



# City of Prineville

387 NE THIRD STREET ♦ PRINEVILLE, OREGON 97754

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## STAFF REPORT

**COUNCIL MEETING DATE:** April 11th, 2017

**SUBJECT:** Community Fund Committee Recommendation

**PREPARED BY:** Lisa Morgan, City Recorder

### **BACKGROUND:**

The Community Fund Committee (CFC) met on April 5<sup>th</sup>, 2017 to review two applications that were received for the 2016/2017 fiscal year. Copies of the applications are attached (Attachment "1").

### **FISCAL IMPACT:**

As of April 6, 2017 there is \$ 14,000 remaining in the council community fund.

### **RECOMMENDATION:**

The CFC recommends council approve a contribution of \$4,000.00 to the Crook County Kids Club with the condition that \$2,500 of this contribution be used for scholarships; and \$5,000.00 to the Soroptomists to help offset the expenses for damages caused to their building during heavy snow.

(6)

*This organization is an Equal Opportunity Provider*

Attachment "1"

# *Soroptimist International of Prineville Charitable Trust*

P.O. Box 553, Prineville, Oregon 97754

February 24, 2017

Prineville City Council  
387 NE Third St.  
Prineville, OR 97754

Dear Council:

Enclosed, please find our application for funds from the Council Community Fund. This application will explain that we are asking for funds to help with the shortfall we have suffered as a result of the Snow Storm of 2016/2017.

We have not designated an amount. However, I have attached a summary of the expenses we incurred as a result of the storm, as well as a comparison of our income each month for the last six months. As you can see our bottom line has been adversely affected.

We are aware that there is a limited amount of funds in your program to go around and you have many other requests. If our application is approved, we will appreciate any amount that you can grant us. Every little bit will help keep our program going and our Seniors fed.

If you have any questions, or need further information please don't hesitate to call me at 541-447-6844 Thank you so much for your consideration.



Melody Kendall

Coordinator/Board Member

Sorop. Int'l of Prineville Charitable Trust.

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**PRINEVILLE CITY COUNCIL**  
**CONTRIBUTION REQUEST FORM**

The City of Prineville is proud to contribute to organizations that have interests that benefit the community in line with the Council Goals and Objectives (attached). Please complete this request form in advance of presenting the request to Council and return to City Recorder.

<b>Date:</b> 2/22/2017	<b>Contact Name &amp; Title:</b> Melody Kendall, Coordinator		
<b>Street Address:</b> 180 NE Belknap			
<b>Town:</b> PRINEVILLE		<b>State:</b> OR	<b>Zip:</b> 97754
<b>Phone:</b> 541-447-6844		<b>Email:</b> sipct@crestviewcable.com	
<b>Name of Organization:</b> Sorop. Int'l of Prineville Charitable Trust			
<b>IRS Tax Status (Example: 501 (c) 3, (c) 5, (c) 6 or "other":</b> 501 (c) 3			
<b>Purpose of funds request (attach brochures, pictures, mission, etc.):</b> Be specific as to what area of your plan where the funds will be used. Example \$400 of the requested funding will be used towards the upgrade of computers, books, art program supplies, etc. <i>Funds received will be used to help offset a combination of unusual expenses incurred during our recent snow storm as well as a drop in sales. (See attached list of "snow related" expenses for December 2016 and January 2017.) (We have also included a comparison of sales figures for the last six months.)</i> <i>Our Senior Center was closed 6 days in December and 5 days in January. In addition to that, our Thrift Store, the "Neat Repeat" was closed 8 days during the same time period. These closures, along with the added expenses have severely affected our bottom line.</i>			
<b>Will funds be used for operational expenses? (Please explain)</b> <i>Yes, We serve an average of 1400 congregate meals, and 1100 home delivered meals per month.</i> <i>Our daily meals donations and income from the Neat Repeat are normally sufficient to cover all expenses. However, our closures and added expenses have made that difficult. This grant will be used to offset these extra expenses.</i>			
<b>Will funds be leveraged with other resources/partnerships?</b> <i>We have received a donation from the Soroptimist Club of Prineville to help with some of the shortfall. We have also submitted grant requests to Les Schwab and Crook County United Fund. However these are funds we normally receive annually and are already included in our fiscal budget</i>			
<b>Please describe how your organization sees this request for meeting the Council Goals and Objective:</b> <i>Funds from this request will help insure our Prineville Senior Center will be able to meet the needs of our Seniors and continue serving the Senior Community of Prineville with daily meals and a place to meet for social, educational and recreational activities.</i>			

