan for each project that will implement the development plan approved for the redevelopment area. Each project plan will require its own public hearing and approval by the City Council. The City may require that substantial changes to the overall development plan after the development plan is approved must be accomplished by an amendment to the development plan.

Tax Impact Analysis: The Missouri State Statute requires the governing body to hold a public hearing regarding any proposed development plan. Before the public hearing, the governing body must furnish to the political entities whose boundaries include any portion of the property to be affected by tax abatement notice of the scheduled public hearing and a written statement of the impact on ad valorem taxes such tax abatement will have on the taxing entities. When establishing a redevelopment area with several properties, a tax impact analysis will be prepared at the time the specific project is considered by the City Council.

Abatement Program: Once a project has been approved, and the redevelopment corporation has taken title to real property, that real property shall not be subject to assessment or payment of general ad valorem taxes for a period of 10 years after the date upon which the corporation became owner of such property, except the amount of the assessed value of the land exclusive of improvements determined by the county assessor during the calendar year preceding the calendar year in which the corporation acquired title to the property.

The City may, as included within a project's development performance agreement allow abatement for up to the next 15 year period of 50% of the actual assessed value on land and improvements. The City Council shall determine the length of time for this period of abatement based upon the amount of investment and adherence to the policy guidelines. A standard abatement period during this second period shall be from 1 to 5 years except as allowed within the policy guidelines above.

#### **CITY APPLICATION & APPROVAL PROCESS**

Applications for the program will be accepted by the City staff on behalf of the 353 Corporation. A final application may then be submitted to the City for processing.

#### **ACCOUNTABILITY**

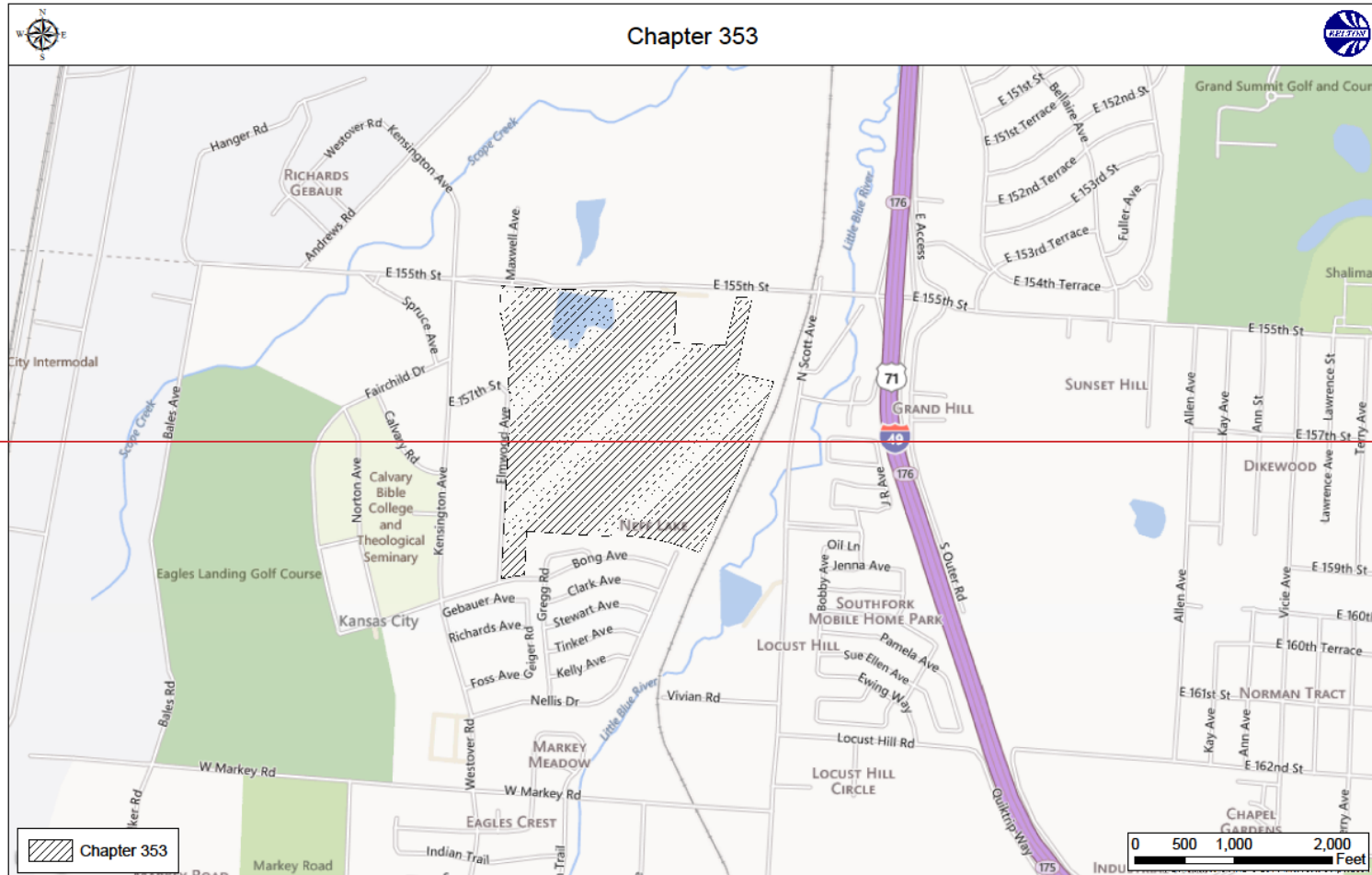
~~Development Performance Agreement:~~

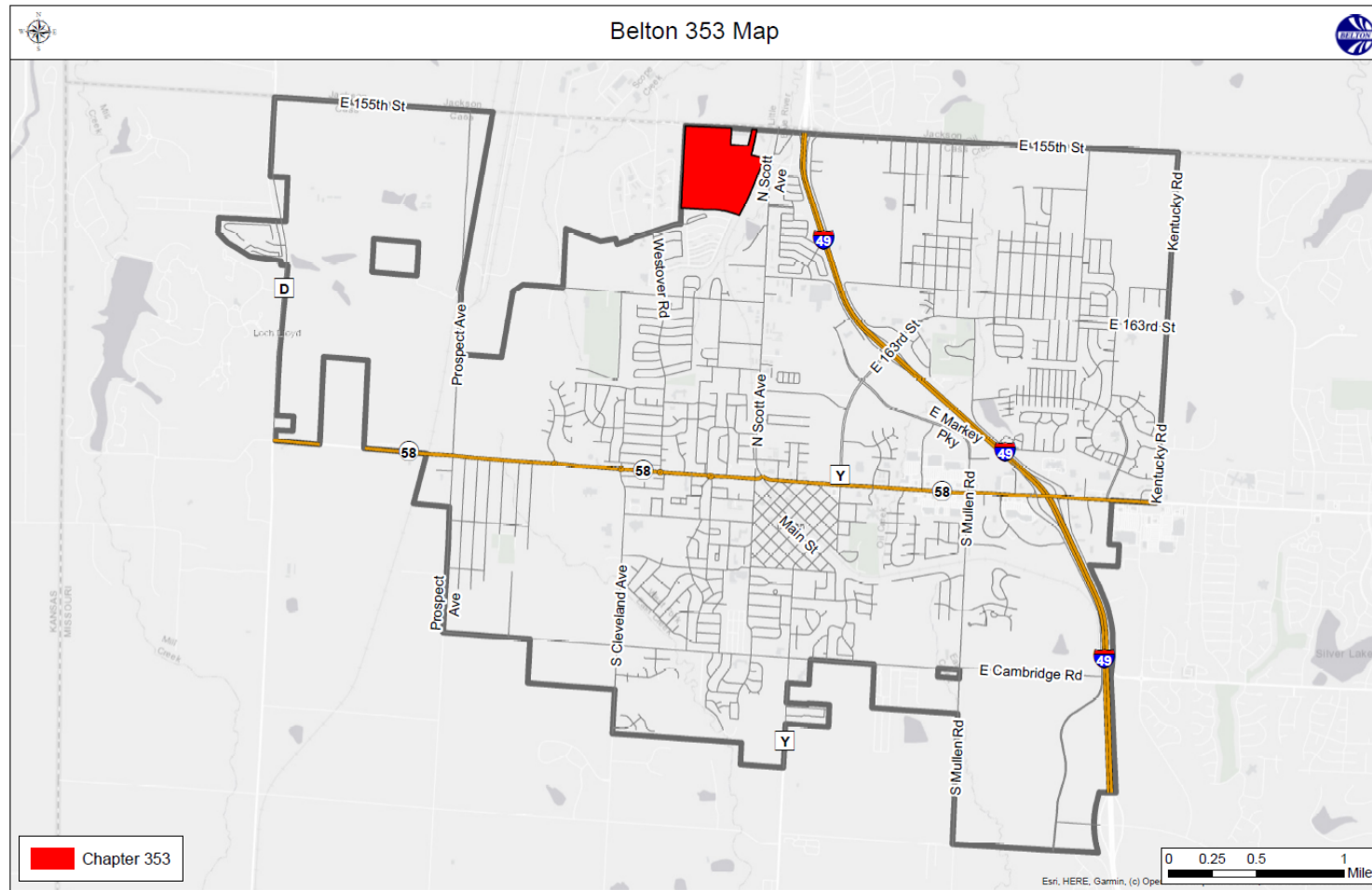
~~The~~

A development performance agreement, among the City, the property owner and the 353 Corporation, ~~describes~~will be required to describe the obligations to carry out the development plan. Among the provisions that are included in the ~~redevelopment~~development performance agreement are procedures for acquiring property, the tax abatement period, the schedule for construction, and procedures for the transfer of title to the property. The agreement shall require that an annual report be submitted to the City on or before March 1 following the end date of construction. Each year that the abatement is in place, a report must be submitted to the City on or before March 1. The report shall cover the time period of January 1 through December 31 of the previous year and include a detailed accounting and status of the project.

***Belton's Existing Chapter 353 locations are displayed on the map on page ~~2824~~.***

# Chapter 353







## **NEIGHBORHOOD IMPROVEMENT DISTRICTS**

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### **OVERVIEW**

A Neighborhood Improvement District (NID) is an area designated to finance public improvements, including acquisition, construction, engineering, legal and related costs. General obligation bonds may be issued by the City and retired through special assessments against property owners in the area benefited by the improvements made. The cost of the public improvements assessed against property owners in the area are apportioned in a manner commensurate to the amount of benefit received from such improvements.

The creation of a NID may be established by one of two methods. The first is by a favorable vote of qualified voters living within the boundaries of the proposed area. The second is through a proper petition signed by at least two-thirds of the owners of record of all real property within the proposed area. In both instances, approval by the City Council is required in order to establish the NID.

### **STATUTORY REQUIREMENTS**

By law, the City must determine that certain requirements have been met before approving the establishment of a Neighborhood Improvement District (NID). These requirements are set forth under Sections 67.453 to 67.475 of the Revised Statutes for the State of Missouri (RSMo).

### **POLICY GUIDELINES**

The City is prepared to approve petitions for a NID to facilitate business activity and economic development within Belton. Because the municipality may issue general obligation bonds backed by the full faith and credit of the City, decisions to approve the establishment of a NID will be determined on a case-by-case basis and approved only where there is a clear demonstration of substantial and significant public benefit. At a minimum, all statutory requirements must be met.

### **CITY APPLICATION & APPROVAL PROCESS**

The applicant is required to first meet with staff in a pre-qualification conference to determine project eligibility. Once deemed eligible, the property owner(s) may file a petition or submit a written request for an election to be held pursuant to RSMo 67.453 - 67.475. The petition or request for an election should be submitted to the City Clerk. Petitions that comply with the statutory requirements will be forwarded to the City Council for consideration. Under certain conditions a cooperative agreement may be required to establish the terms of the relationship between the City and the property owners within the NID area.

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## COMMUNITY IMPROVEMENT DISTRICTS

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### OVERVIEW

A Community Improvement District (CID) is a special purpose district in which property owners voluntarily tax themselves to fund a broad range of public improvements and/or services to support business activity and economic development within specified boundaries. Created by an ordinance of the City Council, establishment of the CID would be considered upon receipt of a petition, signed by owners of real property, representing more than 50 percent of the assessed valuation within the proposed CID boundary *and ~~ever~~more than* 50 percent per capita of all owners of real property.

### STATUTORY REQUIREMENTS

By law, the City must determine that certain requirements have been met before approving the establishment of a Community Improvement District. These requirements are set forth under Sections 67.1401 - 67.1571 of the Revised Statutes for the State of Missouri (RSMo).

### POLICY GUIDELINES

The City of Belton is prepared to approve petitions for Community Improvement Districts (CID) to facilitate business activity and economic development within Belton provided the petition meets the statutory requirements referenced above.

The petition must include:

- A five-~~y~~-year plan describing the purpose of the district, the services that it will provide, the improvements it will make and an estimate of costs or improvements.
- Information as to whether the district will be a political entity or a non-profit ~~corp~~corporation.
- The maximum rates of real property taxes and / or special assessments.
- The limitations on the borrowing capacity and revenue generation of the district.

The district will be allowed to exist for ~~{30}~~ years. ~~Public improvements~~Improvements that can be financed, include, but are not limited to:



- If the district is declared a blighted area, the demolition, removal, renovation, reconstruction, or rehabilitation of a building or structure, and
- Street, sidewalk or parking lot construction, maintenance and cleaning, and
- Landscaping
- Traffic signs and signals, utilities, drainage, water, storm and sewer systems
- Trash collection and disposal services
- Marketing
- Safety officers, district management, and
- Legal fees, interest, engineering and architectural fees

***City Representation on Funding District Board of Directors***

Most favorable consideration will be given to a CID where the majority control of the board of directors rests with persons designated by the City, including City staff and elected or appointed City officials.

**CITY APPLICATION & APPROVAL PROCESS**

Once a project is deemed eligible, the property owner(s) may file a petition pursuant to RSMo 67.1401 - 67.1571 to the office of the City Clerk. Upon receipt of the petition, the City Clerk shall determine whether the petition substantially complies with statutory requirements. Following confirmation that the petition complies with these requirements, a public hearing will be held by the City Council. The City Council would then consider whether to approve an ordinance to establish the CID.

Once established, the applicant will either seek to impose a sales tax, a property tax, or a special assessment within the district in accordance with the procedures and provisions set forth in the state statutes. Following the approval of the tax or assessment, the City and the CID board shall enter into a cooperative agreement for the purpose of establishing the terms of the relationship between the City and the CID.



## **TRANSPORTATION DEVELOPMENT DISTRICTS**

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### **OVERVIEW**

Transportation Development Districts (TDD) are independent political subdivisions organized to impose sales taxes, property taxes or special assessments to pay for the construction of roads, bridges, interchanges, intersections, parking facilities or other transportation related improvements. TDDs are approved and organized by order of a circuit court. As long as the TDD is proposed to construct transportation related improvements, any property is eligible to be included in a TDD.

TDDs may generate revenues through sales taxes (up to 1%); ad valorem taxes on real and personal property (up to ten cents per \$100 assessed valuation); special assessments; or tolls. The TDD is authorized to issue bonds on its own behalf, utilizing these taxes and assessments to pay debt service on bonds issued to construct transportation projects. Either MoDOT or the City are required to sponsor the project(s) and must agree to accept a completed project for maintenance. When the bonds are paid off or a project is otherwise completed and funded, the TDD is terminated.

### **STATUTORY REQUIREMENTS**

By law, the City must determine that certain requirements have been met before approving the establishment of a TDD. These requirements are set forth under Sections 238.200 – 238.275 of the Revised Statutes for the State of Missouri (RSMo) (the “TDD Act”).

### **POLICY GUIDELINES**

The City may pass a resolution endorsing (or opposing) a project prior to the time of the circuit court review of the petition filed to establish the TDD.

### **CITY APPLICATION & APPROVAL PROCESS**

Once a project is deemed eligible, a petition may be filed in the circuit court and in the office of the City Clerk by the following:

1. 50 registered voters (as defined by the TDD Act);
2. If no registered voters resided within the TDD, the owner(s) of all real property of record with the TDD;
3. The governing body of any local transportation authority (as defined by the TDD Act);
4. Two or more local transportation authorities; or
5. 50 registered voters from each of two or more counties.

Upon receipt of the petition, the City shall determine whether the request substantially complies with statutory requirements and City policy and will then forward the matter to the City Council. The City Council will then consider a resolution of support in favor of the TDD.

Once established and approved by the circuit court, the City and the TDD board shall enter into a cooperative agreement for the purpose of establishing the terms of the relationship between the City and the TDD.

***City Representation on Funding District Board of Directors***

Most favorable consideration will be given to a TDD where the majority control of the board of directors rests with persons designated by the City, including City staff and elected or appointed City officials.



## **SALES TAX REIMBURSEMENT AGREEMENTS**

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### **OVERVIEW**

Sales Tax Reimbursement agreements are a funding mechanism allowed by Missouri law that may be used to achieve a public benefit through funding public infrastructure. Under such an agreement, municipalities have the ability to annually appropriate the increase in City sales or property taxes created by new private capital investment to offset a portion of their investment costs. The sales tax increment must be used for a public purpose, primarily through the funding of public improvements. Under such an agreement, a portion of City sales or property taxes captured from the *increased sales* generated by the project may be paid to the company to reimburse eligible public improvement costs.

### **STATUTORY REQUIREMENTS**

Under Section 70.220 of the Revised Statutes of the State of Missouri (RSMo), municipalities are authorized to contract and cooperate with private firms or corporations for the planning, development, construction, acquisition or operation of public improvements.

### **POLICY GUIDELINES**

The City of Belton may approve sales tax reimbursement agreements that would result in the stabilization of a strategically important under-utilized retail center or which would facilitate the adaptive re-use of historic properties. In addition, the following criteria should be satisfied:

1. Demonstration that the project would prevent a significant loss in existing sales tax revenue or make a significant contribution to the overall health and well-being of the local economy.
2. Show a clear demonstration of public purpose and economic benefit through the advancement of the City's economic development goals, which include the retention and expansion of the tax base and job retention and creation.
3. Demonstrate that the project would not occur "but for" the incentives offered. The incentive should make a difference in determining the decision of the business to

expand or remain in the City and would not otherwise occur without the availability of the sales tax reimbursement.

4. Include evidence provided by the company that demonstrates the firm's financial stability and capacity to complete the project.
5. Not result in the City or any other taxing jurisdiction affected by the incentive receiving less total sales tax revenue from the property than was received prior to the granting of the sales tax reimbursement.
6. The term of the reimbursement should not extend beyond 10 years from approval.

#### **ACCOUNTABILITY**

Upon consent from the City Council, the City and the applicant would enter into a performance agreement. The agreement shall require that an annual report be submitted to the City on or before March 1 following the end date of construction. Each year, the report shall cover the time period of January 1 through December 31 of the previous year and include a detailed accounting of the project. The agreement may include a claw-back provision requiring specified performance on issues such as new jobs created as a condition for granting and maintaining the abatement.



## **NEW MARKETS TAX CREDIT PROGRAM**

**Commented [MM1]:** As this program is not allowing new authorizations at the state level, and I believe we should delete this section of the Policy. New Market Tax Credits are available through the US Department of Treasury.

