



**CITY OF BELTON
CITY COUNCIL
WORK SESSION
TUESDAY, OCTOBER 20, 2015 – 7:00 p.m.
CITY HALL ANNEX
520 MAIN STREET
AGENDA**

I. CALL WORK SESSION TO ORDER

II. ITEMS FOR REVIEW AND DISCUSSION

A. REPORT ON SENATE BILL 5 EFFECTS ON THE BELTON MUNICIPAL COURT.

Senate Bill 5 was signed into law effective August 28, 2015. It has created significant changes to how municipal courts operate, thus increasing the workload of the Belton Municipal Court.

Page 5

B. REVIEW OF GRAND HILL CID.

C. REVIEW OF SEPTEMBER 2015 FINANCIAL REPORT.

D. REVIEW OF FY2017-2021 CAPITAL IMPROVEMENT PROGRAM (CIP).

Page 15

E. OTHER BUSINESS

III. ADJOURN

SECTION II
A

Municipal Court Report on Senate Bill 5

The Mack's Creek Law was passed in 1995 and limited cities to using only 45% of revenue collected from traffic citations in their budgets. The threshold was subsequently lowered to 35% and in 2013 reduced again to 30%. With the passing of Senate Bill 5 RSMo. Section 479.359 further reduced the revenue to 20% starting January 1, 2016.

Senate Bill 5, effective August 28, 2015 also contains twelve (12) sections, with many of them containing significant changes regarding how municipal courts operate:

- 1) *Municipal services and financial reporting*
- 2) *Automatic suspension of driver's license now excludes MINOR TRAFFIC VIOLATIONS*
- 3) *Presiding judges reporting of municipal divisions to supreme court*
- 4) *Definitions of annual general operating revenue, court costs, and minor traffic violations*
- 5) *Fines and jail guidelines on minor traffic violations*
- 6) *Delinquent fines can be offset with a defendant's income tax refund*
- 7) *Mack's Creek law – percentage of revenue derived from minor traffic violations only*
- 8) *Municipal judge certification of its substantial compliance with nine enumerated procedures*
- 9) *Penalties for failure to file addendums under Mack's Creek Law or municipal judge certification*
- 10) *Further penalty of withholding local sales tax from municipality and election to disincorporate a municipality*
- 11) *General assembly's authoritative provision*
- 12) *Invalidity of part of the bill does not invalidate entire bill*

Six (6) sections of the bill directly affect all Missouri municipal judges and how they operate their courts. Those sections are as follows: (1) 302.341 – automatic suspension of driver's license; (2) 479.350-definition of minor traffic violations; (3) 489.353 – fine and jail guidelines on minor traffic violations; (4) 479.356 – fine offset with income tax refund; (5) 479.360 – municipal judge certification of procedural compliance; and (6) 479.362 – penalties for non-compliance with municipal judge certification requirement.

Section 302.341(2) – Requires all municipal courts to order the director of revenue to suspend the defendant's driving privileges if the defendant fails to appear or fails to pay his or her fine. Subsection 2 now states this does not apply to MINOR TRAFFIC VIOLATIONS as defined in Section 470.350. **This was a municipal court's greatest tool to get cases disposed. It has increased the weekly hours to determine which moving violations can or cannot have a suspension by 1.5 hours. Before ALL traffic violations assessed points by the Director of Revenue were suspended. All the above requires weekly monitoring.**

Section 479.350 – Defines a MINOR TRAFFIC VIOLATION. If the violation involved an accident/injury, involved a commercial vehicle, is assessed over 4 points, or exceeds 19 miles over the speed limit, the violation cannot be considered a MINOR TRAFFIC VIOLATION. The definition attempts to define what is not a minor traffic violation rather than what is a minor traffic violation. **These six (6) exclusions must now be manually reviewed to ensure all options have been properly marked on the original citation as well as in the various areas in the software. There are only 4 municipal offenses that are assessed more than 4 points (Leaving scene of accident, Alcohol related traffic, Suspended or Revoked operator's license or obtaining a license by misrepresentation) the review of citations for these exclusions has increased the daily import by an additional 2 hours per week. All of the above exclusions require daily monitoring.**

Section 479.353 – Gives courts five (5) required guidelines to apply to minor traffic violations:

- 1) *A fine for a minor traffic violation shall not exceed \$300.00; inclusive of court costs*
 - 2) *No confinement for a minor traffic violation unless the violation involves alcohol, controlled substance, endangering the health or welfare of others, or eluding or giving false information to a police officer;*
 - 3) *No confinement for failure to pay a fine on a minor traffic violation unless such nonpayment violates a term of probation*
 - 4) *Court costs apply in a minor traffic violation unless the court fined the defendant indigent based upon standards determined by the presiding judge*
 - 5) *No court costs shall be assessed on minor traffic violations if the case is dismissed*
- Monitoring fine amounts assessed in court by the Judge or Prosecutor, determination on which offense may have a jail sentence imposed, setting probation terms for payment plans and determining indigency has increased the current work load 2.75 hours per week. All of the above are require daily monitoring.**

Section 479.356 – Gives municipal courts a remedy for non-paying defendants by allowing the court to report any such delinquencies in excess of twenty-five (25) dollars to the director of the Department of Revenue and request that the department seek a setoff of an income tax refund of the defendant. **The court is awaiting Dept. of Revenue to promulgate rules necessary to effectuate the purpose of the offset program. It is uncertain at this time how many increased hours this will have on court personnel.**

Section 479.360 – Requires each municipal judge to annually sign and file a certification with the state auditor of its substantial compliance with the nine (9) following requirements under this section (also named SAC9/state auditor certifications).

- 1) *Defendants in custody pursuant to an initial arrest warrant issued by a municipal court have an opportunity to be heard by a judge (in person, by telephone, or video conference) as soon as practicable and not later than forty-eight (48) hours on minor traffic violations and not later than seventy-two (72) hours on other violations. If not given the opportunity, the defendant must be released.*
- 2) *Defendants in municipal custody shall not be held more than twenty-four (24) hours without a warrant after arrest.*
- 3) *Defendants are not detained in order to coerce payment of fines and costs*
- 4) *Procedures are established to allow indigent defendants to present evidence of their financial condition and take such evidence into account if determining fines and costs and establishing related payment requirements*
- 5) *Only assess fines and costs as authorized by law*
- 6) *No failure to appear charge may be issued for a minor traffic violation*
- 7) *Proceedings are conducted in a courtroom that is open and large enough to accommodate all parties*
- 8) *Alternative payment plans and community service alternatives are used*
- 9) *Electronic payment system for the payment of minor traffic violations is adopted*

The above requirements 1 through 4 constitutes approximately 20 additional working hours per week. We are now required to arraign arrested persons on Monday, Wednesday and Friday. To prepare the citations, warrants, probable cause statements, commitment forms, dockets, criminal history, alcohol related traffic monitoring, court appointed attorney information, coordinate the arraignment times between the jail, judge, prosecutor, court clerks and court appointed attorney take approximate 3 hours each day on Monday, Wednesday and Friday. All arrested persons must have a complete history review, including criminal record, financial statements, person history, ties to the community, failure to appear history, reviewing the police report and creating a probable cause statement for the Judge's review (several times daily).

Requirement 6 has increased monitoring by 1 hour per week

Requirements 8 & 9 have increased our workload during court sessions, assigning probation, monitoring probations, partial payments, payment plans, procuring social security numbers, verifying all personal identifiers, issuing show cause hearings on those who do not pay, providing and assisting with the completion of

Financial Statements to determine ability to pay, ruling on indigency applications, processing, posting, notating case files and computer, and depositing of electronic payments has increased our workload 10 hours per week. Commuting, assigning and monitoring community service hours for indigent persons have increased our workload 1 hour per week.

Section 479.362 Requires the state auditor to notify the director of the Department of Revenue whether or not a municipality has timely filed an addendum/certificate required by section 479.360 and 479.359. The director of the Department of Revenue must review the information filed in the addendum and determine if the municipality failed to file an addendum or failed to remit the excess amount set forth in the Mack's Creek Law. If the city fails to comply, after proper notice, all pending matters in the municipal court are suspended until compliance is met and an order from the Director of Revenue and the Presiding Judge allows the municipality to hear matters and receive revenue therefrom. There are further penalties in Section 479.368 for noncompliance which include the municipality forfeiting any local sales tax and disincorporation.

The entirety of the above are newly added responsibilities and requirements placed on the Municipal Court.

The below local, city and state requirements also include time limits for reporting/compliance and were already part of the Municipal Court responsibilities.

Criminal History and Fingerprint charges – 10 calendar days

Fingerprint order if not taken @ time of arrest – 10 calendar days

Criminal History/Fingerprint dispositions – 30 calendar days

DWI records check for jurisdictional filing – 30 calendar days

DWI prior records for Interlock Ignition Orders – Immediate

Age of Violator – certain offenses, based on age of violator REQUIRE the Judge to order Satop attendance or send an Abuse and Lose order to the State.

Conviction reporting to Dept. of Revenue – 7 calendar days

Disposition reporting to State Court Administrator's Office – 15 calendar days

DWI reporting by month to State Court Administrator's Office – 15th of the following month

Fees/Costs case totals monthly to State Court Administrator's Office – 15th of the following month

Minor Traffic Revenue to City – Monthly

Suspension of Driver's License – 10 days after failure to appear notice to defendant; 30 days post notice to State.

Out of State Drivers – suspension 10 days after failure to appear notice to defendant; 15 days post notice to State

Failure to Appear notice to Bondsman with certified copies of bond – 15 calendar days

Bond company disposition updates – within 3 business days

Disposition reporting to City – by 10th of the following month

Pay out all fees/costs to state agencies – by 10th of the following month

Order to terminate probation – daily

Subpoena issuance – weekly or at least 15 days prior to the court date

Municipal Court Staffing Analysis for Handling Senate Bill 5 Changes

Current Staffing Used To Cover Additional Duties Created By Senate Bill 5

	Additional Hours Worked Per Week	Paid at Hourly Rate	Paid at Overtime Rate	Cost of Taxes & Benefits	Additional Weekly Cost of Family Insurance	Total Additional Sal & Benefits	Total Cost 8/28/15 thru 3/31/2016
Court Clerk	13	-	563.52	113.04	-	676.56	20,296.80
Deputy Court Clerk	13	-	296.54	59.49	-	356.03	10,680.90
Deputy Court Clerk	13	-	296.54	59.49	-	356.03	10,680.90
Part Time Court Clerk	10	134.40	-	10.30	-	144.70	4,341.00
Totals with Current Staff	49	134.40	1,156.60	242.32	-	\$ 1,533.32	45,999.60

Hiring Additional Staff To Cover Additional Duties Created By Senate Bill 5

	Additional Hours Worked Per Week	Paid at Hourly Rate	Paid at Overtime Rate	Cost of Taxes & Benefits	Weekly Cost of Family Insurance	Total Additional Sal & Benefits	Total Cost 8/28/15 thru 3/31/2016
Court Clerk	0	-	-	-	-	-	-
Deputy Court Clerk	0	-	-	-	-	-	-
Deputy Court Clerk	0	-	-	-	-	-	-
Deputy Court Clerk - NEW	20	268.80	-	53.92	145.00	467.72	14,031.60
Deputy Court Clerk - NEW	40	537.60	-	107.84	145.00	790.44	23,713.20
Totals with additional staff	60	806.40	-	161.76	290.00	\$ 1,258.16	37,744.80

Estimated Cost Savings to Increase Total Staff

\$ 275.16	\$ 8,254.80
per week	TOTAL FY16

BILL NO.

