



**Agenda of the Belton City Council**  
**June 13, 2023 – 6:00 p.m.**  
**520 Main Street, Belton Missouri**  
<https://www.belton.org/watch>

- I. CALL MEETING TO ORDER
- II. PLEDGE OF ALLEGIANCE – Councilmember Gough
- III. ROLL CALL
- IV. PERSONAL APPEARANCES
  - A. Flag Day Proclamation
- V. UNFINISHED BUSINESS
  - A. Motion approving the final reading of Bill No. 2023-25  
**An ordinance amending Sections 1-5; 18-8; 40-1 (h); and 40-3 (10) of the Unified Development Code related to expanded land uses in Commercial and Industrial Zoning Districts.**
  - B. Motion approving the final reading of Bill No. 2023-26  
**An ordinance approving the First Amendment to the Seventh Amendment to the Old Town Belton Redevelopment Plan to approve the 511 Main Street Project as redevelopment project 2021-7 and to authorize tax abatement as described therein.**
  - C. Motion approving the final reading of Bill No. 2023-27  
**An ordinance approving the Sixteenth Amendment to the Old Town Belton Redevelopment Plan to approve the 816 Second Street project as redevelopment project 2023-03 and to authorize tax abatement as described therein.**
  - D. Motion approving the final reading of Bill No. 2023-28  
**An ordinance authorizing acceptance of an allocation of funds and execution of a grant agreement with the Missouri Department of Public Safety (MoDPS) for a total of \$20,000.00.**
  - E. Motion approving the final reading of Bill No. 2023-29  
**An ordinance approving an access agreement between the Port Authority of Kansas City (“Port KC”) and the Belton Fire Department.**

- F. Motion approving the first reading of Bill No. 2023-30  
**An ordinance authorizing and directing the Mayor to execute the Fifth Amendment to the Tax Increment Financing contract between the City of Belton, Missouri and Herman Enterprises, LLC for implementation of Project 3 of the Southtowne Tax Increment Financing Redevelopment Plan, as amended.**

VI. NEW BUSINESS

- A. Motion approving the first reading of Bill No. 2023-31  
Presented by Scott Lyons, Police Chief  
**An ordinance approving the formalization of the Memorandum of Understanding (MOU) between the Belton School District and the City of Belton, Missouri.**

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- B. Motion approving Resolution R2023-65  
Presented by Joe Warren, City Manager  
**A resolution approving a Memorandum of Understanding (MOU) between the Belton Police Department and Compass Health Network to provide an embedded co-responder for mental health and substance abuse support during crisis response.**

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- C. Motion approving Resolution R2023-66  
Presented by Joe Warren, City Manager  
**A resolution accepting the donation of land for parks and committing to improve that land to create an arboretum and trails in the City of Belton, Missouri.**

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VII. 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.

Presented by Joe Warren, City Manager

- A. **Motion approving the Minutes of the May 30, 2023, City Council Meeting.**

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- B. Motion authorizing the sale and disposition of surplus city inventory/personal property all in accordance with Section 2-991 of the Code of Ordinances, City of Belton, Missouri.**

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

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- C. Motion approving the May 2023 Municipal Division Summary Report for Municipal Court.**

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- D. Motion approving the acceptance of a donation to the Police Department in the amount of \$20,000 from Aaron's Family Fun Center.**

- E. Motion approving Resolution R2023-67  
**A resolution approving the purchase of three (3) Club Car Carryall 502 utility vehicles with accessories and trading-in three (3) 2014 Cushman Hauler utility vehicles from M&M Golf Cars, LLC in the amount of \$27,183.60.**

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VIII. COMMUNICATIONS FROM CITY COUNCIL

IX. COMMUNICATIONS FROM MAYOR

X. CITY MANAGER'S REPORT

June/July 2023 City Council Meetings – 6:00 p.m.

June 27, 2023

July 11, 2023

July 25, 2023

XI. ITEMS FOR REVIEW AND DISCUSSION

- A. Multi-Department Drone Report  
Presented by Scott Lyons, Police Chief
- B. UDC Text Amendments – Public Notices and Alternative Development Standards for Plats  
Presented by Matt Wright, Director of Planning & Building
- C. West Belton drainageway  
Presented by Matt Wright, Director of Planning & Building

XII. Motion to enter Executive Session to discuss matters pertaining to the leasing, purchase or sale of Real Estate, according to Missouri Statute 610.021.2, and that the record be closed, and the meeting adjourned from there.

**BILL NO. 2023-31**

**ORDINANCE NO. 2023-**

**AN ORDINANCE APPROVING THE FORMALIZATION OF THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE BELTON SCHOOL DISTRICT AND THE CITY OF BELTON, MISSOURI.**

**WHEREAS**, the School Resource Officer (SRO) program has been in place since 1979; and

**WHEREAS**, the SRO Program was created to maintain a safe and secure learning environment by assigning Law Enforcement Officers employed by the City of Belton to Belton School District facilities on a permanent basis; and

**WHEREAS**, the Belton City Council believes that this program supports the community and improves relationships between the Belton School District and the City of Belton Police Department.

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

**Section 1.** That the Belton School District and Belton Police Department School Resource Officer Program Memorandum of Understanding 2023-2026 in substantially similar form to the attached **Exhibit A** incorporated as if fully set forth herein is hereby approved and the Chief of Police is authorized to execute the same on behalf of the City of Belton.

**Section 2.** That this ordinance shall be in full force and effective from and after its passage and approval.

READ FOR THE FIRST TIME: June 13, 2023

READ FOR THE SECOND TIME AND PASSED:

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Mayor Norman K. Larkey, Sr.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

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Mayor Norman K. Larkey, Sr.

ATTEST:

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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 and that the foregoing ordinance was introduced for first reading at a meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2023, and thereafter adopted as Ordinance No. 2023-\_\_\_\_ of the City of Belton, Missouri, at a meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2023, after the second reading thereof by the following vote, to-wit:

AYES:            COUNCILMEMBER:

NOES:            COUNCILMEMBER:

ABSENT:          COUNCILMEMBER:

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



## COUNCIL ACTION REPORT

**Title:** MOU between the City of Belton and the Belton School District for SROs

**Agenda Date:** June 13, 2023

**Presented by:** Chief Scott A. Lyons

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### Background

- In 1979, the City of Belton Police Department and Belton School District started the School Resource Officer (SRO) Program.
- The main goal of the SRO Program is to support a safe and secure learning environment for all students, teachers, and staff.
- The secondary goals are designed to develop and enhance rapport between youth, police officers, school administrators and parents, to reduce school violence by supporting a safe and secure environment, and reduce criminal offenses.
- This is conducted by assigning Belton Police Officer(s) to Belton School District facilities on a permanent basis. There are five (5) full-time SROs: One (1) SRO at Belton High School; one (1) SRO at Belton Middle School; one (1) SRO at Scott Educational Center; one (1) SRO for Mill Creek Upper Elementary School, Wilkens STEAM Academy at Hillcrest, and Grace Early Childhood Center; and one (1) SRO for Cambridge, Gladden, and Kentucky Trail Elementary Schools.
- This contract eliminates the earlier position of Truancy Officer (Detective) in favor of an SRO Sergeant. As a result, the school district and police department are implementing one (1) full time SRO Sergeant assigned as the second SRO to the High School. The SRO Sergeant will supervise all the SROs and liaison directly with the school district.

### Financial/Budget Considerations

- The City of Belton and Belton School District will each be responsible for half of the salary and benefits of the SRO Sergeant and SRO(s).
- Funded by the FY2023-2024 Budget, FY2024-2025 Budget, and FY2025-2026 Budget.

### Legal Considerations

- 3-year contract – May 30, 2023, - May 31, 2026

### Policy Considerations

- This fiscal arrangement is like earlier agreements.
- The difference is the elimination of the Truancy officer in favor of an SRO sergeant who will serve as a second SRO at the high school.
- The Belton Police Department will create another Sergeant position within its existing staff levels.

### Staff Recommendation

- Staff recommends approval.

# **Belton School District and Belton Police Department School Resource Officer Program**

## **Memorandum of Understanding For 2023-2026**

This Memorandum of Understanding (hereinafter "MOU") is made and entered into by and between the Belton School District and the City of Belton Police Department effective July 1, 2023.

### **SECTION 1 . PURPOSE OF MOU**

The MOU formalizes the relationship between the participating entities in order to foster an efficient and cohesive program that will build a positive relationship between law enforcement and the youth of our community, with the goal of reducing crime committed by juveniles and young adults. This MOU delineates the mission, organizational structure, and procedures of the School Resource Officer Program (hereinafter the "SRO Program") as a joint cooperative effort between the Belton School District (hereinafter the "District") and the Belton Police Department (hereinafter the "Department"). The success of this program relies upon the effective communication between all involved employees, the principal of each individual Belton school, and other key staff members of each organization.

### **SECTION 2. TERM**

The term of this MOU shall begin on July 1, 2023 and end on June 30, 2026, unless terminated earlier as provided herein. The parties may renew this MOU only by separate written agreement or addendum hereto, which must be executed by both parties.

### **SECTION 3. MISSION, GOALS, AND OBJECTIVES**

The mission of the SRO Program is the reduction and prevention of school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe and secure learning environments for students, teachers, and staff. This is accomplished by assigning a Law Enforcement Officer employed by the City of Belton Police Department (hereinafter referred to as "SRO") to Belton School District facilities on a permanent basis.

Goals and objectives are designed to develop and enhance rapport between youth, police officers, school administrators and parents. Goals of the SRO Program include:

1. Reduce incidents of school violence.
2. Maintain a safe and secure environment on school grounds.
3. Reduce criminal offenses committed by juveniles and young adults.
4. Establish rapport between the SRO and the student population.
5. Establish rapport between the SRO and parents, faculty, staff, and administrators.



Moreover, the SRO will establish a trusting channel of communication with students, parents, teachers, and administration. The SRO will serve as a positive role model to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. The SRO will promote citizen awareness of the law to enable students to become better-informed and effective citizens, while empowering students with the knowledge of law enforcement efforts and obligations regarding enforcement as well as consequences for violations of the law. The SRO can serve as a source of counseling for students and parents concerning problems they face as well as providing information on community resources available to them. Counseling may become a police record and be audio/video recorded.

## SECTION 4. ORGANIZATIONAL STRUCTURE

The Department shall assign five (5) full time law enforcement officers to serve as SROs. One (1) SRO at Belton High School; one (1) SRO at Belton Middle School; one (1) SRO at Scott Educational Center; one (1) SRO for Mill Creek Upper Elementary School, Wilckens STEAM Academy at Hillcrest, and Grace Early Childhood Center; and one (1) SRO for Cambridge, Gladden, and Kentucky Trail Elementary Schools. The Department shall assign one (1) full time law enforcement Sergeant to serve as a second SRO at Belton High School and SRO Sergeant for all school resource officers assigned in the district. The Department shall retain the exclusive right to exercise the customary functions of management and supervision. All SROs will be certified by the State of Missouri and meet all requirements as set forth by the Missouri Department of Public Safety Peace Officer Standards and Training (POST).

Day-to-day operation and administrative control of the SRO Program will be the responsibility of the department. Responsibility for the conduct of the SROs, both personally and professionally, shall remain solely with the Department. The SROs are employed and retained by the department, and in no event will be considered an employee of the District.

The Department SRO Sergeant shall work with the District Safety Coordinator in regards to all school related policies and procedures, except for when students and/or parents are involved. If students and/or parents are involved, the SRO Sergeant shall work with the District Assistant Superintendent of Student Services to resolve these issues.

## SECTION 5. PROCEDURES

The SRO positions will be filled per the directives and selection process of the department. The department should confer with the District during the selection process; however, the department will make the final selection of any SRO vacancy.

Under this framework, the SROs are the first and foremost a law enforcement officer for the providing law enforcement agency. The SROs shall be responsible for carrying out all duties and responsibilities of a law enforcement officer and shall remain at all times under the control, through the chain of command, of the law enforcement agency. All acts of

commission or omission shall conform to the guidelines of the providing law enforcement agency directives. School officials should ensure non-criminal student disciplinary matters remain the responsibility of school staff and not the SROs. Enforcement of the code of student conduct is the responsibility of teachers and administrators. The SROs shall refrain from being involved in the enforcement of disciplinary rules that do not constitute violations of law, except to support staff in maintaining a safe school environment. The SROs are not a formal counselor or educator, and will not act as such. However, the SROs may be used as a resource to assist students, faculty, staff, and all persons involved with the school. The SROs can be utilized to help instruct students and staff on a variety of subjects, ranging from alcohol and drug education to safe driving. The SROs may use these opportunities to build rapport with students and staff. The Department recognizes the District shall maintain full, final, and plenary authority over curriculum and instruction in the District, including the instruction of individual students. The parties recognize and agree classroom instruction is the responsibility of the classroom teacher, not the Agency or its employees, and the Agency and its employees shall not attempt to control, influence, or interfere with any aspect of the school curriculum or classroom instruction except in emergency situations.

## SECTION 6. DUTIES AND RESPONSIBILITIES

**The responsibilities of the SROs and SRO Sergeant will include but are not be limited to:**

1. The SROs and SRO Sergeant will enforce criminal law and protect the students, staff, and public at large against criminal activity. The SROs shall follow the chain of command as set forth in the policies and procedures manual of the Department. School authorities and the parents of any child (under 18) involved shall be notified as quickly as possible when the SROs take any direct law enforcement action involving a student on-campus or off-campus during school hours.
2. The SRO and SRO Sergeant will complete reports and investigate crimes committed on campus.
3. The SRO and SRO Sergeant shall abide by all applicable legal requirements concerning interviews or searches should it become necessary to conduct formal law enforcement interviews or searches with students or staff on property or at school functions under the jurisdiction of the District. The SRO will not be involved in searches conducted by school personnel unless a suspicion of a criminal act is involved or unless school personnel require the assistance of the SRO because of exigent circumstances, such as the need for safety or to prevent flight. Formal investigations and arrests by law enforcement officials will be conducted in accordance with applicable legal requirements.
4. The SRO and SRO Sergeant will wear the Department issued uniform with all normal accessories and equipment, including a taser, OC and firearm.
5. The SRO and SRO Sergeant shall be highly visible throughout the campus, yet be unpredictable in their movements. For officer safety reasons, the SRO and SRO Sergeant shall not establish any set routine, which allows predictability in their movements and their locations.