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<p><b>Please explain how this will benefit the citizens of the City of Prineville:</b> <i>Prineville Senior Center is the only facility in our area that is here solely for the purpose of benefiting our Senior community for meals, education, and recreational activities. We are the only entity that delivers meals to the homebound seniors in our community. At the present time, we deliver in excess of 68 meals per day, as well as serving the patrons that come into the center for lunch.</i></p> <p><i>We also offer recreational games, exercise and dance class specifically for seniors along with various educational programs throughout the year.</i></p>	
<p><b>If this is an event, explain the resources you have in place, experience in the nature of this type of event, and safety precautions used to manage this event:</b> <i>N/A</i></p>	
<p>Have you received funding from the Council in the past? YES <input type="radio"/> NO <input checked="" type="radio"/></p>	
<p><b>ADMINISTRATIVE SECTION:</b></p>	
<p>Date Received:</p>	
<p>Source of Contribution Funds:</p>	
<p>Fiscal Year:</p>	<p>Fund balance at time of request:</p>
<p>Date Council to review</p>	<p>Council: Approved / Denied</p>

### Snow related expenses for 2016/2017 Winter Storm

Wendels: Snow Removal for December \$1,102.50

Wendels: Snow Removal for January \$2,029.38

B. Ashley: Snow Removal from Senior  
Center and Neat Repeat Roofs: \$ 675.00

**EXPENSES: \$3,806.88**

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### Sales figures for the past 6 months

MONTH	MONTHLY SALES
Jan	\$16,691.00
Dec	\$23,887.84
Nov	\$28,394.28
Oct	\$29,780.75
Sept	\$26,780.75
Aug	\$27,016.51

(10)



\$10,000 request

**PRINEVILLE CITY COUNCIL**  
**CONTRIBUTION REQUEST FORM**

The City of Prineville is proud to contribute to organizations that have interests that benefit the community in line with the Council Goals and Objectives (attached). Please complete this request form in advance of presenting the request to Council and return to City Recorder.

Date: 2/17/2017	Contact Name & Title: Ashley Thrasher, Executive Director	
Street Address: 1875 NE Ironhorse Way Mailing: PO Box 854		
Town: Prineville	State: OR	Zip 97754
Phone: 541-447-7661	Email: director@crookcountykids.org	
Name of Organization: Crook County Kids Club OR Crook County Kids, Inc.		
IRS Tax Status (Example: 501 (c) 3, (c) 5, (c) 6 or "other"):		
<b>Purpose of funds request (attach brochures, pictures, mission, etc.): Be specific as to what area of your plan where the funds will be used. Example, \$400 of the requested funding will be used towards the upgrade of computers, books, art program supplies, etc.</b>		
<p>The Crook County Kids Club, (CCKC), founded in 2008, is a 501c(3) non-profit organization that provides after school and non-school day programming for 550 young people aged 5-12. We serve the greater Crook County region, which has a 2,900 youth in grades K-9 (Oregon Department of Education). We currently serve an average of 50-65 young people each day by providing engaging, interactive programs and activities that promote positive responsible behavior and help young people become well-rounded, productive citizens. We offer a variety of age-appropriate activities including: Power Hour, homework help and tutoring club that meets four days weekly, 4<sup>th</sup>/5<sup>th</sup> grade Club, where older members are working on a pollinator garden in partnership with Barnes Butte Elementary; and in addition to these "clubs" CCKC also engages youth by physical education activities, one-on-one mentoring through free play and conversation, computer club, field trips and guest speakers. Our mission is to expand the opportunity for Crook County youth to participate year round in engaging and interactive activities that promote learning and confidence necessary for life-long success. The purpose of these funds is to continue our mission, making sure that youth have a supervised, positive and established place to go after-school. Studies have shown that the hours between 3:00pm and 6:00pm are the most vulnerable times for youth with increased drug, alcohol and sexual experimentation, as well as lost opportunities to help students grow (After-School Alliance). Therefore, guaranteeing that students have a place in Crook County to attend after-school, in-service days and summer break is absolutely necessary for the growth and well-being of Prineville. CCKC is requesting \$10,000 of the City of Prineville, although any contribution is greatly appreciated. Of the \$10,000 requested, CCKC will use \$2500 to purchase art supplies, board games, and sports equipment including: dodgeballs, basketballs, footballs, scooters, hoops. \$2500 will be used for our scholarship fund, ensuring that families without the means necessary for their children to attend can request a scholarship, and after being approved, may attend for low or no cost tuition rate. \$5000 will go towards operations, including staffing and training expenses.</p>		
Will funds be used for operational expenses? (Please explain)		
Because of our 501c(3) status, Crook County Kids Club relies on fundraising, grant monies, private and corporate contributions. We charge a small fee of \$40 per month to our families, and this accounts for only 30% of our		