ORDINANCE NO.

AN ORDINANCE APPROVING THE REAPPROPRIATION & REVISION OF THE CITY OF BELTON FISCAL YEAR 2016 ADOPTED CITY BUDGET.

WHEREAS, on March 24, 2015 under Ordinance No. 2015-4079, the City Council approved the Fiscal Year 2016 City Budget and has been amended five times previously this year; and

WHEREAS, Senate Bill 5, approved by the Missouri House of Representatives and Missouri Senate and signed into law by Missouri Governor Jay Nixon and becoming law effective August 28, 2015, has created significant changes to how municipal courts operate thus substantially increasing the workload of the Belton Municipal Court; and

WHEREAS, the ramifications of Senate Bill 5 were unknown at the time the City of Belton's Fiscal Year 2016 Budget was adopted; and

WHEREAS, the Municipal Court's salary and benefit budgeted line items must be increased and modified to account for increasing court personnel by one and one-half staff members to accommodate the additional workload of the Belton Municipal Court and the funds will be transferred from General Fund's Rainy Day account.

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

Section 1. In the General (010) Fund

INCREASE the balance by \$ 24,500 (whole dollars) of Expenditure line item, # 010-1600-4001110 , named Municipal Court - Regular Salaries .

INCREASE the balance by \$ 8,700 (whole dollars) of Expenditure line item, # 010-1600-4001205 , named Municipal Court - Health Insurance.

INCREASE the balance by \$ 400 (whole dollars) of Expenditure line item, # 010-1600-4001210 , named Municipal Court - Dental Insurance .

INCREASE the balance by \$ 1,900 (whole dollars) of Expenditure line item, # 010-1600-4001230 , named Municipal Court - Social Security.

INCREASE the balance by \$ 3,100 (whole dollars) of Expenditure line item, # 010-1600-4001235 , named Municipal Court - LAGERS Retirement .

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

Duly read and passed this _____ day of _____, 2015.

Mayor

Approved this _____ day of _____, 2015.

Mayor

ATTEST:

Patricia A. Ledford, City Clerk
of the City of Belton, Missouri

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

I, Patricia A. Ledford, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton and that the foregoing ordinance was regularly introduced for first reading at a meeting of the City Council held on the ___ day of _____, 2015, and thereafter adopted as Ordinance No. _____ of the City of Belton, Missouri, at a regular meeting of the City Council held on the _____ day of _____, 2015, after the second reading thereof by the following vote, to-wit:

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

Patricia A. Ledford, City Clerk
of the City of Belton, Missouri

SECTION II

D



CITY OF BELTON CITY COUNCIL INFORMATION FORM

AGENDA DATE: 10/20/2015

DIVISION: Engineering

COUNCIL: Regular Meeting Work Session Special Session

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

UPDATE:

The draft FY2017-FY2021 Capital Improvement Program (CIP) was brought to the September 15, 2015 and October 6, 2015 Council Work Sessions. There have been minor changes to the document since it was first distributed and all revisions are described on the page titled Draft Modifications preceding the CIP. The draft CIP, revised 10/13/15, includes removal of the North Cass Parkway from Mullen Road to Y Highway Project; the transportation ranking sheet also reflects this.

ISSUE/RECOMMENDATION:

Development of the FY2017-FY2021 CIP is underway and a draft version is attached.

The Engineering Division developed criteria to assist in scoring twelve Transportation projects that currently have no dedicated funding. These criteria are only provided to illustrate staff’s review process. **Staff requests that each Councilman complete the attached Ranking Sheet from 1 through 12 with 1 representing the highest priority transportation project and 12 representing the lowest priority.**

A summary table of FY2017-2021 projects is provided within the CIP.

Staff presented the CIP to the Planning Commission (PC) and asked for rankings of Transportation projects at the September 21, 2015 PC meeting. The results of the scoring process and the finalized CIP are expected to be presented to Council in November 2015.

PROPOSED CITY COUNCIL MOTION:

Discuss draft FY2017-FY2021 CIP and rank the Transportation Projects.

BACKGROUND:

Last year’s CIP included 34 projects, seven of which are expected to be complete by the end of FY2016. Three projects were removed due to a change in priorities. In addition, four projects were added for this year’s CIP:

- Intersection of Hwy 58/Y-Hwy
- Wastewater Sewer Lining
- Mullen Road Widening – Phase 2
- Stormwater Maintenance Program

The 5-year CIP developed last year is available online at the following web address:

<http://www.belton.org/index.aspx?nid=481>

LIST OF REFERENCE DOCUMENTS ATTACHED:

Transportation Projects Ranking Sheet revised 10/13/15

Draft FY2017-2021 CIP revised 10/13/15

FY2017-2021 Capital Improvement Program Ranking Sheet for Transportation Projects

Name: _____

Transportation Project	Cost Estimate based on Conceptual Layout	Ranking (1-12, 1 is best)
Cleveland Road Widening	\$6,570,000	
Kentucky Road Improvements	\$3,000,000 - \$4,000,000	
Mullen Road Widening - Phase 1	\$4,600,000	
Mullen Road Widening - Phase 2	\$8,292,000	
North Cass Connector	\$6,689,000	
Markey Parkway Extension to N Scott	\$6,030,000	
Markey Parkway from N Scott to Westover	\$5,580,000	
Markey Parkway from Westover to Bales	\$4,150,000	
Markey Parkway from Bales to Prospect	\$9,166,000	
Scott Ave and Hwy 58 Intersection Realignment	\$2,533,000	
Hwy 58 and Y Hwy Intersection	\$900,000	
Street Preservation Program	Current Level: \$1,900,000 in 5 years Needs-based Level: \$20,000,000 in 5 years	

Draft Modifications

Date	Description
9-16-15	Modifications have been made since the CIP was distributed and discussed at the 9/16/15 working Council meeting. All modifications are related to the Kentucky Road Improvements project and are highlighted in orange in the draft with a revision date of 9-16-15.
10-13-15	Modifications have been made since the CIP was distributed and discussed at the 10/6/15 working Council meeting and are highlighted in the document and listed below: <ul style="list-style-type: none">- page 5, PAST YEAR, updated number of projects added to this year's CIP since removing North Cass Parkway from Mullen to Y Highway- page 5, added renderings of fire vehicles- page 9, updated table to reflect changes made in Program Sheet- page 10, updated table to reflect removing North Cass Parkway from Mullen to Y Highway Project- page 14, updated Cost Schedule to reflect 5% inflation starting in FY2018.- page 17, updated the number of projects to reflect removing the North Cass Parkway from Mullen to Y Highway Project- page 27 and beyond, updated page numbers to reflect removing North Cass Parkway from Mullen to Y Highway Project (was page 27 in older versions)

FY2017-2021 CAPITAL IMPROVEMENT PROGRAM

CITY OF BELTON, MISSOURI

PLANNED-PREPARED-MEASURED-TRANSPARENT

REV: 10-13-15

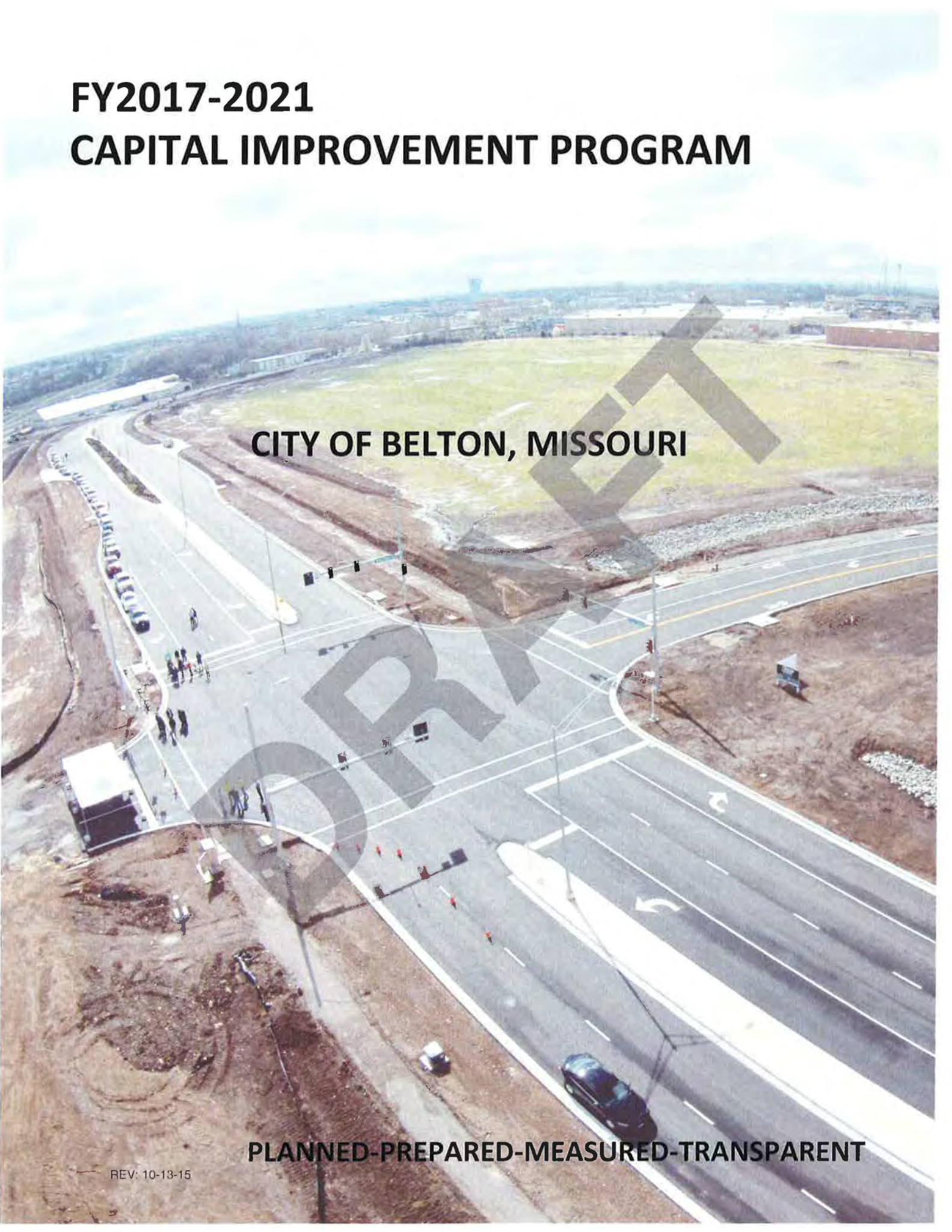


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EXECUTIVE SUMMARY

PURPOSE

The City of Belton is transforming in a big way. There is strong commercial development in Belton and several key infrastructure improvements ongoing to address aging water lines and streets, and to reduce operational costs such as the annual sanitary sewer inflow and infiltration (I&I) reduction program. The portfolio of projects and other expenditures described in this document is believed to strike a fiscally responsible balance between improvements to facilitate smart growth, investment in essential services, and creating and maintaining amenities that are important to the moral of the community.