6. The SRO and SRO Sergeant will confer with the principal to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school-related activities.
7. The SRO and SRO Sergeant will comply with all laws, regulations, and school board policies applicable to employees of the District (unless the Belton Police Department policies supersede), including but not limited to laws, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises. The SRO shall under no circumstances be required or expected to act or in a manner inconsistent with their duties as law enforcement officers. The use of confidential school records by the SRO shall be done only with the principal's approval and as allowed under the Family Educational Rights and Privacy Act (FERPA). Any existing rights or benefits of personnel assigned under this agreement shall not be abridged, and remain in full effect.
8. The SRO and SRO Sergeant will develop expertise in presenting various subjects, particularly in meeting federal and state mandates in drug/alcohol abuse prevention education, and provide presentations at the request of school personnel in accordance with the established curriculum.
9. The SRO Sergeant will provide first-line supervision and management of all SROs.
10. The SRO Sergeant will coordinate the re-assignment of SROs to fill openings due to vacation, sick, training, extended absences, etc.
11. The SRO Sergeant will serve as the first line contact for the Belton School District related to personnel issues or complaints regarding the performance of SROs.
12. The SRO Sergeant will facilitate the collaboration between the Belton School District and Belton Police Department to enhance safety, security and training.
13. The SRO Sergeant will manage the requests for off-duty security for school events including but not limited to athletic events, dances, parades, etc.
14. The SRO Sergeant will be responsible for approving and ensuring all police reports written by SROs will be completed in a timely manner.

**The responsibilities of the Belton School District will include but are not limited to:**

1. The District shall provide the SRO with a private, appropriately furnished and climate controlled office space at their primary school that can be secured and is reasonably acceptable to the Department. This shall include but is not limited to a desk with drawers, chair, filing cabinet for files and records which can be properly locked and secured, a telephone and computer.
2. The District will provide a reasonable opportunity to address students, teachers, school administrators, and parents about the SRO program, goals and objectives. Administrators shall seek input from the SRO regarding criminal justice problems relating to students and site security issues.
3. When school personnel discover weapons, drugs, alcohol, or illegal contraband on school property, the SRO shall be notified as soon as reasonably possible. If no juvenile or criminal charges are to be filed and no administrative action is to be taken by the Schools, the contraband shall be confiscated by the District according to board policy and properly disposed of.
4. School personnel shall notify the SRO in a timely fashion names of specific individuals who are not allowed on school property, and shall notify the SRO of

any anticipated parental problems resulting from disciplinary action taken against a student.

5. The District will work cooperatively with the Department to make any needed adjustments to the SRO program throughout the year.
6. The District will provide the Department with updated copies of all laws, rules, regulations, and school board policies applicable to employees of the District, including but not limited to laws, rules, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises.

**The responsibilities of the Belton Police Department will include but are not limited to:**

1. The Department shall not remove an SRO at any time if Department staffing levels fall below acceptable norms without first consulting with the District Superintendent or Safety Coordinator.
2. The Department will reserve the right to temporarily remove an SRO in the event additional officers are needed during a critical incident or natural disaster.
3. The Department shall provide each SRO with transportation, uniform, body armor, firearm, ammunition, handcuffs, Oleoresin Capsicum spray, Conducted Energy Device, communications radio, expandable baton, and access to Department databases.
4. The Department will ensure each SRO is fully trained and certified to perform all required duties.
5. The Department will provide the District with updated copies of all laws, rules, regulations, and policies regarding the partnership.

## SECTION 6. ENFORCEMENT

Although the SRO has been placed in a formal educational environment, he/she is not relieved of the official duties as an enforcement officer. The SRO shall intervene when it is necessary to prevent any criminal act or maintain a safe school environment. Citations shall be issued and arrests made when appropriate and in accordance with Missouri state law and department policy. The SRO and the Department will have the final decision on whether criminal charges shall be filed.

## SECTION 7. FINANCIAL RESPONSIBILITY

The District shall reimburse the Department for half (184 days) of each of the (5) SROs and (1) SRO Sergeant yearly salary and benefits. The Department shall invoice the District for these services at the completion of the Department's fiscal year. The District shall not be responsible for salary and benefits of any SRO or SRO Sergeant who is on leave not limited to but including military, maternity or absent from the District for training not related to SRO duties unless a substitute officer is provided during such time.

## SECTION 8. TERMINATION

This Agreement may be terminated by either party, with or without cause, upon seven (7) days written notice to the other party.

## SECTION 9. HOLD HARMLESS

In accordance with the Missouri Constitution and the Missouri Tort Claims Act, subject to the limitations of liability for public bodies set forth in the Missouri Tort Claims Act, RSMo 537.600, and the Missouri Constitution, each party agrees to hold harmless, defend, and indemnify each other including its officers, agents, and employees against all claims, demands, actions and suits (including all attorney fees and cost) arising from the indemnitors performance of this Agreement where the loss or claim is attributable to the negligent acts or omissions of that party.

The District and the Department mutually covenant and agree that neither party will insure the actions of the other, and each party will assume its own responsibility in connection with any claims made by a third party against the Department and/or the District subject to the provisions of the previous paragraph.

## SECTION 10. NOTICE

Any notice, consent or other communication in connection with this Agreement shall be in writing and may be delivered in person, by mail or by email. If hand-delivered, the notice shall be effective upon delivery. If by email, the notice shall be effective when sent. If served by mail, the notice shall be effective three (3) business days after being deposited in the United States Postal Service by certified mail, return receipt requested, addressed appropriately to the intended recipient as follows:

If to the District:

Superintendent  
Dr. Andrew Underwood  
[aunderwood@bsd124.org](mailto:aunderwood@bsd124.org)

Board of Education President  
Mr. Jerry Miller  
[jmiller@bsd124.org](mailto:jmiller@bsd124.org)

110 West Walnut  
Belton, Missouri 64012

If to the Department:

Chief of Police  
Chief Scott Lyons  
[slyons@beltonpd.org](mailto:slyons@beltonpd.org)

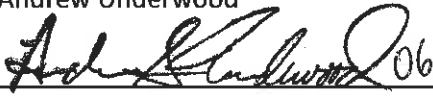
7001 E 163rd Street  
Belton, Missouri 64012

If to the District:

If to the Department:

This has been agreed to in cooperation with the Belton School District and the Belton Police Department. As agreed to and in partnership with:

Superintendent  
Dr. Andrew Underwood

 06/06/2023

Signature

Date

Chief of Police  
Chief Scott Lyons

\_\_\_\_\_

Signature

Date

Board of Education President  
Mr. Jerry Miller

 06/06/2023

Signature

Date

**R2023-65**

**A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE BELTON POLICE DEPARTMENT AND COMPASS HEALTH NETWORK TO PROVIDE AN EMBEDDED CO-RESPONDER FOR MENTAL HEALTH AND SUBSTANCE ABUSE SUPPORT DURING CRISIS RESPONSE.**

**WHEREAS**, the Belton Police Department, organized under the Missouri Department of Public Safety and the City of Belton, operates to maintain and manage the safety and affairs of the City of Belton; and

**WHEREAS**, Compass Health Network, a nonprofit health organization, seeks to operate as a co-responder to law enforcement in Belton to assist with those experiencing behavioral health crisis or presenting with behavioral health needs; and

**WHEREAS**, embedded co-responders have helped other police departments curb the number of calls related to behavioral health crisis that result in Emergency Room visits and arrests; and

**WHEREAS**, the City of Belton and Compass Health Network will seek grant funding for the position on an annual basis moving forward; and

**WHEREAS**, this program will operate as a pilot by which both organizations can study in an effort to provide responsive and effective services for the community moving forward.

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

**SECTION 1.** That the City Council hereby approves the Memorandum of Understanding (MOU), attached as **Exhibit A**, for Transfer Services between Compass Health Network and the Belton Police Department.

**SECTION 2.** That the Police Chief is authorized to sign the MOU on behalf of the City of Belton, Missouri.

**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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor Norman K. Larkey Sr.

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 introduced at a meeting of the City Council held on the \_\_\_ day of \_\_\_\_\_, 2023 and adopted at a meeting of the City Council held the \_\_\_ day of \_\_\_\_\_, 2023 by the following vote, to wit:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

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





## COUNCIL ACTION REPORT

**Title:** MOU FOR EMBEDDED MENTAL HEALTH CO-RESPONDERS

**Agenda Date:** June 13, 2023

**Presented by:** Joe Warren, City Manager

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### Background

- In recent years there have been several incidents throughout the country that have shined a spotlight on public safety, in particular law enforcement, and how calls for service are handled to ensure the best, most equitable outcome for all involved.
- Calls involving mental health and/or substance abuse can be difficult for law enforcement officers to handle appropriately, and criminalizing mental health issues is usually not the best strategy to address these types of issues when they arise.
- Many departments have gone to an embedded model of law enforcement, where a mental health professional with expertise in working with individuals who have mental health and/or substance abuse issues works alongside a trained, professional law enforcement officer.
- For instance, Overland Park, KS, has had the program since 2014, and they determined that using a co-responder has decreased the likelihood of mental-health related calls resulting in ER visits, and arrests.
- A packet of information on resources for co-responder programs has been included in the agenda packet.
- By embedding co-responders with police, it provides the City with more tools to handle crisis situations by allowing for an accurate needs assessment on scene for the person in distress and connects the person in distress more directly to community-based resources that can prove more effective than the justice system.
- Compass Health Network is the state-recognized behavioral health crisis organization responsible for Cass County, and they have a crisis center currently in Raymore.

### Financial/Budget Considerations

- Staff and Compass Health Network have teamed to apply for a grant to cover the costs of an embedded mental health professional.
- Even if the grant is unsuccessful, staff has determined that utilizing existing budgeted funds for personnel within the police department would allow for a pilot program for FY24, with staff working a formalized position (or positions) in the budget for FY25.

### Legal Considerations

- Documents have been reviewed by the City Attorney.



### **Policy Considerations**

- A co-responder pilot program will allow staff to study the effectiveness of embedding mental health professionals with our existing law enforcement officers in an effort to better address crisis calls that have a mental health and/or substance abuse component.
- The co-responder will be employed and trained by Compass Health Network.
- The co-responder will only be authorized to work alongside the Belton Police Department on calls within the City of Belton.
- Belton Police Department will provide a workspace, radios, and vehicle for use as needed to complete the duties of the position.
- The MOU would be for the period of one year, with yearly options to renew, while also allowing for termination with or without cause upon 60 days' notice.

### **Staff Recommendation**

- Staff recommends approval of the resolution agreeing to the MOU.

**MEMORANDUM OF UNDERSTANDING FOR TRANSFER SERVICES  
BETWEEN  
COMPASS HEALTH NETWORK  
AND  
BELTON POLICE DEPARTMENT**

**I. PARTIES**

Compass Health Network  
1800 Community Dr.  
Clinton, MO 64735  
844.853.8937

Belton Police Department  
7001 E 163<sup>rd</sup> Street  
Belton, MO 64012  
(816) 331-5522

**II. RECITALS**

WHEREAS, the Belton Police Department, organized under the Missouri Department of Public Safety, operates to maintain and manage the business, property, safety and affairs of the City of Belton.

WHEREAS, Compass Health Network a nonprofit health organization, operates as a co-responder to law enforcement in the [Belton](#) community to assist with those experiencing behavioral health crisis or presenting with behavioral health needs and

WHEREAS, Compass Health Network adheres to the 537.037 emergency care, no civil liability exceptions (good Samaritan law) and meets qualification as a mental health professional within this legislation.

WHEREFORE, the parties have entered into this Memorandum of Understanding (“MOU”) in order to better fulfill their respective duties to assist those experiencing behavioral health crisis or having behavioral health needs. Each party to this memorandum is a separate and independent organization and nothing herein shall be constructed to create a joint venture or legal partnership. Each organization shall retain its own identity in providing services.

**III. INFORMATION SHARING AND BELTON POLICE DEPARTMENT OBLIGATIONS**

A. The Belton Police Department will allow for mental health professionals to participate in real time response to calls received from dispatch.

B. The Belton Police Department will provide documentation to Compass Health Network of the number of calls mental health professionals engage in as a Behavioral Health Co-Responder on a quarterly basis.

- C. The Belton Police Department will share relevant data with Compass Health Network to ensure best allocation of time for mental health professional engaging in the co-responder role.
- D. The Belton Police Department will provide access to appropriate internal systems to allow for collaboration and quality of care to consumers engaged in the community.
- E. The Belton Police Department will allow utilization of a two-way radio to ensure real time communication with police and dispatch.
- F. The Belton Police Department will allow onsite shadowing and education to ensure ability of mental health professionals in the Behavioral Health Co-Responder role to be able to appropriately utilize a two-way radio, online systems, and appropriate safety precautions when co-responding in the community.
- G. The Belton Police Department will share consumer information to allow for appropriate level of care.

#### IV. SERVICES PROVIDED BY COMPASS HEALTH NETWORK IN COLLABORATION WITH BELTON POLICE DEPARTMENT

- A. Compass Health Network can provide a presentation to Belton Police Department staff, as requested and with schedule availability of Compass Health.
- B. Compass Health will provide the mental health professionals employed as well as what the required training is to be a Behavioral Health Co-Responder.
- C. Compass Health will provide the Belton Police Department with a quarterly report on how many calls per month a co-responder is present.
- D. Compass Health when there is determined to be an imminent risk of bodily harm to themselves or others will remove themselves from the situation in accordance with direction provided by officers present and/or dispatch.
- E. Compass Health in collaboration with the Belton Police Department will ensure appropriate safety training and education is provided to mental health professionals in the Behavioral Health Co-Responder role. Mental health professionals will not engage in physical restraints or hands on safety measures.
- F. Compass Health will ensure the Behavioral Health Co-Responder provides support only in the Belton Missouri community, as has been agreed upon by Compass Health, Belton Police Department, and Belton City Council.
- G. Compass Health will share consumer information, including but not limited outcomes of consumer engagement and relevant clinical information.