**~~No new authorizations may be made under the State program; Sunset date of 9/4/13.~~**

### **OVERVIEW**

**~~This program is implemented by the Missouri Department of Economic Development.~~**

~~The NMTC program provides federal tax credits to investors that make investments into approved funds, which will make investments in eligible projects located in low income census tracts in Missouri. This program does not provide tax credits directly to businesses. Eligible businesses interested in obtaining funding should contact the approved "Community Development Entities" that are listed below.~~

### **ELIGIBLE AREAS**

~~Low income communities (LIC) are census tracts that have a poverty rate of 20% or more, or the median income is below 80% of the greater than (a) statewide median income; or (b) metropolitan median income.~~

### **ELIGIBLE APPLICANTS**

~~Community Development Entities (CDEs) which have been allocated federal New Markets Tax Credits for Missouri. The New Markets Tax Credits are provided to investors which invest in the funds established by a CDE for projects in Missouri.~~

### **ELIGIBILITY CRITERIA**

~~A CDE may make an investment (loan or equity) into a **Qualified Active Low Income Community Business (QALICB)**, which is any corporation (including a nonprofit corporation) or partnership which meets the following criteria for any taxable year:~~

- ~~1. At least 50 percent of total gross income of the QALICB is derived within any Low Income Community.~~

~~2. A substantial portion of the use of the tangible property of the QALICB (whether owned or leased) is within any low income community.~~

~~3. A substantial portion of the services performed of the QALICB by its employees are performed in any Low Income Community.~~

~~4. Less than 5 percent of the average of the aggregate unadjusted bases of the property of the QALICB is attributable to collectibles, other than collectibles that are held primarily for sale to customers in the ordinary course of such business; and~~

~~5. Less than 5 percent of the average of the aggregate unadjusted bases of the property of the QALICB is attributed to nonqualified financial property. Any business that derives or projects to derive 15 percent or more of its annual revenue from the rental or sale of real estate shall not be considered to be a QALICB.~~

#### **PROGRAM BENEFITS/ELIGIBLE USES**

~~The tax credit amount shall be equal to the applicable percentage of the adjusted purchase price paid to the issuer of such qualified investment:~~

- ~~• 0% for each of the first 2 credit allowance dates;~~
- ~~• 7% for the third credit allowance date;~~
- ~~• 8% for the next four credit allowance dates~~

#### **FUNDING LIMITS**

~~The amount of tax credit claimed shall not exceed the amount of the taxpayer's state tax liability for the tax year for which the tax credit is claimed. The maximum state tax credit in any fiscal year for all CDEs is \$25 million. There is no limit per CDE, and state tax credits are allocated on a first come basis.~~

#### **REPORTING REQUIREMENTS**

~~Twelve months from the date of the official allocation letter, the Applicant CDE must notify DED where the Qualified Equity Investment (QEI) was invested, provide adjusted purchase price, Senator and Representative information on where investment was made, and how much of a tax credit will be available for the taxpayer.~~



#### **SPECIAL PROGRAM REQUIREMENTS**

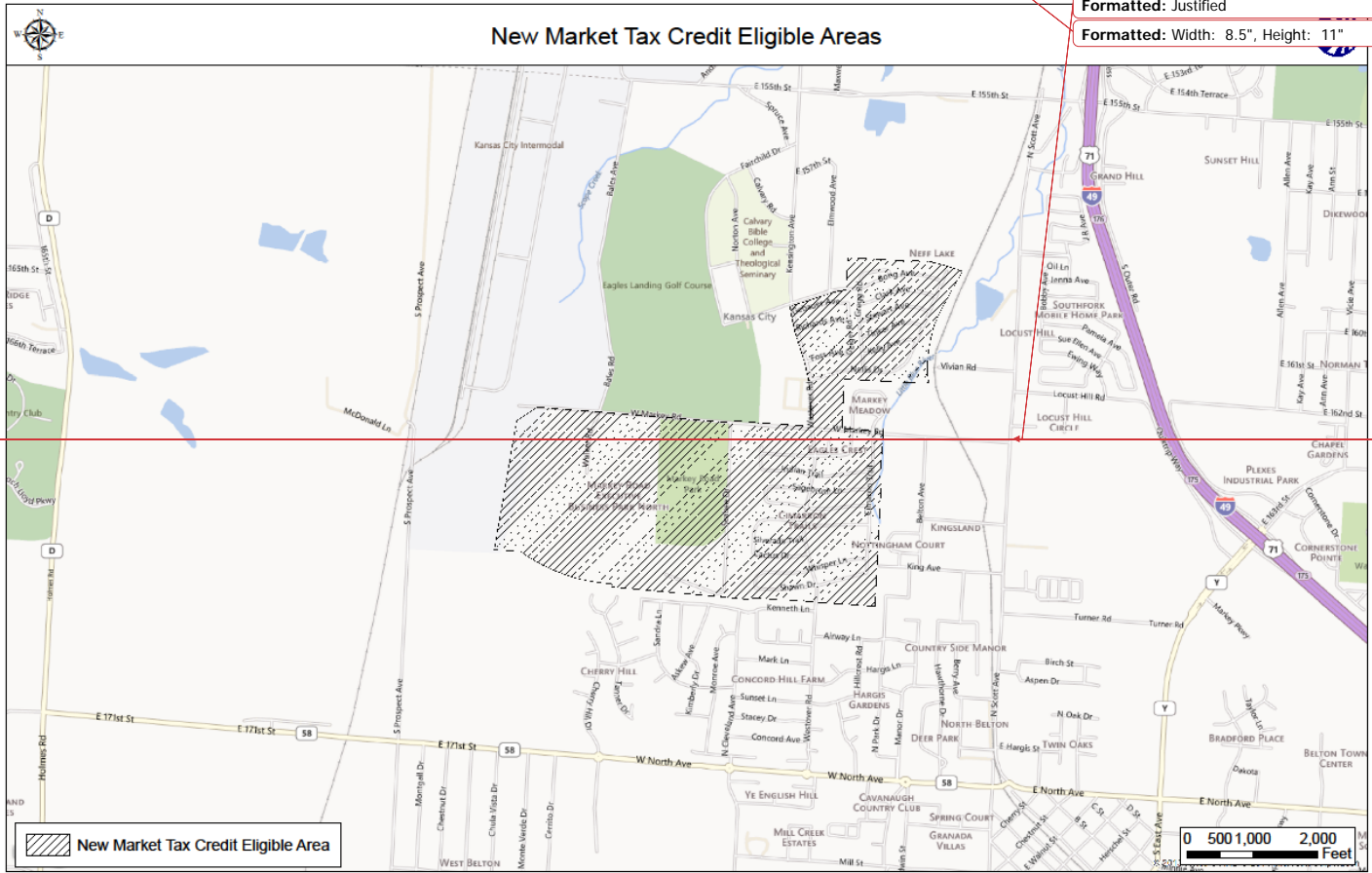
- ~~The tax credit is not refundable or transferable. Any amount of credit that cannot be used in the taxable year may be carried forward to any of the taxpayer's five subsequent taxable years.~~
- ~~Tax credits earned by a partnership, limited liability company, S corporation, or other "pass-through" entity may be allocated to the partners, members or shareholders of such entity for their direct use in accordance with the provisions of any agreement among such partners, members, or shareholders.~~
- ~~No new authorizations may be made for this program. Existing programs with previous authorizations may complete their projects and still achieve program benefits subject to the program rules.~~

#### **CONTACT**

~~To search for approved Community Development Entities please use the following contact information:~~

~~<http://www.cdfifund.gov/awardees/db/index.asp>~~

~~**Approved Belton New Market Tax Credit Program Zone is displayed on the map on page 43.**~~





### Economic Development Incentive Pre-Application Worksheet

DATE: \_\_\_\_\_ APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

COUNSEL: \_\_\_\_\_

COUNSEL PHONE #: \_\_\_\_\_ COUNSEL EMAIL: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

#### PROJECT TYPE:

Check all that apply and fill in the SIC/NAICS code, if known.

☐ Industrial, Manufacturing, Technology      SIC/NAICS code: \_\_\_\_\_

- ☐ New building, no existing Missouri operations
- ☐ New building, other Missouri operations already in existence
- ☐ Expanding existing facility
- ☐ Retaining existing facility

☐ Retail/Restaurant/Hotel      SIC/NAICS code: \_\_\_\_\_

- ☐ New freestanding building
- ☐ New multi-use tenant building
- ☐ Remodel, addition or expansion of existing building

☐ Office

- ☐ New freestanding building
- ☐ New multi-use tenant building
- ☐ Remodel, addition or expansion of existing building

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space between Asian text and numbers

- ☐ Residential
- ☐ New freestanding residential units
  - ☐ New residential units in a multi-use building
  - ☐ Remodel, addition or expansion of existing building

☐ Other \_\_\_\_\_

**PROPERTY FOR WHICH INCENTIVES ARE BEING SOUGHT**

Attach map and legal description of property.

ADDRESS: \_\_\_\_\_

CURRENT PROPERTY OWNER: \_\_\_\_\_

WILL APPLICANT BE PURCHASING THE PROPERTY: \_\_\_\_\_ YES \_\_\_\_\_ NO

TOTAL ACRES: \_\_\_\_\_ Building Sq. Ft. \_\_\_\_\_

**INVESTMENT**

Total new investment: \$ \_\_\_\_\_

Acquisition of land/existing buildings: \$ \_\_\_\_\_  
 Annual lease of land/existing buildings: \$ \_\_\_\_\_  
 Preparation of plans, studies, surveys: \$ \_\_\_\_\_  
 Site preparation costs: \$ \_\_\_\_\_  
 Building improvements: \$ \_\_\_\_\_  
 Site improvements: \$ \_\_\_\_\_  
 Utilities/Infrastructure Costs: (streets, sewer, etc.): \$ \_\_\_\_\_

**TIMELINE**

Calendar year in which applicant plans to begin construction: \_\_\_\_\_

Approximate opening date: \_\_\_\_\_

**WAGE & BENEFITS**

	Job Category (executive, professional, clerical, general labor, etc.)	# new full-time employees	#new part-time employees	Average hourly wage/employee
Year 1				
Year 2				

% of health care premium paid for by the employer: \_\_\_\_\_

**TYPE OF FINANCIAL INCENTIVE DESIRED**

**TAX REDIRECTION OR ABATEMENT**

- ☐ Tax Increment Financing
- ☐ Chapter 100 Industrial Revenue Bonds
- ☐ Chapter 353 Tax Abatement
- ☐ Neighborhood Improvement District
- ☐ Community Improvement District
- ☐ Transportation Development District

**Local Incentive Tools**

- ☐ Sales Tax Reimbursement Agreements

Proposed Chapter 100, 353 and TIF Abatement Guidelines

Wages	Number of Jobs						
	5	7	10	15	20	25	
	100% CAW	10-yr / 50%	10-yr / 50%	10-yr / 50%	10-yr / 50%+ 2-yr / 50%	10-yr / 75%+ 2-yr / 75%	10-yr / 100% + 2-yr / 100%
	105% CAW	10-yr / 55%	10-yr / 55%	10-yr / 55%	10-yr / 55%+ 2-yr / 50%	10-yr / 75%+ 2-yr / 75%	10-yr / 100% + 2-yr / 100%
	110% CAW	10-yr / 60%	10-yr / 60%	10-yr / 60%	10-yr / 60%+ 2-yr / 50%	10-yr / 75%+ 2-yr / 75%	10-yr / 100% + 2-yr / 100%
	120% CAW	10-yr / 65%	10-yr / 65%	10-yr / 65%	10-yr / 65%+ 2-yr / 50%	10-yr / 75%+ 2-yr / 75%	10-yr / 100% + 2-yr / 100%
	130% CAW	10-yr / 70%	10-yr / 70%	10-yr / 70%	10-yr / 70%+ 2-yr / 50%	10-yr / 75%+ 2-yr / 75%	10-yr / 100% + 2-yr / 100%
	140% CAW	10-yr / 75%	10-yr / 75%	10-yr / 75%+ 2-yr / 50%	10-yr / 75%+ 5-yr / 50%	10-yr / 75%+ 5-yr / 75%	10-yr / 100% + 5-yr / 100%
	150% CAW	10-yr / 80%	10-yr / 80%	10-yr / 75%+ 2-yr / 50%	10-yr / 80%+ 5-yr / 50%	10-yr / 75%+ 5-yr / 75%	10-yr / 100% + 5-yr / 100%
	160% CAW	10-yr / 85%	10-yr / 85%	10-yr / 75%+ 2-yr / 50%	10-yr / 85%+ 5-yr / 50%	10-yr / 75%+ 5-yr / 75%	10-yr / 100% + 5-yr / 100%
	170% CAW	10-yr / 90%	10-yr / 90%	10-yr / 75%+ 2-yr / 50%	10-yr / 90%+ 5-yr / 50%	10-yr / 75%+ 5-yr / 75%	10-yr / 100% + 5-yr / 100%
	180% CAW	10-yr / 95%	10-yr / 95%	10-yr / 75%+ 2-yr / 50%	10-yr / 95%+ 5-yr / 50%	10-yr / 75%+ 5-yr / 75%	10-yr / 100% + 5-yr / 100%
	190% CAW	10-yr / 100%	10-yr / 100%	10-yr / 75%+ 2-yr / 50%	10-yr / 100%+ 5-yr / 50%	10-yr / 75%+ 5-yr / 75%	10-yr / 100% + 5-yr / 100%

Base: 10-yr / 50% abatement for companies creating a minimum of 10 jobs

CAW = County Average Wage for All Industries Public & Private in Jackson County, Missouri as determined by the most recent published information from the Missouri Economic Research & Information Center (MERIC)

Job Creation: Number of net new Full-Time Employees in 24 months after beginning new/expanded operations

**SALES TAXES REVENUES**

Expected amount of retail sales subject to sales and use taxes by the City of Belton and other local taxing districts: \$\_\_\_\_\_.

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# **SECTION VIII**

## **A**



**Minutes of the Belton City Council**  
**Electronic Meeting**  
<https://www.belton.org/watch>  
**January 26, 2021**

Mayor Davis called the electronic public hearing to order at 6:01 p.m.

The City of Belton held a Public Hearing in accordance with RSMo Section 99.865 to determine if the following tax increment financing plans and the redevelopment projects associated with such plans are making satisfactory progress under the proposed time schedules contained within the approved plans for completion of the projects.

- Belton Town Centre TIF
- Y Highway Market Place TIF
- Southtowne Plaza TIF, Projects 1, 2, 3
- Y Belton Plaza TIF, Projects 1, 2, 2A, 3
- Cedar Tree TIF

Carolyn Yatsook, Economic Development Director, presented the annual report for each TIF. There was no one in the audience to speak. Being no further business, Mayor Davis adjourned the public hearing and called the work session electronic meeting to order at 6:21 p.m.

Sheila Ernzen, Finance Director and Assistant City Manager, gave an overview of the General Fund, Public Safety Sales Tax Fund, General Capital Fund, Capital Project Funds, and TIF Fund in the proposed FY2022 budget.

Being no further business, Mayor Davis adjourned the work session at 7:32 p.m. and called the regular electronic meeting to order.

Mayor Davis led the Pledge of Allegiance to the Flag.

Councilmembers present via videoconference: Mayor Davis, Tim Savage, Gary Lathrop, Chet Trutzel, Dave Clark, Ryan Finn, Stephanie Davidson, and Lorrie Peek

Councilmember absent: Dean VanWinkle

Staff present via videoconference: Alexa Barton, City Manager; Padraic Corcoran, Attorney; and Andrea Cunningham, City Clerk

**CONSENT AGENDA**

Councilmember Trutzel moved to approve the consent agenda consisting of a motion:

- **approving the minutes of the January 12, 2021, City Council Meeting.**

Councilmember Clark seconded. All present voted in favor. Consent agenda approved.

## REGULAR AGENDA

Andrea Cunningham, City Clerk, gave the final reading of Bill No. 2021-02: **An ordinance determining and declaring the necessity of acquiring for public use temporary construction easements and permanent easements for drainage and sanitary sewer improvements for the construction and maintenance of certain improvements to the City's Stormwater Management and Sanitary Sewer System generally located near Hargis Lake in the City of Belton, Missouri; authorizing the City and its designees to negotiate for the purpose of acquiring the easements and property acquisition by contract or condemnation; and authorizing the City Attorney and his designees to institute condemnation proceedings if such interests in land that cannot be acquired by purchase through good faith negotiations.** Presented by Councilmember Clark, seconded by Councilmember Trutzel. Vote on the final reading was recorded:

Ayes: 8 Peek, Davidson, Finn, Clark, Mayor Davis, Savage, Lathrop, Trutzel

Noes: 0

Absent: 1 VanWinkle

Bill No. 2021-02 was declared passed and in full force and effect as **Ordinance No. 2021-4606**, subject to Mayoral veto.

Ms. Cunningham read Bill No. 2021-03: **An ordinance approving the Final Plat for The Encore; a tract of land in the Southwest quarter of Section 12, Township 46, Range 33, in the City of Belton, Cass County, Missouri and authorizing the Mayor and City Clerk to sign the Plat for recording with the Cass County recorder's office.**

Presented by Councilmember Lathrop, seconded by Councilmember Finn. Vote on the first reading was recorded with all present voting in favor. First reading passed.

Ms. Cunningham read Bill No. 2021-04: **An ordinance approving a Tips Hotline contract with the Kansas City Metropolitan Crime Commission.**

Presented by Councilmember Clark, seconded by Councilmember Peek. Vote on the first reading was recorded with all present voting in favor. First reading passed. **Councilmember Clark moved to hear the final reading.** Councilmember Finn seconded. Vote to hear the final reading was recorded with all present voting in favor. Motion passed. The final reading was read. Presented by Councilmember Lathrop, seconded by Councilmember Clark. Vote on the final reading was recorded:

Ayes: 8 Peek, Davidson, Finn, Clark, Mayor Davis, Savage, Lathrop, Trutzel

Noes: 0

Absent: 1 VanWinkle

Bill No. 2021-04 was declared passed and in full force and effect as **Ordinance No. 2021-4607**, subject to Mayoral veto.

## CITY COUNCIL LIAISON REPORTS

Councilmember Davidson gave a Park report.

- The Park Department is hiring
- There are online signups for leagues

## **MAYOR'S COMMUNICATIONS**

The Mayor said he received an invitation to meet the new President of Calvary University.

Alexa Barton, City Manager, said she spoke with the Cass County Health Department this week. Their advice was to keep the City buildings “open by appointment only” until March 1. At that time, it will be re-evaluated month-by-month.

James Person, Police Chief, said the Covid numbers have gone down, but they continue to be high. There is increase absence at the Belton schools due to Covid.

## **CITY MANAGER'S REPORT**

February/March 2021 City Council Meetings – 6:00 p.m.

February 9, 2021

February 23, 2021

March 9, 2021

March 23, 2021

## **MOTIONS**

Councilmember Clark moved that the redevelopment project described in the Belton Town Centre TIF Plan and submitted to the Belton City Council at the public hearing held on January 26, 2021, is making satisfactory progress under the proposed time schedule contained within the approved plans for completion of such project. Councilmember Savage seconded. All present voted in favor. Motion carried.

Councilmember Clark moved that the redevelopment project described in the Y Highway Market Place TIF Plan and submitted to the Belton City Council at the public hearing held on January 26, 2021, is not making satisfactory progress under the proposed time schedule contained within the approved plans for completion of such project. Councilmember Savage seconded. All present voted in favor except Councilmembers Peek, Finn, Trutzel, Lathrop, and Mayor Davis. Motion failed.

Councilmember Trutzel moved that the redevelopment project described in the Y Highway Market Place TIF Plan and submitted to the Belton City Council at the public hearing held on January 26, 2021, is making satisfactory progress under the proposed time schedule contained within the approved plans for completion of such project. Councilmember Finn seconded. All present voted in favor except Councilmembers Davidson, Clark, and Savage. Motion carried.

Councilmember Finn asked for all the motions to be read in the affirmative.

Councilmember Trutzel moved that the redevelopment project described in the Southtowne Plaza TIF Plan and submitted to the Belton City Council at the public hearing held on January 26, 2021, is making satisfactory progress under the proposed time schedule contained within the

approved plans for completion of such project. Councilmember Lathrop seconded. All present voted in favor except Councilmember Davidson. Motion carried.

Councilmember Clark moved that the redevelopment project described in the Y Belton Plaza TIF Plan and submitted to the Belton City Council at the public hearing held on January 26, 2021, is making satisfactory progress under the proposed time schedule contained within the approved plans for completion of such project. Councilmember Trutzel seconded. All present voted in favor except Councilmembers Davidson and Clark. Motion carried.

Councilmember Trutzel moved that the redevelopment project described in the Cedar Tree TIF Plan and submitted to the Belton City Council at the public hearing held on January 26, 2021, is making satisfactory progress under the proposed time schedule contained within the approved plans for completion of such project. Councilmember Clark seconded. All present voted in favor. Motion carried.