A Capital Improvement Program (CIP) is a portfolio of projects determined to be important over the next five years and provides a planning schedule with options identified for financing the projects. Typically, the primary criterion for CIP consideration is that it affects the character of the community. Essentially, the program provides a link between the City's comprehensive plan, various master plans, annual budget, and long-range financial forecasts.



Figure 1. New 3 million gallon Water Tower



Figure 2. Markey Parkway and Towne Center Drive



Figure 3. Academy Sports + Outdoors



Figure 4. Transportation needs

PROGRESS AND POSSIBILITIES

To be competitive in the region it is necessary to invest in projects that attract new development and redevelopment that are critical to the long-term welfare of the community. The recent completion of the Markey Parkway projects are great examples and were funded by transportation development districts and tax increment financing at responsible levels.

Federal dollars have been secured on a number of projects like the 155th Street Widening Project that is currently in the property acquisition phase and should be in the construction phase in the summer of 2016. There are two trail projects with federal funding as well: Nexus and the future Bel-Ray Connector.

Embracing new technology is proving to be extremely beneficial in areas of asset maintenance and transparency for the public. Staff is utilizing new technology to increase efficiency and productivity and to account for most activities to build a history that can be used to target weakness and identify opportunities. There is more information than ever available to the public on the City’s website as a result of the key technology platform, Geographic Information System (GIS). Staff can also develop more effective long-range maintenance and improvements with much higher level of accuracy.



Figure 5. Cartegraph Asset Management Software



Figure 6. Integrity GIS



Figure 7. 155th Street looking east

Streets

Streets, particularly residential streets, are deteriorating faster than the City can manage with current revenue streams. There are approximately 18 miles of residential streets in poor to failed condition. Motor fuel taxes have not been adjusted for inflation since 1993 and the City’s local transportation sales tax has had flat to nominal growth. There has been a recent uptick in sales tax. If the trend continues, it may provide more dollars to aid the program but will require a significant increase over several years to catch up. In the meantime, the City is rolling two budget years together and performing major street preservation every two years to leverage a larger sum of money and gain some economies of scale. There is also a cooperative contracting initiative with other Cass County cities to leverage more and stretch the dollars even further.

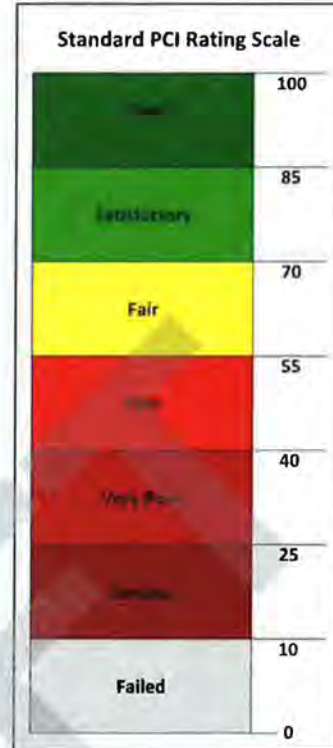


Figure 8. Streets - Standard PCI Rating Scale

There are several possibilities to strategically construct new streets primarily driven by new development. These include:

- 173rd Street
- Larkspur Court
- Peculiar Drive
- Outer Road near the old golf course

These projects could be funded by and would substantially benefit potential new development. While these projects may not be Capital Improvement Projects, they still play a crucial role in the City’s growth and connectivity for incoming development.

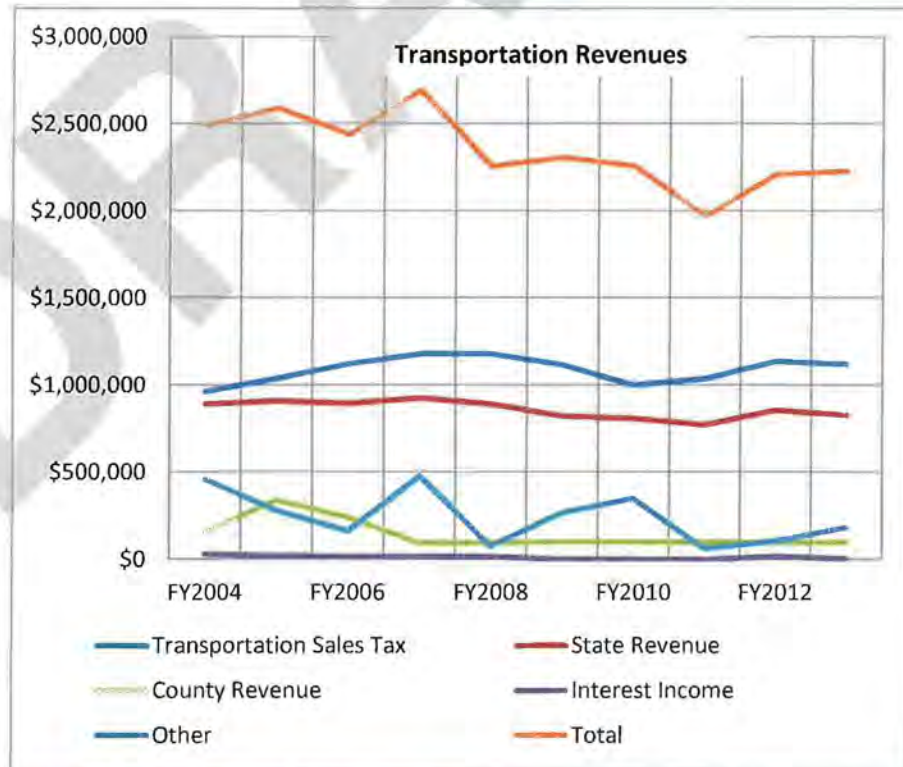


Figure 9. Transportation Revenue Sources

Water

There are approximately 26 miles of cast-iron and asbestos waterlines that are primarily post WWII era infrastructure. The City began a commitment to an annual replacement program at \$400,000. It is necessary to increase this significantly to avoid increased maintenance costs and increased risks to the public and staff. However, it will be challenging to increase the commitment without increasing user rates at a higher level than recent trend.

Sanitary Sewer

The less appealing sanitary sewer system has been a point of focus for several years and more recently has undergone some excellent changes. The objectives to eliminate high maintenance lift stations and reduce I&I has produced great results, and the City has been able to do it with no increases in user rates for the past two years and is working diligently to maintain that trend for multiple years.

Stormwater

Possibly the most forgotten infrastructure until intense rains hit is the stormwater system. The City has made very effective use of the 2006 voter-approved stormwater bonds (i.e., Cleveland Lake and others) and has been able to use leftover dollars recently to chip away at the master plan projects that are planned to be complete in FY2016 (i.e., Oil Creek Culvert Replacement and others). In addition, the City has implemented the new Markey Regional Detention Program that uses development dollars to construct and maintain the detention facility long term and allows development to maximize the use of each lot without individual detention. Unfortunately, there is a long list of other stormwater project needs that currently have no funding.

One potential funding source for stormwater maintenance needs is implementation of a stormwater utility. A stormwater utility is to stormwater what a sewer utility is to sewage. It is a "stand-alone" service unit within the City government that generates revenues through fees for service. A stormwater



Figure 10. Waterline

BEFORE SEWER LINING



AFTER SEWER LINING



Figure 11. Inflow at Wastewater Treatment Facility before and after sewer lining

utility is responsible for funding the operation, construction, and maintenance of stormwater management devices and infrastructure for stormwater system planning and management.

Vehicle and Equipment Fleet

The three departments with the majority of the vehicle and equipment fleet (Public Works, Fire, and Police) are utilizing a replacement program that is fiscally prudent and provides those departments an improved ability to do their job as effectively as possible.

PAST YEAR

Last year’s CIP (FY2016-2020) included 34 projects, whereas this year’s CIP includes 29 programs and projects. The difference comes from seven projects that are expected to be complete by the end of FY2016, three projects that were removed due to a change in priorities, and four that were added to this year’s CIP.

NEXT FIVE YEARS

This portfolio of projects and other expenditures is believed to be important over the next five years and provides a planning schedule with options identified for financing the projects. A long-term capital improvement program has many benefits resulting from its organized approach to planning projects. However, these benefits cannot be attained from the production of this document alone. One key benefit of a centralized capital improvement program is the opportunity to foster cooperation among departments and an ability to inform other governmental entities and rating agencies of the City’s priorities and future plans. The support of the citizens of Belton and the City’s commitment to carrying out these programs is required in order to realize the following benefits:

- Focus attention of community goals and needs
- Inform the public of future plans
- Encourage efficient program administration
- Help to plan for future debt issues
- Define the impact of master plans and studies
- Optimize the use of taxpayer dollars



Figure 12. New Police and Fire Vehicles

The City of Belton is facing the challenge of maintaining existing aging infrastructure while preparing for growth with a limited budget. An objective for the City over the next five years' CIP is to be able to prepare for and overcome these challenges. In order to make this vision a reality, the City must make planning and improving of public infrastructure and facilities a priority. The maintenance and construction of facilities, streets, stormwater, water, sanitary sewer, and other assets must keep pace with the changing population, demands, and regulations.

CAPITAL IMPROVEMENT PROGRAM FUNDING

The Program and Project Summary section provides the projects that make up the FY2017-2021 Capital Improvement Program and associated costs. These projects are separated into two groups: 1) projects with current or identified funding sources from the general fund, special funds, or proprietary funds and 2) projects with uncertain funding sources. This year's CIP contains 10 programs and projects that have identified funding sources, leaving 19 projects with no funding identified. Projected funding per division/department for each fiscal year is provided in Figure 13. This figure includes projects with unidentified funding.