#### V. EFFECTIVE DATE, TERM AND TERMINATION NOTICE PROCEDURES

The effective date of this MOU shall be on the date of execution as indicated in “VI. EXECUTION” below. Thereafter, the term of this MOU shall continue a yearly basis, beginning from the identified date of execution of each year. This MOU shall automatically renew annually unless terminated by either party. A meeting to evaluate practices and processes will take place at least annually to determine if changes to the MOU need to be made. This MOU may be terminated by either party with or without cause. Either party may terminate this MOU with or

without cause upon providing sixty (60) days advanced written notice to the other party at the address set forth herein. In addition, this MOU may be changed and modified if amendments are agreeable to both Compass Health and the Belton Police Department, are made in writing, and are signed by both parties.

VI. EXECUTION

In witness thereof, the parties have executed this MOU on the \_\_\_\_\_ day of \_\_\_\_\_, 2023

FOR COMPASS HEALTH NETWORK:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

FOR BELTON POLICE DEPARTMENT

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date



Application

152996 - 2022/2023 Crisis Intervention Program Grant (CIPG) - Final Application

154242 - Belton Police Department 2023 CIPG
State Crisis Intervention Program (SCIP)

Status: Editing Submitted Date: Submitted By:

Applicant Information

Primary Contact:

Name: Mrs Crystal Beal
Job Title: Victim Advocate
Email: cbeal@beltonpd.org
Mailing Address: 7001 E 163rd Street
Street Address 1:
Street Address 2:
Phone: 816-348-4434
Fax:

Organization Information

Applicant Agency: Belton, Police Department
Organization Type: Government
Federal Tax ID#: 446000137
DUNS #: 787092071
Unique Entity ID: VJDFTGJ9FLM4
SAM/CCR CAGE Code: 1UFE3
Organization Website: victim-services@beltonpd.org
Mailing Address: 7001 E 163rd St
Street Address 1:
Street Address 2:
City: Belton Missouri 64012 4614
County: Cass
Congressional District: 05
Phone: 816-348-4430
Fax: 816-348-4455

Contact Information

Authorized Official

The Authorized Official is the individual who has the authority to legally bind the applicant into a contract and is generally the applicant's elected or appointed chief executive. For example:
- If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
- If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official
- If the applicant agency is a State Department, the Director shall be the Authorized Official
- If the applicant agency is a college/university, the President shall be the Authorized Official
- If the applicant agency is a nonprofit, the Board Chair/President shall be the Authorized Official, this includes Fire Protection Districts
- If the applicant agency is under the supervision of a board, the Board Chair or Board President shall be the Authorized Official
- If the applicant agency is a special district, such as Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official
\*\*THIS IS NOT AN ALL-INCLUSIVE LIST. IF YOUR AGENCY DOES NOT FALL INTO ONE OF THE CATEGORIES LISTED ABOVE

OR YOU ARE UNSURE OF WHO THE AUTHORIZED OFFICIAL SHOULD BE FOR YOUR AGENCY, PLEASE CONTACT THE MISSOURI OFFICE OF HOMELAND SECURITY DPS GRANTS AT (573) 751-5289\*\*

**Authorized Official:\*** Mr Joe Warren  
Title (Mr.Ms.etc) First Name Last Name  
**Job Title:\*** City Manager  
**Agency:\*** City of Belton  
**Mailing Address:\*** 506 Main Street  
**Street Address 1:**  
**Street Address 2:**  
**\*** Belton Missouri 64012  
City State Zip Code  
**Email:\*** jwarren@belton.org  
**Phone:\*** 816-331-4331  
Office Ext. Cell

**Fax:**

**Applicant Project Director**

**Applicant Project Director:\*** Mr Scott Lyons  
Title (Mr.Ms.etc) First Name Last Name  
**Job Title:\*** Chief of Police  
**Agency:\*** Belton Police Department  
**Mailing Address:\*** 7001 E. 163rd Street  
**Street Address 1:**  
**Street Address 2:**  
**\*** Belton Missouri 64012  
City State Zip Code  
**Email:\*** slyons@beltonpd.org  
**Phone:\*** 816-331-5522  
Office Ext. Cell  
**Fax** 816-348-4455

**Fiscal Officer**

**Fiscal Officer:\*** Ms. Casey Koehn  
Title (Mr.Ms.etc) First Name Last Name  
**Job Title:\*** Finance Director  
**Agency:\*** City of Belton  
**Mailing Address:\*** 506 Main Street  
**Street Address 1:**  
**Street Address 2:**  
**\*** Belton Missouri 64012  
City State Zip Code  
**Email:\*** ckoehn@belton.org  
**Phone:\*** 816-331-4331  
Office Ext. Cell

**Fax**

**Project Contact Person**

**Project Contact Person:** Mr Dan Davis  
Title (Mr.Ms.etc) First Name Last Name  
**Job Title:** Lieutenant  
**Agency:** Belton Police Department  
**Mailing Address:** 7001 E. 163rd Street  
**Street Address 1:**  
**Street Address 2:**  
Belton Missouri 64012  
City State Zip Code

Email: ddavis@beltonpd.org  
 Phone: 816-331-5522  
 Office Ext. Cell  
 Fax:

**Law Enforcement Agency Information**

Row	
Name of the Project Agency (law enforcement department):	Belton Police Department
Originating Agency Identifier (ORI):	MO0190200

**Eligibility Requirements**

- 1. Is the project agency in compliance with Section 590.650 RSMo - Vehicle Stops Reporting?**

Yes  
\* Per Section 590.650 RSMo agencies are required to submit their reports to the Missouri Attorney Generals Office by March 1st of each year. Agencies that submitted by the late submission date of March 15th may be eligible for funding but will not take priority over agencies that submitted on time.
- 2. Is the project agency in compliance with Section 590.700 RSMo? - (Agencies are required to adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of Section 590.700 RSMo)**

Yes
- 3. Is the project agency in compliance with Section 43.544 RSMo - (each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository)**

Yes
- 4. Is the project agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of 2021?**

Yes  
\* For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months since January 1, 2022
- 5. Is the project agency in compliance with Section 43.505 RSMo Uniform Crime Reporting - Missouri Incident-Based Reporting System MIBRS (each law enforcement agency is required to submit crime incident reports to the department of public safety on forms or in the format prescribed by the department and submit any other crime incident information which may be required by the Department of Public Safety)**

Yes  
\* For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months since January 1, 2022
- 6. Is the project agency in compliance with Section 590.030 RSMo - Rap Back Program Participation (all law enforcement agencies shall enroll in the state and federal Rap Back programs on or before January 1, 2022 and continue to remain enrolled. The law enforcement agency shall take all necessary steps to maintain officer enrollment for all officers commissioned with that agency in the Rap Back programs)**

Yes



## Project Description

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### 1. Identify the type of project the funding will support.

<b>Project Type*</b>	Behavioral health deflection for those at risk to themselves or others <small>If you have more than one project, please submit each project on a separate application</small>
<b>Initiative*</b>	Law enforcement-based programs, training, and technology in support of behavioral health deflection for those at risk to themselves or others

## Project Narrative

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### 2. Provide a Project Narrative:

#### Narrative\*

- *Summarize the project including the purpose of the project and primary activities*

The Belton Police Department is applying for a grant award to create a collaborative program with Compass Health, who is our community mental health provider, to fund a Behavioral Health Co-Responder (BHCR) embedded within the police department exclusively for the City of Belton located within Cass County. The City of Belton has a total population of 23,953 (2020 census) and a total geographic area of 14.31 square miles. The Co-Responder model is a contemporary best practice to ensure more effective use of mental health resources and improve outcomes at the time of crisis for mental health consumers. The Belton Police Department plans to contract with Compass Health to provide a Behavioral Health Co-Responder (BHCR) that will be collocated within the Belton Police Department. This Co-Responder will be able to respond to calls for service, with law enforcement, involving citizens in mental health crisis. The co-Responder will utilize direct intervention skills to facilitate more effective access to mental health resources and assist their families, as well as facilitate a mobile crisis response for police officers.

The Belton Police Department receives calls for service daily to help individuals who are in mental health crisis. During these encounters, police officers must first assess if a crime has or has not occurred. The role of police officer is that of a gate keeper facilitating the entry of individuals into the criminal justice system. This role takes precedence over any other secondary duties and responsibilities. During many calls for service, Police Officers encounter individuals engaged in an incident necessitating the involvement of the law enforcement while the primary issue or underlying issues may be related to a mental health crisis. As a result, the formation of a collaborative process with local mental health provider to provide a Co-Responder will allow for a more effective approach to reducing the unnecessary involvement of law enforcement.

In 2020, the Belton Police Department responded to 3 completed suicides, 34 reports of attempted suicide and 87 reports of a potential suicidal person. In 2021, the Belton Police Department responded to 4 completed suicides, 31 reports of attempted suicide and 103 reports of a potential suicidal person. In 2022, the Belton Police Department responded to 2 completed suicides, 32 reports of attempted suicide and 103 reports of a potential suicidal person. The Belton Police Department has responded to 3 completed suicides, 12 reports of attempted suicide and 28 reports of a potential suicidal person from January 1 through April 7, 2023. On multiple occasions, law enforcement responded to calls from the same consumer multiple times. It is also important to note that these numbers do not include those in mental health crisis that were involved in disturbances, suspicious activity, family problems, etc. Mental health is clearly a growing problem in our community.

The Belton Police Department does have Crisis Intervention Team (CIT) officers; however, CIT training has been strictly voluntary. In the past it has been underdeveloped and under-utilized as merely officer training. Our current Chief, Scott Lyons, has been in law enforcement for 32 years and was among the first CIT coordinators in the greater metropolitan area. He believes the success of the Memphis CIT Program, also known as a Strategic Intercept Model, is its ability as a collaboration between those mentally ill, mental health service providers and law enforcement. When CIT officers encounter situations of persons having suicidal or mental health issues, they complete CIT reports. Those reports are then forwarded to a Community Behavior Health Liaison (CBHL), who is employed by Compass Health, for follow-up by a professional.

In the last three years there were 201 completed CIT reports; in 2020 there were 86 completed CIT reports, in 2021 there were 63 completed CIT reports and in 2022 there were 52 completed CIT reports that were forwarded to the appropriate CBHL. From January 1, 2023 to April 11, 2023 there are 42 completed CIT reports. All of these reports were forwarded to the appropriate CBHL within Compass Health. Feedback on the level of effectiveness is essential to holding mental health service providers and law enforcement accountable for their failures.

In November of 2022, the Belton Municipal Court created a mental health docket. This docket allows for those who have criminal charges pending, but are identified as needing mental health services, to seek and complete those services in lieu of fines and convictions. To make this program

successful, the court works closely with mental health providers, such as Compass Health. Although the municipal court is a separate division, they share a building with the Belton Police Department. The embedded BHCR would greatly benefit this program by having direct knowledge of the mental health consumers and their court cases. Thus, the BHCR would also provide a more effective liaison to the Mental Health Court.

The Belton Police Department has identified two significant barriers to our current process of care of persons with mental health crisis'. The first barrier is to ensure police officers thoroughly understand their role, complete CIT reports when appropriate then facilitate the introduction to mental health resources. The second barrier is effective and timely access to resources for the consumer and their families. The Belton Police Department is addressing the first barrier by creating a CIT coordinator position within the department. This police officer will be responsible for ensuring officers receive appropriate training, attending community meetings as needed and ensuring reports are created when the situation rises to the level of need. They will also be responsible for ensuring CIT reports are forwarded to the appropriate mental health provider, namely Compass Health. Currently, Compass Health provides one Community Mental Health Liaison (CMHL) that covers Cass, Lafayette, and Johnson Counties. Cass County has a total area of 202 miles with a population of 107,824 persons (2020 Census); Lafayette County has a total area of 639 square miles with a population of 32,598 persons (2018 Census) and Johnson County has a total area of 833 square miles with a population of 53,652 persons (2018 census). This current CMHL strategy has many competing priorities in other cities and/or counties. There is a short window of opportunity for effective engagement with consumers and when services are prolonged it affects the momentum of participation either by the consumer and/or their families. Once this window of opportunity closes, it is often difficult to recover. Consumers and their families are more likely to engage themselves in services when intervention is made during the immediate event. Proactive follow-up is even more difficult when the consumer is homeless with no direct line of future communication. The collocation of a Co-Responder employed by Compass Health inside the Belton Police Department, that is dedicated to citizens of Belton, will be a more effective program and greater benefit to law enforcement and consumers, families and law enforcement. Our overall goal is to facilitate access for those in mental health crisis to resources, thus reducing these calls for service.

In 2022, 18%, or 1 in 5, of all Use of Force Incidents involving Belton Police Officers involved a mental health consumer. Police Officers are trained in verbal de-escalation techniques and CIT in hopes of avoiding the need to use force, but they must protect the safety of the consumer, innocent bystanders, and themselves. We anticipate that having a Co-Responder will reduce the need for use of force encounters with mental health consumers. We have identified 5 significant benefits to reducing use of force encounters. The first benefit is that it lessens the risk of injury to the consumer, to the public and to law enforcement officers. The second benefit is that it also increases public trust and legitimacy of the police department in the community. It will be evident to our citizens that the police department is part of the solution and is available when a citizen needs mental health assistance. The Third benefit is that reducing use of force also helps the consumer avoid unnecessary contact with the criminal justice system, such as criminal charges. The fourth benefit is that it will increase the chance of successful outcomes for the mental health consumer, allowing them to solely focus on services and not court dates, jail and fines. The fifth benefit is that it also decreases risk of civil liability for all of those involved.