At 8:10 p.m. Councilmember Finn moved to enter Executive Session to discuss matters pertaining to the leasing, purchase or sale of Real Estate, according to Missouri Statute 610.021.2; to discuss matters pertaining to the hiring, firing, disciplining or promotion of personnel, according to Missouri Statute 610.021.3; to discuss matters pertaining to preparation, including any discussion or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups according to Missouri Statute 610.021.9; and to discuss matters pertaining to negotiated contracts, according to Missouri Statute 610.021.12, and that the record be closed, and the meeting adjourned from there. Councilmember Clark seconded. The following vote was recorded:

Ayes: 8 Peek, Davidson, Finn, Clark, Mayor Davis, Savage, Lathrop, Trutzel

Noes: 0

Absent: 1 VanWinkle

Being no further business, the meeting was adjourned following the executive session.

---

Andrea Cunningham, City Clerk

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Mayor Jeff Davis

# **SECTION VIII**

## **B**

## **Auction Items 2/9**

Administration – 2 lobby chairs; box of various office supplies

Planning – Mobile Vertical Hanging File

Police Dept – 8 bicycles; 1 security car cage; 1 pacific high-speed buffer (not running)

# **SECTION VIII**

## **C**

**DOCKET REPRESENTS A TRUE AND ACCURATE COPY  
OF COURT PROCEEDINGS HELD**

**COURT DATES: 1/5/21; 1/12/21; 1/19/21**

*Ross C. Nigro*

**2/1/2021**

**MUNICIPAL JUDGE**

**DATE**

**IN ACCORDANCE WITH COURT OPERATING RULE 4.29  
THE ATTACHED MUNICIPAL DIVISION SUMMARY  
REPORT FOR MONTH OF JANUARY 2021 WAS  
PRESENTED AND REVIEWED BY CITY COUNCIL AS  
REQUIRED**

**CITY CLERK**

**DATE**





# Payment Plan Reports

Belton Municipal Division

Monday, February 1, 2021 12:04 PM

## Payment Detail Listing By Payment Plan Number From 01/01/2021 - 01/31/2021

PP#	Defendant Name	Trans. Date	Trans. Number	Receipt #	Citation#-Viol.	Amount Paid	C	A
PP0000803	PFLANZ, CHARLES DONOVAN	01/18/2021	511907	R00060952	160765956-1	\$100.00 PY		
		01/19/2021	511987	R00060966	160765956-1 160765957-1	\$390.00 PY	✓	✓
<b>PP0000803 Totals:</b>						<b>\$490.00</b>		
PP0001134	SNARGRASS, ANDREW J	01/04/2021	511371	R00060778	140805114-1	\$158.00 PY	✓	
<b>PP0001134 Totals:</b>						<b>\$158.00</b>		
PP0001317	BASINSKI, TAYLOR MATTHEW	01/14/2021	511855	R00060929	190283067-1	\$10.00 PY	✓	✓
<b>PP0001317 Totals:</b>						<b>\$10.00</b>		
PP0001457	CORBIN, SHYANNE C	01/18/2021	511905	R00060950	160756177-1	\$7.00 PY	✓	✓
<b>PP0001457 Totals:</b>						<b>\$7.00</b>		
PP0001515	MEDINA, SCOTT	01/07/2021	511565	R00060856	140803994-1 140803995-1	\$15.00 PY	✓	✓
<b>PP0001515 Totals:</b>						<b>\$15.00</b>		
PP0001572	BARBER, CHRYSTAL LYNN	01/12/2021	511649	R00060893	160754894-1 160754896-1	\$60.00 PY	✓	✓
<b>PP0001572 Totals:</b>						<b>\$60.00</b>		
PP0001808	SMOKE, KENDALL	01/21/2021	512189	R00061010	160762265-1 160762266-1 160767736-1	\$180.00 PY	✓	✓
<b>PP0001808 Totals:</b>						<b>\$180.00</b>		
PP0001980	BERRY, LEIGHANN KATHRYN	01/07/2021	511564	R00060855	160764784-1 160765819-1	\$30.00 PY	✓	✓
<b>PP0001980 Totals:</b>						<b>\$30.00</b>		
PP0002082	GILE, DESTINY CHEYANNE	01/11/2021	511626	R00060884	160754737-1 160754738-1	\$20.00 PY	✓	✓
<b>PP0002082 Totals:</b>						<b>\$20.00</b>		
PP0002089	STEGNER, BRIAN KYLE	01/14/2021	511870	R00060932	140803064-1	\$20.00 PY	✓	✓
<b>PP0002089 Totals:</b>						<b>\$20.00</b>		
PP0002136	BREECE, TRACY LYNN	01/04/2021	511404	R00060800	160757688-1	\$40.00 PY	✓	✓
<b>PP0002136 Totals:</b>						<b>\$40.00</b>		
PP0002446	UNDERWOOD, GEORGE EDWARD	01/05/2021	511474	R00060833	160764653-1	\$10.00 PY	✓	✓
<b>PP0002446 Totals:</b>						<b>\$10.00</b>		
PP0002466	CLARK, ANTHONY L	01/08/2021	511575	R00060859	160756994-1	\$95.00 PY	✓	
<b>PP0002466 Totals:</b>						<b>\$95.00</b>		
PP0002488	HARBOUR, SYLVESTER JR JR	01/15/2021	511894	R00060946	160761458-1	\$20.00 PY	✓	✓
<b>PP0002488 Totals:</b>						<b>\$20.00</b>		
PP0002517	ACHUGO, CRYSTAL ONVINYE	01/25/2021	512444	R00061033	140801984-1 140801985-1	\$50.00 PY	✓	✓
<b>PP0002517 Totals:</b>						<b>\$50.00</b>		
PP0002526	PARKER, TIARA A	01/14/2021	511853	R00060928	160757554-1	\$50.00 PY	✓	✓
<b>PP0002526 Totals:</b>						<b>\$50.00</b>		
PP0002681	WELLS, COLE EVERETT III	01/29/2021	512540	R00061076	160767588-1	\$100.00 PY	✓	✓
<b>PP0002681 Totals:</b>						<b>\$100.00</b>		
PP0002730	GANNEY, EDWARD WAYNE	01/20/2021	512162	R00060997	160763534-1 160763535-1	\$100.00 PY	✓	✓
<b>PP0002730 Totals:</b>						<b>\$100.00</b>		
PP0002732	DAVIS, CHRISTOPHER J	01/19/2021	511999	R00060971	160761444-1 160761445-1	\$20.00 PY	✓	✓
<b>PP0002732 Totals:</b>						<b>\$20.00</b>		

\* Indicates an overpayment was made on the Payment Plan

PP0002753	FAIR, BRANDY L	01/19/2021	511995		160759883-1	\$15.00 AB ✓ ✓
<b>PP0002753 Totals:</b>						<b>\$15.00</b>
PP0002783	DECKER, WILLIAM ALBERT	01/12/2021	511629	R00060887	160765837-1	\$75.00 PY ✓
<b>PP0002783 Totals:</b>						<b>\$75.00</b>
PP0002940	NEUENSCHWANDER, DAVID K	01/29/2021	512547	R00061082	160765934-1	\$20.00 PY ✓ ✓
<b>PP0002940 Totals:</b>						<b>\$20.00</b>
PP0003014	ENGLAND, JENNIFER LYNN	01/06/2021	511535	R00060845	160766892-1 160766893-1	\$50.00 PY ✓ ✓
<b>PP0003014 Totals:</b>						<b>\$50.00</b>
PP0003024	SEXTON, VINCENT E	01/19/2021	511909	R00060954	160764549-1	\$20.00 PY ✓ ✓
<b>PP0003024 Totals:</b>						<b>\$20.00</b>
PP0003068	WAGNER, LATRICE SHALET	01/06/2021	511552	R00060847	160763895-1 160763896-1 160763897-1	\$380.00 PY ✓
<b>PP0003068 Totals:</b>						<b>\$380.00</b>
PP0003085	SMITH, DAUNCY LAVELLE JR	01/12/2021	511689	R00060905	160765309-1 160767055-1	\$100.00 PY ✓ ✓
<b>PP0003085 Totals:</b>						<b>\$100.00</b>
PP0003135	BRINKMAN, BENJAMIN CODY	01/29/2021	512538	R00061074	160765404-1	\$250.00 PY ✓
<b>PP0003135 Totals:</b>						<b>\$250.00</b>
PP0003137	UNDERWOOD, CHARLES RAYMOND	01/05/2021	511473	R00060832	160766375-1	\$20.00 PY ✓ ✓
<b>PP0003137 Totals:</b>						<b>\$20.00</b>
PP0003201	RYAN, SONNY RAY	01/24/2021	512217	R00061025	160767504-1	\$50.00 PY ✓ ✓
<b>PP0003201 Totals:</b>						<b>\$50.00</b>
PP0003304	MALENA, KATHLEEN ERIN	01/21/2021	512183	R00061005	160763765-1	\$25.00 PY ✓ ✓
<b>PP0003304 Totals:</b>						<b>\$25.00</b>
PP0003354	SHEPHERD, KEIRSTAN KAY	01/20/2021	512057	R00060992	160762660-1	\$20.00 PY ✓ ✓
<b>PP0003354 Totals:</b>						<b>\$20.00</b>
PP0003375	FLEMMING, ALEXANDRA WYNEFRED	01/14/2021	511875	R00060937	160759626-1 160761764-1 190283187-1	\$155.00 PY ✓
<b>PP0003375 Totals:</b>						<b>\$155.00</b>
PP0003553	WEST, SHIRLEY ELLEN	01/12/2021	511685	R00060903	190284713-1	\$65.00 PY ✓
<b>PP0003553 Totals:</b>						<b>\$65.00</b>
PP0003562	ALFLEN, TRICIA NICOLE	01/04/2021	511396	R00060794	160764936-1	\$20.00 PY ✓ ✓
<b>PP0003562 Totals:</b>						<b>\$20.00</b>
PP0003574	BURGE, CASEY JAY	01/04/2021	511377	R00060783	190282724-1	\$20.00 PY ✓ ✓
<b>PP0003574 Totals:</b>						<b>\$20.00</b>
PP0003577	KIHN, LINDA ANN	01/20/2021	512050	R00060987	190282204-1 190282205-1	\$30.00 PY ✓ ✓
<b>PP0003577 Totals:</b>						<b>\$30.00</b>
PP0003697	WASMER, JAROD WARREN	01/05/2021	511419	R00060810	190284530-1 190284539-1	\$50.00 PY ✓ ✓
<b>PP0003697 Totals:</b>						<b>\$50.00</b>
PP0003832	BRYAN, WALTER MARK	01/20/2021	512049	R00060986	190283134-1	\$25.00 PY ✓ ✓
<b>PP0003832 Totals:</b>						<b>\$25.00</b>
PP0003866	HESTAND, RICHARD EUGENE SR	01/11/2021	511601	R00060875	190284960-1 190284961-1	\$50.00 PY ✓ ✓
<b>PP0003866 Totals:</b>						<b>\$50.00</b>
PP0003868	GREEN, TOREY DARNELL	01/06/2021	511495	R00060835	190288318-1	\$50.00 PY ✓ ✓
<b>PP0003868 Totals:</b>						<b>\$50.00</b>
PP0003879	HAGERTY, MICHAEL DAVID	01/04/2021	511372	R00060779	190290839-1	\$50.00 PY ✓ ✓
		01/15/2021	511880	R00060940	190290839-1	\$50.00 PY ✓ ✓
<b>PP0003879 Totals:</b>						<b>\$100.00</b>

\* Indicates an overpayment was made on the Payment Plan

PP0003887	MAZOR, JULIE LYNN	01/20/2021	512166	R00060999	190282814-1 190286568-1 190287545-1 190288265-1 190288266-1 190288414-1 190288670-1 190288801-1	\$500.00 PY ✓
		01/25/2021	512218	R00061027	190282815-1 190286569-1 190288266-1 190288415-1 190288671-1	\$490.00 PY ✓
<b>PP0003887 Totals:</b>						<b>\$990.00</b>
PP0003903	PENNINGTON, KRYSTAL LYNN	01/20/2021	512173	R00061002	190287712-1 190287713-1	\$200.00 PY ✓ ✓
<b>PP0003903 Totals:</b>						<b>\$200.00</b>
PP0003924	GRIFFITH, PAUL DEWAYNE	01/20/2021	512082	R00060996	190288893-1	\$20.00 PY ✓ ✓
<b>PP0003924 Totals:</b>						<b>\$20.00</b>
PP0003926	DIMMICK, DARCY KEVIN	01/17/2021	511899	R00060949	190288681-1	\$25.00 PY ✓ ✓
<b>PP0003926 Totals:</b>						<b>\$25.00</b>
PP0003956	GORDON, DESTINY	01/28/2021	512526	R00061069	190289687-1	\$55.00 PY ✓
<b>PP0003956 Totals:</b>						<b>\$55.00</b>
PP0003959	MCADAMS, DENNIS RAY	01/22/2021	512203	R00061016	190289023-1	\$50.00 PY ✓ ✓
<b>PP0003959 Totals:</b>						<b>\$50.00</b>
PP0003960	SMITH, LESLIE BRETT	01/14/2021	511873	R00060935	190288974-1	\$150.00 PY ✓
<b>PP0003960 Totals:</b>						<b>\$150.00</b>
PP0003962	CRANFORD, SAMANTHA JEANETTE	01/05/2021	511421	R00060812	190289679-1 190289680-1	\$200.00 PY ✓
<b>PP0003962 Totals:</b>						<b>\$200.00</b>
PP0003966	JOHNSON, MARK ANTHONY	01/06/2021	511504	R00060837	190290615-1	\$75.00 PY ✓
<b>PP0003966 Totals:</b>						<b>\$75.00</b>
PP0003982	MORTENSON, JESSICA L	01/12/2021	511627	R00060885	190289395-1	\$100.00 PY ✓ ✓
<b>PP0003982 Totals:</b>						<b>\$100.00</b>
PP0003987	BURKHALTER, KEITH M	01/05/2021	511423	R00060814	190290280-1	\$30.00 PY ✓ ✓
<b>PP0003987 Totals:</b>						<b>\$30.00</b>
PP0003988	FRANCIS, LANE W	01/19/2021	512013	R00060980	190289061-1	\$150.00 PY ✓
<b>PP0003988 Totals:</b>						<b>\$150.00</b>
PP0003997	INABINETT, TENETIA N	01/06/2021	511496	R00060836	190290619-1	\$100.00 PY ✓ ✓
<b>PP0003997 Totals:</b>						<b>\$100.00</b>
PP0003999	CREWS, STEPHANIE LYNN	01/17/2021	511898	R00060948	190290748-1	\$25.00 PY ✓ ✓
<b>PP0003999 Totals:</b>						<b>\$25.00</b>
PP0004000	ALBANEZ, SALVADOR V	01/06/2021	511556	R00060849	190290139-1	\$50.00 PY ✓
<b>PP0004000 Totals:</b>						<b>\$50.00</b>
PP0004008	PLUMB, ROSE MARIE	01/06/2021	511528	R00060842	190289080-1	\$50.00 PY ✓ ✓
		01/29/2021	512539	R00061075	190289080-1	\$25.00 PY ✓ ✓
<b>PP0004008 Totals:</b>						<b>\$75.00</b>
PP0004015	FARAHKHAN, JAMAAL RASHAD	01/09/2021	511584	R00060866	190290765-1	\$230.00 PY ✓
<b>PP0004015 Totals:</b>						<b>\$230.00</b>
PP0004018	HILL, MICHAEL S JR	01/06/2021	511553	R00060848	190289973-1	\$50.00 PY ✓
		01/13/2021	511850	R00060925	190289973-1 190289974-1 190289975-1	\$385.00 PY ✓
<b>PP0004018 Totals:</b>						<b>\$435.00</b>
PP0004027	BISHOP, KENNETH WILLIAM	01/04/2021	511378	R00060784	190285108-1	\$69.50 PY ✓
<b>PP0004027 Totals:</b>						<b>\$69.50</b>
PP0004036	SPEER, RICHARD ALLEN	01/05/2021	511425	R00060816	190291031-1	\$50.00 PY ✓
		01/21/2021	512187	R00061007	190291031-1	\$100.00 PY ✓

\* Indicates an overpayment was made on the Payment Plan

PP0004036	SPEER, RICHARD ALLEN	01/27/2021	512490	R00061051	190291031-1	\$100.00 PY ✓
<b>PP0004036 Totals:</b>						<b>\$250.00</b>
PP0004046	GEORGE, MARY ROSE	01/23/2021	512211	R00061022	190290503-1	\$100.00 PY ✓ ✓
<b>PP0004046 Totals:</b>						<b>\$100.00</b>
PP0004059	ANDERSON, BILL WILLIAM	01/04/2021	511379	R00060785	190289013-1	\$185.00 PY ✓
<b>PP0004059 Totals:</b>						<b>\$185.00</b>
PP0004062	NISBET, JANET LEE	01/04/2021	511373	R00060780	190290278-1 190290279-1	\$120.00 PY ✓
<b>PP0004062 Totals:</b>						<b>\$120.00</b>
PP0004064	MILLER, DORA M	01/04/2021	511403	R00060799	190287102-1	\$300.00 PY ✓
<b>PP0004064 Totals:</b>						<b>\$300.00</b>
PP0004066	BROWN, LAURIE ANN	01/12/2021	511648	R00060891	190289845-1	\$25.00 PY ✓ ✓
<b>PP0004066 Totals:</b>						<b>\$25.00</b>
PP0004067	CEDAR, SAMANTHA LYNN	01/07/2021	511566	R00060857	190289885-1 190290260-1	\$150.00 PY ✓ ✓
<b>PP0004067 Totals:</b>						<b>\$150.00</b>
PP0004068	MARTZ, MARY MARIE	01/04/2021	511393	R00060792	190290168-1	\$100.00 PY ✓ ✓
<b>PP0004068 Totals:</b>						<b>\$100.00</b>
PP0004069	FLORES, JUAN NMI JR	01/25/2021	512445	R00061034	190283126-1	\$50.00 PY ✓ ✓
<b>PP0004069 Totals:</b>						<b>\$50.00</b>
PP0004070	WILSON, KEITH WAYNE	01/11/2021	511612	R00060877	160754322-1 160754323-1	\$200.00 PY ✓ ✓
		01/19/2021	511910	R00060955	160754323-1 160754324-1	\$120.00 PY ✓ ✓
<b>PP0004070 Totals:</b>						<b>\$320.00</b>
PP0004073	MCNOWN, RACHEL MARIE	01/14/2021	511869	R00060931	140796049-1 140796083-1	\$150.00 PY ✓ ✓
		01/22/2021	512199	R00061013	140796083-1	\$250.00 PY ✓ ✓
<b>PP0004073 Totals:</b>						<b>\$400.00</b>
PP0004076	HARRIS, LYDIA P	01/05/2021	511424	R00060815	190291879-1	\$80.00 PY ✓
<b>PP0004076 Totals:</b>						<b>\$80.00</b>
PP0004077	MASSE, AMANDA M	01/29/2021	512553	R00061086	190291430-1	\$50.00 PY ✓ ✓
<b>PP0004077 Totals:</b>						<b>\$50.00</b>
PP0004078	SPRINKLES, RHONDA JO	01/05/2021	511457	R00060828	190289419-1	\$50.00 PY ✓ ✓
<b>PP0004078 Totals:</b>						<b>\$50.00</b>
PP0004079	COBB, WILLIAM ROBERT	01/05/2021	511456	R00060827	190286389-1	\$100.00 PY ✓ ✓
<b>PP0004079 Totals:</b>						<b>\$100.00</b>
PP0004080	RICHTER, LINDSAY KAANNA	01/12/2021	511655	R00060898	190291444-1 190291445-1	\$280.00 PY ✓
<b>PP0004080 Totals:</b>						<b>\$280.00</b>
PP0004081	LUMPKIN, MICHAEL D	01/11/2021	511597	R00060873	190289987-1 190289988-1	\$150.00 PY ✓ ✓
<b>PP0004081 Totals:</b>						<b>\$150.00</b>
PP0004082	SYBRANT, KACEE KAY	01/25/2021	512227	R00061030	190289969-1	\$87.50 PY ✓
<b>PP0004082 Totals:</b>						<b>\$87.50</b>
PP0004084	WILLIAMS, RICHARD MICHAEL	01/07/2021	511560	R00060852	190290289-1	\$50.00 PY ✓ ✓
<b>PP0004084 Totals:</b>						<b>\$50.00</b>
PP0004086	CUNNINGHAM, MAKALAH DEANNE CHARLIE	01/04/2021	511388	R00060787	190290760-1 190290761-1	\$305.00 PY ✓
<b>PP0004086 Totals:</b>						<b>\$305.00</b>
PP0004087	RAMIREZ, EMILYANN NICOLE	01/05/2021	511465	R00060830	190287597-1	\$200.00 PY ✓ ✓
		01/22/2021	512206	R00061018	190287595-1 190287596-1 190287597-1	\$200.00 PY ✓ ✓
<b>PP0004087 Totals:</b>						<b>\$400.00</b>
PP0004089	HALL, BRANDIN CHARLES	01/05/2021	511445	R00060822	190289474-1	\$225.00 PY ✓
<b>PP0004089 Totals:</b>						<b>\$225.00</b>