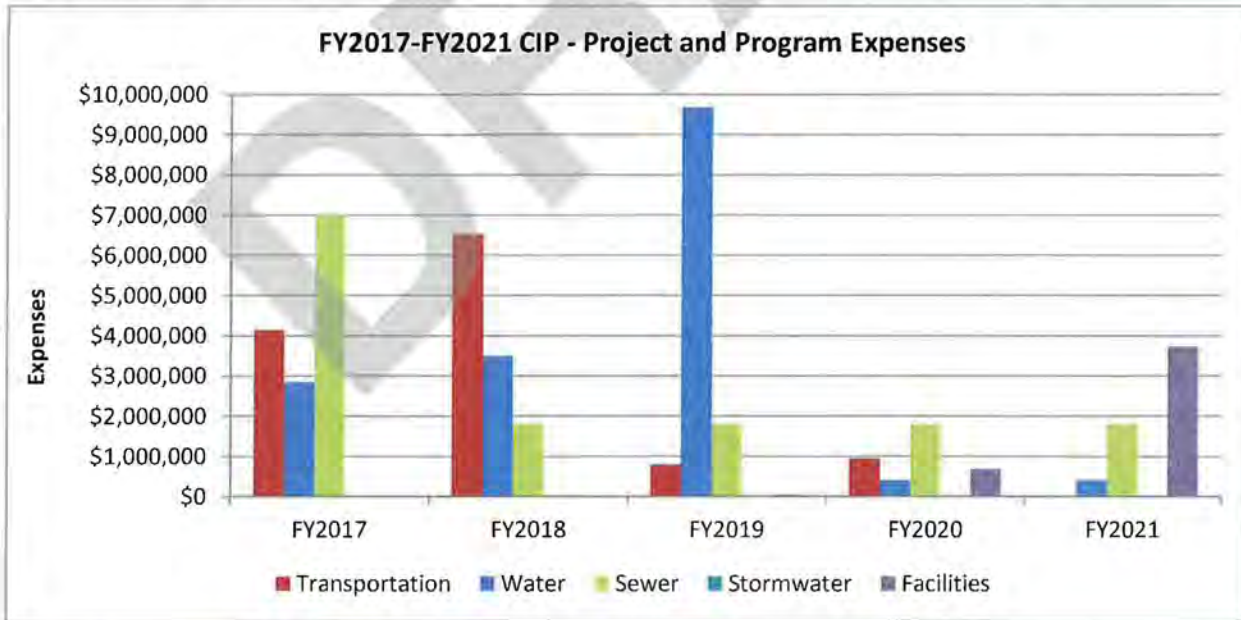


Figure 13. Program and Project Expenses

MAINTENANCE AND OPERATION COSTS

The City of Belton's operating budget can be summarized as the maintenance operations, salaries, and interest payments that provide ongoing services to citizens. As Capital Improvement Projects are completed, operation and maintenance of these new facilities must be absorbed in the operating budget. Operating costs for new facilities may include reductions or increases in maintenance supplies, equipment, and staff. These operating costs are adjusted annually to account for new capital projects or accommodate growth and inflation in maintaining or improving service levels. The City should be careful when considering new projects if operating revenues are unavailable to cover the associated operating costs. The availability of recurring revenues must be considered prior to scheduling the various projects in the program.

CONCLUSION

Infrastructure is the backbone of the community as it provides essential and vital services necessary for a civil and thriving community. Like other cities, the City of Belton is facing the challenge of maintaining aging infrastructure while preparing for growth with a limited budget. As existing infrastructure ages, it is absolutely imperative for the City to invest in renewing these facilities so they continue to operate and serve the citizens as initially designed and constructed. Moderate growth is expected for the City of Belton in the future. The proposed CIP provides a plan to begin addressing these challenges.

PROGRAM AND PROJECTS SUMMARY

DRAFT

FY2017-2021 CAPITAL IMPROVEMENT PROGRAM

General, Proprietary, and Special Revenue Funded Programs and Projects								
Project Number and Title	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond/ Uncertain	Total
Stormwater Maintenance Program	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	-	\$72,000
Street Preservation Program	\$725,000	\$75,000	\$875,000	-	\$950,000	-	-	\$2,625,000
Annual Waterline Replacement Program	\$400,000	\$400,000	\$420,000	\$441,000	\$463,050	\$486,203	-	\$2,610,253
Infiltration and Inflow Reduction Program – Public System	\$2,318,957	\$1,290,000	\$370,000	\$1,210,000	\$1,200,000	\$1,200,000	-	\$7,588,957
Infiltration and Inflow Reduction Program – Private System	\$350,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	-	\$3,350,000
DW-1 Drinking Water Improvements – Phase 2	\$2,200,000	\$2,349,000	-	-	-	-	-	\$4,549,000
WW-1 Wastewater Treatment Facility Upgrades	\$9,847,200	\$3,962,000	-	-	-	-	-	\$13,809,200
WW-2 Wastewater Collection System Master Plan	-	\$300,000	-	-	-	-	-	\$300,000
WW-3 Sewer Lining	-	\$850,000	\$850,000	-	-	-	-	\$1,700,000
T-1 155 th Street Widening Project	\$950,000	\$3,544,000	\$1,570,000	-	-	-	-	\$6,064,000
General, Proprietary, and Special Revenue Funded Project Totals	\$16,803,157	\$13,382,000	\$4,677,000	\$2,222,000	\$3,162,000	\$2,212,000	-	\$42,668,410

Note: Shaded row indicates project is underway.

FY2017-2021 CAPITAL IMPROVEMENT PROGRAM

Projects with Uncertain Funding Sources								
Project Number and Title	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond/ Uncertain	Total
DW-2 Drinking Water Improvements – Phase 3	-	\$100,000	\$3,093,000	\$9,273,000	-	-	-	\$12,466,000
T-# Cleveland Road Widening	-	-	-	-	-	-	\$6,570,000	\$6,570,000
T-# Kentucky Road Improvements	-	-	-	-	-	-	\$3-4 Million	\$3-4 Million
T-# Mullen Road Widening– Phase 1	\$82,000	\$530,000	\$3,988,000	-	-	-	-	\$4,600,000
T-# Mullen Road Widening– Phase 2	\$82,000	-	-	-	-	-	\$8,210,000	\$8,292,000
T-# North Cass Connector	\$82,000	-	-	-	-	-	\$6,607,000	\$6,689,000
T-# Markey Parkway Extension to North Scott Avenue	-	-	-	-	-	-	\$6,030,000	\$6,030,000
T-# Markey Parkway from North Scott Avenue to Westover Road	-	-	-	-	-	-	\$5,580,000	\$5,580,000
T-# Markey Parkway from Westover Road to Bales Road	-	-	-	-	-	-	\$4,150,000	\$4,150,000
T-# Markey Parkway from Bales Road to Prospect Avenue	-	-	-	-	-	-	\$9,166,000	\$9,166,000
T-# Scott Avenue and State Highway 58 Intersection Realignment	-	-	-	-	-	-	\$2,533,000	\$2,533,000
T-# State Highway 58 and Y Highway Intersection	-	-	\$100,000	\$800,000	-	-	-	\$900,000
Fa-1 Transportation, Water Services, and Parks Maintenance Facility	-	-	-	-	-	-	-	-
Fa-2 Fire Station #3	-	-	\$50,000	\$650,000	\$3,100,000	-	-	\$3,800,000
SW-1 Lacy Estates Stormwater Improvements	-	-	-	-	-	-	\$3,004,000	\$3,004,000
SW-2 Summerset Hills Stormwater Improvements	-	-	-	-	-	-	\$1,679,000	\$1,679,000
SW-3 Hargis Lake Stormwater Improvements	-	-	-	-	-	-	\$2,827,000	\$2,827,000
SW-4 162 nd Street Stormwater Improvements	-	-	-	-	-	-	\$2,175,000	\$2,175,000
Uncertain Funding Sources Project Totals	\$246,000	\$630,000	\$7,231,000	\$10,723,000	\$3,100,000	-	\$62,531,000	\$84,461,000
All Project Totals	\$17,049,157	\$14,012,000	\$11,908,000	\$12,945,000	\$6,262,000	\$2,212,000	\$62,531,000	\$127,129,410

PROGRAM DETAIL SHEETS

In the FY2017-2021 CIP there are five Capital Improvement *Programs*. A program can be defined as a portfolio of small projects that are reoccurring on an annual basis. While the five programs are primarily maintenance based, the goal is to improve the City's existing assets.

DRAFT

Stormwater Maintenance Program

Department: Public Works - Transportation

Program Description:

The Stormwater Improvements Program includes repairing and replacing stormwater facilities within the City. The Transportation Division's current annual budget for stormwater maintenance activities is \$12,000.



Program Justification:

In the 2012 Stormwater Master Plan, the City's stormwater infrastructure was inventoried. There are approximately 48 miles of storm pipes and culverts and over 2,000 inlets and manholes. Long-term maintenance of this system is necessary to prevent future flooding problems, roadway failures, sewer back-ups and other impacts to property and infrastructure. It was estimated that across the entire 48 miles of pipe the required resources to maintain the system annually is about \$500,000. This figure includes staff salaries, equipment, and occasional contracting costs for minor reconstruction work.

Program Funding:

There is currently only a fraction of the estimated amount needed to maintain the stormwater infrastructure on an annual basis.

Breakdown	Prior	Projected Five-Year Cost Schedule					Beyond	Total
		FY2017	FY2018	FY2019	FY2020	FY2021		
Design	-	-	-	-	-	-	-	-
Construction	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	-	\$72,000
Total	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	-	\$72,000

Street Preservation Program

Department: Public Works - Transportation

Program Description:

Due to funding constraints, the current Street Preservation Program only includes curb replacement, overlay, and chip seal. The City currently has 21 linear miles of public streets that are rated "poor" to "failed". In most cases, the appropriate solution is to complete a full reconstruct of the "poor" to "failed" streets, totaling at a cost of approximately \$20 million.



Program Justification:

Staff has a thorough understanding of the condition and needs of the streets based on a recently completed condition assessment. Staff tracks the condition and activities with the Cartegraph system. While there are currently 21 linear miles of streets that predominantly require reconstruction, this number will only increase due to the lack of funding available to maintain the streets that are of higher ratings, or in better condition. In addition to funds needed to complete the full reconstruction of roads, there needs to be a net increase of \$900,000 annually in the budget in order to maintain the streets at an acceptable level.

Program Funding:

Although there are a small amount of funds that are budgeted annually for street preservation, there is a great need for additional funding sources in order to preserve, maintain and reconstruct the streets that are in need. Additional funding sources may include property taxes, sales taxes, general obligation bonds, and gas taxes.

Breakdown	Prior	Projected Five-Year Cost Schedule					Beyond	Total
		FY2017	FY2018	FY2019	FY2020	FY2021		
Design	-	-	-	-	-	-	-	-
Construction	\$725,000	\$75,000	\$875,000	-	\$950,000	-	-	\$2,625,000
Total	\$725,000	\$75,000	\$875,000	-	\$950,000	-	-	\$2,625,000

Watermain Replacement Program

Department: Public Works - Water Services

Program Description:

This program involves replacement of existing waterline pipes at various locations throughout the City. It will include replacing both cast iron and asbestos pipes in a systematic process on an annual basis. Waterlines to be replaced in FY2018 and beyond will be identified in the future and depicted in the figure.



Program Justification:

A Waterline Replacement Program is one of the recommendations of the 2012 Drinking Water Master Plan. The waterlines indicated to be replaced represent the top priority of this program. The program also includes installing several loops in the system to improve fire protection flows at various locations. This program was first included in the CIP two years ago and represents an ongoing transition from development driven improvements to also include a proactive replacement of aging infrastructure.