The CIT program is a collaborative process where community mental health resources and the police department need to keep each other accountable. We would like to strengthen that level of accountability with a cohesive program and collaborative process. The International Chiefs of Police have adopted the "One Mind Campaign" that encourages police departments to implement 3 best practices. These essential practices are:

- Establish a clearly defined and sustainable partnership with one or more community mental health organizations.
- Develop and implement a model policy addressing law enforcement response to individual with mental health conditions.
- Train and certify 100 percent of sworn officers (and selected non-sworn staff) in CIT or mental health first aid. The Community Mental Health Liaison Co-Responder, in partnership with Compass Health will train and certify at least 20 percent of sworn officers in Basic Crisis Intervention Training (CIT) and the remaining 80 percent of non-sworn personnel in Mental Health First Aid (MHFA).

The Belton Police Department is focused on continuing a defined and proactive partnership with Compass Health and implementing policies that would strengthen that relationship and benefit residents of the City of Belton. Both agencies have held informative discussions to create a more intense collaboration regarding the creation of a contract for a Behavioral Health Co-Responder from Compass Health collocated in the Belton Police Department and able to respond alongside law enforcement for citizens with behavioral health needs or presenting in a behavioral health crisis. The Co-Responder will be able to triage at the scene to determine whether the consumer needs to be treated at the Compass Health Crisis Access Point, a local hospital or other mental health resources. They would also be responsible for providing appropriate follow-up support for these

individuals to ensure access to needed services is obtained. The Co-Responder is a part of a person-centered integration team and works with local systems to coordinate care.

A qualified person applying for the Co-Responder would need to possess a bachelor's degree (Masters degree in a human service field preferred), Be a Licensed Professional Counselor (Licensed Master Social Worker preferred) and have a minimum of one year of work experience in the courts, police and/or human service field. The essential duties of the BHCR would be as follows:

- to participate in the Belton Police Department Crisis Intervention Team to assist law enforcement in dealing with individuals with behavioral health needs.
- to collaborate with local behavioral health providers and entities in the community
- to coordinate with the Belton Municipal Mental Health Court to assist individuals with behavioral health needs
- to provide or coordinate training and consultation on behavioral health issues for the Belton Police Department
- to assist law enforcement in assessing individuals with behavioral health needs and support with de-escalation as appropriate.
- to support or facilitate support for individuals with behavioral health needs with accessing needed resources and services.
- to assist law enforcement with navigating the inpatient hospitalization process, including filing petitions for involuntary detention with the probate court for those individuals who present a likelihood of serious harm due to a mental disorder.
- to support law enforcement with accessing behavioral health resources as needed and participate in critical incident de-briefs as appropriate
- to complete all mandatory documentation
- to act as a member of the multi-disciplinary team.

The Belton Police Department plans to integrate the Co-Responder into the newly created Community Engagement Unit, which also consists of a Houselessness Coordinator and Crime Victim Advocates. This unit provides daily access and interaction with law enforcement officers. All persons in this unit are also available to members of the public who are not seeking any services from law enforcement. Members of the public can reach the BHCR by coming to the Belton Police Department, by phone or by email. A person from the Community Engagement Unit will be available to law enforcement 24/7 via a rotating on-call schedule.

We anticipate being able to finalize and implement the Behavioral Health Co-Responder Program as soon as funds are made available, with a projected start date of June 1, 2023.

The Belton Police Department believes that embedding a Co-Responder, provided by Compass Health Network, is a contemporary best practice. Both agencies have proposed a memorandum of understanding in order to better fulfill their respective duties to assist those experiencing behavioral health crisis or having behavioral health needs. This new program will allow the police department to better use and deploy police resources and allow Compass Health immediate access to those in crisis. The common goal of both agencies is to meet the needs of mental health consumers in an effective and timely manner, ultimately reducing the number of calls for service for the police department.

**3. Is this a new project, or an expansion to an existing project?**

\* New

**4. If the project is an expansion, describe any current activities your agency is already performing and how this funding will be used to coordinate and supplement those activities.**

**5. Identify the service area for the project including both the location area and the population(s) that will benefit from the project.**

Citizens of Belton, Missouri will benefit from this project. The 2020 Census found that Belton, Missouri has 23,953 citizens.

Goals 1	
Goal Number*	1
Goal Description*	The Behavior Health Co-Responder (BHCR) will provide crisis intervention, information and referrals to mental health consumers, who repeatedly engage in police services, in hopes of re-directing them to appropriate services, reducing calls for law enforcement and impacting their involvement with the criminal justice system.
Goals 2	
Goal Number*	2
Goal Description*	The BHCR, with support and resources from Compass Health, will facilitate police officers and other staff attending Basis Crisis Intervention Training and/or Mental Health First Aid
Goals 3	
Goal Number*	3
Goal Description*	The BHCR will attend relevant community meetings such as Mid America Crisis Intervention Team, Department CIT meetings, and monthly meetings with community partners/local resources. The BHCR will provide law enforcement, court personnel and citizens with information on outcomes from those meetings.

## Objectives

Objectives 1	
Select the goal for which this objective relates*	1
Objective:*	75% of persons in mental health crisis will receive on scene or follow up information regarding local resources from a BHCR
How will this objective be measured?*	Measured by the number of calls for service to assist with mental health consumers vs number of calls BHCR assists with
Objectives 2	
Select the goal for which this objective relates*	1
Objective:*	Reduce the number of law enforcement calls for service from mental health consumers, who have previously been chronic callers, by 20% by connecting them to more appropriate resources.
How will this objective be measured?*	Measured by tracking chronic CIT callers and reducing the number by 20%
Objectives 3	
Select the goal for which this objective relates*	2
Objective:*	The BHCR, in partnership with Compass Health, will train and certify at least 20 percent of the sworn officers in Basic Crisis Intervention Training (CIT) by June of 2024.
How will this objective be measured?*	Measured by number of sworn staff vs number of trained sworn staff
Objectives 4	
Select the goal for which this objective relates*	2
Objective:*	The BHCR, in partnership with Compass Health, will train and certify at least 80% of non-sworn police personnel in Mental Health First Aid (MHFA) by June of 2024.
How will this objective be measured?*	Measured by number of non sworn staff vs number of trained non sworn staff
Objectives 5	
Select the goal for which this objective relates*	3
Objective:*	75% of community partners will say that they understand the BHCR program, how to utilize it and where to go to obtain assistance.
How will this objective be measured?*	Measured by a yearly survey sent to community partners
Objectives 6	
Select the goal for which this objective relates*	3
Objective:*	95% of Belton Police Department Employees and Court employees will say that understand the BHCR program, how to utilize it and where to go to obtain assistance.
How will this objective be measured?*	Measured by a quarterly meeting with command staff to discuss progress

## Risk Assessment Information

**8. Has the Applicant Agency exceeded the federal expenditure threshold of \$750,000 in federal funds during the agency's last fiscal year?:**

If the applicant agency exceeded the federal expenditure threshold in their last fiscal year, they must have their Single Audit or Program Specific Audit completed and submitted to the DPS within nine (9) months after the end of the audited fiscal year.\*

No

**9. Date last audit completed: MM/DD/YYYY**

If an agency has never had an audit, please enter the date of their last annual financial statement.\*

09/28/2021

**10. By checking this box the applicant agency understands they are required to upload a copy of the agencies most recent completed audit (or annual financial statement) in the Attachments section of this application:**

\* Yes

**11. Does the applicant agency have new personnel that will be working on this award? (fiscal/management staff)**

This is referring to fiscal/management staff new personnel is defined as working with this type of grant award for less than 12 months.\*

No

**11.a If you answered yes to Question 11, please list the name(s) of new personnel and their title(s)**

**12. Does the applicant agency have a new fiscal or time accounting system that will be used on this award?:**

New fiscal or time accounting system is defined as a system being utilized less than 12 months within the applicant agency.\*

No

**13. Does the applicant agency receive any direct Federal awards?:**

Direct awards are grants that you receive by applying directly to the federal government, and there is no intermediary agency such as Missouri DPS.\*

No

**13.a If you answered yes to Question 13, please list the direct Federal awards the agency receives.**

**14. Did the applicant agency receive any Federal monitoring on a direct federal award in their last fiscal year?:**

\* No

**14.a If you answered yes to Question 14, please list the direct awards that were monitored and indicate if there were any findings or recommendations.**

## 15. Authorized Official

**\*\*\*The correct Authorized Official must be the signatory on this application for the application to be eligible for funding, please see list below.\*\*\***

The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract (e.g. Presiding Commissioner, Mayor, City Administrator, University President, State Department Director).

If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official. (The Police Chief is NOT the Authorized Official)

If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official. (The Sheriff or Police Chief are not the Authorized Official)

If the applicant agency is a college/university, the College/University President (or Campus Chancellor, if applicable) shall be the Authorized Official.

**If the authorized official has a different title, than those listed above, official documentation naming that position as the authorized official for your agency must be included in the application attachments or your application will not be considered for funding.**

**\*\*IF YOU ARE UNABLE TO DETERMINE THE CORRECT AUTHORIZED OFFICIAL FOR YOUR AGENCY, OR THEY ARE DIFFERENT FROM WHAT IS LISTED ABOVE PLEASE CONTACT OUR OFFICE AT (573)751-5289, OR (573)522-4094**

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

2022-2023 SCIP Certified Assurances

I (The Authorized Official) have read and agree to the terms and conditions of the grant. I am aware that failure to comply with any of the Certified Assurances will result in my agency being ineligible for funding.

Name and title of the Authorized Official Joe Warren

Date 04/14/2023

Name and Title of Person Completing the Application: Lieutenant Dan Davis, Belton Police Department

## Radio Interoperability

Refer to the Radio Interoperability Guidelines for reference to a list of radios certified as meeting the P25 standard by the Missouri Department of Public Safety, and certified to operate on the MOSWIN by the manufacturer.

1. Are you applying for interoperable communications equipment? No

## Budget

Budget Category:	Line Name:	Description:	Amount of Grant Funds Requested:
8. Contractual	Contract with Compass Health for Co Responder	1 Co Responder Salary	\$64,616.00
8. Contractual	Contract with Compass Health for Co Responder Fringe Benefits	Fringe Benefits	\$15,500.00
			<b>\$80,116.00</b>
			<b>\$80,116.00</b>

## Budget Justification

### Budget Justification\*

(For each budget line requested please provide a separate justification.)

The Justification for each budget line should include the following:

1. Justify why each requested budget line is necessary for the success of the proposed project.
2. Cost Basis for the budget line request. (i.e. quotes, estimated by prior experience)

Specific information for budget lines in these categories should also include:

**Personnel and Overtime Personnel** - Is this a new position created for this project or an existing position? What percentage of the employee's time will be spent on the project? Description of job responsibilities the individual will be expected to perform for this project/program.

**Benefit and Overtime Benefits** - List which benefits are included and the rate/cost of each benefit.

**Training** - List each training separately in the budget and in the justification provide: the purpose of the training; the estimated dates of the training; who will be attending; or if providing a training the estimated number of attendees; and the cost breakdown for the training (registration, hotel, per diem, etc.)

**Travel** - If travel is requested separate from training provide: the purpose of the travel; who will be travelling; estimated dates or time period; and cost breakdown (mileage, rental car, per diem, etc.)

**Equipment** - In justification please include: is the equipment new or a replacement; who will be using the equipment and for what purpose; where the equipment will be housed; and is there a plan to pay for the ongoing equipment maintenance .

**Contractual** – Provide what services will be provided by the contractor, and the dates of service for any contracts or contracted services.

The Belton Police Department is asking to contract with Compass Health Network for a full time Behavioral Health Co-Responder (BHCR) who is embedded within the Belton Police Department. The qualifications for a person applying for the BHCR are as follows: possess a Bachelor’s degree (Masters degree in a human service field preferred), be a Licensed Professional Counselor (Licensed Master Social Worker preferred) and have a minimum of one year of work experience in the courts, police and/or human service field. The BHCR would be responsible for the daily operations of the position as well as providing direct services to mental health consumers. Examples of tasks would be to coordinate trainings for law enforcement, maintain and report contacts and statistics, attend meetings with other community mental health resources, respond to calls for service with law enforcement, coordinate services with the Belton Municipal Mental Health Court, assisting mental health consumers in accessing resources and services, assisting law enforcement with navigating the inpatient hospitalization process and providing information and resources to the public.

The Belton Police Department is asking for funds to contract with Compass Health Network for the salary of the Behavioral Health Co Responder position, who will work 40 hours per week at an hourly rate of \$28.85 for a total of \$4616.00 per month or \$60,000.00 per year. The BHCR will focus on the goals and objectives of this grant 100% of their time.

The Belton Police Department is also asking for funds to compensate the BHCR’s fringe benefits at the following rates: FICA at 7.65% for a total of \$382.50 per month or \$4,590.00 per year, 401K at 6% for a total of \$300.00 per month or \$3,600.00 per year, Workers Compensation at 1.35% for a total of \$67.50 per month or \$810.00 per year, Health Insurance at 9% for a total of \$450.00 per month or \$5400.00 per year and Life Insurance/Disability at 1% for a total of \$50.00 per month or \$600.00 per year for a total cost of \$15,000.

The total amount of funds the Belton Police Department is requesting is \$80,116.00 from June 1, 2023 to July 31, 2024. This amount is the monthly salary of \$4616.00 plus the monthly fringe benefits of \$500.00 for 13 months.

The Belton Police Department will be providing in-kind contributions for the BHCR in the amount of \$34,954.00 by providing an office space with desk (\$8,700.00), general office supplies (\$1,200.00), laptop computer, monitor and accessories (\$2,200.00) portable radio (\$4,000.00), official identification (\$10.00), special apparel (\$100.00) and a designated vehicle including gas and car insurance (\$18,744.00).

Grant funds will not supplant any funds currently budgeted for the City of Belton. No Belton general fund monies will be replaced by the grant as this grant creates a new position within the Belton Police Department. Without this grant, the Belton Police Department would not be able to fund this position.