\* Indicates an overpayment was made on the Payment Plan

PP0004090	IRVINE, TAMMY LYNN	01/20/2021	512174	R00061003	190282332-1	\$200.00 PY ✓
<b>PP0004090 Totals:</b>						<b>\$200.00</b>
PP0004093	BROWN, JOSHUA GAGE	01/12/2021	511650	R00060894	190291261-1	\$20.00 PY ✓ ✓
		01/27/2021	512487	R00061048	190291261-1	\$20.00 PY ✓ ✓
<b>PP0004093 Totals:</b>						<b>\$40.00</b>
PP0004094	SAGER, MELISSA BREANNE	01/27/2021	512516	R00061064	190291845-1	\$100.00 PY ✓
<b>PP0004094 Totals:</b>						<b>\$100.00</b>
PP0004101	GRABLE, TIANNA FAITH	01/15/2021	511879	R00060939	190284979-1	\$30.00 PY ✓ ✓
<b>PP0004101 Totals:</b>						<b>\$30.00</b>
PP0004102	ERWIN, SHERRY YVONNE	01/10/2021	511587	R00060869	190290360-1	\$20.00 PY ✓
		01/27/2021	512501	R00061052	190290360-1	\$35.00 PY ✓
<b>PP0004102 Totals:</b>						<b>\$55.00</b>
PP0004104	ALLEN, JAMIE LYN	01/20/2021	512169	R00061001	190287965-1	\$29.50 PY ✓
<b>PP0004104 Totals:</b>						<b>\$29.50</b>
PP0004109	FRYER, KRISTINA MARIE	01/29/2021	512531	R00061071	190290657-1	\$100.00 PY ✓
<b>PP0004109 Totals:</b>						<b>\$100.00</b>
PP0004110	O'SHIA, LANE TUCKER	01/23/2021	512212	R00061023	190291762-1	\$150.00 PY ✓
<b>PP0004110 Totals:</b>						<b>\$150.00</b>
PP0004114	KAMP, BRANDI M	01/04/2021	511391	R00060790	190290542-1	\$200.00 PY ✓
<b>PP0004114 Totals:</b>						<b>\$200.00</b>
PP0004117	NAUGHTON, RICHARD D	01/09/2021	511585	R00060867	190288686-1	\$29.50 PY ✓
<b>PP0004117 Totals:</b>						<b>\$29.50</b>
PP0004118	DITAMORE, KRISTY R	01/12/2021	511659	R00060899	190291301-1	\$225.00 PY ✓
<b>PP0004118 Totals:</b>						<b>\$225.00</b>
PP0004119	WILLIAMS, COURTNEY C	01/08/2021	511576	R00060860	190291630-1	\$225.00 PY ✓
<b>PP0004119 Totals:</b>						<b>\$225.00</b>
PP0004121	ARREOLA, ROCIO	01/24/2021	512216	R00061024	190292477-1	\$200.00 PY ✓
<b>PP0004121 Totals:</b>						<b>\$200.00</b>
PP0004123	REEVES, ALYSSA E	01/19/2021	512010	R00060978	190290047-1	\$150.00 PY ✓
<b>PP0004123 Totals:</b>						<b>\$150.00</b>
PP0004124	LUNDERGAN, LIAM NICKLAUS	01/06/2021	511527	R00060841	190291733-1	\$35.00 PY ✓
		01/14/2021	511871	R00060933	190291733-1	\$10.00 PY ✓
		01/20/2021	512163	R00060998	190291733-1	\$15.00 PY ✓
		01/27/2021	512505	R00061056	190291733-1	\$50.00 PY ✓
<b>PP0004124 Totals:</b>						<b>\$110.00</b>
PP0004125	ROBERTS, JAMES MICHAEL	01/21/2021	512186	R00061006	190292065-1	\$50.00 PY ✓ ✓
<b>PP0004125 Totals:</b>						<b>\$50.00</b>
PP0004126	CORLISS, GREGORY LEN	01/22/2021	512198	R00061012	190291357-1	\$50.00 PY ✓ ✓
<b>PP0004126 Totals:</b>						<b>\$50.00</b>
PP0004127	HISER, TYLER RICHARD	01/20/2021	512064	R00060993	190291479-1	\$50.00 PY ✓ ✓
<b>PP0004127 Totals:</b>						<b>\$50.00</b>
PP0004129	NIFFEN, PATTI JO	01/04/2021	511374	R00060781	160759618-1	\$50.00 PY ✓ ✓
		01/11/2021	511625	R00060883	160756126-1	\$50.00 PY ✓ ✓
					160759618-1	
<b>PP0004129 Totals:</b>						<b>\$100.00</b>
PP0004130	LOUTHAN, ADELINA	01/09/2021	511583	R00060865	190290826-1	\$59.00 PY ✓
					190290827-1	
<b>PP0004130 Totals:</b>						<b>\$59.00</b>
PP0004132	HAAK, KRISTEN MARIE	01/08/2021	511574	R00060858	190291158-1	\$80.00 PY ✓ ✓
					190291159-1	
<b>PP0004132 Totals:</b>						<b>\$80.00</b>
PP0004133	CRANE, LEEANTHONY SY	01/03/2021	511368	R00060775	190291889-1	\$165.00 PY ✓ ✓
		01/29/2021	512551	R00061084	190291888-1	\$155.00 PY ✓ ✓
					190291889-1	
<b>PP0004133 Totals:</b>						<b>\$320.00</b>
PP0004135	CARTER, TERESA A.	01/07/2021	511563	R00060854	190290198-1	\$100.00 PY ✓
<b>PP0004135 Totals:</b>						<b>\$100.00</b>

\* Indicates an overpayment was made on the Payment Plan

PP0004136	MARRUFO, CARLA ALEJANDRA	01/28/2021	512517	R00061065	190283170-1	\$100.00 PY ✓ ✓
<b>PP0004136 Totals:</b>						<b>\$100.00</b>
PP0004138	SCHAFFER, JULIA MARIE	01/19/2021	512041	R00060985	190290798-1	\$50.00 PY ✓
		01/29/2021	512534	R00061072	190290798-1	\$50.00 PY ✓
<b>PP0004138 Totals:</b>						<b>\$100.00</b>
PP0004144	WOODS HARRISON, RAYMON D	01/19/2021	511908	R00060953	190290969-1	\$200.00 PY ✓
<b>PP0004144 Totals:</b>						<b>\$200.00</b>
PP0004146	FRANK, AARON GENE	01/05/2021	511430	R00060817	190286163-1	\$100.00 PY ✓ ✓
<b>PP0004146 Totals:</b>						<b>\$100.00</b>
PP0004147	CLARY, SHANE SCOTT	01/19/2021	511994	R00060970	190290288-1	\$25.00 PY ✓ ✓
<b>PP0004147 Totals:</b>						<b>\$25.00</b>
PP0004148	HERNANDEZ-CASTILLO, EVELYN	01/08/2021	511582	R00060864	190291941-1	\$225.00 PY ✓
<b>PP0004148 Totals:</b>						<b>\$225.00</b>
PP0004151	CHAVEZ-PEREZ, ALEXIS I	01/05/2021	511438	R00060819	190291938-1	\$50.00 PY ✓ ✓
<b>PP0004151 Totals:</b>						<b>\$50.00</b>
PP0004152	ELLISON, EMILY ROSE	01/05/2021	511446	R00060823	190291134-1	\$100.00 PY ✓ ✓
		01/14/2021	511856	R00060930	190291134-1	\$100.00 PY ✓ ✓
<b>PP0004152 Totals:</b>						<b>\$200.00</b>
PP0004154	HIBBS, THOMAS-JOSEPH MICHAEL LUIS	01/05/2021	511450	R00060824	190290697-1	\$75.00 PY ✓ ✓
<b>PP0004154 Totals:</b>						<b>\$75.00</b>
PP0004155	REES, JAMIE LEE	01/05/2021	511451	R00060825	190290293-1	\$50.00 PY ✓ ✓
<b>PP0004155 Totals:</b>						<b>\$50.00</b>
PP0004156	SUBER, ROLANDO L	01/25/2021	512454	R00061040	190290439-1 190290440-1	\$400.00 PY ✓
<b>PP0004156 Totals:</b>						<b>\$400.00</b>
PP0004158	REW, JUSTIN WAYNE	01/22/2021	512210	R00061021	160754121-1	\$50.00 PY ✓ ✓
<b>PP0004158 Totals:</b>						<b>\$50.00</b>
PP0004161	MYERS, TYLER ALLEN	01/13/2021	511847	R00060924	190291986-1 190291987-1	\$325.00 PY ✓
<b>PP0004161 Totals:</b>						<b>\$325.00</b>
PP0004164	ARNOLD, LAKISHA D	01/27/2021	512503	R00061054	190292122-1	\$45.00 PY ✓ ✓
<b>PP0004164 Totals:</b>						<b>\$45.00</b>
PP0004165	MARTIN, DYLLAN THOMAS WAYNE	01/12/2021	511691	R00060906	190291264-1	\$160.00 PY ✓
		01/19/2021	511943	R00060961	190291264-1	\$40.00 PY ✓
<b>PP0004165 Totals:</b>						<b>\$200.00</b>
PP0004168	MERRITT, TERRY LEE III	01/27/2021	512506	R00061057	190292493-1	\$100.00 PY ✓ ✓
<b>PP0004168 Totals:</b>						<b>\$100.00</b>
PP0004169	CUNNINGHAM, STEPHEN SHANE	01/12/2021	511727	R00060912	190285445-1	\$200.00 PY ✓ ✓
<b>PP0004169 Totals:</b>						<b>\$200.00</b>
PP0004170	BARNES, CHARLES EDWARD JR	01/19/2021	511915	R00060959	190285832-1	\$100.00 PY ✓
<b>PP0004170 Totals:</b>						<b>\$100.00</b>
PP0004171	BENSON, PAYTON M	01/19/2021	511928	R00060960	190291969-1	\$125.00 PY ✓
<b>PP0004171 Totals:</b>						<b>\$125.00</b>
PP0004174	DEVOSHA, MATTHEW LEWIS	01/29/2021	512552	R00061085	190291429-1	\$226.00 PY ✓
<b>PP0004174 Totals:</b>						<b>\$226.00</b>
PP0004178	SHEELEY, APRIL DEAN	01/19/2021	511990	R00060968	190292226-1	\$50.00 PY ✓ ✓
<b>PP0004178 Totals:</b>						<b>\$50.00</b>
PP0004180	KEESON, ERIKA DANIELLE	01/19/2021	511992	R00060969	190291757-1	\$50.00 PY ✓
		01/29/2021	512542	R00061079	190291757-1	\$150.00 PY ✓
<b>PP0004180 Totals:</b>						<b>\$200.00</b>
PP0004181	SONDERFAN, NICOLE MAUREEN	01/21/2021	512188	R00061008	190289783-1	\$20.00 PY ✓ ✓
<b>PP0004181 Totals:</b>						<b>\$20.00</b>
PP0004184	CAMPBELL, LORA N	01/19/2021	512002	R00060972	160756078-1	\$20.00 PY ✓ ✓
<b>PP0004184 Totals:</b>						<b>\$20.00</b>

\* Indicates an overpayment was made on the Payment Plan

PP0004189	MICHAEL, JASON WILLIAM	01/19/2021	512019	R00060982	190286391-1 190286393-1 190286359-1	\$400.00 PY ✓ ✓
<b>PP0004189 Totals:</b>						<b>\$400.00</b>
PP0004190	COURON, ALEXIS MARIE	01/19/2021	512020	R00060983	190291758-1	\$60.00 PY ✓ ✓
<b>PP0004190 Totals:</b>						<b>\$60.00</b>
PP0004194	ARNOLD, DEVIN ELIJAH	01/27/2021	512502	R00061053	190289906-1	\$150.00 PY ✓
<b>PP0004194 Totals:</b>						<b>\$150.00</b>

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**Report Totals**
**\$16,321.00**


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\* Indicates an overpayment was made on the Payment Plan



## My Filed Or Closed Cases Listing

Belton Municipal Division

2/1/2021 1:16:25 PM

**Totals For Filed Date From 01/01/2021 To 12/31/2021**

**Posted Fee Totals For Posted Date From 01/01/2021 To 12/31/2021**

### Violations By Filed Date

City Ordinance	64
IPMC CODE	4
MOVING TRAFFIC	60
Parking	2
Traffic	8
Total Violations Filed:	138

### Violations Completed-Paid Fines By Filed Date

#### CL-CLOSED FOUND GUILTY

City Ordinance	7
MOVING TRAFFIC	28
Parking	1
Traffic	55
CL	91
Total Violations Completed-Paid Fines:	91

### Violations Completed-Before Judge By Filed Date

#### CL-CLOSED FOUND GUILTY

City Ordinance	71
IPMC CODE	1
MOVING TRAFFIC	83
Parking	2
Traffic	79
CL	236





## My Filed Or Closed Cases Listing

Belton Municipal Division

2/1/2021 1:16:25 PM

**Totals For Filed Date From 01/01/2021 To 12/31/2021**

**Posted Fee Totals For Posted Date From 01/01/2021 To 12/31/2021**

### Violations Completed-Before Judge By Filed Date

#### DC-Dismissed by Complainant

City Ordinance	1	
DC		1

#### DI-CLOSED BY SIS

MOVING TRAFFIC	12	
DI		12

#### DP-Dismissed by Prosecutor

City Ordinance	12	
IPMC CODE	4	
MOVING TRAFFIC	9	
Traffic	4	
DP		29

#### DW-DISMISSED NO WITNESS

City Ordinance	2	
DW		2

#### DX-FOUND NOT GUILTY AT TRIAL

City Ordinance	2	
MOVING TRAFFIC	9	
Traffic	2	
DX		13

Total Violations Completed-Before Judge:	293	
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### Violations Completed-Other By Filed Date

#### DP-Dismissed by Prosecutor



## My Filed Or Closed Cases Listing

Belton Municipal Division

2/1/2021 1:16:25 PM

**Totals For Filed Date From 01/01/2021 To 12/31/2021**

**Posted Fee Totals For Posted Date From 01/01/2021 To 12/31/2021**

### Violations Completed-Other By Filed Date

City Ordinance	34	
IPMC CODE	8	
MOVING TRAFFIC	36	
Traffic	28	
UNUSED	2	
DP	108	
Total Violations Completed-Paid Fines:	108	

Total Violations Completed-Paid Fines:	91
Total Violations Completed-Before Judge:	293
Total Violations Completed-Before Jury:	0
Total Violations Completed-Before Teen Court:	0
Total Violations Completed-Other:	108
Total Violations Completed:	492
Total Violations Filed:	138
Net Difference Filed - Completed:	-354

### Warrants Issued

City Ordinance	143	
IPMC CODE	1	
MOVING TRAFFIC	109	
Parking	1	
Traffic	91	
Total Warrants Issued:	345	Total Violations: 345

### Warrants Cleared

City Ordinance	155
----------------	-----



## My Filed Or Closed Cases Listing

Belton Municipal Division

2/1/2021 1:16:25 PM

**Totals For Filed Date From 01/01/2021 To 12/31/2021**

**Posted Fee Totals For Posted Date From 01/01/2021 To 12/31/2021**

IPMC CODE	8		
MOVING TRAFFIC	125		
Traffic	82		
UNUSED	2		
Total Warrants Cleared:	372	Total Violations:	372
Total Warrants Issued:	345		
Total Warrants Cleared:	372		
Net Difference:	-27		

### Violations Completed-Other Paid By Filed Date AJ-SUSPENDED IMPOSITION OF SENTEN

City Ordinance	4		
MOVING TRAFFIC	1		
AJ		5	
WI-Warrant Issued			
City Ordinance	55		
MOVING TRAFFIC	40		
Traffic	31		
WI		126	
Total Violations Completed-Other Paid:		131	



# My Filed Or Closed Cases Listing

Belton Municipal Division

2/1/2021 1:16:25 PM

Posted Fee Totals For Posted Date From 01/01/2021 To 12/31/2021

Fee Code	Fee Description	Paid
BF (84)	BOND FORFEITURE	\$6,663.00
CC (76)	COURT COSTS	\$3,159.62
CN (CA)	COURT NOTIFICATION AUTOMATION	\$546.86
CVC2 (74)	CRIME VICTIMS CITY	\$106.56
CVS2 (CV)	CRIME VICTIMS STATE	\$2,052.14
DM (82)	DOMESTIC VIOLENCE	\$574.50
DWI (77)	DWI RECOVERY COST	\$400.00
FINE (76)	FINE	\$33,100.24
ILFC (83)	ILF- CITY	\$289.63
IS (IS)	INMATE SECURITY FUND	\$573.65
RST (RS)	RESTITUTION	\$70.00
SR (SR)	SHERIFF RETIREMENT	\$863.36
TFC (78)	TRAINING FUND CITY	\$574.00
TFS (81)	TRAINING FUND STATE	\$287.77

000

Report Totals: \$49,261.33

# MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<b>I. COURT INFORMATION</b>		Contact information same as last report <input checked="" type="checkbox"/>	
Municipality: Belton		Reporting Period: 1/2021	
Mailing Address: 7001 E. 163rd St. Belton 64012		Software Vendor: Tyler Technologies	
Physical Address: 7001 E. 163rd St. Belton 64012		County: CASS COUNTY	Circuit: 17
Telephone Number: (816) 331-2798		Fax Number: (816) 348-4439	
Prepared by: Laura Ellis	E-mail Address: beltoncourts@beltonmocourt.org		iNotes <input checked="" type="checkbox"/>
Municipal Judge(s) ROSS NIGRO	Judge is Attorney <input type="checkbox"/>	Prosecuting Attorney: WILLIAM N. MARSHALL III	

II. MONTHLY CASELOAD INFORMATION	Alcohol and Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. cases (citations / informations) pending at start of month	135	3,730	1,697
B. cases (citations / informations) filed	10	60	64
C. cases (citations / informations) disposed			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)			
2. court / bench trial - GUILTY	0	1	1
3. court / bench trial - NOT GUILTY	0	11	2
4. plea of GUILTY in court	6	127	89
5. Violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)	1	81	8
6. dismissed by court	0	0	2
7. nolle prosequi	2	68	68
8. certified for jury trial (not heard in the Municipal Division)	0	0	0
<b>9. TOTAL CASE DISPOSITIONS</b>	<b>9</b>	<b>288</b>	<b>170</b>
D. cases (citations / informations) pending at end of month [pending caseload = (A + B) – C9]	136	3,502	1,591
E. Trial de Novo and / or appeal applications filed	0	0	0

III. WARRANT INFORMATION (Pre and Post Disposition)	IV. PARKING TICKETS
1. # issued during reporting period	# issued during reporting period
342	0
2. # served/withdrawn during reporting period	<input checked="" type="checkbox"/> Court staff does not process parking tickets
354	
3. # outstanding at end of reporting period	
5,045	

# MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b>COURT INFORMATION</b>	Municipality: Belton	Reporting Period: 1/2021
--------------------------	----------------------	--------------------------

<b>V. DISBURSEMENTS</b>			
<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>		<b>Other Disbursements cont.</b>	
Fines - Excess Revenue	\$20,104.52		
Clerk Fee - Excess Revenue	\$2,450.12		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$75.85		
Bond forfeitures (paid to city) - Excess Revenue	\$1,687.00		
<b>Total Excess Revenue</b>	<b>\$24,317.49</b>		
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>			
Fines - Other	\$13,542.58		
Clerk Fee - Other	\$999.13		
Judicial Education Fund (JEF) <input checked="" type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace officer Standards and Training (POST) Commission surcharge	\$287.77		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$2,052.14		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$30.71		
Law Enforcement Training (LET) Fund surcharge	\$574.00		
Domestic Violence Shelter surcharge	\$574.50		
Inmate Prisoner Detainee Security Fund surcharge	\$573.65		
Sheriffs' Retirement Fund (SRF) surcharge	\$863.36		
Restitution	\$70.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$4,976.00		
<b>Total Revenue Other</b>	<b>\$24,543.84</b>		
<b>Other Disbursements:</b> Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.		<b>Total Other Disbursements</b>	<b>\$400.00</b>
		<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	<b>\$49,261.33</b>
DWI RECOVERY COST	\$400.00	<b>Bond Refunds</b>	<b>\$0.00</b>
		<b>Total Disbursements</b>	<b>\$49,261.33</b>

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# Municipal Division Summary Reporting

[◀ Select A Different Action](#)

## 17th Judicial Circuit - Cass County - Belton Municipal Division

79			Cass
17th			
MDSR	2	Cass	17th
Belton Municipal Division	79	new	new
0	<input type="button" value="Select"/>		

Show 10 ▼ entries

Search:

### Reporting Period Year

### Reporting Period

2021	January	Resubmit	
2020	December	Resubmit	
2020	November	Resubmit	
2020	October	Resubmit	
2020	September	Resubmit	
2020	August	Resubmit	
2020	July	Resubmit	
2020	June	Resubmit	
2020	May	Resubmit	
2020	April	Resubmit	

Showing 1 to 10 of 37 entries

- [Previous](#)
- [1](#)
- [2](#)
- [3](#)
- [4](#)
- [Next](#)

Are you the Principal/Chief Judge?