Program Funding:

This annual program is funded by the water enterprise fund. The financial level of commitment may vary from year to year depending on priority.

*The cost schedule below assumes 5% inflation starting in FY2018.

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Design	\$130,000	\$130,000	\$30,000	\$30,000	\$30,000	\$30,000	-	\$280,000
Construction	\$270,000	\$270,000	\$390,000	\$411,000	\$433,050	\$456,203	-	\$2,330,253
Total	\$400,000	\$400,000	\$420,000	\$441,000	\$463,050	\$486,203	-	\$2,610,253

Infiltration and Inflow Reduction Program - Public System

Department: Public Works - Water Services

Program Description:

This program is the City's Infiltration and Inflow (I&I) Reduction Program. Repairs to sanitary manholes and pipes will prevent rainwater from entering the sanitary system, decreasing costs to treat sanitary sewage. Work in this 5-year period includes rehab in Basins 4, 9, 10, and 12 as well as Basins 1, 3, and 5.



Program Justification:

The City has made a strong commitment to reducing I&I in the collection system. I&I is groundwater and stormwater entering the sanitary sewer system. This causes overloaded sewers and additional costs to unnecessarily treat stormwater. I&I can also cause sewer backup leading to basement flooding. The goal of the City's comprehensive program is to reduce I&I in the system by 40%.

Program Funding:

This 5-year period of the project is funded by the wastewater enterprise fund. Funding may fluctuate depending on other capital projects and operating expenses year to year.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Design	\$225,000	\$185,000	\$370,000	\$130,000	-	-	-	\$910,000
Construction	\$2,093,957	\$1,080,000	-	\$1,080,000	\$1,200,000	\$1,200,000	-	\$6,653,957
Total	\$2,318,957	\$1,290,000	\$370,000	\$1,210,000	\$1,200,000	\$1,200,000	-	\$7,588,957

Infiltration and Inflow Reduction Program - Private System

Department: Public Works - Water Services

Program Description:

This program is the City's Private Infiltration & Inflow (I&I) Reduction Program. Private building evaluations and source removal of clean-outs, downspouts, sump pumps, etc. will prevent rainwater from entering the sanitary system, decreasing costs to treat sanitary sewage. Work in this 5-year period begins in Basin 11 and is expected to progress through basins in order of the highest contributors to I&I.



Program Justification:

The City has made a strong commitment to reducing I&I in the collection system. I&I is groundwater and stormwater entering the sanitary sewer system. This causes overloaded sewers and additional costs to unnecessarily treat stormwater. I&I can also cause sewer back-up leading to basement flooding. The goal of the City's comprehensive program is to reduce I&I in the system by 40%.

Program Funding:

This 5-year period of the project is funded by the wastewater enterprise fund.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Design	\$50,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	-	\$350,000
Construction	\$300,000	\$540,000	\$540,000	\$540,000	\$540,000	\$540,000	-	\$3,000,000
Total	\$350,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	-	\$3,350,000

PROJECT DETAIL SHEETS

In the FY2017-2021 CIP, there are 23 Capital Improvement *Projects*. A project can be defined as an individual enterprise that is carefully planned and designed to achieve a particular aim. Projects unlike programs have a definitive end. Project detail sheets in the CIP are categorized as Drinking Water, Wastewater, Transportation, Facilities, and Stormwater. Within each category, the projects are numbered based on their priority and/or schedule. Rankings for Transportation were determined based on consensus from the City department heads, Planning Commission, and City Council.

DW-1 Drinking Water Improvements - Phase 2

Department: Public Works

Project Description:

This project is Phase 2 of a multi-phase program to address deficiencies in the City's drinking water system. This project involves improvements to the existing Holmes Road Booster Pump Station, improvements to the existing 300,000 gallon water tower, and construction of a 16" watermain on Markey Road.

Project Justification:

Additional capacity and storage to the City's drinking water system is essential to meet both present and future demand. These improvements will enhance the City's ability to provide water during peak demands. This project is consistent with recommendations provided to the City in the 2012 Drinking Water Master Plan.



Project Funding: Identified

Funding Source:

This project is funded through a State Revolving Loan administered through Missouri Department of Natural Resources. The loan was made available due to voter-approved bonds in 2013.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	\$10,000	-	-	-	-	-	-	\$10,000
Design	\$190,000	\$1,716,000	-	-	-	-	-	\$1,906,000
Construction	\$2,000,000	\$600,000	-	-	-	-	-	\$2,600,000
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	\$33,000	-	-	-	-	-	\$33,000
Contingency	-	-	-	-	-	-	-	-
Total	\$2,200,000	\$2,349,000	-	-	-	-	-	\$4,549,000
Op Expense	-	-	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Cost Savings	-	-	-	-	-	-	-	-

DW-2 Drinking Water Improvements - Phase 3

Department: Public Works

Project Description:

This project is a continuation of the multi-phase drinking water improvements program and is expected to begin in FY2018. This phase may be a regional effort between several municipalities and includes the construction of 28,000 linear feet of water main and a system development charge to WaterOne of Johnson County Kansas. *Costs provided on this sheet account for only 1 Million Gallon per Day (MGD) of additional capacity; the cost for additional capacity is uncertain at this time.*

Project Justification:

Additional capacity and storage to the City's drinking water system is essential to meet both present and future demand. These improvements will enhance the City's ability to provide water during peak demands as well as provide the City a second source of water. This project is consistent with recommendations provided to the City in the 2012 Drinking Water Master Plan.

Project Funding: To be determined

Possible Funding Source:

As this project's funding source is to be determined, possibilities include it to be funded through impact fees, rates, and bonds.

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	\$619,000	-	-	-	-	\$619,000
Design	-	\$100,000	\$1,237,000	-	-	-	-	\$1,337,000
Construction	-	-	\$1,082,000	\$8,809,000	-	-	-	\$9,891,000
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	\$155,000	\$464,000	-	-	-	\$619,000
Total	-	\$100,000	\$3,093,000	\$9,273,000	-	-	-	\$12,466,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

WW-1 Wastewater Treatment Facility Upgrades

Department: Public Works

Project Description:

This project includes a new parallel pump station and force main, realignment of existing force main, replacement of the preliminary treatment facility (headworks), and miscellaneous plant system process improvements.

Project Justification:

New Parallel Influent Pump Station & Force Main: The peak influent flow rates to the existing influent pump station have occasionally exceeded the pumping capacity. As a result, there have been overflows at the upstream manhole.

Headworks Facility: The preliminary treatment equipment in the existing Headworks has reached the end of its useful life. Staff has observed plastics and other undesirable material present after passing through the preliminary treatment facility.

New SCADA System: This improvement is recommended for more effective and effective operation of the treatment plant.

Project Funding: Identified

Funding Source:

This project is funded through a State Revolving Loan administered through Missouri Department of Natural Resources. The City was able to receive the loan due to the voter approved bonds.



Breakdown	Projected Five-Year Cost Schedule							
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	Total
Land	\$18,800	-	-	-	-	-	-	\$18,800
Design	\$1,550,000	\$250,000	-	-	-	-	-	\$1,800,000
Construction	\$7,908,400	\$3,614,000	-	-	-	-	-	\$11,522,400
Utility	-	-	-	-	-	-	-	-
Legal	-	\$25,000	-	-	-	-	-	\$25,000
Bond Issuance	\$370,000	-	-	-	-	-	-	\$370,000
Contingency	-	\$73,000	-	-	-	-	-	\$73,000
Total	\$9,847,200	\$3,962,000	-	-	-	-	-	\$13,809,200
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

WW-2 Wastewater Collection System Master Plan

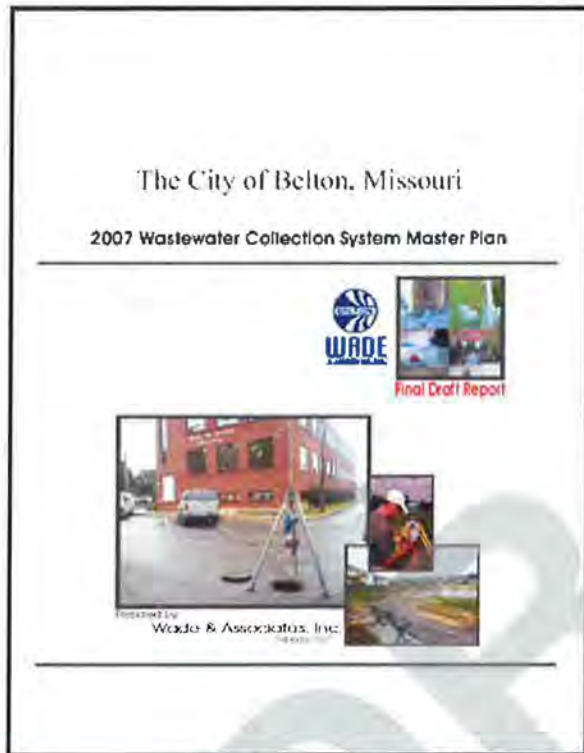
Department: Public Works

Project Description:

This project includes updating the City's current Wastewater Collection System Master Plan.

Project Justification:

The Collection System Master Plan Update will present the findings of a comprehensive analysis of the capacity of the District's wastewater collection system. The master plan will provide recommendations for updates to the collection system and improvement projects. It is recommended to update the master plan every five years to keep up to date with changes in the system and ensure the right project is completed at the right time to ensure the most efficient use of funding. The latest version of the Collection System Master Plan that the City has completed in 2007.



Project Funding: Identified

Funding Source:

This project is funded through the wastewater enterprise fund.

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	-	-
Design	-	\$300,000	-	-	-	-	-	\$300,000
Construction	-	-	-	-	-	-	-	-
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-
Total	-	\$300,000	-	-	-	-	-	\$300,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

WW-3 Sewer Lining

Department: Public Works

Project Description:

This project includes lining of the City's 27 and 30 inch diameter sanitary sewer interceptor from the current Public Works Maintenance Facility to the 36 inch interceptor. In addition, some 18 inch sewer upstream will be lined under this project.

Project Justification:

The City has made a strong commitment to reducing infiltration and inflow (I&I) in the collection system. I&I is ground water and stormwater entering the sanitary sewer system. This causes overloaded sewers and additional costs to unnecessarily treat stormwater. I&I can also cause sewer back-up leading to basement flooding. The goal of the City's comprehensive program is to reduce I&I in the system by 40%.



Project Funding: Identified

Funding Source:

This project is funded through the wastewater enterprise fund.

Breakdown	Prior	Projected Five-Year Cost Schedule					Beyond	Total
		FY2017	FY2018	FY2019	FY2020	FY2021		
Land	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	-	\$850,000	\$850,000	-	-	-	-	\$1,700,000
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-
Total	-	\$850,000	\$850,000	-	-	-	-	\$1,700,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-1 155th Street Widening

Department: Public Works

Project Description:

This project is the widening of 155th Street from the East Frontage (Outer) Road of I-49 to Harris Avenue. 155th Street will be widened to three lanes with the center lane as a designated turning lane and will include accommodations for pedestrians and bicyclists.