**Total Budget**

**Total Budget:** \$80,116.00

**Attachments**

Attachment	Description	File Name	Type	File Size
Audit/Financial Statement (REQUIRED)*	Audit	03-31-21 Audited Financial Statements for ACFR Submission.pdf	pdf	2.5 MB
If the project is multi-jurisdictional please include copies of MOU/MOA's	Proposed MOU between Belton PD and Compass Health Network. A meeting is scheduled to finalize this document after the deadline for this grant. An updated copy will be provided if grant is awarded.	MOU Belton PD.doc	doc	42 KB
Other Supporting Documentation (Quotes/cost basis, policies)	Proposed Job Duties of Behavior Health Co Responder	Behavioral Health Co-Responder.docm	docm	135 KB
Other Supporting Documentation (Quotes/cost basis, policies)				
Other Supporting Documentation (Quotes/cost basis, policies)				
Other Supporting Documentation (Quotes/cost basis, policies)				
Other Supporting Documentation (Quotes/cost basis, policies)				

Other Supporting Documentation (Quotes/cost basis, policies)				
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# REFERENCE SOURCES FOR POLICE-BASED EMBEDDED MENTAL HEALTH CO-RESPONDER PROGRAMS

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## 1 - The Embedded Mental Health Co-Responder Model

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The police-based, embedded mental health co-responder model was developed at the police departments of Vancouver, BC, and the Los Angeles in the early 1990's. It is a proven, evidence-based best practice for police that has seen much greater use in the past few years. In short, it means the creation of specialized 2 person teams comprised of a well-trained officers paired with mental health professionals for the purpose of a better response to mental health related calls. It enables necessary law enforcement responses to evolve as rapidly as possible into an on-scene, professional mental health response. This is diversion at the earliest possible point of the Sequential Intercept Model, which maximizes taxpayer savings and minimizes trauma to those in crisis. Practitioners and researchers both note the increased use of out-patient services and reduction in transfers (to inpatient services) by the police. They note that on-site assessments are more accurate and enable clinicians to communicate with, and partner with, family and friends of the individuals in crisis. That enables better short-term outcomes and preventative follow-up work that, research and experience shows, can actually prevent repeated law enforcement contacts with the same individuals. This last effect is one reason why so many law enforcement agencies have implemented this model in the past years. But, the best reason to consider a co-responder is that, time and again, research and experience shows this model produces the best outcomes for citizens in crisis.

### **VIDEO'S -- What Co-Responder Looks Like:**

Video: Framingham, MA, Jail Diversion Program. <https://www.youtube.com/watch?v=5alqN4jlepY>

Video: Olathe, KS, PD Mental Health Co-Responder. <https://www.youtube.com/watch?v=aYKohC5ATx8>

Video: Victoria, Aust., video says much. <https://www.youtube.com/watch?v=sM55p3RdH3A>

Video: Seattle, WA, wins with CIT +co-responder. <https://www.youtube.com/watch?v=R-MmPVSGcnM>

Research of Seattle's Program: Title: "A descriptive evaluation of the Seattle Police Department's crisis response team officer/mental health professional partnership pilot program"

*International Journal of Law and Psychiatry*, Volume 44, 2015, Pages 109-122

Jacqueline B. Helfgott, Matthew J. Hickman, Andre P. Labossiere

Research shows this city, with an existing CIT program, sees improvement in outcomes from incorporating co-responder. "Fundamental change in how the department responds to behavior health incidents." "more nuanced dispositions"

Video: Quincy, MA, tries partnering. <http://www.wcvb.com/chronicle/taking-treatment-to-the-streets/36866314>

Video: Reno, NV, co-responder is preventative. <http://www.wcvb.com/chronicle/taking-treatment-to-the-streets/36866314>

Audio: NYC starts a big-apple-sized program. <http://www.wnyc.org/story/clinicians-team-police-respond-mentally-ill/>

Video: Northern BC police say they are tying co-responder because they keep having repeated contact with the people they "drop off" for treatment. <https://www.youtube.com/watch?v=CLK8FWiCMt4>

## **Webinar Archive: Innovative Law Enforcement Strategies for Interacting with People that Frequently Require Emergency and Crisis Services**

July 31, 2012

In this webinar, held July 26, 2012, representatives from the Houston Police Department and the Los Angeles Police Department will discuss the programs they have developed to work more effectively with individuals with mental illnesses who frequently come in contact with law enforcement and emergency services personnel.

To watch an archived recording of this webinar, click [here](#).

To download a PDF of the PowerPoint presentation used in this webinar, click [here](#).

<https://csgjusticecenter.org/law-enforcement/webinars/webinar-archive-innovative-law-enforcement-strategies-for-interacting-with-people-that-frequently-require-emergency-and-crisis-services>

## **Officers, Co-Responder Seek to Employ ‘Right Intervention’ for People with Mental Illnesses in Overland Park, KS**

March 31, 2016

Megan Younger, a social worker with 16 years of experience in emergency mental health services, has been the designated co-responder embedded in the Overland Park Police Department since May 2014, a position made possible by a Bureau of Justice Assistance Justice and Mental Health Collaboration Program grant awarded to the City of Overland Park in 2013.

Link1: <https://csgjusticecenter.org/law-enforcement/posts/officers-co-responder-seek-to-employ-right-intervention-for-people-with-mental-illnesses-in-overland-park-ks/>

Link2: <http://www.khi.org/news/article/kc-area-program-changes-how-police-deal-with-people-in-mental-health-crisis>

## **Overland Park, KS, Co-Responder Statistics Illustrate Good Outcomes, Good ROI**

*See Attachment B: Overland Park Evaluation.*

The Overland Park Police Department’s Mental Health Co-Responder Project

Presented by Alex M. Holsinger, Ph.D., Dept. of Criminal Justice & Criminology- UMKC

Statistics regarding “likelihood of ER referral and/or arrest post-co-responder initiation” :

- Mental health-related calls for service 13 to 14 times less likely to result in ER and/or arrest post-co-responder
- 12.5 to 13.5 times less likely to result in ER and/or arrest, while controlling for whether or not arrest was deemed a possibility
- 21.2 to 22.3 times less likely to result in ER and/or arrest, while controlling for whether or not substances were involved.

- 22.2 to 23.5 times less likely to result in ER and/or arrest, while controlling for BOTH arrest possibility and substance involvement.
- Initiation of the co-responder resulted in large reduction in composite outcome, as well as the statistical probability of composite outcome while controlling for potentially important mitigating factors.

## **Summary of PERT program that serves all jurisdictions in San Diego County, CA.**

<http://police.escondido.org/pert.aspx>

## **Co-Responder in Toronto - described and evaluated.**

Succinct description: <http://www.torontopolice.on.ca/community/mcit.php>

Research evaluation: <http://www.stmichaelshospital.com/crich/reports/mcit/> CRICH found that MCITs are helping to keep care in the community by preventing unnecessary admissions to the Emergency Department and interactions with the justice system.

## **Pilot Program, With One Co-Responder Team, Proves Taxpayer Savings & ROI.**

<https://www.saskatoonhealthregion.ca/news/media-centre/news-releases/Lists/Posts/Post.aspx?ID=222>

## **Very Thorough Evaluation Of A Pilot Program – attached PDF.**

*See Attachment C. "PACT Evaluation".* The pilot program in Red Deer became permanent.

Police and Crisis Team (PACT) Pilot Evaluation Report December, 2011 to March, 2013

Report prepared by:

Donna Thompson, Program Evaluator, Red Deer Primary Care Network

Jason Taylor, Community Facilitator, Social Planning Department, The City of Red Deer

July, 2013 FINAL

“Conclusions

PACT, the mobile response team, as proposed, consisting of a psychiatric nurse and police officer was deemed successful in responding to those in mental health crises in Red Deer. Team members worked well together and assimilated the “right fit” in working with clients, RCMP, health sector and community agency staff. The PACT model and approach chosen for Red Deer worked well.

....

PACT was regarded as client-centric by both clients and agency staff. Clients shared they were less distressed and coping better after their interactions with PACT. They were treated with respect, their concerns were listened to and they felt comfortable in the presence of PACT. Clients acknowledged the expertise of PACT and that the team filled a system gap regarding mental health crisis help in Red Deer. Follow-up calls were appreciated. Even though client GAF scores were not heavily weighted toward poor mental health functioning with severe symptoms, it is clear from their case stories that many clients had difficult and complex situations that brought them to the point of calling PACT.

...

PACT helped clients get the help they really needed, which was not always medically oriented. Relationship issues, including partner abuse; marital discord; parent-child conflict; homelessness; grief; employment problems; eviction; no income; substance abuse; legal issues and parenting concerns were linked to their mental health crisis. For many clients, connections to agencies focused on housing, income support, and anger management were more appropriate. A number of factors, including coping skills and perceived self-worth, as well as characteristics specific to one’s social and physical environments, culture and socio-economic status, can influence mental health. These factors can contribute to social disorders, aggressive tendencies, family conflict, negative parenting practices and peer influences, school-related difficulties and social isolation, all of which can

play a role in mental illness, delinquency and criminal acts (*Improving Health of Canadians: Mental Health, Delinquency and Criminal Activity*, CIHI, 2008). Not only is treatment necessary in dealing with client situations, but also prevention in helping clients build resiliency and develop life skills. Many PACT clients were directed to resources to facilitate these.

...

All stakeholders – RCMP, Health and community-based organizations indicated continued support for PACT and feedback pointed to the need for a second team to cover more hours during the day and weekends, if possible. Clients who were diverted from hospital and cells were connected with AHS Mental Health Services, walk-in medical clinics or to community agencies for assistance. These included Parkland Youth Homes Society, Central Alberta Family Services, Safe Harbour Society, The Red Deer Housing Team, Suicide Information and Education Services or Canadian Mental Health Association. Agency staff commented on the welcome resource PACT was to their clients and staff in time of need and indicated their collaboration with PACT was of benefit to all. The health, justice and community sectors recognized that PACT was a welcome resource alleviating drain on these organizations and averting high costs to health care and justice system.

### **Framingham (MA) Jail Diversion Program**

Sarah Abbot, PhD, welcomes questions and correspondence about the co-responder model. Her organization, Advocates, has run a co-responder program in Framingham for 11 years. The population served is approximately 100,000. She successfully replicated the program for Marlborough, MA, in 2008. Then in 2015, she developed and launched a regional program that serves four small communities. Contact Info: 508.532.5904, [SAbbot@Advocates.org](mailto:SAbbot@Advocates.org). Sarah Abbot has given STAMP Minnesota permission to share her outstanding manual, written to assist government entities trying to start a co-responder program of their own. See *Attachment A: Framingham Manual*.  
Advocates Step-by-Step Toolkit.

### **Duluth Police Department's Co-Responder Program.**

Winner of the Minnesota Chiefs of Police Association's 2016 Excellence in Innovation Award. <http://www.duluthbudgeteer.com/opinion/columnists/4021484-police-team-social-workers>  
Chief Michael Tusken & Lt. Nagorski have said they welcome inquiries from law enforcement and local government managers. [mtusken@duluthmn.gov](mailto:mtusken@duluthmn.gov) [cnagorski@duluthmn.gov](mailto:cnagorski@duluthmn.gov)

### **CSG: Law Enforcement Mental Health Learning Sites**

Jurisdictions around the country are exploring strategies to improve the outcomes of encounters between law enforcement and people who have mental disorders. As a growing number of communities engage in the development of specialized policing responses (SPR), many struggle with the program design process, and are unsure how to tailor models from other jurisdictions to their own distinct problems and circumstances.

In an effort to expand the knowledge base for law enforcement agencies interested in starting or enhancing a SPR, The Council of State Governments (CSG) Justice Center, with assistance from a team of national experts and the U.S. Justice Department's Bureau of Justice Assistance (BJA), selected six police departments to act as national law enforcement/mental health learning sites. Located across the country, these learning sites represent a diverse cross-section of perspectives and program examples, and are dedicated to helping other jurisdictions improve their responses to people with mental illnesses. Selected were the Houston (TX) Police Department, the Los Angeles (CA) Police Department, the Madison (WI) Police Department, the Portland (ME) Police Department, the Salt Lake City (UT) Police Department, and the University of Florida Police Department.

<https://csgjusticecenter.org/law-enforcement/projects/mental-health-learning-sites/>


The Law Enforcement/Mental Health learning sites collectively reflect the range of strategies a law enforcement agency might consider when developing a collaborative initiative to address

the needs of individuals with mental illnesses in their community. As centers of peer-to-peer learning and support, learning site personnel are committed to providing guidance to agencies in other jurisdictions that are interested in creating or expanding their own Specialized Policing Responses.

The six learning sites will host site visits from interested colleagues and other local and state government officials over a two-year period, answer questions from the field, and work with Justice Center staff to develop materials for practitioners and their community partners. Download the following files to learn about the technical assistance (TA) offered by the learning sites:

[TA FAQs !\[\]\(d84e7ea36f695d92cb39ec32c307ac93\_img.jpg\)](http://csgjusticecenter.org/wp-content/uploads/2015/05/LE_FAQ.pdf) [http://csgjusticecenter.org/wp-content/uploads/2015/05/LE\\_FAQ.pdf](http://csgjusticecenter.org/wp-content/uploads/2015/05/LE_FAQ.pdf)

[TA Request Form !\[\]\(feabb98897b440bc8695a03336a6e2df\_img.jpg\)](http://csgjusticecenter.org/wp-content/uploads/2015/05/LE_TA_Request.pdf) [http://csgjusticecenter.org/wp-content/uploads/2015/05/LE\\_TA\\_Request.pdf](http://csgjusticecenter.org/wp-content/uploads/2015/05/LE_TA_Request.pdf)

What is a Learning Site & What Are Their Responsibilities? 

[https://www.google.com/url?q=https://csgjusticecenter.org/wp-content/uploads/2013/03/Overview\\_of\\_learning\\_sites.pdf&sa=U&ved=0ahUKEwimofiSt8DNAhWn44MKHQOMCyIQFggVMAg&client=internal-uds-cse&usg=AFQjCNGvhVgizFOIrbKA7e6-aG\\_1nYSNTg](https://www.google.com/url?q=https://csgjusticecenter.org/wp-content/uploads/2013/03/Overview_of_learning_sites.pdf&sa=U&ved=0ahUKEwimofiSt8DNAhWn44MKHQOMCyIQFggVMAg&client=internal-uds-cse&usg=AFQjCNGvhVgizFOIrbKA7e6-aG_1nYSNTg)

HOUSTON - site with the most copied embedded co-responder program.