# **SECTION VIII**

## **D**



**R2021-04**

**A RESOLUTION APPROVING THE ENGAGEMENT OF THE MISSOURI STATE AUDITOR'S OFFICE TO AUDIT THE CITY RECORDS PURSUANT TO A CITIZEN PETITION AUDIT.**

**WHEREAS**, the Missouri State Auditor's Office has received a citizen petition audit for the City of Belton; and

**WHEREAS**, the Missouri State Auditor's Office has begun its audit of the City of Belton and has provided the City with an engagement letter.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELTON, MISSOURI, AS FOLLOWS:**

**Section 1.** That the engagement letter of the Missouri State Auditor's Office is hereby accepted and attached as **Exhibit A** and is considered part of this resolution.

**Section 2.** That the Mayor is hereby authorized and directed to execute the letter on behalf of the City.

Duly read and passed this 9<sup>th</sup> day of February, 2021.

---

Mayor Jeff Davis

ATTEST:

---

Andrea Cunningham, City Clerk  
of the City of Belton, Missouri

STATE OF MISSOURI    )  
CITY OF BELTON        ) SS  
COUNTY OF CASS       )

I, Andrea Cunningham, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton, Missouri, and that the foregoing Resolution was regularly introduced at a regular meeting of the City Council held on the 9<sup>th</sup> day of February, 2021, and adopted at a regular meeting of the City Council held the 9<sup>th</sup> day of February, 2021, by the following vote, to-wit:

AYES: COUNCILMEN:  
NOES: COUNCILMEN:  
ABSENT: COUNCILMEN:

---

Andrea Cunningham, City Clerk  
of the City of Belton, Missouri

# **SECTION VIII**

## **E**

**R2021-05**

**A RESOLUTION APPROVING AMENDMENT NO. 1 TO TASK AGREEMENT NO. 2020-5 WITH WILSON & COMPANY IN THE AMOUNT OF \$70,121.00 FOR A TOTAL AMOUNT OF \$690,592.10 TO REDESIGN NORTH CASS PARKWAY ALIGNMENT AND DESIGN A PRECAST ARCH STRUCTURE ON NORTH CASS PARKWAY OVER EAST CREEK FUNDED VIA BELTON-CASS TDD.**

**WHEREAS**, On August 11, 2020, Council approved Task Agreement No. 5 (R2020-45) with Wilson & Company (Wilson) updating the scope to survey the northeast quadrant of the new roundabout at Mullen Road and Cambridge Road and to complete the final design of Mullen Road from South of Cambridge Road to South of North Cass Parkway and North Cass Parkway from Mullen Road to Peculiar Drive; and

**WHEREAS**, as a part of the design process, it was discovered that the alignment of North Cass Parkway could be moved to reduce construction cost. In order to change the design, additional funds would need to be spent on the design. The additional cost of changing the design will be offset by the reduced construction cost; and

**WHEREAS**, the City Council believes that Amendment No. 1 to Task Agreement 2020-5 with Wilson accurately reflects the need to update the scope of Wilson's design including the redesign of North Cass Parkway alignment and design of a precast arch structure on North Cass Parkway over East Creek that increased the amount of Task Agreement 2020-5 by \$70,121.00 for a total amount of \$690,592.10.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELTON, MISSOURI, AS FOLLOWS:**

**SECTION 1.** That Task Agreement No. 2020-5 Amendment 2 with Wilson & Company, herein attached and incorporated to this Resolution as **Exhibit A**, is hereby approved for purposes described above.

**SECTION 2.** The City Manager and Director of Public Works are authorized and directed to execute the task agreement on behalf of the City.

**SECTION 3.** That this resolution shall be in full force and effect from and after its passage and approval.

Duly read and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor Jeff Davis

ATTEST:

\_\_\_\_\_  
Andrea Cunningham, City Clerk  
of the City of Belton, Missouri

STATE OF MISSOURI)  
COUNTY OF CASS    )SS  
CITY OF BELTON     )

I, Andrea Cunningham, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton, Missouri, and that the foregoing Resolution was regularly introduced at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2021, and adopted at a regular meeting of the City Council held the \_\_\_\_ day of \_\_\_\_, 2021 by the following vote, to-wit:

AYES:           COUNCILMEN:

NOES:           COUNCILMEN:

ABSENT:        COUNCILMEN:

\_\_\_\_\_  
Andrea Cunningham, City Clerk  
of the City of Belton, Missouri



## CITY OF BELTON CITY COUNCIL INFORMATION FORM

**AGENDA DATE:** February 9, 2021

**DIVISION:** Public Works

**COUNCIL:** ☒ **Regular Meeting**      ☐ **Work Session**      ☐ **Special Session**

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Consent Item	<input type="checkbox"/> Change Order	<input type="checkbox"/> Motion
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> FYI/Update	<input type="checkbox"/> Presentation	<input type="checkbox"/> Both Readings

**ISSUE/RECOMMENDATION:**

On August 11, 2020, Council approved Task Agreement No. 5 (R2020-45) with Wilson & Company (Wilson) updating the scope to survey the northeast quadrant of the new roundabout at Mullen Road and Cambridge Road and to complete the final design of Mullen Road from South of Cambridge Road to South of North Cass Parkway and North Cass Parkway from Mullen Road to Peculiar Drive.

As a part of the design process, it was discovered that the alignment of North Cass Parkway could be moved to reduce construction cost. In order to change the design, additional funds would need to be spent on the design. The additional cost of changing the design will be offset by the reduced construction cost.

**IMPACT/ANALYSIS:**

**FINANCIAL IMPACT**

Contractor:	Wilson & Company
Amount of Request/Contract: \$	\$70,121.00
Funding Source:	TDD

**STAFF RECOMMENDATION, ACTION, AND DATE:**

Approve a resolution approving Amendment No. 1 to Task Agreement No. 2020-5 with Wilson & Company in the amount of \$70,121.00 for a total amount of \$690,592.10 to redesign North Cass Parkway alignment and design a precast arch structure on North Cass Parkway over East Creek.

**LIST OF REFERENCE DOCUMENTS ATTACHED:**

Resolution

Exhibit A: Task Agreement No. 2020-5 – Amendment No. 1

TDD Meeting Minutes – January 19, 2021



**City of Belton – Public Works  
Task Agreement**

Contract: On-Call Professional Services Contract – R2020-30

Ordinance or Resolution: n/a

Task Agreement No: 5 - Amendment No. 1

Funding Amount: \$620,471.10 (Original Amount)  
+ Amendment No. 1: \$70,121.00 = \$690,592.10

Date of Schedule of  
Hourly Rates and Expenses: 2020 Hourly Rate

Purchase Order No:

Project Title: Survey NE Quadrant of New Roundabout at Mullen/Cambridge

Contractor/Consultant (including subs): Wilson & Company

Division and Staff Project Manager: Greg Rokos, Public Works Director

Project Management Manual reviewed:

Attachments (Gantt Chart, etc.): Detailed scope & fee attached

PROJECT Scope (can be in the form of an attachment):

Additional funds supplementing Task Agreement No. 5 for design of the Cass Parkway bridge

**Staff Signatures**

**Partner Signatures**

**Public Works Director:**  
Greg Rokos

**City Manager:**  
Alexa Barton

**Project Manager:**

**Company Principal (if different):**

Signature: 

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: 

Date: 01/28/2021

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 01/28/2021

Project Type:

Design

Construction

Property  
Acquisition

Conceptual –  
Problem  
Solving

Surveying

Project Discipline(s):

Transportation

Planning

Water

Wastewater

Stormwater

Report(s) Received:

Work on File:

Attach scope of work, budget, and other supporting material.

**Belton-Cass Regional Transportation Development District  
Meeting of the Board of Directors  
January 19, 2021**

The Board of Directors of Belton-Cass Regional Transportation Development District met January 19, 2021, pursuant to statutory notice duly provided to the Board of Directors, public, and other interested persons. The meeting was held via ZOOM video conference. The Chairman called the meeting to order at 3:00 p.m. The following Directors participated: Gary Mallory, Art Ruiz, Chet Trutzel, and Jeff Davis (Jim Huffman and Bob Huston did not participate). With a quorum present, the meeting commenced.

**Past Minutes:** Motion to approve the minutes of the meeting held December 15, 2020 was made by Chet Trutzel, seconded by Art Ruiz, and were unanimously approved.

**City Report:**

Greg Rokos stated that right-of-way plans were received from Wilson & Company. He noted that the design was changed to allow for construction to be moved further south to save on construction costs. The change order from Wilson & Company for the design change totals \$70,121.00. Following construction and upon a motion made by Art Ruiz, seconded by Chet Trutzel, the Board unanimously approved the change order.

The bid for the removal of the tree on the Mills' property is \$3,700. Alexa Barton said it appears the Mills are still residing on the property. She will contact them for status of move out date. The tree will not be removed until that time.

**Financial:**

Following discussion of the December 31, 2020 financial statements, motion was made by Art Ruiz and seconded by Chet Trutzel, to approve the financial statements as presented, which includes payments from Country Club Bank Operating Fund in the amount of \$100,666.30, and the Bank of Kansas City Surplus Fund in the amount of \$85,646.31 (NOTE: only \$60,000.00 will be paid from the Bank of Kansas City Surplus Fund while the balance will be paid from the Country Club Bank Operating Fund). The motion was unanimously approved.

**Legal:** None

**Development:** Carolyn mentioned new business will open in the old Taco Bueno building sometime in first quarter.

**Adjourn:** Upon motion by Art Ruiz and second by Chet Trutzel, the meeting adjourned at 3:11 p.m.

---

Becky Ziegler

\*Minutes will be approved at February 2021 TDD Meeting

O:\Administrative\Council Packet\2021 Agenda Items 04.01.20-03.31.21\Transportation\Mullen Road & Cass Pkwy Change Order 1 - Wilson RS 02.09.2021\3. TDD Meeting Minutes 01.19.2021 RS 02.09.2021.docx



# **SECTION VIII**

## **F**

**R2021-06**

**A RESOLUTION APPROVING TASK AGREEMENT NO. 7 WITH WILSON & COMPANY IN THE AMOUNT OF \$30,000.00 TO UPDATE THE WATER MASTER PLAN.**

**WHEREAS**, this project updates the Water Master Plan. The Water Master Plan shows what water mains need to be replaced and what new mains need to be constructed. It is an essential element in the Missouri Department of Natural Resources (MoDNR) permit to allow the City of Belton (City) to continue its Owner Supervised Program. This program allows the City to review and approve water main projects without getting MoDNR approval. Once the Water Master Plan update is completed, we will submit for reapproval of the Owner Supervised Program; and

**WHEREAS**, Task Agreement No. 7 authorizes Wilson and Company (R2020-30) to update the Water Master Plan in the amount of \$30,000; and

**WHEREAS**, the City Council believes that Task Agreement No. 7 accurately reflects the work needed to update the Water Master Plan by Wilson & Company.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELTON, MISSOURI, AS FOLLOWS:**

**SECTION 1.** That Task Agreement No. 7 with Wilson & Company, herein attached and incorporated to this Resolution as **Exhibit A**, is hereby approved for purposes described above.

**SECTION 2.** The City Manager and Director of Public Works are authorized and directed to execute the task agreement on behalf of the City.

**SECTION 3.** That this resolution shall be in full force and effect from and after its passage and approval.

Duly read and passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Mayor Jeff Davis

ATTEST:

---

Andrea Cunningham, City Clerk  
of the City of Belton, Missouri

STATE OF MISSOURI)  
COUNTY OF CASS )SS  
CITY OF BELTON )

I, Andrea Cunningham, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton, Missouri, and that the foregoing Resolution was regularly introduced at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2021, and adopted at a regular meeting of the City Council held the \_\_\_\_ day of \_\_\_\_, 2021 by the following vote, to-wit:

AYES: COUNCILMEN:

NOES: COUNCILMEN:

ABSENT: COUNCILMEN:

---

Andrea Cunningham, City Clerk  
of the City of Belton, Missouri



## CITY OF BELTON CITY COUNCIL INFORMATION FORM

**AGENDA DATE:** February 9, 2021

**DIVISION:** Public Works/Water Services

**COUNCIL:** ☒ **Regular Meeting**      ☐ **Work Session**      ☐ **Special Session**

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Consent Item	<input type="checkbox"/> Change Order	<input type="checkbox"/> Motion
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> FYI/Update	<input type="checkbox"/> Presentation	<input type="checkbox"/> Both Readings

**ISSUE/RECOMMENDATION:**

This project updates the Water Master Plan. The Water Master Plan shows what water mains need to be replaced and what new mains need to be constructed. It is an essential element in the Missouri Department of Natural Resources (MoDNR) permit to allow the City of Belton (City) to continue its Owner Supervised Program. This program allows the City to review and approve water main projects without getting MoDNR approval. Once the Water Master Plan update is completed, we will submit for reapproval of the Owner Supervised Program.

Task Agreement No. 7 authorizes Wilson and Company (R2020-30) to update the Water Master Plan in the amount of \$30,000.

**IMPACT/ANALYSIS:**

**FINANCIAL IMPACT**

Contractor:	Wilson & Company
Amount of Request/Contract: \$	\$30,000.00
Funding Source:	662-0000-495-7300 WT2103

**STAFF RECOMMENDATION, ACTION, AND DATE:**

Approve a resolution approving Task Agreement No. 7 with Wilson & Company in the amount of \$30,000.00 to update the Water Master Plan.

**LIST OF REFERENCE DOCUMENTS ATTACHED:**

Resolution

Exhibit A: Task Agreement No. 7 and Scope of Work



**City of Belton – Public Works  
Task Agreement**

Contract: On-Call Professional Services Contract – R2020-30

Ordinance or Resolution:	Task Agreement No: 7	Funding Amount: \$30,000 Date of Schedule of Hourly Rates and Expenses: 2020 Hourly Rate Purchase Order No:
--------------------------	----------------------	--

Project Title: **Water Master Plan Update**

Contractor/Consultant (including subs): Wilson & Company

Division and Staff Project Manager: Greg Rokos

Project Management Manual reviewed:

Attachments (Gantt Chart, etc.): Detailed scope and fee is attached.

PROJECT Scope (can be in the form of an attachment):

Update the previously approve Water Master Plan.

Staff Signatures		Partner Signatures	
<b>Director of Public Works:</b> Greg Rokos 	<b>City Manager:</b> Alexa Barton	<b>Project Manager: Justin Klaudt</b> 	<b>Company Principal (if different):</b>
Signature: _____	Signature: _____	Signature: _____	Signature: SAME
Date: <u>02/03/2021</u>	Date: _____	Date: 02/03/2021	Date: _____

Project Type:	Design		Construction		Property Acquisition		Conceptual – Problem Solving	x	Surveying	
Project Discipline(s):	Transportation		Planning		Water		Wastewater		Stormwater	x

Report(s) Received:

Work on File:

This Task Agreement is subject to all the provisions included in the On-Call Professional Services Agreement effective on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Attach scope of work, budget, and other supporting material.

## **ATTACHMENT A**

### **Scope of Services**

#### **General Scope of Services**

The purpose of this contract is to provide professional engineering services to update the current Water Master Plan for the City of Belton. The objective of the project is to review the current data, review previously completed priority projects, and update the project priorities plan with recommended improvements, location maps, cost estimates.

#### **Detailed Scope of Services**

##### **Task 2 – Data Collection and Analysis**

- 1.1 Review existing study reports, models, design plans, and maintenance records to verify the data, determine which priority projects have been completed, which projects are still valid, and if any new/additional projects need to be investigated.
- 1.2 Review and update the population and land use projections based on City input and current development patterns.
- 1.3 Current and future water demands will be reviewed and verified with the City.
- 1.4 Review water connection fees and rates with the City to verify the current fee schedule accurately reflects the cost of water and meets the debt service requirements resulting from the capital improvements of the system. An updated rate study is not included in this scope of services.
- 1.5 Review the Capital Improvements Program established in the current master plan with the City and revise based on City input and data review.
- 1.6 Update CIP cost estimates.
- 1.7 Review and revise the CIP phasing plan based on population and land use projections.
- 1.8 Water system maps (existing and proposed facilities) will be updated through GIS. Shape files will be provided to the City.
- 1.9 Attend up to three (3) coordination meetings with the City's Public Works and Water Department.
- 1.10 A draft report documenting the data reviewed and proposed improvements for the water system will be prepared and submitted to the City for review. The Consultant will review the draft report with City Staff and revise the report one (1) time based on input received during the review.

## **Project Assumptions**

1. City will provide the Consultant with any additional documents, not already provided to the Consultant, for review. These shall include, but are not limited to, the following documents:
  - Design criteria;
  - Standard details;
  - GIS data;
  - Maps
  - Design plans;
  - Reports / studies;
  - Maintenance records
  - Recent bid tabs.
2. Connection fee and/or water rate studies are not included in this master plan.
3. The water model will be reviewed for completeness, but will not need to be modified.
4. Any work requested by the City that is not included in the basic services will be classified as supplemental services. Supplementary services shall include, but are not limited to the following:
  - a. Changes in the scope, extent, or character of the project.
  - b. Revisions to the project when inconsistent with previous approvals or instructions by the City.
  - c. Updating reports to reflect development that has occurred after the improvements have been identified.