Project Justification:

155th Street runs west to east from the Centerpoint development at the former Richards Gebaur Airport to Ward Road in Lee's Summit. 155th Street is projected to have large increases in traffic in the coming years and is a natural route for traffic to access I-49. Belton has worked with Grandview to secure federal funding through the Mid-America Regional Council utilizing MoDOT's Surface Transportation Program (STP) funding. The STP funding will contribute 80% of right-of-way (ROW) and construction dollars.

Project Funding: Identified

Funding Source:

This project will receive 80% of the ROW and construction dollars through MoDOT's STP funds. The remaining 20% of the ROW and construction dollars, local match, will be split evenly between Belton and Grandview, where each City will pay 10%. Belton's share of the local match and engineering costs will total around \$850,000 and be funded through street impact fees.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	\$450,000 ¹	\$450,000 ¹	-	-	-	-	-	\$900,000 ¹
Design	\$500,000 ²	\$94,000 ²	-	-	-	-	-	\$594,000 ²
Construction	-	\$3,000,000 ¹	\$1,570,000 ¹	-	-	-	-	\$4,570,000 ¹
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-
Total	\$950,000	\$3,544,000	\$1,570,000	-	-	-	-	\$6,064,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

¹ Belton's share of the costs is 10% of the dollar amounts shown above.

² Belton's share of the costs is 50% of the dollar amounts shown above.

T-# Mullen Road Widening - Phase 1

Department: Public Works

Project Description:

This project includes two phases of widening Mullen Road to a four-lane roadway with a median, sidewalk and pedestrian trail. The first phase is from Silver Maple Drive to just south of the Cambridge and Mullen intersection.

Project Justification:

The City envisions Markey Parkway and Mullen Road eventually connecting the interchanges of 163rd Street and North Cass Parkway along Interstate-49. A Transportation Development District (TDD) is formed that will provide some funding for this project. The focus of FY2016 expenditures has been towards preliminary design for Phase 1, Phase 2, and the North Cass Connector as well as property acquisition for Phase 1.



Project Funding: To be determined

Possible Funding Source:

This project is supported by a TDD, and the City plans to apply for MoDOT's Surface Transportation Program (STP) funding for Phase 1 of the project.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	\$220,000	-	-	-	-	-	\$220,000
Design	\$82,000	\$150,000	-	-	-	-	-	\$232,000
Construction	-	-	\$3,338,000	-	-	-	-	\$3,338,000
Utility	-	\$160,000	-	-	-	-	-	\$160,000
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	\$650,000	-	-	-	-	\$650,000
Total	\$82,000	\$530,000	\$3,988,000	-	-	-	-	\$4,600,000
Op Expense	-	-	-	\$100,000	\$103,000	\$107,000	\$110,000	\$420,000
Cost Savings	-	-	-	-	-	-	-	-

T-# Mullen Road Widening - Phase 2

Department: Public Works

Project Description:

This project includes two phases of widening Mullen Road to a four-lane roadway with a median, sidewalk, and pedestrian trail. The second phase is from just south of the Cambridge and Mullen intersection south to the edge of City Limits.

Project Justification:

The City envisions Markey Parkway and Mullen Road eventually connecting the interchanges of 163rd Street and North Cass Parkway along Interstate-49. A Transportation Development District (TDD) is formed that may provide some funding for this project. The focus of FY2016 expenditures has been towards preliminary design for Phase 1, Phase 2, and the North Cass Connector as well as property acquisition for Phase 1.

Project Funding: Unidentified

Possible Funding Source:

This project is supported by a TDD, and the City plans to apply for MoDOT's Surface Transportation Program (STP) funding for Phase 1 of the project.

PHASE 2

Breakdown	Projected Five-Year Cost Schedule							
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	Total
Land	-	-	-	-	-	-	\$552,000	\$552,000
Design	\$82,000	-	-	-	-	-	\$238,000	\$320,000
Construction	-	-	-	-	-	-	\$5,968,000	\$5,968,000
Utility	-	-	-	-	-	-	\$320,000	\$320,000
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$1,132,000	\$1,132,000
Total	\$82,000	-	-	-	-	-	\$8,210,000	\$8,292,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# North Cass Connector

Department: Public Works

Project Description:

This project is related to Mullen Road Widening Phase 1 and Phase 2 and includes construction of North Cass Parkway from Mullen Road east to the North Cass Parkway and I-49 interchange. North Cass Parkway will be a four-lane divided roadway.

Project Justification:

The City envisions Markey Parkway and Mullen Road eventually connecting the interchanges of 163rd Street and North Cass Parkway along I-49. A Transportation Development District (TDD) is formed that may provide some funding for this project. The focus of the FY2016 expenditures has been towards preliminary design for Phase 1, Phase 2, and the North Cass Connector as well as property acquisition for Phase 1.

Project Funding: Unidentified

Possible Funding Source:

This project is supported by a TDD but dollars to fund property acquisition, design engineering, and construction are unknown.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	\$733,000	\$733,000
Design	\$82,000	-	-	-	-	-	\$183,000	\$265,000
Construction	-	-	-	-	-	-	\$4,813,000	\$4,813,000
Utility	-	-	-	-	-	-	\$10,000	\$10,000
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$868,000	\$868,000
Total	\$82,000	-	-	-	-	-	\$6,607,000	\$6,689,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# Markey Parkway Extension to North Scott Avenue

Department: Public Works

Project Description:

This project consists of the extension of existing Markey Parkway from Quik Trip Way to the intersection of Markey Road and North Scott Avenue.

Project Justification:

This is the next phase of Markey Parkway from the original conceptual design started in 2004. Markey Parkway currently ends at the intersection with Quik Trip Way. This project is expected to connect two major arterial corridors within the City. The link between these two roadways would be beneficial to the City for potential commercial development and a more efficient roadway system.



Project Funding: To be determined

Possible Funding Source:

Possible funding sources may include contributions from a Transportation Development District (TDD), development, grants, and the City.

Breakdown	Projected Five-Year Cost Schedule							Total
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	\$1,512,000	\$1,512,000
Design	-	-	-	-	-	-	\$519,000	\$519,000
Construction	-	-	-	-	-	-	\$2,970,000	\$2,970,000
Utility	-	-	-	-	-	-	\$714,000	\$714,000
Legal	-	-	-	-	-	-	\$100,000	\$100,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$215,000	\$215,000
Total	-	-	-	-	-	-	\$6,030,000	\$6,030,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# Markey Parkway from North Scott Avenue to Westover Road

Department: Public Works

Project Description:

This project includes the reconstruction of Markey Road, becoming Markey Parkway from North Scott Avenue to Westover Road.

Project Justification:

This corridor is a phase of the original Markey Parkway engineering study completed in 2004. Overall, this section of road will eventually help to complete the Markey Parkway loop from the intersection of State Highway 58 and Prospect Avenue to Mullen Road and State Highway 58. The reconstruction of Markey Road will be beneficial to the City as it will provide better access from west Belton and increase capacity for anticipated growth in the City.



Project Funding: Unidentified

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	\$425,000	\$425,000
Design	-	-	-	-	-	-	\$470,000	\$470,000
Construction	-	-	-	-	-	-	\$3,480,000	\$3,480,000
Utility	-	-	-	-	-	-	\$905,000	\$905,000
Legal	-	-	-	-	-	-	\$150,000	\$150,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$150,000	\$150,000
Total	-	-	-	-	-	-	\$5,580,000	\$5,580,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# Markey Parkway from Westover Road to Bales Road

Department: Public Works

Project Description:

This project includes the reconstruction of Markey Road, becoming Markey Parkway from Westover Road to Bales Road.

Project Justification:

This corridor is a phase of the original Markey Parkway engineering study completed in 2004. Overall, this section of road will eventually help to complete the Markey Parkway loop from the intersection of State Highway 58 and Prospect Avenue to Mullen Road and State Highway 58. The reconstruction of Markey Road will be beneficial to the City as it will provide better access from west Belton and increase capacity for anticipated growth in the City.



Project Funding: Unidentified

Breakdown	Price	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	\$160,000	\$160,000
Design	-	-	-	-	-	-	\$300,000	\$300,000
Construction	-	-	-	-	-	-	\$2,920,000	\$2,920,000
Utility	-	-	-	-	-	-	\$535,000	\$535,000
Legal	-	-	-	-	-	-	\$85,000	\$85,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$150,000	\$150,000
Total	-	-	-	-	-	-	\$4,150,000	\$4,150,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# Markey Parkway from Bales Road to Prospect Avenue

Department: Public Works

Project Description:

This project includes the construction of Markey Parkway from Bales Road to Prospect Avenue.

Project Justification:

This corridor is a phase of the original Markey Parkway engineering study completed in 2004. Overall, this section of road will eventually help to complete the Markey Parkway loop from the intersection of State Highway 58 and Prospect Avenue to Mullen Road and State Highway 58. The reconstruction of Markey Road will be beneficial to the City as it will provide better access from west Belton and increase capacity for anticipated growth in the City.



Project Funding: Unidentified

Breakdown	Projected Five-Year Cost Schedule							
	Prior	FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	Total
Land	-	-	-	-	-	-	\$733,000	\$733,000
Design	-	-	-	-	-	-	\$750,000	\$750,000
Construction	-	-	-	-	-	-	\$7,110,000	\$7,110,000
Utility	-	-	-	-	-	-	\$58,000	\$58,000
Legal	-	-	-	-	-	-	\$150,000	\$150,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$365,000	\$365,000
Total	-	-	-	-	-	-	\$9,166,000	\$9,166,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# Kentucky Road Improvements

Department: Public Works

Project Description:

This project includes Kentucky Road Improvements from State Highway 58 to 163rd Street. The scope of this project is yet to be determined, but will likely include resurfacing the 2-lane roadway, adding a third turn lane at 163rd Street and may include ribbon curb, for example, along the roadway.

Project Justification:

Kentucky Road is currently a two lane road with open ditches. There is a significant amount of growth anticipated with respect to traffic volume and general population along this roadway in the near future. Given that both Cities of Belton and Raymore have recently experienced major commercial growth adjacent to Kentucky Road, there is a need for this roadway to be improved.

Project Funding: To be determined

Possible Funding Source:

The Cities of Belton and Raymore may together complete a MoDOT Surface Transportation Program (STP) funding application.

Breakdown	Prior	Projected Five-Year Cost Schedule						Beyond	Total
		FY2017	FY2018	FY2019	FY2020	FY2021			
Land	-	-	-	-	-	-	-	-	
Design	-	-	-	-	-	-	-	-	
Construction	-	-	-	-	-	-	-	-	
Utility	-	-	-	-	-	-	-	-	
Legal	-	-	-	-	-	-	-	-	
Bond Issuance	-	-	-	-	-	-	-	-	
Contingency	-	-	-	-	-	-	-	-	
Total	-	-	-	-	-	-	\$3-4 Million	\$3-4 Million	
Op Expense	-	-	-	-	-	-	-	-	
Cost Savings	-	-	-	-	-	-	-	-	

T-# Cleveland Avenue Widening

Department: Public Works

Project Description:

This project includes the widening of Cleveland Avenue from London Way to Cambridge Road. There has been no preliminary design complete.