*Contact*

Frank Webb

CIT Coordinator

Houston Police Department

17000 Aldine Westfield Rd.

Houston, TX 77073

frank.webb@cityofhouston.net

(832) 394-2347

Rebecca Skillern

Police Officer

17000 Aldine Westfield Rd.

Houston, TX 77073

(832) 394-2348

Rebecca.skillern@houstonpolice.org

**About the Justice Center**

The Council of State Governments Justice Center is a national nonprofit organization that serves policymakers at the local, state, and federal levels from all branches of government. Staff provides practical, nonpartisan advice and evidence-based, consensus-driven strategies to increase public safety and strengthen communities.

## **LEARNING SITE: Los Angeles Police Department | CSG Justice Center**

Multi-layered approach including CIT, **co-responder**, and follow-up teams; Comprehensive data collection and information-sharing procedures; Embedded ...

<https://www.google.com/url?q=https://csgjusticecenter.org/mental-health/learning-sites/los-angeles-police-department&sa=U&ved=0ahUKEwjZoZWKsMDNAhUi6YMKHVWqB0YQFggKMAI&client=internal-uds-cse&usg=AFQjCNE7dKxBNw4WokfFWTQvFW-lsI4WA>

## **Planning and Implementation Guide for JMHCP Category 1 Grantees**

JMHCP = Justice and Mental Health Collaboration Program

via Bureau of Justice Assistance (US –Dept. of Justice)

Feb 3, 2016

### **About the Planning & Implementation Guide**

The Council of State Governments (CSG) Justice Center has prepared this Planning & Implementation (P&I) Guide to support grantees in developing and refining justice and mental health initiatives to improve outcomes for people with mental disorders who are involved with the criminal justice system. The guide is not intended to serve as a step-by-step blueprint, but rather to cultivate discussion on best practices; identify considerations for your collaborative effort; and help you work through key decisions and implementation strategies.

While the guide was developed as a tool for grantees, it also serves as an important tool for your CSG Justice Center Technical Assistance provider (TA provider) to understand the status and progress of your project, the types of challenges you are encountering, and the ways your TA provider might be helpful to you in making your project successful.

You and your TA Provider will use your responses to the self-assessment to collaboratively develop priorities for technical assistance.

Any questions about this guide should be directed to your TA provider.

[https://www.google.com/url?q=https://csgjusticecenter.org/mental-health/posts/pi-guide-for-jmhcp-grantees-law-enforcement/&sa=U&ved=0ahUKEwiqv9rvsMDNAhXn7IMKHQVUBjc4FBAWCAgwAQ&client=internal-uds-cse&usg=AFQjCNFLlgAb6BpZC8VrhIwmc\\_oTi6pzlQ](https://www.google.com/url?q=https://csgjusticecenter.org/mental-health/posts/pi-guide-for-jmhcp-grantees-law-enforcement/&sa=U&ved=0ahUKEwiqv9rvsMDNAhXn7IMKHQVUBjc4FBAWCAgwAQ&client=internal-uds-cse&usg=AFQjCNFLlgAb6BpZC8VrhIwmc_oTi6pzlQ)

## **Orientation Workshop Questions for CJMHCP Grant Recipients**

FY2011 JMHCP Grantee Orientation Event March 8-9, 2012 1

### **Breakout Session by Program Type:**

#### **Law Enforcement**

#### **(Specialized Policing Responses, Including CIT and Co-Responder)**

##### **Session Goals:**

- ❖ Making connections among practitioners and programs
- ❖ Identify different approaches to achieving similar goals
- ❖ Identify resources, people, and organizations that can support JMHCP programs

-  
Have you identified all of the stakeholders you want involved in the planning process, and have you met with any resistance getting them engaged? If you have experienced resistance, how have you attempted to overcome it?

-  
How do you share information with other law enforcement agencies and/or mental health agencies? What challenges have you experienced?



-

What is the protocol for officers who want to refer people to mental health services rather than arrest or informal responses? Is there a crisis reception center or other mental health service provider that will coordinate a quick and convenient drop-off for law enforcement? Are there mobile crisis teams or other mental health crisis responders who can take custody of an individual?

-

As a team, and with your evaluator, have you discussed the advantages of creating your data collection tools upfront/before your program gets underway? As a group, have you thought about which data elements are important to collect for day-to-day operations and for informing future sustainability?

----- PDF download at [https://www.google.com/url?q=https://csgjusticecenter.org/wp-content/uploads/2013/03/Breakout\\_Session\\_by\\_Program\\_Type\\_-](https://www.google.com/url?q=https://csgjusticecenter.org/wp-content/uploads/2013/03/Breakout_Session_by_Program_Type_-)

## **Justice and Mental Health Collaboration Program (JMHCP) 2012 Technical Assistance Orientation Webinar**

December 5, 2012

This webinar will provide an overview of the kinds of technical assistance that will be available to 2012 Justice and Mental Health Collaboration Program grantees and how they can take advantage of these resources. Grantees will have the opportunity to [...]

<https://csgjusticecenter.org/mental-health/webinars/justice-and-mental-health-collaboration-program-imhcp-2012-technical-assistance-orientation-webinar>

### **PERT (Psychiatric Emergency Response Team) – A multi-jurisdictional co-responder program covering all of San Diego County (CA).**

PERT is a partnership between local law enforcement and PERT Inc., a non-profit organization allied with [San Diego County Health and Human Services](#), [National Alliance on Mental Illness \(NAMI\)](#), and the [Community Research Foundation \(CRF\)](#). CRF administers PERT with funding from HHS (75%) and the Mental Health Services Act (25%).

PERT has a Coordinating Council to provide oversight, coordination, communication and collaboration among its members. The Coordinating Council members include CRF/PERT, participating law enforcement agencies, and San Diego Psychiatric Hospital (aka County Mental Health Hospital [CMH]). The Coordinating Council operates according to the provisions of a Memorandum of Understanding (MOU). The representative of any participating agency may request a review of the MOU. Clinicians must be licensed through the state of California as one of the following: a Registered Psychiatric Nurse (RN), Marriage and Family Therapist (MFT), Licensed Clinical Social Worker (LCSW), or Psychologist. There are 30 PERT teams covering the county during the hours of 6am to midnight.

<http://police.escondido.org/pert.aspx>

### **Now There Are Nine Cities in Johnson County KS Bound by Memorandums of Understanding to Split The Costs Of One Shared Co-Responder Program**

<http://www.kansascity.com/news/local/community/joco-913/northeast-joco/article82298477.html>

### **Collaboration Assessment Tool**

There is a common denominator among jurisdictions that have launched successful initiatives to address the needs of people with mental illness in the criminal justice system: some meaningful collaboration between at least one component of the criminal justice system and one component of the mental health system precedes the development and implementation of the initiative. The worksheets below are intended to help criminal justice and mental health organizations assess their existing level of collaboration; questions apply to the organizations' specific collaborative activities and initiatives. With this goal in mind, these worksheets should be completed by both criminal justice and mental health representatives and their answers should represent a consensus.

The worksheets are organized according to four assessment categories:

- Knowledge Base
- System Collaboration
- Service Coordination
- Resources

### How to fill out the worksheets

To answer questions within each category, download the files below and identify where your jurisdiction's collaborative efforts fall along a continuum of four response options. You should answer these questions with the current status of your initiative in mind, not your future plans. Words and phrases in red are defined in the glossary in the order they appear in each section.

- [Collaboration Assessment Tool Glossary](#) (click link)
- [Collaboration Assessment Tool Worksheet](#) (click link for PDF of 10pg worksheet)

Original source : <https://csgjusticecenter.org/mental-health-projects/cp-technical-assistance/technical-assistance-tools/collaboration-assessment-tool/>

## **WEBINAR for Law Enforcement Agencies: The Justice and Mental Health Collaboration Program**

April 20, 2016

In this webinar, officials from the U.S. Department of Justice's Bureau of Justice Assistance (BJA) and The Council of State Governments Justice Center explain the Justice and Mental Health Collaboration Program and how law enforcement agencies can apply for this grant.

<https://csgjusticecenter.org/law-enforcement/webinars/webinar-for-law-enforcement-agencies-applying-for-the-justice-and-mental-health-collaboration-program>

## **9 Keys for Police to Secure Private-Sector Funding**

July 15, 2015

This article from PoliceOne provides steps that law enforcement agencies can take to obtain private sector funding. Additionally, the article provides a list of eligible foundations as a starting point for agencies on their search.

<https://csgjusticecenter.org/law-enforcement/publications/9-keys-for-police-to-secure-private-sector-funding>

## **2012 Justice and Mental Health Collaboration GRANT Program Brochure**

January 1, 2013

Details about the grant program, administered by the Bureau of Justice Assistance, created to help states, units of local government, Indian tribes, and tribal organizations improve responses to justice-involved people with mental illnesses or co-occurring mental health and substance abuse [...]

<https://csgjusticecenter.org/jc/publications/2012-justice-and-mental-health-collaboration-program-brochure/>

## **WEBINAR: Responding to the FY16 Justice and Mental Health Collaboration Program Solicitation**

April 13, 2016

*Hosted by The CSG Justice Center with funding support from the U.S. Department of Justice's Bureau of Justice Assistance*

In this webinar, officials from the U.S. Department of Justice's Bureau of Justice Assistance and The Council of State Governments Justice Center explain the [Justice and Mental Health Collaboration Program \(JMHCPC\)](#) and its application process. JMHCPC is designed to increase public safety and improve access to effective treatment for people with mental disorders

involved with the criminal justice system by facilitating collaboration among the criminal justice, juvenile justice, mental health treatment, and substance use systems. Each grantee is given the opportunity to tailor their programming to respond best to the particular needs of their community.

Download a [PDF of the presentation](#).

The Planning and Implementation Guides for JMHCP grantees are available on [this page](#).

or go directly to: [https://csgjusticecenter.org/wp-content/uploads/2016/02/JMHCP\\_County\\_PI\\_Guide.pdf](https://csgjusticecenter.org/wp-content/uploads/2016/02/JMHCP_County_PI_Guide.pdf)

→Link to Webinar: <https://csgjusticecenter.org/mental-health/webinars/responding-to-the-fy16-justice-and-mental-health-collaboration-program-solicitation/>

**R2023-66**

**A RESOLUTION ACCEPTING THE DONATION OF LAND FOR PARKS AND COMMITTING TO IMPROVE THAT LAND TO CREATE AN ARBORETUM AND TRAILS IN THE CITY OF BELTON, MISSOURI.**

**WHEREAS**, Jack C. Dryden wishes to donate 69 acres of land directly adjacent to Cleveland Lake for an Arboretum/Botanical Park and park land; and

**WHEREAS**, the City of Belton is committed to spend an amount equal to the value of that land in improvements to the land within 10 years; and

**WHEREAS**, Jack C. Dryden had an appraisal done by Webb & Associates that valued that land at \$1,552,000; and

**WHEREAS**, the City of Belton will seek debt financing immediately to perform the improvements necessary to fulfill the agreement; and

**WHEREAS**, the City of Belton sees this as an opportunity to provide a quality of life asset to city residents.

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

**Section 1.** That the City Council hereby accepts the donation of the property legally described in the Quitclaim Deed (the “**Property**”) attached hereto as Exhibit A and incorporated as if fully set forth herein (the “**Deed**”) and dedicates the Property for Parks pursuant to the conditions included in the Deed, the Home Rule Charter of the City of Belton, Missouri, and other applicable law.

**Section 2.** That the City of Belton will invest \$1,552,000 into improvements on the Property as quickly as is prudent subject to financing, availability of contractors and in accordance with plans developed and approved by the City of Belton Parks and Recreation Department all in accordance with the conditions stated in the Deed.

**Section 3.** That the Mayor, City Manager, Director of Parks and Recreation, and other employees, agents, or officials of the City are hereby authorized to take all actions necessary, including the execution of additional auxiliary documents and instruments, necessary to carry out the intent of this Resolution.

Duly read and passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor Norman K. Larkey Sr.

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 introduced at a meeting of the City Council held on the \_\_\_ day of \_\_\_\_\_, 2023 and adopted at a meeting of the City Council held the \_\_\_ day of \_\_\_\_\_, 2023 by the following vote, to wit:

AYES:                   COUNCILMEMBER:

NOES:                   COUNCILMEMBER:

ABSENT:                COUNCILMEMBER:

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



## COUNCIL ACTION REPORT

**Title:** Dryden Property Donation for Arboretum and Botanical Garden

**Agenda Date:** June 13, 2023

**Presented by:** Joe Warren, City Manager

---

### Background

- Belton resident Jack C. Dryden wants to donate 69 acres of land directly adjacent to and south of Cleveland Lake for the purpose of constructing and maintaining an arboretum, botanical garden, and trails for public use.
- The conditions for accepting the donation are that the city must invest the equivalent to the appraised value in improvements within a 10-year period or Dryden's estate would have reversionary rights to the property.
- The land will also have a deed restriction requiring that it remain park land in perpetuity.

### Financial/Budget Considerations

- The land is being donated but the city will be required to commit \$1.552 million in improvements to the property by June of 2033 or else the property could revert to Dryden's estate.
- A budget amendment may be necessary if any of the expenditures for the park are due before the end of FY24, as no expenditures were budgeted for this project.
- City staff is planning to seek debt financing for the entire \$1.552 million to get the improvements completed as quickly as possible.
- If financing is secured, it is likely that the first payment would not be due until FY25, which would make a budget amendment unnecessary if staff plans for that expense in the next budgeting cycle.
- Grant money may be used to help meet the financial requirement.
- The City cannot perform a "fund-raiser" to generate the revenue necessary to meet the fiscal requirement.

### Legal Considerations

- The quit-claim deed and resolution have both been reviewed by the City Attorney.

### Policy Considerations

- City Council will have to formally approve any debt financing that takes place to fund the improvements.