### City of Belton Professional Services Fee Form

Date: February 1, 2021

Task Agreement #:

Project Title: Water Master Plan Update

Task No.	Project Task Item	P6	P4	OD4	AD4
Water Master Plan Update					
1.1	Review Existing Data	2	16		
1.2	Update Population and Land Use	2	8		
1.3	Review Water Demand	2	8		
1.4	Review Water Rates	2	4		
1.5	Revise CIP	6	24		
1.6	Update Cost Estimates	4	8		
1.7	Update CIP Phasing	2	4		
1.8	Update Water System Maps	2	8	40	
1.9	Coordination Meetings	6	6		
1.10	Report Preparation	8	40		16
	Final	36	126	40	16
		Rate	Hours		Cost
	Project Manager (P6)	\$ 210.00	36		\$ 7,560
	Project Engineer (P4)	\$ 140.00	126		\$ 17,640
	CADD Tech (OD4)	\$ 80.00	40		\$ 3,200
	Admin (AD4)	\$ 72.00	16		\$ 1,152
Direct Labor Subtotal					\$ 29,552
	Reimbursable Expenses				
	Reproduction & Plotting	\$ -			
	Copies	\$ -			
	Vehicle Miles (\$0.80/miles)	\$ 400.00			
	Miscellaneous	\$ 48.00			
	Reimbursable Expenses Total	\$ 448		\$ 448.00	
TOTAL					\$ 30,000

Greg Rokos, PE, City of Belton, Director of Public Works

Date

Justin Klaudt, VP Wilson & Company

Date

2/1/2021

Compensation

Page 1



# **SECTION IX**

## **B**

**R2021-07**

**A RESOLUTION APPROVING TASK AGREEMENT NO. 2021-1 WITH TREKK DESIGN GROUP, LLC IN THE AMOUNT OF \$78,189.80 TO DESIGN WATER LINES IN CONFLICT WITH THE STORM SEWER FOR THE HARGIS LAKE STORMWATER IMPROVEMENTS PROJECT.**

**WHEREAS**, as part of the Hargis Lake Stormwater Improvements Project construction, there are conflicts with the water lines. Because of the conflicts, the water lines need to be moved. There is about 4,100 feet of water lines that need to be moved and replaced to construct the storm sewer. This work is the last portion of the design and can only be completed now that the final design of the storm sewer is completed; and

**WHEREAS**, Task Agreement No. 2021-1 with TREKK Design Group will design the water lines in conflict with the storm sewer. It will be funded from the Water Department as it is an enterprise and just like all utilities it must pay for its own relocation. The design fee is \$78,189.80 and will be funded with FY2021 water line replacement funding. The estimated construction cost of \$650,000 will be funded with the remaining FY2021 water line replacement funds and FY2022 water line replacement funds; and

**WHEREAS**, the City Council believes that Task Agreement No. 2021-1 with TREKK accurately reflects the need to design water lines in conflict with the storm sewer for the Hargis Lake Stormwater Improvements Projects in the amount of \$78,189.80.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELTON, MISSOURI, AS FOLLOWS:**

- SECTION 1.** That Task Agreement No. 2021-1 with TREKK Design Group, LLC, herein attached and incorporated to this Resolution as **Exhibit A**, is hereby approved for purposes described above.
- SECTION 2.** The City Manager and Director of Public Works are authorized and directed to execute the task agreement on behalf of the City.
- SECTION 3.** That this resolution shall be in full force and effect from and after its passage and approval.

Duly read and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor Jeff Davis

ATTEST:

\_\_\_\_\_  
Andrea Cunningham, City Clerk  
of the City of Belton, Missouri

STATE OF MISSOURI)  
COUNTY OF CASS    )SS  
CITY OF BELTON     )

I, Andrea Cunningham, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton, Missouri, and that the foregoing Resolution was regularly introduced at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2021, and adopted at a regular meeting of the City Council held the \_\_\_\_ day of \_\_\_\_, 2021 by the following vote, to-wit:

AYES:           COUNCILMEN:

NOES:           COUNCILMEN:

ABSENT:        COUNCILMEN:

\_\_\_\_\_  
Andrea Cunningham, City Clerk  
of the City of Belton, Missouri



## CITY OF BELTON CITY COUNCIL INFORMATION FORM

**AGENDA DATE:** February 9, 2021

**DIVISION:** Public Works/Water Services

**COUNCIL:** ☒ **Regular Meeting**      ☐ **Work Session**      ☐ **Special Session**

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Consent Item	<input type="checkbox"/> Change Order	<input type="checkbox"/> Motion
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> FYI/Update	<input type="checkbox"/> Presentation	<input type="checkbox"/> Both Readings

### **ISSUE/RECOMMENDATION:**

As part of the Hargis Lake Stormwater Improvements Project construction, there are conflicts with the water lines. Because of the conflicts, the water lines need to be moved. There is about 4,100 feet of water lines that need to be moved and replaced to construct the storm sewer. This work is the last portion of the design and can only be completed now that the final design of the storm sewer is completed.

Task Agreement No. 2021-1 with TREKK Design Group will design the water lines in conflict with the storm sewer. It will be funded from the Water Department as it is an enterprise and just like all utilities it must pay for its own relocation. The design fee is \$78,189.80 and will be funded with FY2021 water line replacement funding. The estimated construction cost of \$650,000 will be funded with the remaining FY2021 water line replacement funds and FY2022 water line replacement funds.

### **IMPACT/ANALYSIS:**

#### **FINANCIAL IMPACT**

Consultant:	TREKK Design Group, LLC
Amount of Request:	\$ 78,189.80
Funding Source:	662-0000-495-7300 WT2101

### **STAFF RECOMMENDATION:**

Approve a resolution approving Task Agreement 2021-1 with TREKK Design Group, LLC in the amount of \$78,189.80 to design water lines in conflict with the storm sewer for the Hargis Lake Stormwater Improvements Project.

### **LIST OF REFERENCE DOCUMENTS ATTACHED:**

Resolution

Exhibit A: Task Agreement 2021-1 and Scope of Work



## City of Belton – Public Works Task Agreement

Contract: Belton Hargis Water Main Replacement

Ordinance or Resolution:

Task Agreement No: 2021-1

Funding Amount: \$78,189.80

Purchase Order No :n/a

Project Title: Hargis Water Main Replacement

Contractor/Consultant (including subs):

TREKK Design Group, LLC

Division and Staff Project Manager:

Public Works- Engineering Department – Mrs. Nikia Freiburger

Project Management Manual reviewed: Yes

Attachments: TREKK Contract

PROJECT Scope (can be in the form of an attachment):

This task agreement is for water main replacement design as a result of the Hargis Lake Stormwater Project.

Staff Signatures		Partner Signatures	
<b>Director of Public Works:</b> Greg Rokos, PE 	<b>City Manager:</b> Alexa Barton  	<b>Project Manager</b> Justin Likes  	<b>Company Principal (if different):</b> Kimberly Robinett  
Signature: _____ Date: <u>2/2/2021</u>	Signature: _____ Date: _____	Signature: Date: <u>2-2-21</u>	Signature: Date: <u>2/2/21</u>

Project Type:      Design   X   Construction \_\_\_\_\_ Property Acquisition \_\_\_\_\_ Conceptual/Problem Solving \_\_\_\_\_ Surveying \_\_\_\_\_

Project Discipline(s):      Transportation \_\_\_\_\_ Planning \_\_\_\_\_ Water   X   Wastewater \_\_\_\_\_ Stormwater \_\_\_\_\_

Report(s) Received:

Work on File:

Attach scope of work, budget, and other supporting material

**ATTACHMENT A**  
**SCOPE OF SERVICES FOR HARGIS WATER MAIN REPLACEMENT**  
**BELTON, MISSOURI**

The City of Belton (OWNER) has approached TREKK (CONSULTANT) to complete professional design services for water line replacements for approximately 4,100 LF within Hargis Lake Area. The water main replacement are required as a result of drainage and sanitary improvements in the area. The general scope of this work includes preliminary and final design plans for approximately 4,100 linear feet of water line relocations. The City will handle bid and construction phase services for the water line relocations, therefore TREKK will complete design and end services at bid documents/advertisement for bid. Design scope includes:

- Project administration,
- Preliminary & final design,
- Preparation of construction drawings in accordance with the City of Belton Design and Construction Manual

**TASK 100 – PROJECT ADMINISTRATION:**

- 100. TREKK's in-house project management, administration, budget tracking, and monthly billing
- 101. CONSULTANT will hold a project coordination meeting with OWNER.

**TASK 200 – PRELIMINARY DESIGN (30% SUBMITTALS):**

- 200. CONSULTANT will conduct field and record investigations.
  - A. CONSULTANT will perform site inspection and prepare a photo log to document existing field conditions along proposed alignment.
  - B. CONSULTANT will collect record dwgs from the OWNER.
  - C. CONSULTANT will perform coordinate with other utilities.
- 201. CONSULTANT will prepare and distribute 30% drawings to the OWNER and to existing utility companies.
- 202. CONSULTANT will prepare estimate of probable cost.
- 203. CONSULTANT will attend up to one (1) review meeting to review drawings.

**TASK 300 – FINAL DESIGN (100% SUBMITTALS):**

- 300. CONSULTANT will prepare 100% construction drawings.
- 301. CONSULTANT will prepare estimate of probable cost.
- 302. CONSULTANT will prepare specifications.
- 303. CONSULTANT will complete DNR permitting including a DNR Water Permit.
- 304. CONSULTANT will attend up to one (1) review meeting to review drawings

**TASK 400 – BID PHASE SERVICES:**

- 400. Provided by the City

**TASK 500 – CONSTRUCTION ADMINISTRATION:**

- 500. Provided by the City

**TASK 600 – PROJECT CLOSEOUT:**

- 600. Provided by the City

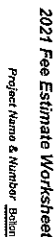
**ITEMS NOT INCLUDED IN THE SCOPE:**

- 1. Record Drawings
- 2. Topographic or Boundary Survey

3. Temporary or Permanent Easement exhibits or O&E reports
4. ROW/Easement acquisition or filing of documents
5. Bid phase services
6. Construction phase services
7. Geotechnical Investigation
8. Construction Staking
9. Construction Inspection
10. Materials Testing

More specifically, water line conflicts/design are summarized in Table 1 below and were based on Hargis Lake Stormwater Improvement Plans provided by the City and dated 12/21/2020.

<b>HARGIS WATER MAIN REPLACEMENT</b>				
<b>Storm Line</b>	<b>Sta</b>	<b>Street Name</b>	<b>Line Location</b>	<b>Approx footage</b>
Storm Line A	15+30	Sunset Lane	N. Side	50
Storm Line A	18+41	Hargis Lane	N. Side	50
Storm Line A	21+75 to 25+75; plus beyond box A12	Westover Rd	E. Side	500
Storm Line A	25+60	Airway Lane/Westover Rd	N. Side	50
Storm Line A	30+75	Kenneth/Westover	South Side	100
Storm Line B	5+10 to 4+77	Stacy Drive/Westover	W. Side	90
Storm Line B	3+96 to 3+48; beyond westover ct	Westover Road	E. Side	140
Storm Line B	2+25; 1+28	Westover Ct	Cul-de-sac	80
Storm Line C & U		Hillcrest Road	W. Side	175
Storm Line L	0+00 to 4+25	Sunset Lane/Westover Road	N. Side	300
Storm Line D	0+00 to 5+25	Sunset Lane/Hillcrest	N. Side	500
Storm Line O	7+00 to 7+75	Hargis Lane	W. Side	50
Storm Line K	0+00 to 3+50	Hargis Lane/Westover	N. Side	350
Storm Line F	0+00 to 5+25	Hargis Lane/Hargis Ct	N. Side	525
Storm Line F	5+25 to 8+50	Hillcrest Road/Hargis Lane	W. Side	350
Storm Line F	9+75 to 12+25	Airway Lane	N. Side	200
Storm Line G	0+00 to 1+00	Hargis Lane		50
Storm Line N	0+00 to 2+00	Mark Lane/Westover Road	W. Side	90
Storm Line T	5+00 to 6+00	Westover Road/Airway Lane	E. Side	110
Storm Line M	0+00 to 1+25	Airway Lane/Westover Rd	N. Side	120
Storm Line R	5+00 to 7+00	Westover Road/Kenneth Lane	E. Side	220
			<b>Total</b>	<b>4100</b>



**Project Name & Number** Billion Haajils Lake Water Main Rehabilitation

108



# **SECTION IX**

## **C**

**R2021-08**

**A RESOLUTION OF THE CITY OF BELTON, MISSOURI, APPROVING AN ECONOMIC DEVELOPMENT INCENTIVES POLICY.**

**WHEREAS**, the City of Belton, Missouri has previously adopted an Economic Development Incentives Policy (the “Policy”), to provide a comprehensive policy regarding consideration and implementation of all economic development incentives available to the City; and

**WHEREAS**, the City Council wishes to amend and restate the Policy to address the factors to consider and possible conditions under which the City may consider and approve various economic development incentives.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BELTON, MISSOURI, AS FOLLOWS:**

**Section 1.** The Economic Development Incentives Policy, which is attached hereto as Exhibit A and incorporated herein by reference, is hereby adopted.

**Section 2.** Any Resolution or part thereof which conflicts with this Resolution shall be null and void.

Duly read and passed this \_\_\_\_ day of February, 2021.

\_\_\_\_\_  
Mayor Jeff Davis

ATTEST:

\_\_\_\_\_  
Andrea Cunningham, City Clerk  
City of Belton, Missouri

STATE OF MISSOURI       )  
CITY OF BELTON        ) SS  
COUNTY OF CASS       )

I, Andrea Cunningham, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton, Missouri, and that the foregoing Resolution was regularly introduced at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2021, and adopted at a regular meeting of the City Council held the \_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote, to-wit:

AYES:	COUNCILMEN:
NOES:	COUNCILMEN:
ABSENT:	COUNCILMEN:

---

Andrea Cunningham, City Clerk  
of the City of Belton, Missouri

## Exhibit A

### Economic Development Incentives Policy



# City of Belton Economic Development Incentives Policy

*Date Approved:*

*Resolution:*

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***\*This document will be reviewed and amended as needed, at minimum, every three years.***



## VISION AND MISSION

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In 1992 the City of Belton adopted its Comprehensive Plan. Belton became a Charter City effective November 25, 2008. The City Council, elected by the citizens, performs the legislative duties of the city. The Mayor, also elected by the citizens, is a voting member of the City Council and retains the veto power. The Mayor and City Council set forth the policies of the City, which are implemented by the City Manager, who carries out the day-to-day administrative duties. All public economic development incentives granted are governed by Belton's Comprehensive Plan, Official Zoning Map, Zoning Code and Future Land Use Map, which was adopted in 2011.

Belton is a city that is proud of its past but has always been focused on its vision for the future. In 2004, City leaders and Belton residents worked in collaboration and created the Belton Vision Team, establishing the long-term vision for the City as a whole, as well as its economic development initiatives.

### VISION

*"The City of Belton is a city that creates opportunities for diversified residential growth and successful business development. This attitude and environment will be maintained by providing a highly diversified commercial base that will result in employment that minimizes the impact of economic cycles. This will create a desirable atmosphere that attracts residential development conducive to a diversified population. Belton's economic climate will afford more opportunity for people to live, work and shop locally. It also will make our city a welcoming destination for those who live and work in outside communities."*

With this vision in mind, the Economic Development Department's mission statement was created.

### MISSION STATEMENT

*"It is our mission to work proactively to support a healthy business environment that will strengthen existing businesses and attract new investment; and to aggressively promote a vibrant local economy that will ensure a high quality of life."*



## ECONOMIC DEVELOPMENT OBJECTIVES

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Various economic incentives are available under Missouri law to help municipalities achieve their public objectives. This Policy establishes the policy, procedures and requirements to govern the fair, effective and judicious use of these incentives by the City in order to help meet its economic development goals.

The City works in cooperation with the Missouri Department of Economic Development, Kansas City Area Development Council, Cass County Corporation of Economic Development and the Belton Chamber of Commerce. These partnerships enable the community to maximize its resources and to develop a consensus regarding the kind of economic development that best advances the interests of the entire community.

All of the partners in this effort share a commitment to:

- promote, stimulate and develop the economic welfare of the City,
- encourage the training and development of Belton's workforce,
- facilitate the creation and retention of jobs at or above a family supporting wage,
- encourage the location and retention of businesses which are good corporate citizens that will add to the quality of life in Belton through their leadership and support of local civic and philanthropic organizations,
- encourage existing industry to expand,
- assist new business start-ups,
- recruit new companies from out-of-state and internationally,
- encourage the use of public economic incentives in locations and situations that provide the maximum public benefit, and
- limit the use of public economic incentives for the shortest duration.

Achieving these objectives can lead to significant public benefit, retention of existing quality jobs, construction of public improvements, creation of new jobs, elimination of blight, increase



in property values, increase in tax revenues, and economic stability throughout the City. When appropriate, the City may utilize incentives in order to achieve its economic development goals. One or more incentives may be utilized, depending on the application. The granting of public economic incentives will be made according to the goals, processes and procedures of this policy.

**THE CITY IS UNDER NO OBLIGATION TO APPROVE THE USE OF A PUBLIC INCENTIVE FOR ANY APPLICANT. THE CITY RESERVES THE RIGHT TO MODIFY OR WAIVE ON A CASE-BY CASE BASIS ANY OF THE PROCEDURES OR LIMITATIONS OF THIS POLICY, PROVIDED ALL STATE AND STATUTORY REQUIREMENTS ARE FULFILLED.**

#### **APPLICATION AND REVIEW PROCESS**

1. Applicants shall notify the City of their intent to pursue a development project that will make use of incentives. The pre-application worksheet, attached to this document, shall accompany this notification. The Application must be submitted to the City Manager's office for review and processing.
2. Applicants are required to first meet with City staff in a pre-qualification conference to determine the project eligibility.
3. Should a request for incentives be determined to require a funding agreement to cover the City's costs and expenses, including legal fees and other third-party expenses, the funding agreement must be submitted to the City Manager's office for review and processing. If a public hearing is required, it will not be scheduled until a funding agreement has been executed and fully funded.
4. As determined by the Funding Agreement, an application deposit shall be paid to the City prior to initiating any work on a project.
5. Any application that may be required by this policy may be obtained on the City's website within the economic development section of the City's web page [www.belton.org/ecodevo](http://www.belton.org/ecodevo).
6. Annually, City staff will be responsible for reviewing the performance of each recipient of funds for the previous year. The purpose of this review is to check for compliance with any documents related to the use of incentives and to gather information regarding cumulative job creation, wage structure, and other such information

necessary to gauge the performance of the company. The accountability review may include a site visit.

7. Projects receiving the benefits of any economic development incentives for a project shall be required to include in the budget art or decorative improvements in the total construction budget of the private improvements.



## TAX INCREMENT FINANCING

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### OVERVIEW

Tax Increment Financing (TIF) is a public funding mechanism to assist private development of an area within the City. TIF may only be used when there is evidence the development would not occur without public assistance (But/For Test); and when the project area qualifies as a blighted or conservation area.

TIF is a financial tool used to capture the increase in real property taxes and sales taxes created from new construction. Up to 100% of the increase in real property taxes and 50% of the increase in local sales taxes (the “increment”) can be captured within the TIF project area. The real property tax and sales tax increment may then be used to reimburse a private developer for eligible expenses or to repay principal and interest on bonds used to finance the eligible expenses for up to 23 years.

### STATUTORY REQUIREMENTS

By law, the City must determine that certain requirements have been met before approving a Tax Increment Financing Plan filed by the applicant. These requirements are set forth under Sections 99.805 to 99.865 of the Revised Statutes for the State of Missouri (RSMo).

### POLICY GUIDELINES

In addition to meeting the statutory requirements referenced above, the City has established several criteria that will be applied in the review and evaluation of applications for TIF financing. In general, applications that meet **each** of the evaluation criteria will be viewed most favorably. However, TIF applications that do not meet some of these criteria may be approved if the application clearly demonstrates that the project, as a whole, is important to the City.

Expenses eligible for reimbursement under TIF include but are not limited to the following:

- Studies, surveys, plans and specifications.
- Professional services such as architectural, engineering, legal, marketing, financial, and planning.

- Site preparation, including demolition of structures, clearing and grading of land, and acquisition of land.
- Constructing public infrastructure such as streets, sewers, utilities, parking, and lighting.
- Rehabilitating and repairing existing buildings.
- Financing costs including bond issuance.
- Relocation costs if persons or businesses within the redevelopment area are displaced.