Project Justification:

Cleveland Avenue located south of State Highway 58 is a two lane road with open ditches. With the growth of the City as well as the development of the school facilities along Cleveland Avenue, this section of roadway may need to be widened to arterial standards.



Project Funding: Unidentified

Breakdown	Prior	Projected Five-Year Cost Schedule							Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond		
Land	-	-	-	-	-	-	\$773,000	\$773,000	
Design	-	-	-	-	-	-	\$500,000	\$500,000	
Construction	-	-	-	-	-	-	\$4,340,000	\$4,340,000	
Utility	-	-	-	-	-	-	\$557,000	\$557,000	
Legal	-	-	-	-	-	-	\$100,000	\$100,000	
Bond Issuance	-	-	-	-	-	-	-	-	
Contingency	-	-	-	-	-	-	\$300,000	\$300,000	
Total	-	-	-	-	-	-	\$6,570,000	\$6,570,000	
Op Expense	-	-	-	-	-	-	-	-	
Cost Savings	-	-	-	-	-	-	-	-	

T-# **Scott Avenue and State Highway 58 Intersection Realignment**

Department: Public Works

Project Description:

This project includes the realignment of the intersection of Scott Avenue and State Highway 58.



Project Justification:

The intersection of Scott Avenue and State Highway 58 is currently offset due to railroad safety requirements. The existing railroad has a very low volume relative to common lines in the region, and this specific crossing is proposed to be removed entirely as a part of this project. It is a high priority that this intersection operate at the most efficient level possible as it is the main corridor connecting east and west Belton and has a traffic volume of approximately 15,000 average daily traffic (ADT).



Project Funding: To be determined

Possible Funding Source:

The City may apply for a MoDOT Surface Transportation (STP) application for this project.

Breakdown	Prior	Projected Five-Year Cost Schedule					Beyond	Total
		FY2017	FY2018	FY2019	FY2020	FY2021		
Land	-	-	-	-	-	-	\$62,000	\$62,000
Design	-	-	-	-	-	-	\$249,000	\$249,000
Construction	-	-	-	-	-	-	\$1,960,000	\$1,960,000
Utility	-	-	-	-	-	-	\$162,000	\$162,000
Legal	-	-	-	-	-	-	\$50,000	\$50,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$50,000	\$50,000
Total	-	-	-	-	-	-	\$2,533,000	\$2,533,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

T-# State Highway 58 and Y Highway

Department: Public Works

Project Description:

This project includes modifications to the intersection of State Highway 58 and Y Highway.



Project Justification:

The intersection of State Highway 58 and Y Highway is currently congested due to a limited number of lanes and pedestrian refuge islands within the intersection. Modification of this intersection will provide for additional through lanes to help reduce queue lengths at the intersection, especially during peak hours. It is a high priority that this intersection operate at the most efficient level possible as it is the main corridor connecting east and west Belton and has a traffic volume of approximately 15,000 average daily traffic (ADT).



Project Funding: To be determined

Possible Funding Source:

The City plans to apply for MoDOT's Surface Transportation Program (STP) funds and Staff will look into alternative funding sources such as Congestion Mitigation and Air Quality (CMAQ) funding and Transportation Enhancement (TE) funding.

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	-	-
Design	-	-	\$100,000	-	-	-	-	\$100,000
Construction	-	-	-	\$700,000	-	-	-	\$700,000
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	\$100,000	-	-	-	\$100,000
Total	-	-	\$100,000	\$800,000	-	-	-	\$900,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

Fa-1 Transportation, Water Services, and Parks Maintenance Facility

Department: Public Works

Project Description:

This project will include relocation to a new facility for the Parks Department and the Transportation and Water Services Divisions of the Public Works Department.

Project Justification:

The current facilities for the City of Belton Transportation and Water Services Departments are located at the old Wastewater Treatment Facility. Current facilities are in an undesirable location, in poor condition, and part of the campus is located in the floodplain. The Parks Department is also in need of more space for limited operational purposes.

Until recently, the City had been anticipating that the former SeaBee Facility may be a cost-effective solution, but the facility requires major improvements to make it functional for City purposes.

The City is currently considering other possible locations with the ideal and most strategic location being on North Scott Avenue between State Highway 58 and Markey Road.

Project Funding: To be determined

Possible Funding Source:

It may be best to utilize certificates of participation that would not impact the City's bonding capacity. In any case, these facilities are in urgent need of attention and certainly within the next five years.

UNKNOWN

Fa-2 Fire Station #3

Department: Fire

Project Description:

This project involves the location and construction of a fire station west of the intersection of State Highway 58 and Prospect Avenue.

Project Justification:

Fire and EMS response are most effective when the proper resources arrive within six minutes of notification. Therefore, travel distance from facilities to areas served should be targeted to be four to six minutes. Insurance rates are also affected by the proper distribution of fire stations. According to the ISO rating agencies, a location gets the best ratings if you are within five road miles of a Fire Station. Areas within the western and southern City limits are outside of a five-road-mile distance from the closest fire station. There has been interest expressed by a developer in dedicating land for this purpose in the proposed area.



Project Funding: Unidentified

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	-	-
Design	-	-	\$50,000	\$650,000	-	-	-	\$700,000
Construction	-	-	-	-	\$2,800,000	-	-	\$2,800,000
Utility	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	\$300,000	-	-	\$300,000
Total	-	-	\$50,000	\$650,000	\$3,100,000	-	-	\$3,800,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

SW-1 Lacy Estates Stormwater Improvements

Department: Public Works

Project Description:

The conceptual improvement for this area includes installing a new storm sewer system where none currently exist and upsizing existing pipes to meet design criteria for a 10-year storm event.

Project Justification:

Residential flooding, street flooding, and crumbling pavement are caused because of the lack of a storm sewer system at the upper end of the subdivision. Existing storm sewers at the south end of Lacy Estates are undersized creating flooding problems. This is the #2 priority project in Priority Group 1 as identified in the 2012 Stormwater Master Plan.



Project Funding: Unidentified

Possible Funding Source:

This project may be funded through general obligation bonds.

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	\$180,000	\$180,000
Design	-	-	-	-	-	-	\$250,000	\$250,000
Construction	-	-	-	-	-	-	\$1,800,000	\$1,800,000
Utility	-	-	-	-	-	-	\$180,000	\$180,000
Legal	-	-	-	-	-	-	\$144,000	\$144,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$450,000	\$450,000
Total	-	-	-	-	-	-	\$3,004,000	\$3,004,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

SW-2 Summerset Hills Stormwater Improvements

Department: Public Works

Project Description:

The conceptual improvement for this area includes replacing the entire main line system from the outlet of the system at Somerset Park Lake to east of McKinley Street. While the line is being replaced, an overflow path will be graded over the top of the pipe to carry the water for storms more frequent than the 10-year event.

Project Justification:

The problem consists of reported building flooding in two locations as well as street flooding in five locations. The entire system lacks the capacity for the 5-year storm with houses adjacent to the enclosed system and the overflow path above the pipe being in danger of flooding in frequent events. This is the #3 priority project in Priority Group 1 as identified in the 2012 Stormwater Master Plan.



Project Funding: Unidentified

Possible Funding Source:

This project may be funded through general obligation bonds.

Breakdown	Prior	Projected Five-Year Cost Schedule							Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond		
Land	-	-	-	-	-	-	\$97,000	\$97,000	
Design	-	-	-	-	-	-	\$194,000	\$194,000	
Construction	-	-	-	-	-	-	\$970,000	\$970,000	
Utility	-	-	-	-	-	-	\$97,000	\$97,000	
Legal	-	-	-	-	-	-	\$78,000	\$78,000	
Bond Issuance	-	-	-	-	-	-	-	-	
Contingency	-	-	-	-	-	-	\$243,000	\$243,000	
Total	-	-	-	-	-	-	\$1,679,000	\$1,679,000	
Op Expense	-	-	-	-	-	-	-	-	
Cost Savings	-	-	-	-	-	-	-	-	

SW-3 Hargis Lake Stormwater Improvements

Department: Public Works

Project Description:

The conceptual improvement for this area provides 100-year storm event protection and includes new storm sewers at key locations, upsized and more efficient inlets, and upsizing main trunk line pipes to box culverts.

Project Justification:

Fourteen residential concerns regarding stormwater flooding, sanitary sewer backup, street flooding, and erosion have been received in the Hargis Lake subdivision. The existing storm system is undersized resulting in significant amounts of overland flow during significant rainfall events. Above ground swales are insufficient to handle the overland flow resulting in fast moving water with home flooding that may be responsible for some surcharging of the sanitary sewer system. This is the #4 priority project in Priority Group 1 as identified in the 2012 Stormwater Master Plan.



Project Funding: Unidentified

Possible Funding Source:

This project may be funded through general obligation bonds.

Breakdown	Prior	Projected Five-Year Cost Schedule						Total
		FY2017	FY2018	FY2019	FY2020	FY2021	Beyond	
Land	-	-	-	-	-	-	\$156,000	\$156,000
Design	-	-	-	-	-	-	\$200,000	\$200,000
Construction	-	-	-	-	-	-	\$1,559,000	\$1,559,000
Utility	-	-	-	-	-	-	\$212,000	\$212,000
Legal	-	-	-	-	-	-	\$170,000	\$170,000
Bond Issuance	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	\$530,000	\$530,000
Total	-	-	-	-	-	-	\$2,827,000	\$2,827,000
Op Expense	-	-	-	-	-	-	-	-
Cost Savings	-	-	-	-	-	-	-	-

SW-4 162nd Street Stormwater Improvements

Department: Public Works

Project Description:

The conceptual improvement for this area includes installing berms and improved ditches around 7111 162nd Street to allow stormwater to be conveyed around the house, expand the natural channel to possibly remove multiple houses from the floodplain. Additional work would include replacing the bridge at 162nd Street to prevent significant street flooding in the 100-year storm event.

Project Justification:

The lack of capacity in the natural channels and culvert at 162nd Street in this area cause reported flooding at one house and street flooding on 162nd Street in large rain events. 16105 Valentine has reported flooding 6 times in 4 years, and modeling for the area indicates 162nd Street overtops in the 10-year rain event. This is the #6 priority project in Priority Group 1 as identified in the Stormwater Master Plan.



Project Funding: Unidentified

Possible Funding Source:

This project may be funded through general obligation bonds.