- Parks staff and the Park Board are both aware of the donation and the future city commitments involved and are supportive of accepting the donation.
- There is already an arborist on staff in the Parks Department who can lead the design and creation of an arboretum and botanical garden on the property.
- Due to pre-existing agreements to farm the property being donated, improvements would begin after the growing season – with work beginning as early as late fall 2023.
- Once the city has invested \$1.552 million into the property, the reversionary interest goes away, provided that the investment takes place before June of 2033.
- As per the deed, the City does have the right to dedicate portions of the land directly adjacent to roads or other rights-of-way for expansion of future roads and rights-of-way used by the public. This allows expansion of the roads along the property to meet the needs of future growth patterns in and around the City.

#### **Staff Recommendation**

- Staff recommends approval of the resolution accepting the donated land.

## QUITCLAIM DEED

THIS INDENTURE, effective this \_\_\_\_\_ day of \_\_\_\_\_, 2023, is by and between Jack C. Dryden, as Trustee of the trust created by Jack C. Dryden UTA dated December 9, 1986, as amended (“Grantor”) and the City of Belton, a Missouri municipal corporation (“Grantee”), whose mailing address is 502 Main Street, Belton, Missouri 64012, subject to the conditions numbered 1 – 4 and listed below (the “Conditions”).

WHEREAS, the document governing the trust created by Jack C. Dryden UTA dated December 9, 1986, as amended (the “Trust”), which remains in full force and effect, authorizes Grantor to dispose of and sell certain trust assets and trust property owned and held pursuant to such documents, including real property.

WITNESSETH, that Grantor, as a gift and without consideration, does by these presents Remise, Release and forever Quitclaim to Grantee, its successors and assigns, all of Grantor’s right, title and interest in and to the real property described on Exhibit A, attached hereto and incorporated herein, situated in the County of Cass, State of Missouri, subject to the following Conditions.

The Conditions are:

1. The Property shall be used only for public park purposes, to include the creation, construction and maintenance of an arboretum/botanical garden park.
2. The Property cannot be sold for profit or used for any other development not related to public park purposes.
3. Within ten years of the date of this indenture, Grantee shall construct improvements on the Property worth at least \$1,552,000, which is the declared value of the Property, and such improvements shall establish an arboretum/botanical gardens park that encompasses the Property.
4. To verify that Grantee is satisfying the above Conditions, Grantee shall provide Grantor, or Grantor’s successor-in-interest, a detail of expenditures on each anniversary of the date of this Quitclaim Deed up to and including the tenth anniversary of this Quitclaim Deed, or until the expenditures have exceeded the dollar amount listed in Condition #3 above, whichever is earlier. Government grant monies may be counted in the amounts expended by Grantee in satisfaction of Condition #3 above, but no monies received by gifts of other individuals or corporations, nor any expenditures related to the maintenance of the Property or the improvements thereon, may be counted in the amounts expended by Grantee in satisfaction of Condition #3 above. For clarification, should Grantee determine to use debt financing for the construction of improvements on the Property, the revenue received by

the Grantee and expended on the construction of improvements of the Property shall be considered spent for the purposes of satisfying Condition #3 upon completion of the construction of the improvements.

Grantee shall have full power to dedicate portions of the tract for the expansion of adjacent roads or other rights-of-way utilized by the traveling public and the creation of potential additional roads, rights-of-way, or other easements Grantee deems, in its sole discretion, necessary and in the public interest, and nothing in the Conditions shall be construed to the contrary.

TO HAVE AND TO HOLD THE SAME, with all the rights, immunities, privileges and appurtenances thereto belonging, to Grantee and its successors and assigns forever, so that neither Grantor, nor his successors and assigns, shall or will hereafter claim or demand any right or title to the Property or any part thereof, but Grantor and his successors and assigns shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, Grantor has executed this Quitclaim Deed as of the day and year first above written.

TRUST CREATED BY JACK C. DRYDEN UTA  
DATED DECEMBER 9, 1986, AS AMENDED

By: \_\_\_\_\_  
Name: Jack C. Dryden  
Title: Trustee

**ACKNOWLEDGMENT**

STATE OF MISSOURI     )  
  ) ss.  
COUNTY OF CASS     )

On this \_\_\_\_ day of \_\_\_\_\_, 2023, before me appeared Jack C. Dryden, to me personally known, who being by me duly sworn, did say that he is the Trustee of the trust created by Jack C. Dryden UTA dated December 9, 1986, as amended, and acknowledged that he executed the foregoing Trustee’s Deed in his capacity as Trustee as therein set out as the free act and deed of the trust created by Jack C. Dryden UTA dated December 9, 1986, as amended.

IN WITNESS WHEREOF, I have at the place and date last aforesaid set hereunto my hand and affixed my notarial seal.

\_\_\_\_\_  
Notary Public

My commission expires:

\_\_\_\_\_

EXHIBIT A

**PROPERTY DESCRIPTION:**

All that part of the Southeast Quarter of the Southeast Quarter and part of the Northwest and Northeast Quarters of the Southeast Quarter, being all in Section 15, T46N, R32W, LESS AND EXCEPT all that part of the Southeast Quarter of Section 15, T46N, R33W, in the City of Belton, Cass County, Missouri, as recorded in book 4046 at page 85, being more particularly described as follows:

COMMENCING at the Northeast corner of the Southeast Quarter of Section 15, Township 46 North, Range 33 West; thence North 85 degrees 33 minutes 59 seconds West along the North line of the Southeast Quarter of said Section 15 a distance of 30.01 feet to the point of intersection of the North line of the Southeast Quarter of said Section 15 and the West right of way line of Cleveland Avenue, the POINT OF BEGINNING; thence South 3 degrees 00 minutes 36 seconds West along the West right of way line of Cleveland Avenue a distance of 1324.16 feet to a point; thence North 85 degrees 37 minutes 28 seconds West a distance of 340.69 feet to a point; thence South 27 degrees 56 minutes 44 seconds West a distance of 174.56 feet to a point; thence North 85 degrees 37 minutes 28 seconds West a distance of 100.00 feet to a point; thence North 0 degrees 00 minutes 14 seconds West a distance of 160.47 feet to a point; thence North 36 degrees 27 minutes 10 seconds West a distance of 685.17 feet to a point; thence North 71 degrees 46 minutes 53 seconds West a distance of 1250.00 feet to a point; thence South 75 degrees 45 minutes 42 seconds West a distance of 450.01 feet to a point on the West line of the Southeast Quarter of said Section 15; thence North 3 degrees 03 minutes 58 seconds East along the West line of the Southeast Quarter of said Section 15 a distance of 652.69 feet to the Northwest corner thereof; thence South 85 degrees 33 minutes 59 seconds East along the North line of the Southeast Quarter of said Section 15 a distance of 2594.24 feet to the POINT OF BEGINNING and containing 2,221,256 Square Feet or 50.993 Acres, more or less.

**Minutes of the Belton City Council**  
**May 30, 2023**  
**City Hall Annex**  
**520 Main Street, Belton, Missouri**

Mayor Larkey called the meeting to order at 6:00 p.m.

Councilmember Lawson led the Pledge of Allegiance to the Flag.

Councilmembers present: Mayor Larkey, Angela Kraft (via videoconference), Allyson Lawson, Chris Richardson, Rob Powell, Bret White, Perry Gough, James Pryan

Councilmember absent: Dave Clark

Staff present: Joe Warren, City Manager; Padraic Corcoran, Attorney; Andrea Cunningham, City Clerk; Greg Rokos, Assistant City Manager/Public Works Director; Matt Wright, Planning and Building Director; Norman Shriver, Police Department; Fire Chief John Sapp

**PERSONAL APPEARANCES**

David Gutierrez, 413 W Cambridge Rd, spoke about adding speed cushions to Cambridge Road.

At 6:06 p.m. Mayor Larkey stepped out of the meeting. At 6:07 Mayor Larkey re-entered the meeting.

Bob Schmidt, Aaron's Family Fun Center, 17070 Aaron Lane, presented a donation of \$20,000 to the Belton Police Department.

**NEW BUSINESS**

Andrea Cunningham, City Clerk, read Bill No. 2023-25: **An ordinance amending Sections 1-5; 18-8; 40-1 (h); and 40-3 (10) of the Unified Development Code related to expanded land uses in Commercial and Industrial Zoning Districts.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Matt Wright, Planning and Building Director, presented the land use updates to expand certain land uses and land use groups. These text amendments will accommodate a wider range of land use. Vote on the first reading was recorded with all present voting in favor.

Ms. Cunningham read Bill No. 2023-26: **An ordinance approving the First Amendment to the Seventh Amendment to the Old Town Belton Redevelopment Plan to approve the 511 Main Street Project as redevelopment project 2021-7 and to authorize tax abatement as described therein.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Pursuant to RSMo 353.110.3(2), Mayor Larkey opened the public hearing to receive public comments. Mr. Wright provided information on this project. Councilmember Powell asked about the process of completing an OTB project. Mr. Wright explained how the costs are certified. There was no one

else present to submit comments. Mayor Larkey closed the public hearing. Vote on the first reading was recorded with all present voting in favor. First reading passed.

Ms. Cunningham read Bill No. 2023-27: **An ordinance approving the Sixteenth Amendment to the Old Town Belton Redevelopment Plan to approve the 816 Second Street project as redevelopment project 2023-03 and to authorize tax abatement as described therein.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Pursuant to RSMo 353.110.3(2), Mayor Larkey opened the public hearing to receive public comments. Mr. Wright provided information on this project. There was no one else present to submit comments. Mayor Larkey closed the public hearing. Vote on the first reading was recorded with all present voting in favor. First reading passed.

Ms. Cunningham read Bill No. 2023-28: **An ordinance authorizing acceptance of an allocation of funds and execution of a grant agreement with the Missouri Department of Public Safety (MoDPS) for a total of \$20,000.00.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. John Sapp, Fire Chief, provided information on this grant. There is no cost to us; it will use in-kind funds. There was Council discussion on the grant requirements. Vote on the first reading was recorded with all present voting in favor. First reading passed.

Ms. Cunningham read Bill No. 2023-29: **An ordinance approving an access agreement between the Port Authority of Kansas City (“Port KC”) and the Belton Fire Department.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Chief Sapp said they have partnered with the Port Authority for training for many years. Vote on the first reading was recorded with all present voting in favor. First reading passed.

Ms. Cunningham read Resolution R2023-48: **A resolution approving the on-call professional services contract for geotechnical, environmental, and other services between the City of Belton and Professional Engineer Consultants, PA for a term of three (3) years with the option of up to five (5) subsequent one (1) year periods not to exceed eight (8) years.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Greg Rokos, Assistant City Manager/Public Works Director said this is for geotechnical services. There was a question about asbestos. Vote on the resolution was recorded with all present voting in favor. Resolution passed.

Ms. Cunningham read Resolution R2023-49: **A resolution approving the on-call professional services contract for geotechnical, environmental, and other services between the City of Belton and Terracon Consultants, Inc. for a term of three (3) years with the option of up to five (5) subsequent one (1) year periods not to exceed eight (8) years.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Vote on the resolution was recorded with all present voting in favor. Resolution passed.

Ms. Cunningham read Resolution R2023-50: **A resolution formally accepting the Traditions 6th Plat Subdivision new public infrastructure of 1,315 feet of sanitary sewer; 1,210 feet of 8” waterline; 1,445 feet of storm sewer; 4,082 lane feet of street; and a two-year maintenance bond in the amount of \$979,900.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Vote on the resolution was recorded with all present voting in favor. Resolution passed.

Ms. Cunningham read Bill No. 2023-30: **An ordinance authorizing and directing the Mayor to execute the Fifth Amendment to the Tax Increment Financing contract between the City of Belton, Missouri and Herman Enterprises, LLC for implementation of Project 3 of the Southtowne Tax Increment Financing Redevelopment Plan, as amended.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Joe Warren, City Manager, said this will allow the developer a two-year extension. Vote on the first reading was recorded with all present voting in favor. First reading passed.

Ms. Cunningham read Resolution R2023-51: **A resolution approving a services agreement with The Sports Facilities Advisory, LLC.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Mr. Warren said this is a sports tourism market study. The Parks Department has already met with them. Vote on the resolution was recorded with all present voting in favor. Resolution passed.

Ms. Cunningham read Resolution R2023-52: **A resolution clarifying the deadline for the submission of the final approved Belton Parks and Recreation Board budget to the City Council.**

Presented by Councilmember Lawson, seconded by Councilmember Pryan. Mr. Warren said this was discussed at the joint Parks-Council meeting on May 9. This will give Parks more time to submit their final budget. Vote on the resolution was recorded with all present voting in favor. Resolution passed.

## CONSENT AGENDA

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

- **approving the minutes of the April 25, 2023, May 9, 2023, and May 16, 2023 City Council Meetings.**
- **approving the April 2023 Municipal Division Summary Report for Municipal Court.**
- **authorizing the sale and disposition of surplus city inventory/personal property all in accordance with Section 2-991 of the Code of Ordinances, City of Belton, Missouri.**
- **approving Resolution R2023-53: A resolution reappointing David Daniels, Jennifer Garner, and Adrian Hall to the Municipal Park Board.**
- **approving Resolution R2023-54: A resolution authorizing the City of Belton, Missouri through its Police Department to renew the software subscription with Omnigo Software.**
- **approving Resolution R2023-55: A resolution authorizing the City of Belton, Missouri through its Police department to renew the service agreement with Kenton Brothers for software and hardware labor.**
- **approving Resolution R2023-56: A resolution authorizing the City of Belton, Missouri through its Police department to renew the service agreement with Kenton Brothers for the Milestone and S2 Software upgrades.**
- **approving Resolution R2023-57: A resolution approving a forty-eight (48) month lease agreement with Canon Solutions America, inc. for three (3) Canon DX C478IFZ**

**copiers for the Police department to replace the current city owned copiers located in the Police department.**

- **approving Resolution R2023-58: resolution approving the purchase of six (6) new 2023 Ford Utility PI vehicles in the amount of \$254,850 from Shawnee Mission Ford.**
- **approving Resolution R2023-59: A resolution authorizing the City of Belton, Missouri through its Police department to renew the maintenance agreement with Watchguard (Motorola).**
- **approving Resolution R2023-60: A resolution approving the purchase of two power stretchers, power loaders, and maintenance agreement from Stryker Corporation in the amount of \$142,264.84.**
- **approving Resolution R2023-61: A resolution approving the agreement between Belton Fire Department and Vector Solutions Training LLC, for vector scheduling software.**
- **approving Resolution R2023-62: A resolution approving a contract between 42 C.A.R.E.S., Inc (“42 Cares”) and the City of Belton Fire Department (“Belton Fire”).**
- **approving Resolution R2023-63: A resolution approving a public service agreement between OATS, Inc. and the City of Belton, Missouri to provide daily site transportation for individuals to and from the Belton Senior Center.**
- **approving Resolution R2023-64: A resolution approving the Third Amendment to the office lease, dated January 25, 2022, between the City of Belton, Missouri and NP Southview Industrial 4, LLC.; amending the square footage of the Training & Technical Center of Cass County to 3,428 square feet.**

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

## **COMMUNICATIONS FROM CITY COUNCIL**

Councilmember Lawson gave a Park report

- The outdoor waterpark opened this past weekend
- Summerfest if this coming weekend
- Theatre in the Park June 9, 10
- Mud run for kids June 17
- Pirate Dash 5K June 24

Councilmember Gough said there was a Ward 1 crime watch meeting at High Blue.