## **EVALUATION CRITERIA**

1. Each TIF application must demonstrate that “but for” the use of TIF, the project is not feasible and would not be completed without the proposed TIF assistance.
2. Demonstrates a substantial and significant public benefit by constructing public improvements that strengthen the economic and employment base of the City; and serves as a catalyst for further high-quality development or redevelopment. Development proposals under a TIF application are expected to meet high development standards and demonstrate innovative design. A TIF project requires high quality building materials and architectural design.
3. TIF assistance will be provided for improvements that create significant public benefit(s) by creating new jobs and retaining existing employment, strengthening the economic base of the City, increasing property values and tax revenues, reducing poverty, upgrading older developments, and facilitating economic self-sufficiency.
4. TIF applications seeking public assistance to cure blighted areas will be viewed more favorably if more than one “blighted area” condition exists.
5. Applications which include TIF assistance for land acquisition and residential development will be discouraged unless creatively integrated into a large scale mixed-use project.
6. TIF applications requesting the issuance of bonds or notes shall be required to demonstrate that the payments-in-lieu of taxes and/or economic activity taxes and revenues from special purpose districts expected to be generated will be sufficient to provide debt service coverage required by current market conditions (but not less than 1.25 times) in excess of the projected debt service on any tax increment bonds or notes. Additionally, bonds and notes will not be issued until there the project has at least 90% occupancy. In no event shall the credit of the city be put at risk for the payment of debt service on bonds issued to financed redevelopment projects.

7. TIF assistance to the project should generally not exceed 15% of total project costs, excluding public improvements. However, this threshold may be waived in circumstances where the developer:
  - a. has a proven track record in completing successful projects comparable in scope and scale;
  - b. documents the developer's financial capacity to complete the proposed project;
  - c. demonstrates that tenant commitments are already in place for a significant portion of the proposed project;
  - d. documents evidence of substantial public benefit (ex: infrastructure), and other key components of the street master plan; and
  - e. a reasonable rate of return for the developer is generated.
8. The projected term of the TIF project will be considered on the economic payoff expectations of the project with shorter terms being viewed more favorably than longer terms. TIF Applications which provide for the use of not more than 12 years of tax increment generated by each project is strongly encouraged.
9. TIF Plans should contemplate that at least 25% of the Payments in Lieu of Taxes shall be declared as a surplus and distributed to the taxing districts.
10. The TIF statute provides that redevelopment project costs can include all or a portion of a taxing district's capital costs resulting from a redevelopment project that are necessarily incurred or to be incurred in furtherance of the objectives of the redevelopment plan and project, to the extent the City by written agreement accepts and approves such costs. Taxing districts' capital costs are defined as those costs of taxing districts for capital improvements that are found by the City to be necessary and to directly result from the redevelopment project. In accordance with these statutory provisions, any affected taxing district may submit a detailed request for reimbursement of its capital costs associated with a redevelopment plan or project and the City will consider such request in accordance with these statutory standards and requirements. Any taxing district submitting such a request shall carry the burden of proof to demonstrate to the City's satisfaction that the capital improvements are necessary and directly result from the redevelopment project.
11. Applications that include the utilization of a Community Improvement District (CID), Neighborhood Improvement District (NID), Transportation Development District (TDD) or other private or public financing special purpose districts which result in reducing the term of the TIF project will be viewed more favorably.

12. Evidence the applicant has thoroughly explored alternative financing methods and has a track record which demonstrates the financial and technical ability to complete the project.
13. Generally, TIF applications which encompass a project area of less than 10 acres will be discouraged.
14. Care will be exercised in the use of TIF to thoroughly evaluate each project to ensure that the benefits which will accrue from the approval of the project are appropriate for the cost which will result, and that they are equitable to the City as a whole.

### **SUBMISSION REQUIREMENTS**

1. The City may require an independent analysis(s) of the TIF application submittal. The cost of such study shall be paid by the applicant. The City shall administer the contract and the study shall be prepared by a professional consultant having a favorable reputation for the preparation of such studies. The study shall be submitted to the TIF Commission prior to the public hearing and the cost shall be reimbursed to the City prior to the City Council action on the TIF project.
2. IRR (Internal Rate of Return) or similar pro forma modeling is used by firms to decide whether they should make investments. TIF applications shall include a reasonable IRR calculation identifying IRR with TIF assistance and without TIF assistance.
3. Following a public hearing before the City's TIF Commission and approval of the TIF plan by the City Council, the City and applicant shall enter into a Redevelopment Agreement for the purposes of accountability and governing the implementation of the TIF plan.
4. An annual administration fee will be required as stipulated in the redevelopment agreement. The annual administration fee will be up to 5% of the TIF Revenue collected with a minimum of \$20,000.

### **ACCOUNTABILITY**

If the TIF application is being recommended based upon job creation criteria, language will be included in the development contract which stipulates that the City's assistance to the developer may be reduced if satisfactory evidence is not shown that the indicated number and quality of jobs have been generated.

If businesses are to be relocated from other areas of the City, sufficient justification will be included to indicate why this relocation should be considered. If existing businesses are to be

relocated to the TIF area, the base year of activity for purposes of determining the tax increment for both real property and economic activity taxes is the last twelve-month period at the businesses current location, immediately preceding the relocation. To accomplish this intent, a surplus will be declared which will have the same effect as if the previous level of taxes in the last full year at the previous location continued to be available to all taxing entities after the relocation.

***Approved Belton Tax Increment Financing locations are displayed on the map on page 10.***







## **ENHANCED ENTERPRISE ZONE ABATEMENT AND MISSOURI WORKS**

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### **OVERVIEW**

The Enhanced Enterprise Zone (EEZ) program provides financial incentives for certain qualifying projects by providing real property tax abatement for improvements to real property made within the EEZ. For the City of Belton, in its endeavors to provide a tool box of alternate incentives, this would provide a stimulus for new or expanding businesses to create jobs and make investments in targeted industry sectors provided they are located within the EEZ.

### **STATUTORY REQUIREMENTS**

Development projects and businesses proposed for EEZ local abatement benefits must meet certain statutory conditions required by the State of Missouri in Sections 620.2000 to 620.2020 and 135.950 to 135.973, RSMo. Projects must also meet conditions adopted by Ordinance No. 2009-3548 of the City of Belton.

### **REQUIREMENTS OF ELIGIBLE APPLICANTS**

In order to obtain local real property tax abatement of 50% for 10 years:

1. The business must be located within an approved Enhanced Enterprise Zone area.
2. The business must be one of the approved business clusters.
3. A qualified business must create and maintain 2 new employees with an average wage of at least 100% of the County Average Wage and \$100,000 new investment. "New jobs" are defined as full-time (average 35 or more hours/week each year and for whom the company offers/pays 50% of health insurance) employees of the company located at the project facility, based on the increase from the base employment.
4. A business must provide health insurance and pay at least 50% of the premium for all full-time employees.

## BENEFITS

1. At least 50% property tax abatement on the new improvements for a minimum of 10 years.
  - A business may qualify for an additional abatement if criteria are met as outlined within the City of Belton EEZ Tax Abatement Policy.

## APPROVED BUSINESS CLUSTERS

Projects must be for business and industry types specifically authorized by the State of Missouri and the City of Belton. Businesses must fall within the North American Industry Classification system (NAICS) industry codes as approved by the City of Belton. The business clusters approved by Belton are broad, allowing for a wide variety of business types.

**Industry codes ELIGIBLE are:**

Sector Name	NAICS
Accommodation & Food Services	72*
Administrative & Support	56**
Arts, Entertainment & Recreation	71*
Construction	23
Finance & Insurance	52
Information	51
Management of Companies & Enterprises	55
Mining Activities	21
Professional, Scientific and Technical Services	54
Transportation & Warehousing	48/49
Utilities	22*
Whole Trade	42

\*As stipulated in Section 620.2005(23), RSMo, industry codes listed below are not eligible.

\*\*As stipulated by the Belton Enhanced Enterprise Zone, industry codes listed below are not eligible.

Certain types of businesses and industry clusters are not available for participation in Zone Works programs and are prohibited by state statute from receiving the state tax credits.

***Industry Codes NOT ELIGIBLE are:***

<b>Sector Name</b>	<b>NAICS</b>
Educational Services	61
Food and Drinking Establishments	722
Gaming Establishments	7132
Health Care and Social Services	62
Public Administrators	92
Public Utilities	221
Religious Organizations	8131
Retail Trade	44 & 45
Ethanol Distillation or Production	
Biodiesel Production	
Real Estate and Rental and Leasing	53
Hazardous Waste Collection	562112
Other Waste Collection	562119
Hazardous Waste Treatment	562211
Solid Waste Landfill	562212
Solid Waste Combustor and Incinerators	562213
Other Nonhazardous Waste Treatment and Disposal	562219

**LOCAL PROPERTY TAX ABATEMENT**

A business facility meeting the above criteria, and containing a targeted industry with an approved Notice of Intent (NOI) by the Missouri Department of Economic Development (DED), will receive a real property tax abatement equal to 50% of the increase in ad valorem taxes for a period of 10 years following the date such improvements were assessed. Awarding tax abatement is at the discretion of the City Council. Upon meeting further criteria outlined within the City of Belton's EEZ Tax Abatement Policy, the City Council, at its discretion, may approve a larger abatement.

**\*A business may qualify for additional EEZ tax abatement** if criteria are met as outlined within the City of Belton EEZ Tax Abatement Policy, as amended.

## **ACCOUNTABILITY**

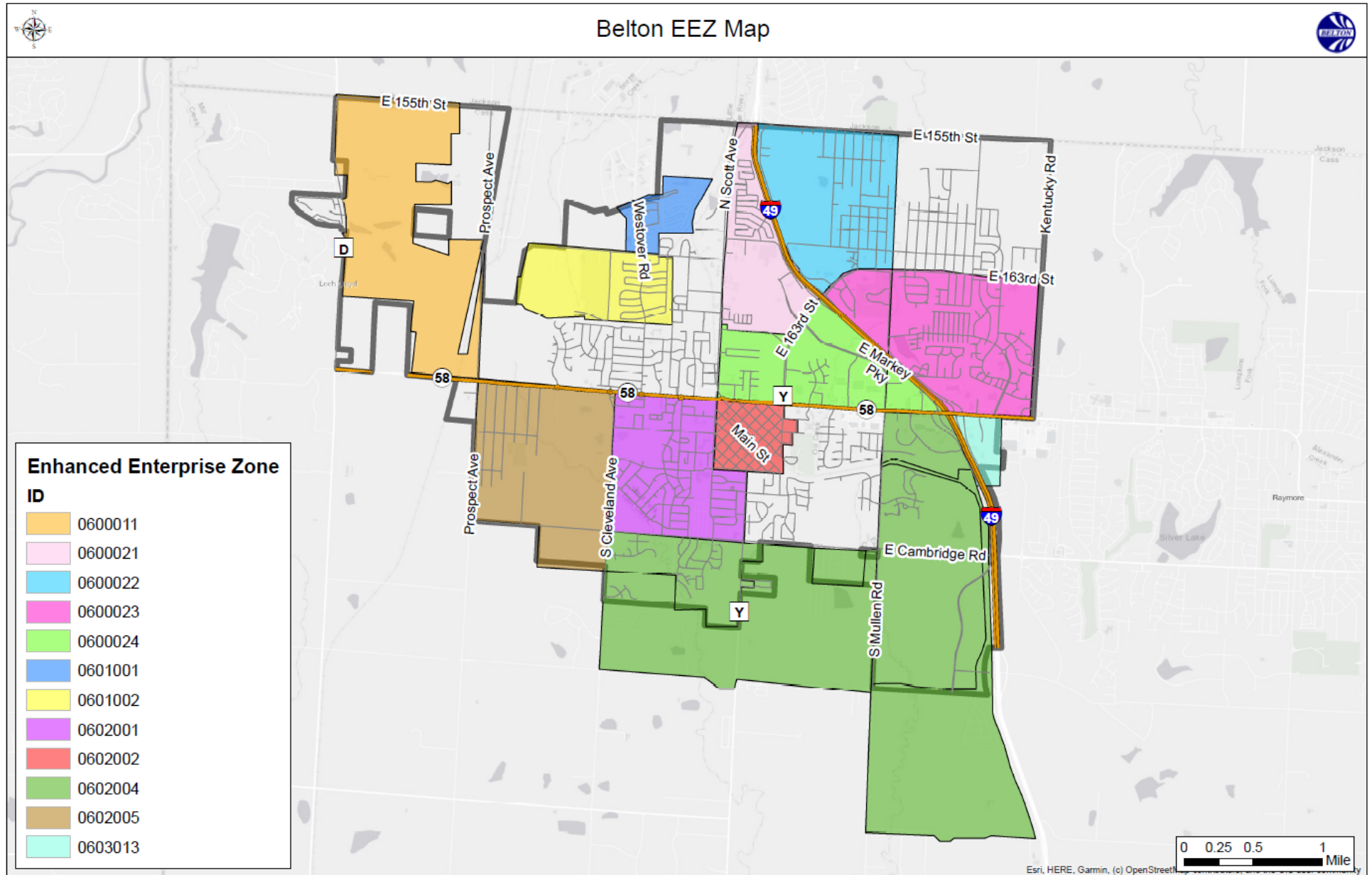
Minimum investment levels:

Investment: The qualified company's capital investment (real and/or personal property) equals or exceeds \$100,000 at the project facility.

Jobs: Create a minimum of 2 new full-time jobs, averaging 35 or more hours/week each year with an average wage of at least 100% of the County Average Wage.

Health Insurance: Must maintain health insurance at all times, of which at least 50% of premiums are paid by employer.

***\*Approved Belton Enhanced Enterprise Zone is displayed on the map on page 15.***





## **CHAPTER 100 INDUSTRIAL DEVELOPMENT BONDS**

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### **OVERVIEW**

Sections 100.010 to 100.200 of the Revised Statutes of Missouri (“Chapter 100”), and Article VI § 27 of the Missouri Constitution, authorizes municipalities, counties, towns and villages to issue revenue bonds to finance industrial development projects for private corporations, partnerships or individual companies. Under Chapter 100, the City issues revenue bonds to finance real and/or personal property for eligible development projects. Eligible projects are established by law and include warehouses, distribution facilities, research and development facilities, office industries and manufacturing plants and commercial activities; and may apply to the financing of land, buildings, fixtures, and machinery.

Under this type of financing, the company passes title in the real or personal property involved to the City pursuant to a deed and/or bill of sale. The City will issue the revenue bonds in the amount necessary to finance the purchase, new construction, or expansion contemplated for the project. The City will retain ownership of the real and/or personal property and lease it to the company. The rent charged to/paid by the company will be an amount sufficient to pay the principal and interest on the bonds as they come due. Most commonly, the bonds are purchased by the company. The lease-purchase agreement will also provide for the company to resume or assume ownership of the real and/or personal property once the bonds have been paid off.

Because title to the property is held in the name of the City during the lease term, the property acquired with the bond proceeds is tax exempt, which effectively results in tax abatement for the company. Under the City’s program, the company will be required to make payments in lieu of taxes (PILOTs) for a portion of the taxes it would have otherwise been required to pay. This is described in more detail in the Abatement Guidelines section below. In addition to property tax abatement, the company may also benefit from a sales tax exemption for construction materials and/or equipment for the project.

### **STATUTORY REQUIREMENTS**

According to Missouri law, the city must approve a “plan for industrial development” pursuant to Section 100.050 of the Revised Statutes for the State of Missouri (RSMo).

## **POLICY GUIDELINES**

In addition to complying with the statutory requirements referenced above, the City has established several criteria that will be used to review and evaluate applications for Chapter 100 financing and tax abatement. Each of the following should be satisfied:

1. Show a clear demonstration of public purpose and economic benefit through the advancement of the City's economic development goals, which include expanding the tax base, creating new job opportunities and expanding the tax base from targeted industrial areas.
2. Demonstrate the project would not occur "but for" the incentives offered. The incentive should make a difference in determining the decision of the business to locate, expand or remain in the City; and would not otherwise occur without the availability of the abatement.
3. Demonstrate that the applicant has a sound financial base and has the capacity to complete the project. The amount of abatement provided will be influenced by the amount of investment being made, the number of high quality jobs being created and whether sales tax revenue will be generated as a result of the project for local jurisdictions.
4. Not result in the City, County, Belton School District or any other taxing jurisdiction affected by the incentive receiving less total real and personal property tax revenue from the property than was received prior to the granting of tax abatement.
5. Comply with the City's Comprehensive Plan and be appropriately zoned.
6. Be environmentally compatible with the specific location and the surrounding area. The proposed use must be clean, nonpolluting and consistent with all development ordinances and codes. The applicant is responsible for providing a Phase I environmental audits for projects providing abatement to real property and taking any and all remedial action necessary as required by the City or any other governmental entity.
7. Comply with statutory requirements set forth in Sections 100.010 to 100.200 RSMo. Applications that do not meet all of these criteria may be approved if the application clearly demonstrates that the project, as a whole, is of important economic interest to the City.

8. The portion of property taxes not abated pursuant to this program shall be paid to the City as PILOTs for distribution to the appropriate taxing jurisdiction(s).

#### **CITY APPLICATION & APPROVAL PROCESS**

The authority and decision to issue revenue bonds and grant tax abatements is vested solely with the Belton City Council. The decision to issue revenue bonds and/or tax abatements is discretionary and shall be considered on a case-by-case basis. The City Council is under no obligation to approve any requested bond issuance and/or tax abatement and reserves the right to deviate from the policies and criteria contained herein if, in the opinion of the Belton City Council, circumstances exist to warrant such deviation, as long as any deviation does not conflict with state law. Property owners, applicants and others are cautioned not to rely upon receipt of abatement until all steps for granting an exemption have been approved.

#### **ACCOUNTABILITY**

If the project meets the policy guidelines outlined above, a “plan for industrial development” as outlined under Section 100.050 RSMo will be developed. The “plan for industrial development” will then be considered for formal approval by the Belton City Council. Following approval of the “plan for industrial development”, the City and the applicant shall enter into a Chapter 100 performance agreement which will govern the terms of the abatement. The agreement shall require that an annual report be submitted to the City on or before March 1 following the end date of construction. Each year, the report shall cover the time period of January 1 through December 31 of the previous year and include a detailed accounting of the project, including certification on the number of employees (newly added during that period and existing) and associated wages.





## ***TAX ABATEMENT CHAPTER 353 / REDEVELOPMENT***

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### **OVERVIEW**

Chapter 353 tax abatement is an incentive allowed by Missouri law to encourage the redevelopment of blighted areas through the abatement of real property taxes and, where appropriate, the use of eminent domain. To be eligible for tax abatement, either the City or a private entity must form a 353 Urban Redevelopment Corporation (353 Corporation) pursuant to the Urban Redevelopment Corporations Law (Chapter 353) of the Revised Statutes of Missouri.

Under Chapter 353, tax abatement on real property taxes is available for a period up to 25 years. During the first 10 years, the property is not subject to real property taxes except in the amount of real property taxes assessed on the land, exclusive of improvements, during the calendar year preceding the calendar year during which the 353 Corporation acquired title to the real property. During the next 15 years, the real property may be assessed up to 50% of its true value. Under Chapter 353, tax abatement is not available for personal property taxes such as equipment or machinery. The length of time abatements shall be permitted will be outlined for each area or project designated.

Payments in lieu of taxes (PILOTS) may be imposed on the 353 Corporation or private entity by contract with the city. PILOTS are paid on an annual basis to replace all or part of the real estate taxes which are abated.

### **STATUTORY REQUIREMENTS**

Tax abatement is only available to a 353 Corporation pursuant to the Urban Redevelopment Corporations Law. In order to implement a Chapter 353 tax abatement district, the City may establish the Belton Municipal Redevelopment Corporation or, if appropriate, the property owner may establish its own Urban Redevelopment Corporation. Tax abatement is only extended to real property that has been found to be a “blighted area” by the City. Real property may be found to be blighted even though it contains improvements, which by themselves do not constitute blight. Tax abatement may also be extended to a tract of real property, which by itself does not meet the definition of a blighted area if such tract is necessary to the redevelopment project and the area on a whole constitutes a blighted area.