Breakdown	Prior	Projected Five-Year Cost Schedule						Beyond	Total
		FY2017	FY2018	FY2019	FY2020	FY2021			
Land	-	-	-	-	-	-	\$126,000	\$126,000	
Design	-	-	-	-	-	-	\$252,000	\$252,000	
Construction	-	-	-	-	-	-	\$1,256,000	\$1,256,000	
Utility	-	-	-	-	-	-	\$126,000	\$126,000	
Legal	-	-	-	-	-	-	\$101,000	\$101,000	
Bond Issuance	-	-	-	-	-	-	-	-	
Contingency	-	-	-	-	-	-	\$314,000	\$314,000	
Total	-	-	-	-	-	-	\$2,175,000	\$2,175,000	
Op Expense	-	-	-	-	-	-	-	-	
Cost Savings	-	-	-	-	-	-	-	-	

APPENDIX

DRAFT

CAPITAL IMPROVEMENT PROCESS

Definition – A capital improvement is a necessary or desirable project that supports or improves infrastructure or facilities and enhances the City's ability to provide safe and desirable services for the benefit of the community and the future of the City of Belton. These projects directly affect the way citizens live, travel, and conduct business within our community. Furthermore, a capital project may be further defined as a project or asset with a minimum total cost of \$50,000 resulting in 1) creation of a new fixed asset or 2) enhancement to an existing fixed asset with a life expectancy of at least 20 years.¹ Examples include construction or expansion of public buildings, new storm and sanitary sewers, waterline upgrades and extensions, acquisition of land for public use, planning and engineering costs, and street construction. The Planning Commission reviews the preliminary program for consistency with the comprehensive plan and, if appropriate, submits the preliminary program to the City Council for consideration. The City Council either accepts the program with or without amendments or rejects it. Thus, the CIP becomes an essential guide to basic community improvements.

Identification – The need for capital improvements may be identified by an appropriate master plan, by changes within a growing community, or by regulatory

legislation. Planned and coordinated capital improvement project identification enhances the City's ability to change the appearance and make the community more desirable to existing and potential residents, businesses, and industries. Projects are prioritized based on many factors including their critical necessity, effect on property values, city growth, and overall health, safety, and welfare of the citizens.

Creation – When a capital improvement has been identified, the City Engineer or Project Manager defines the scope of the project and prepares a preliminary cost estimate for the design and acquisition of property, if applicable, and construction of the project. These cost estimates are typically conceptual in nature with considerable contingencies included. Each phase of the project will be placed on the CIP, and the City will budget funds accordingly.

¹ The City of Belton is applying accepted accounting practices in the CIP report.

MODIFYING THE CIP

The proposed five-year CIP for the City of Belton is a fluid document that can be changed as the infrastructure requirements change, development occurs, and funding opportunities become available. Additionally, changing needs and priorities, emergencies, cost changes, mandates, and changes in technology may require the CIP to be updated. As new projects are identified and new revenues become available, projects are added to the annual prioritized funding schedule. Future changes anticipated by the Public Works Department include:

- Transportation Master Plan (TMP): It is recommended that the City develop a TMP in the near future as it would provide a summary of all findings and recommendations developed and culminate in a master recommended action plan to address the City's immediate and long-range transportation needs. The action plan will include capital improvement projects, land use planning and policy modifications, maintenance efforts, and public outreach and education programs. The action plan will be organized and presented in a concise manner whereby actions are prioritized, assigned to appropriate staff with recommended timelines/schedules, budgets, and expected benefits. Belton's CIP will need updating once the TMP is complete.
- Continued focus toward the Livable Streets concepts
- Creation of a Stormwater Utility that generates dedicated revenues for the maintenance of stormwater infrastructure like water and wastewater
- Possible regional efforts in water and wastewater services

CAPITAL IMPROVEMENTS PLAN IMPLEMENTATION

When a project on the CIP schedule is funded, the City's Project Manager (typically the City Engineer or the Assistant City Engineer) will assume the oversight responsibilities. Although the City has an adopted Project Management Manual (PMM), this section will highlight the fundamentals of project management. The first phase involves securing professional engineering services or moving forward with in-house design services to define the exact scope, detail, and cost of a project. Phase two is the actual design of the project. With the exception of small, easily defined projects, these phases typically occur over a two-year period. This allows for the design to be completed, easements and right-of-way secured, and funding to be identified and authorized for the actual construction of a project.

Design - The Project Manager will negotiate an engineering services contract for the design of a defined project unless the project is to be designed in-house. Architectural and engineering services contracts are awarded to firms strictly based on the firms' qualifications and expertise to perform the work. The selected consultant then submits a schedule of total hours and a scope of services needed to complete the design of the project. Upon award of a design contract, the selected consultant or in-house design team will complete a set of preliminary design plans. After reviewing the preliminary design, the

engineering firm or in-house design team may have a public meeting followed by development right of way and easements documents. The legal descriptions and related documents are necessary for all land, right-of-way, and easement acquisitions necessary before proceeding with the project. The consultant or in-house design team will complete the general conditions documentation and any remaining technical specifications for a complete package ready to advertise for construction services. The project is advertised when all land, right-of-way, and easement acquisitions are complete.

Advertisement and Award - The project is advertised for periods of at least two weeks, depending on the complexity of the project. Each contractor must submit with their bid, a bid bond equal to five (5) percent of the contract value and certification of compliance with state prevailing wage regulations. State law requires that all labor by contractors on public improvements must be paid for at prevailing wage rates. When the contract is awarded, the contractor must provide performance and payment bonds that guarantee the acceptable completion of the project. The majority of construction projects managed through the Public Works Department are unit price contracts that define a quantity of product at a specific per unit cost. A minority of projects may result in lump sum contracts for the construction of a structure or new facility.

Schedule - The project scope defines a construction duration period from the time a "Notice to Proceed" is issued to the point of substantial completion and final completion. The Project Manager will confer with the contractor to assign a construction schedule to define the development of the project within the contracted time. Consideration is given to the project scope, seasonal issues, procurement schedules, job complexity, and other items in the development of a project schedule. The assessment of liquidated damages is included in construction contracts for failure to meet project schedules.

Payments - As construction of the project proceeds, the contractor will submit to the Project Manager an application for monthly payment based upon the estimated percent of project completion. The City Engineer and consulting engineering firm evaluates the progress and approves an appropriate payment. A percent retainage fee (typically five percent) is withheld to assure all tasks are completed before final payment is made.

Changes - When something occurs to change the scope of the construction project, the contractor will request a change order. A change order is an amendment to the original contract that details the scope and cost of the change. All change orders are processed and approved in accordance with the City's adopted purchasing policy.

Substantial Completion - When the contractor has delivered a usable product to the community, a request for payment for substantial completion will be made. At this time, a comprehensive inspection is performed by City staff or the engineering consultant and a punch list of outstanding items is prepared. Upon acceptance of substantial completion, the contractor will be fully paid for all work completed on the project less the 5% retainage held back until final acceptance. The punch list items and all deficiencies must be completed before final acceptance of the project and final payment is approved and made.

Final Acceptance - Final acceptance is achieved when the contractor has completed all punch list and items and has provided the City with a maintenance bond (usually two years from final acceptance) to cover labor material expenses through this warranty period. At the same time, the resident inspector initiates the completion of "as-built" drawings prepared from field records. These records will be delivered to the City. Any unspent moneys authorized for a project will be returned to the CIP fund for reallocation on future projects.

CIP FUNDING SOURCES

A large component of developing the CIP focuses on the balancing of available resources with the identified budget needs. The process involves reviewing all funding sources used for various capital improvements each year. Consideration must be given to legal limitations of debt capacity as well as the impact of debt issuance on tax rates and user charges. Financial analysis utilizes staff projections of future bond sales, interest rates, population growth, assessed valuation increases, user fees, and other variables. A listing of existing funding sources and definitions follow:

General Fund

The General Fund is the primary operating fund for the City. Expenditures from this fund provide basic City services such as police and fire protection, planning, inspection, engineering, animal control, civil defense, municipal court, and overall basic services such as finance and data processing, personnel, and general administration of the City. Revenue sources include items such as property taxes, sales taxes, franchise taxes, cigarette taxes, fines, business licensing and permitting, grants, allocations from other City departments for services provided, and other small sources. The General Fund can be used to provide funds for programs and projects where shortfalls exist.

Transportation Fund

The Transportation Fund (Street Fund) is used for the Annual Paving Program, Ice and Snow Removal, and Street Maintenance. The main sources of revenue for this fund include a one-half percent transportation sales tax, motor vehicle taxes, and fuel taxes.

Stormwater

The City currently does not have a dedicated revenue source to maintain and improve the storm system and these services are currently provided through the Transportation Fund. As funding street maintenance is a challenge for all cities, it may be in the cities best interest to work toward establishing a stormwater utility.

Water and Wastewater Funds

The Water and Wastewater Funds cover all expenses related to providing water and collecting and treating sanitary sewer for residents and businesses in the City of Belton. The main sources of revenue for the Water and Wastewater Funds come from:

- Rates and User Fees
- Water Tap Fees
- Water and Sanitary Sewer Impact Fees

Arterial Street Impact Fees

Impact fees are to be paid for a development that generates new traffic in the City. Fees are based on the amount of

traffic the new development will generate. The proceeds of which shall be used for improvements to arterial streets improvements throughout the City.

Capital Improvements Fund

The Capital Improvements Fund is funded solely by a one-half percent capital improvements sales tax. Revenues from this fund are currently committed to debt service on the 71 and Y-Highway interchange project, new Police and Court building, and City Hall Renovations.

General Obligation (GO) Bond Fund

The City is authorized to issue General Obligation Bonds payable from ad valorem taxes to finance capital improvement and equipment upon a two-thirds majority vote and on general election dates, a four-sevenths majority vote of the qualified voters. The Missouri Constitution permits the City to incur general obligation indebtedness for general purposes not to exceed 10 percent of the assessed valuation of taxable tangible property. The City is also permitted to incur general obligation indebtedness not to exceed an additional 10 percent to acquire right of ways; construct and improve streets, sanitary sewers, and storm sewers; and purchase or construct waterworks plants.

ALTERNATIVE FUNDING SOURCES

Tax Increment Financing (TIF)

Tax Increment Financing provides for the capture of up to fifty percent of the incremental increase in Economic Activity Taxes (sales tax, franchise taxes, utility taxes) and up to one hundred percent of the incremental increase in property taxes on real property in a designated redevelopment project area for a period of up to twenty-three years in order to fund improvements.

Transportation Development Districts (TDD)

Transportation Development Districts are geographic areas that may be designated to levy an additional sales or property tax assessment to pay for transportation related infrastructure improvements.

Special Grants from Federal or State Programs

Grants may be received from the federal, state, and county governments. Grants are

available for stormwater, roads, sewers, parks, and public safety equipment.

Federal Community Development Block Grant Program (CDBG)

The Community Development Block Grant Program offers grants to Missouri communities to improve local facilities, address health and safety concerns, and develop a greater capacity for growth. Funds are available for Water, Waste Water, Stormwater, and Transportation.

Neighborhood Improvement District/Community Improvement District (NID/CID)

A Neighborhood Improvement District or Community Improvement District may be created in an area desiring certain public-use improvements that are paid for by special tax assessments to property owners in the area in which the improvements are made. Projects that can be financed through a NID/CID must be for facilities used by the public and must confer a benefit on property within the NID/CID.