overall income. We employ one full time employee, four part time employees, and one on-call employee. Funds will be used for staffing expenses, because staffing CCKC takes up a large portion of our annual budget.

**Will funds be leveraged with other resources/partnerships?**

Crook County Kids Club collaborates with many different organizations in our community and Central Oregon to ensure that our members are developing a sense of community. Some of our partner organizations are: Crook County School District, Crook County Parks & Rec, Lutheran Family Services, CASA, The Landing, Better Together, Big Brothers Big Sisters, Kiwanis, Crook County Library, Children's Forest, NatureHoods, and Jefferson County Kids Club.

**Please describe how your organization sees this request for meeting the Council Goals & Objectives:**

Provide quality municipal services and program which contribute to Prineville's reputation as a desirable place to live, work and play.

Continue striving to improve quality of life through investment in essential infrastructure to our citizens and businesses.

**Community safety**

CCKC funding request parallels the following Council Goals by providing our community with a reputable, inexpensive and needed program for families, youth and citizens of Prineville. Contributing to the after-school, in-service and summer program helps promote Prineville's desirability to families and improves quality of life for these families and their children who attend. It also provides the youth of Prineville with a safe, supervised place to attend after school, contributing to our community's safety as a whole and keeping children from idle boredom, which sometimes leads to trouble. Overall, CCKC contributes to Prineville by providing a much needed service to youth, parents and families.

**Please explain how this will benefit the citizens of the City of Prineville:**

**Youth of Prineville:**

Providing a safe and supervised place for youth to attend after-school, in-service and summer break, CCKC is advancing the youth of Prineville through extra tutoring and homework help, one-on-one positive mentorship that leads to more well-rounded citizens, extra hours for youth to learn hands-on, keeping youth off of inappropriate websites and giving them opportunities to learn from guest speakers, art projects, physical education activities, off-site field trips and also provides them with a hearty snack program. This is extremely beneficial to youth that attend.

**Families of Prineville:**

CCKC also keeps tuition rates as low as possible, at \$40 per month or \$300 per school-year a child can attend anytime. This assists our working Prineville families, giving them the added benefit of low-cost supervision for school aged youth. It also provides an incentive to working families who are looking to move to Prineville, that yes! Prineville does have a community after-school program that is engaging and fun.

**Citizens of Prineville:**

Lastly, the quote "idle hands are the devil's playmate" may come to mind. The less opportunity for youth to be bored, at home alone and left unattended, the less opportunity for vandalism and petty crimes. CCKC is open Monday through Friday, right after the bell rings from school, until 6:00pm, when most parents are off work and ready to pick up their children. With proper supervision and positive learning spaces, CCKC has become popular amongst children in Prineville, and they WANT to attend, leading them to avenues of community service rather than boredom and possible trouble which in turn keep youth off the streets, unsupervised and possibly harming businesses, parks and homes.

CCKC is a necessary program that Prineville needs to continue supporting. We benefit youth, benefit families, and benefit the City of Prineville as a whole.

If this is an event, explain the resources you have in place, experience in the nature of this type of event, and safety precautions used to manage this event:

Have you received funding from the Council in the past? YES NO

**ADMINISTRATIVE SECTION:**

Date Received:

Source of Contribution Funds:

Fiscal Year:

Fund balance at time of request:

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Council: Approved / Denied