Councilmember Powell said there will be another 5K on August 12. The Belton-Cass Regional TDD met May 17.

Councilmember Powell said the Code Enforcement Advisory Council met May 25 about mowing ditches and slopes. They also discussed the rental inspection program. The Code Enforcement Advisory Council would like the City Council to consider adding back in the required inspection every five years.

Councilmember Lawson said they are still looking for cornhole teams for Summerfest.

Councilmember Richardson said the cemetery looked good for Memorial Day.



## **COMMUNICATIONS FROM MAYOR**

Mayor Larkey and Mr. Warren attended an economic development conference in Las Vegas last week.

## **CITY MANAGER'S REPORT**

### June/July 2023 City Council Meetings – 6:00 p.m.

June 13, 2023

June 27, 2023

July 11, 2023

July 25, 2023

Mr. Warren said Belton is the second fastest growing city in the state of Missouri in 2022 and the fastest growing in the Metro on the Missouri side.

Center 301 had its ribbon cutting recently and Encore is having theirs June 22.

MML is September 10-13, 2023.

Staff is currently reviewing the development review processes and timeline.

## **ITEMS FOR REVIEW AND DISCUSSION**

Mr. Wright said there will be a digital billboard Special Use Permit coming to the City Council in July. There will be a public hearing at the Planning Commission on June 20.

Mr. Warren said there will be a MOU with the Belton Police Department and Compass Health Network coming to the City Council. It will allow a mental health professional in the Police Department to handle mental health calls.

Mr. Warren asked the City Council for direction on where to allocate the adult-use (recreational) marijuana sales tax. Mr. Warren is recommending temporary allocation to economic development. There was discussion of funding the sidewalk replacement program again. Mr. Warren said “economic development” is broad and sidewalks could be considered.

At 6:53 p.m. Councilmember White moved to enter Executive Session to discuss matters pertaining to Legal Actions, according to Missouri Statute 610.021.1 and the leasing, purchase or sale of Real Estate, according to Missouri Statute 610.021.2, and that the record be closed, and the meeting adjourned from there. Councilmember Pryan seconded. The following vote was recorded:  
Ayes: 8    Lawson, Gough, Powell, Richardson, Pryan, Kraft, White, Mayor Larkey  
Noes: 0  
Absent: 1    Clark  
Motion carried.

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

---

Andrea Cunningham, City Clerk

---

Mayor Norman K Larkey, Sr

## **Auction Items 6/13/2023**

### Administration

- (1) box of misc. office supplies

### Building Inspections

- HP Photosmart C5200 All-in-One Series printer

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

**MAY 2023**

*Judge Mayo*

**6/1/2023**

---

**MUNICIPAL JUDGE**

**DATE**

**IN ACCORDANCE WITH COURT OPERATING RULE 4.29  
THE ATTACHED MUNICIPAL DIVISION SUMMARY  
REPORT FOR MONTH OF MAY 2023 WAS  
PRESENTED AND REVIEWED BY CITY COUNCIL AS  
REQUIRED**

---

**CITY CLERK**

**DATE**

## MUNICIPAL DIVISION SUMMARY REPORTING FORM SMC

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

<b><u>I. COURT INFORMATION</u></b>		Municipality: BELTON	Reporting Period: May 1, 2023 - May 31, 2023	
Mailing Address: 7001 E 163RD STREET, BELTON, MO 64012				
Physical Address: 7001 E 163RD STREET, BELTON, MO 64012			County: Cass County	Circuit: 17
Telephone Number: (816)3312798		Fax Number:		
Prepared by: LAURA ELLIS		E-mail Address: laura.l.ellis@courts.mo.gov		
Municipal Judge: ROSS C. NIGRO, JR.				
<b><u>II. MONTHLY CASELOAD INFORMATION</u></b>		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month		48	2,739	869
B. Cases (citations/informations) filed		5	244	76
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0
2. court/bench trial - GUILTY		0	2	1
3. court/bench trial - NOT GUILTY		0	12	5
4. plea of GUILTY in court		3	144	47
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	90	1
6. dismissed by court		0	0	1
7. <i>nolle prosequi</i>		0	14	15
8. certified for jury trial (not heard in Municipal Division)		0	0	8
<b>9. TOTAL CASE DISPOSITIONS</b>		3	263	78
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		50	2,720	867
E. Trial de Novo and/or appeal applications filed		0	0	8
<b><u>III. WARRANT INFORMATION</u></b> (pre- & post-disposition)		<b><u>IV. PARKING TICKETS</u></b>		
1. # Issued during reporting period	367	1. # Issued during period	0	
2. # Served/withdrawn during reporting period	184	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	2,707			

## MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b>COURT INFORMATION</b>	Municipality: BELTON	Reporting Period: May 2, 2023 - May 31, 2023
--------------------------	----------------------	--

### V. DISBURSEMENTS

<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</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 and witness fees.	
Fines - Excess Revenue	\$23,483.31	Appointed Counsel Fund	\$275.32
Clerk Fee - Excess Revenue	\$2,487.66	Appointed Counsel Fund Expend	\$9.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$82.71	CVC Surcharge-E/R	\$1.48
		Court Automation	\$1,858.17
Bond forfeitures (paid to city) - Excess Revenue	\$115.00	Law Enf Arrest-Local	\$200.00
<b>Total Excess Revenue</b>	<b>\$26,168.68</b>	<b>Total Other Disbursements</b>	<b>\$2,343.97</b>
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>		<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	<b>\$43,268.50</b>
Fines - Other	\$9,162.50	Bond Refunds	\$4,757.00
Clerk Fee - Other	\$540.28	<b>Total Disbursements</b>	<b>\$48,025.50</b>
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	\$273.44		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$1,949.73		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$18.48		
Law Enforcement Training (LET) Fund surcharge	\$566.50		
Domestic Violence Shelter surcharge	\$560.00		
Inmate Prisoner Detainee Security Fund surcharge	\$559.92		
Restitution	\$150.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$975.00		
<b>Total Other Revenue</b>	<b>\$14,755.85</b>		

# MUNICIPAL DIVISION SUMMARY REPORTING FORM

INCOOL E

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: 5/2023	
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
<b>II. MONTHLY CASELOAD INFORMATION</b>		Alcohol and Drug Related Traffic	Other Traffic
			Non-Traffic Ordinance
A. cases (citations / informations) pending at start of month		143	4,835
B. cases (citations / informations) filed		0	0
C. cases (citations / informations) disposed			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)			
2. court / bench trial - GUILTY		0	0
3. court / bench trial - NOT GUILTY		0	0
4. plea of GUILTY in court		0	0
5. Violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)		0	0
6. dismissed by court		0	0
7. nolle prosequi		0	0
8. certified for jury trial (not heard in the Municipal Division)		0	0
<b>9. TOTAL CASE DISPOSITIONS</b>		0	0
D. cases (citations / informations) pending at end of month [pending caseload = (A + B) - C9]		143	4,835
E. Trial de Novo and / or appeal applications filed		0	0
<b>III. WARRANT INFORMATION (Pre and Post Disposition)</b>		<b>IV. PARKING TICKETS</b>	
1. # issued during reporting period	0	# issued during period	0
2. # served/withdrawn during reporting period	33	<input checked="" type="checkbox"/> Court staff does not process parking tickets	
3. # outstanding at end of reporting period	3,225		

**MUNICIPAL DIVISION SUMMARY REPORTING FORM**

<b>COURT INFORMATION</b>	Municipality: Belton	Reporting Period: 5/2023
--------------------------	----------------------	--------------------------

<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			
Clerk Fee - Excess Revenue			
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue			
Bond forfeitures (paid to city) - Excess Revenue			
<b>Total Excess Revenue</b>			
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>			
Fines - Other			
Clerk Fee - Other			
Judicial Education Fund (JEF) <input checked="" type="checkbox"/> Court does not retain funds for JEF			
Peace officer Standards and Training (POST) Commission surcharge			
Crime Victims Compensation (CVC) Fund surcharge - Paid to State			
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other			
Law Enforcement Training (LET) Fund surcharge			
Domestic Violence Shelter surcharge			
Inmate Prisoner Detainee Security Fund surcharge			
Sheriffs' Retirement Fund (SRF) surcharge			
Restitution			
Parking ticket revenue (including penalties)			
Bond forfeitures (paid to city) - Other			
<b>Total Revenue Other</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>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	
		<b>Bond Refunds</b>	
		<b>Total Disbursements</b>	



## Municipal Division Summary Reporting

[Select A Different Action](#) | 
  | 
  |

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

Show  entries | 
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Reporting Period Year	Reporting Period Month	Action
2023	May	<a href="#">Resubmit</a>
2023	April	<a href="#">Resubmit</a>
2023	March	<a href="#">Resubmit</a>
2023	February	<a href="#">Resubmit</a>
2023	January	<a href="#">Resubmit</a>
2022	December	<a href="#">Resubmit</a>
2022	November	<a href="#">Resubmit</a>
2022	October	<a href="#">Resubmit</a>
2022	September	<a href="#">Resubmit</a>
2022	August	<a href="#">Resubmit</a>

**R2023-67**

**A RESOLUTION APPROVING THE PURCHASE OF THREE (3) CLUB CAR CARRYALL 502 UTILITY VEHICLES WITH ACCESSORIES AND TRADING-IN THREE (3) 2014 CUSHMAN HAULER UTILITY VEHICLES FROM M&M GOLF CARS, LLC IN THE AMOUNT OF \$27,183.60.**

**WHEREAS**, the City Golf Department is purchasing the three (3) Club Car Carryall 502 utility vehicles with accessories in accordance with the FY2024 budget; and

**WHEREAS**, the purchase of the three (3) Club Car Carryall 502 utility vehicles with accessories are essential pieces of golf course equipment; and

**WHEREAS**, the purchase of three (3) Club Car Carryall 502 utility vehicles with accessories has been competitively bid and is being purchased under the City of Kansas City national cooperative contract for Club Car Golf Vehicles with Omnia Partners, reference contract EV2671-01.

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

- Section 1.** That the purchase of a three (3) Club Car Carryall 502 utility vehicles and trade-in of (3) Cushman Hauler utility vehicles is approved from M&M Golf Cars, LLC, attached as **EXHIBIT A**, incorporated as if fully set forth herein.
- Section 2.** That the Golf Course Manager is authorized to execute any documents necessary to carry out the intent of the Resolution.
- 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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor Norman Larkey Sr.

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 introduced at a meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2023, and adopted at a meeting of the City Council held the \_\_\_\_ day of \_\_\_\_\_, 2023 by the following vote, to wit:

AYES:            COUNCILMEMBER:

NOES:            COUNCILMEMBER:

ABSENT:          COUNCILMEMBER:

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



## MEMO

**Title:** Golf Maintenance Utility Vehicle Purchase

**Agenda Date:** June 13, 2023

**Presented by:** Jay Kennedy, Golf Course Manager

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The Golf Course will be trading in and replacing three (3) maintenance utility vehicles in accordance with the approved FY24 Budget. These vehicles are used to transport personnel and materials around the golf course and are used daily in the golf maintenance operation. This purchase is being made through a cooperative contract with Omnia Partners and is in-line with the City of Kansas City national cooperative contract for Club Car Golf Vehicles, reference contract EV2671-01. The approved FY24 Budget was for \$34,892 and the contracted price, less trade, is under budget at \$27,183.60.



**PROPOSAL**

# M&M Golf Cars LLC

4252 NE Port Drive  
Lee's Summit, MO 64064

May 19, 2023

Mr. Jay Kennedy  
Eagles Landing Golf Course  
4200 Bong Ave  
Belton, MO 64012

Mr. Kennedy,

M&M Golf Cars and Club Car are pleased to present the following quotations for your consideration. The pricing below is in-line with the City of Kansas City national cooperative contract for Club Car Golf Vehicles with Omnia Partners. Reference contract EV2671-01. Per the contract, the discount on Club Car utility vehicles is 20% off MSRP plus any applicable preparation or freight fees. The following options will come with:

<b>3 - Club Car Carryall 502 – Gas</b>	<u>Contract Price</u> <b>\$12,261.20*</b>	<b>\$36,783.60</b>
- Color - Green		
- Black canopy		
- Fold-down windshield		
- Brush guard		
- Heavy duty receiver hitch		
- Electric bed lift		

\*Includes preparation and freight.

<u>Trades:</u>		
2 - 2014 Cushman Hauler 1200	(\$3200.00)	<b>(\$6400.00)</b>
1 - 2014 Cushman Hauler 800	(\$3000.00)	<b>(\$3200.00)</b>
<b>Total</b>		<b>\$27,183.60</b>

Sincerely,

Kris Casburn  
M&M Golf Cars LLC  
816-289-2935  
kcasburn@mmgolfcars.com