## ***POLICY GUIDELINES***

In accordance with Missouri law, the City of Belton will consider in its discretion the granting of Chapter 353 partial real property tax abatement within established boundaries approved by the City Council. In addition to this statutory requirement, each of the following criteria should be satisfied:

1. Show a clear demonstration of public purpose and economic benefit through the advancement of the City's economic development goals which include expanding the tax base, creating quality jobs, and spurring development or redevelopment in targeted City locations.
2. Demonstrate the project would not occur "but for" the incentives offered. The incentive should make a difference in determining the decision of the property owner to improve the property.
3. Include evidence that the property owner has the financial ability and capacity to complete the project.
4. Include a capital investment as outlined within the abatement guidelines of each Redevelopment Area established by the City Council.
5. Be compatible with the specific location and the surrounding area. The proposed use must be clean, nonpolluting and consistent with all development ordinances and codes. The applicant is responsible for conducting all necessary environmental audits and taking any and all remedial action necessary as required by the City or any other governmental entity.
6. The improvements included within the request for abatement for commercial properties shall be at least 50% exterior improvements so as to be visible to the public.
7. Payments in lieu of taxes (PILOTS) may be imposed by the City and paid by the property owner if deemed appropriate for the project. PILOTS are paid on an annual basis to replace all or part of the real estate taxes, which are abated. PILOTS shall be made to the County Collector by December 31st of each year. The City Clerk shall furnish the Collector with a copy of the agreement by which the PILOTS are imposed. The PILOTS must be allocated to each taxing district according to their proportionate share of ad valorem property taxes. 353.110.4, RSMo.
8. Comply with the statutory requirements set forth in Sections 353.010 – 353.150 RSMo.

9. Properties receiving tax abatement must be maintained in compliance with minimum standards, codes, and ordinances of the City.
10. Upon determination that the provisions within the development plan are not being satisfied (i.e. use, operate, maintain), the City may proceed with revocation of tax abatement.
11. Subject to the statutory requirements of Chapter 353, applications for Chapter 353 partial real property tax abatement may be approved where not all of the above criteria are met if the application clearly demonstrates that the project, as a whole, is of important economic interest to the City. Because the approval of such partial real property tax abatement is granted within the discretion of the City Council, an application's satisfaction of the above criteria does not guarantee that City Council approval will be granted. Projects that produce other forms of additional revenue (e.g., an increase in City's sales tax revenue) may be considered for a longer tax abatement period upon City Council approval.

#### **GENERAL ABATEMENT PROCEDURES**

Development Plan: Urban redevelopment corporations have the power to operate one or more redevelopment projects pursuant to a development plan which has been authorized by the City after holding a public hearing. The City may assist in the preparation of a development plan. The City must make a finding of blight regarding the area included within the development plan.

It is anticipated that each redevelopment area may have several projects; the number, location and construction details of which may not be determined at the time of the application. Developers and/or property owners shall prepare a project plan for each project that will implement the development plan approved for the redevelopment area. Each project plan will require its own public hearing and approval by the City Council. The City may require that substantial changes to the overall development plan after the development plan is approved must be accomplished by an amendment to the development plan.

Tax Impact Analysis: The Missouri State Statute requires the governing body to hold a public hearing regarding any proposed development plan. Before the public hearing, the governing body must furnish to the political entities whose boundaries include any portion of the property to be affected by tax abatement notice of the scheduled public hearing and a written statement of the impact on ad valorem taxes such tax abatement will have on the taxing entities. When establishing a redevelopment area with several properties, a tax impact analysis will be prepared at the time the specific project is considered by the City Council.

Abatement Program: Once a project has been approved, and the redevelopment corporation has taken title to real property, that real property shall not be subject to assessment or payment of general ad valorem taxes for a period of 10 years after the date upon which the corporation became owner of such property, except the amount of the assessed value of the land exclusive of improvements determined by the county assessor during the calendar year preceding the calendar year in which the corporation acquired title to the property.

The City may, as included within a project's development performance agreement allow abatement for up to the next 15 year period of 50% of the actual assessed value on land and improvements. The City Council shall determine the length of time for this period of abatement based upon the amount of investment and adherence to the policy guidelines. A standard abatement period during this second period shall be from 1 to 5 years except as allowed within the policy guidelines above.

#### **CITY APPLICATION & APPROVAL PROCESS**

Applications for the program will be accepted by the City staff on behalf of the 353 Corporation. A final application may then be submitted to the City for processing.

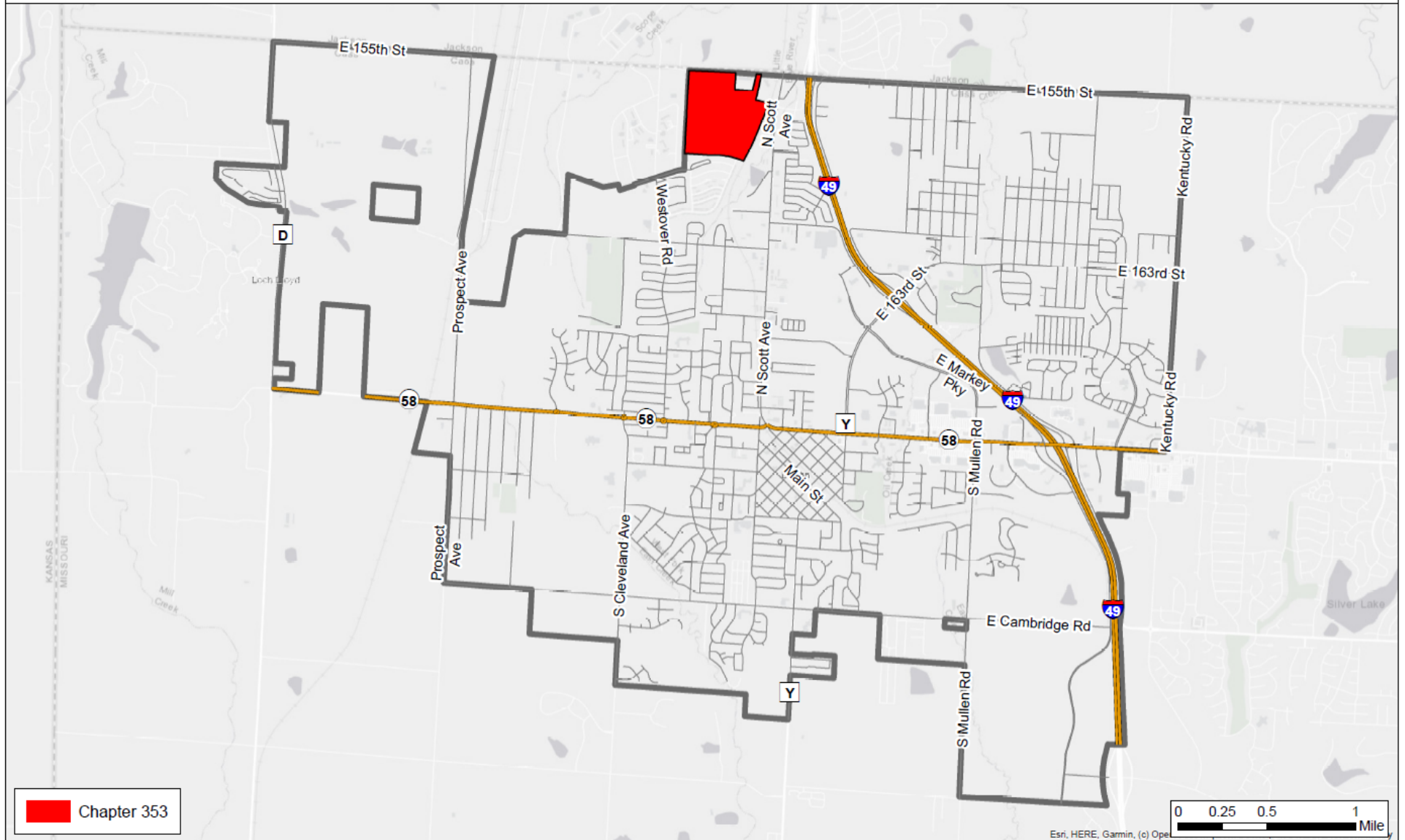
#### **ACCOUNTABILITY**

A development performance agreement, among the City, the property owner and the 353 Corporation, will be required to describe the obligations to carry out the development plan. Among the provisions that are included in the development performance agreement are procedures for acquiring property, the tax abatement period, the schedule for construction, and procedures for the transfer of title to the property. The agreement shall require that an annual report be submitted to the City on or before March 1 following the end date of construction. Each year that the abatement is in place, a report must be submitted to the City on or before March 1. The report shall cover the time period of January 1 through December 31 of the previous year and include a detailed accounting and status of the project.

***Belton's Existing Chapter 353 locations are displayed on the map on page 23.***



# Belton 353 Map





## **NEIGHBORHOOD IMPROVEMENT DISTRICTS**

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### **OVERVIEW**

A Neighborhood Improvement District (NID) is an area designated to finance public improvements, including acquisition, construction, engineering, legal and related costs. General obligation bonds may be issued by the City and retired through special assessments against property owners in the area benefited by the improvements made. The cost of the public improvements assessed against property owners in the area are apportioned in a manner commensurate to the amount of benefit received from such improvements.

The creation of a NID may be established by one of two methods. The first is by a favorable vote of qualified voters living within the boundaries of the proposed area. The second is through a proper petition signed by at least two-thirds of the owners of record of all real property within the proposed area. In both instances, approval by the City Council is required in order to establish the NID.

### **STATUTORY REQUIREMENTS**

By law, the City must determine that certain requirements have been met before approving the establishment of a Neighborhood Improvement District (NID). These requirements are set forth under Sections 67.453 to 67.475 of the Revised Statutes for the State of Missouri (RSMo).

### **POLICY GUIDELINES**

The City is prepared to approve petitions for a NID to facilitate business activity and economic development within Belton. Because the municipality may issue general obligation bonds backed by the full faith and credit of the City, decisions to approve the establishment of a NID will be determined on a case-by-case basis and approved only where there is a clear demonstration of substantial and significant public benefit. At a minimum, all statutory requirements must be met.

### **CITY APPLICATION & APPROVAL PROCESS**

The applicant is required to first meet with staff in a pre-qualification conference to determine project eligibility. Once deemed eligible, the property owner(s) may file a petition or submit a written request for an election to be held pursuant to RSMo 67.453 - 67.475. The petition or request for an election should be submitted to the City Clerk. Petitions that comply with the statutory requirements will be forwarded to the City Council for consideration. Under certain conditions a cooperative agreement may be required to establish the terms of the relationship between the City and the property owners within the NID area.



## **COMMUNITY IMPROVEMENT DISTRICTS**

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### **OVERVIEW**

A Community Improvement District (CID) is a special purpose district in which property owners voluntarily tax themselves to fund a broad range of public improvements and/or services to support business activity and economic development within specified boundaries. Created by an ordinance of the City Council, establishment of the CID would be considered upon receipt of a petition, signed by owners of real property, representing more than 50 percent of the assessed valuation within the proposed CID boundary *and* more than 50 percent per capita of all owners of real property.

### **STATUTORY REQUIREMENTS**

By law, the City must determine that certain requirements have been met before approving the establishment of a Community Improvement District. These requirements are set forth under Sections 67.1401 - 67.1571 of the Revised Statutes for the State of Missouri (RSMo).

### **POLICY GUIDELINES**

The City of Belton is prepared to approve petitions for Community Improvement Districts (CID) to facilitate business activity and economic development within Belton provided the petition meets the statutory requirements referenced above.

The petition must include:

- A five-year plan describing the purpose of the district, the services that it will provide, the improvements it will make and an estimate of costs or improvements.
- Information as to whether the district will be a political entity or a non-profit corporation.
- The maximum rates of real property taxes and / or special assessments.
- The limitations on the borrowing capacity and revenue generation of the district.

The district will be allowed to exist for 30 years. Improvements that can be financed, include, but are not limited to:

- If the district is declared a blighted area, the demolition, removal, renovation, reconstruction, or rehabilitation of a building or structure, and
- Street, sidewalk or parking lot construction, maintenance and cleaning, and
- Landscaping
- Traffic signs and signals, utilities, drainage, water, storm and sewer systems
- Trash collection and disposal services
- Marketing
- Safety officers, district management, and
- Legal fees, interest, engineering and architectural fees

***City Representation on Funding District Board of Directors***

Most favorable consideration will be given to a CID where the majority control of the board of directors rests with persons designated by the City, including City staff and elected or appointed City officials.

**CITY APPLICATION & APPROVAL PROCESS**

Once a project is deemed eligible, the property owner(s) may file a petition pursuant to RSMo 67.1401 - 67.1571 to the office of the City Clerk. Upon receipt of the petition, the City Clerk shall determine whether the petition substantially complies with statutory requirements. Following confirmation that the petition complies with these requirements, a public hearing will be held by the City Council. The City Council would then consider whether to approve an ordinance to establish the CID.

Once established, the applicant will either seek to impose a sales tax, a property tax, or a special assessment within the district in accordance with the procedures and provisions set forth in the state statutes. Following the approval of the tax or assessment, the City and the CID board shall enter into a cooperative agreement for the purpose of establishing the terms of the relationship between the City and the CID.





## **TRANSPORTATION DEVELOPMENT DISTRICTS**

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### **OVERVIEW**

Transportation Development Districts (TDD) are independent political subdivisions organized to impose sales taxes, property taxes or special assessments to pay for the construction of roads, bridges, interchanges, intersections, parking facilities or other transportation related improvements. TDDs are approved and organized by order of a circuit court. As long as the TDD is proposed to construct transportation related improvements, any property is eligible to be included in a TDD.

TDDs may generate revenues through sales taxes (up to 1%); ad valorem taxes on real and personal property (up to ten cents per \$100 assessed valuation); special assessments; or tolls. The TDD is authorized to issue bonds on its own behalf, utilizing these taxes and assessments to pay debt service on bonds issued to construct transportation projects. Either MoDOT or the City are required to sponsor the project(s) and must agree to accept a completed project for maintenance. When the bonds are paid off or a project is otherwise completed and funded, the TDD is terminated.

### **STATUTORY REQUIREMENTS**

By law, the City must determine that certain requirements have been met before approving the establishment of a TDD. These requirements are set forth under Sections 238.200 – 238.275 of the Revised Statutes for the State of Missouri (RSMo) (the “TDD Act”).

### **POLICY GUIDELINES**

The City may pass a resolution endorsing (or opposing) a project prior to the time of the circuit court review of the petition filed to establish the TDD.

### **CITY APPLICATION & APPROVAL PROCESS**

Once a project is deemed eligible, a petition may be filed in the circuit court and in the office of the City Clerk by the following:

1. 50 registered voters (as defined by the TDD Act);
2. If no registered voters resided within the TDD, the owner(s) of all real property of record with the TDD;
3. The governing body of any local transportation authority (as defined by the TDD Act);
4. Two or more local transportation authorities; or
5. 50 registered voters from each of two or more counties.

Upon receipt of the petition, the City shall determine whether the request substantially complies with statutory requirements and City policy and will then forward the matter to the City Council. The City Council will then consider a resolution of support in favor of the TDD.

Once established and approved by the circuit court, the City and the TDD board shall enter into a cooperative agreement for the purpose of establishing the terms of the relationship between the City and the TDD.

***City Representation on Funding District Board of Directors***

Most favorable consideration will be given to a TDD where the majority control of the board of directors rests with persons designated by the City, including City staff and elected or appointed City officials.



## **SALES TAX REIMBURSEMENT AGREEMENTS**

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### **OVERVIEW**

Sales Tax Reimbursement agreements are a funding mechanism allowed by Missouri law that may be used to achieve a public benefit through funding public infrastructure. Under such an agreement, municipalities have the ability to annually appropriate the increase in City sales or property taxes created by new private capital investment to offset a portion of their investment costs. The sales tax increment must be used for a public purpose, primarily through the funding of public improvements. Under such an agreement, a portion of City sales or property taxes captured from the *increased sales* generated by the project may be paid to the company to reimburse eligible public improvement costs.

### **STATUTORY REQUIREMENTS**

Under Section 70.220 of the Revised Statutes of the State of Missouri (RSMo), municipalities are authorized to contract and cooperate with private firms or corporations for the planning, development, construction, acquisition or operation of public improvements.

### **POLICY GUIDELINES**

The City of Belton may approve sales tax reimbursement agreements that would result in the stabilization of a strategically important under-utilized retail center or which would facilitate the adaptive re-use of historic properties. In addition, the following criteria should be satisfied:

1. Demonstration that the project would prevent a significant loss in existing sales tax revenue or make a significant contribution to the overall health and well-being of the local economy.
2. Show a clear demonstration of public purpose and economic benefit through the advancement of the City's economic development goals, which include the retention and expansion of the tax base and job retention and creation.
3. Demonstrate that the project would not occur "but for" the incentives offered. The incentive should make a difference in determining the decision of the business to expand or remain in the City and would not otherwise occur without the availability of the sales tax reimbursement.
4. Include evidence provided by the company that demonstrates the firm's financial stability and capacity to complete the project.

5. Not result in the City or any other taxing jurisdiction affected by the incentive receiving less total sales tax revenue from the property than was received prior to the granting of the sales tax reimbursement.
6. The term of the reimbursement should not extend beyond 10 years from approval.

## **ACCOUNTABILITY**

Upon consent from the City Council, the City and the applicant would enter into a performance agreement. The agreement shall require that an annual report be submitted to the City on or before March 1 following the end date of construction. Each year, the report shall cover the time period of January 1 through December 31 of the previous year and include a detailed accounting of the project. The agreement may include a claw-back provision requiring specified performance on issues such as new jobs created as a condition for granting and maintaining the abatement.



## Economic Development Incentive Pre-Application Worksheet

DATE: \_\_\_\_\_ APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

COUNSEL: \_\_\_\_\_

COUNSEL PHONE #: \_\_\_\_\_ COUNSEL EMAIL: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

### PROJECT TYPE:

Check all that apply and fill in the SIC/NAICS code, if known.

- ☐ Industrial, Manufacturing, Technology      SIC/NAICS code: \_\_\_\_\_
  - ☐ New building, no existing Missouri operations
  - ☐ New building, other Missouri operations already in existence
  - ☐ Expanding existing facility
  - ☐ Retaining existing facility
  
- ☐ Retail/Restaurant/Hotel      SIC/NAICS code: \_\_\_\_\_
  - ☐ New freestanding building
  - ☐ New multi-use tenant building
  - ☐ Remodel, addition or expansion of existing building
  
- ☐ Office
  - ☐ New freestanding building
  - ☐ New multi-use tenant building
  - ☐ Remodel, addition or expansion of existing building

- ☐ Residential
- ☐ New freestanding residential units
  - ☐ New residential units in a multi-use building
  - ☐ Remodel, addition or expansion of existing building

☐ Other \_\_\_\_\_

**PROPERTY FOR WHICH INCENTIVES ARE BEING SOUGHT**

Attach map and legal description of property.

ADDRESS: \_\_\_\_\_

CURRENT PROPERTY OWNER: \_\_\_\_\_

WILL APPLICANT BE PURCHASING THE PROPERTY: \_\_\_\_\_ YES \_\_\_\_\_ NO

TOTAL ACRES: \_\_\_\_\_ Building Sq. Ft. \_\_\_\_\_

**INVESTMENT**

Total new investment: \$ \_\_\_\_\_

Acquisition of land/existing buildings:	\$ _____
Annual lease of land/existing buildings:	\$ _____
Preparation of plans, studies, surveys:	\$ _____
Site preparation costs:	\$ _____
Building improvements:	\$ _____
Site improvements:	\$ _____
Utilities/Infrastructure Costs: (streets, sewer, etc.):	\$ _____

**TIMELINE**

Calendar year in which applicant plans to begin construction: \_\_\_\_\_

Approximate opening date: \_\_\_\_\_

**WAGE & BENEFITS**

	Job Category (executive, professional, clerical, general labor, etc.)	# new full-time employees	#new part-time employees	Average hourly wage/employee
Year 1				
Year 2				

% of health care premium paid for by the employer: \_\_\_\_\_

**TYPE OF FINANCIAL INCENTIVE DESIRED****TAX REDIRECTION OR ABATEMENT**

- ☐ Tax Increment Financing
- ☐ Chapter 100 Industrial Revenue Bonds
- ☐ Chapter 353 Tax Abatement
- ☐ Neighborhood Improvement District
- ☐ Community Improvement District
- ☐ Transportation Development District

**Local Incentive Tools**

- ☐ Sales Tax Reimbursement Agreements

**SALES TAXES REVENUES**

Expected amount of retail sales subject to sales and use taxes by the City of Belton and other local taxing districts: \$\_\_\_\_\_.