



Rules of Conduct for Public Hearings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

BUDGET COMMITTEE AGENDA

Tuesday, April 30, 2024

6:00 p.m.

Meetings are in-person. Remote access continues to be available. Instructions for joining are at <https://www.millersburgoregon.gov/bc-budget/page/budget-committee-meeting-public-hearing-0>. If you do not have access to a phone or computer, or need additional support, please contact City Hall prior to 5:00 p.m. on Monday, April 29, 2024.

Meeting link to join via computer:

<https://aspenuc.accessionmeeting.com/j/11597014359>

Phone number to join meeting: 503-212-9900

Meeting ID: 115 9701 4359

A. CALL TO ORDER – Chair Raum

B. ROLL CALL

C. INTRODUCTIONS

D. APPOINT CHAIRPERSON

E. ADOPTION OF MINUTES

1) May 10, 2023 - Budget Committee Meeting

2) May 16, 2023 - Budget Committee Meeting

Action: _____

F. AGENCY DONATION REQUESTS

G. OVERVIEW OF STRATEGIC PLAN

H. REVIEW CAPITAL IMPROVEMENT PLAN

I. RECEIVE BUDGET MESSAGE & PROPOSED FY 2024-2025 BUDGET

J. OPEN FOR PUBLIC COMMENT

The public has the opportunity to address the Committee during "Public Comment" while in the virtual meeting by virtually signaling by unmuting first, then those who call in will be acknowledged, or if the public prefers, may send written comments by email to cityclerk@MillersburgOregon.gov. Please limit comments to one page and include your name and address. Emails received before 5:00 p.m. on the day of the meeting will be included and read into the record.

K. ADJOURNMENT

Upcoming Meetings:

Visit the City's online calendar: <https://www.MillersburgOregon.gov/calendar>

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 458-233-6300.

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BUDGET COMMITTEE MINUTES
May 10, 2023 @ 6:00 p.m.

A. CALL TO ORDER: Meeting called to order by Chair Mark Raum at 6:00 p.m.

B. ROLL CALL

Councilors Present: Mayor Scott Cowan, Councilors Dave Harms (6:05 p.m.), Mike Hickam, Mark Raum, and John Sullivan

Committee Members: Lorri Headrick (virtually), Doug Iverson, Mike Martin, Talley Richardson and Rob Yencopal

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer/Budget Officer; Forrest Reid, City Attorney; and Sheena Dickerman, City Recorder

C. INTRODUCTIONS

Chair Mark Raum asked the Budget Committee to introduce themselves.

D. APPOINT CHAIRPERSON

Chair Mark Raum opened nominations for Chairperson of the Budget Committee.

Action: **Motion to nominate Mark Raum as the chairperson for the Budget Committee by Mayor Cowan; seconded by Councilor John Sullivan.**

Mayor Scott Cowan: Aye
Councilor Mike Hickam: Aye
Councilor Mark Raum: Aye
Councilor John Sullivan: Aye
Lorri Headrick: Aye
Doug Iverson: Aye
Mike Martin: Aye
Talley Richardson: Aye
Rob Yencopal: Aye

Motion Passed: 9/0

E. ADOPTION OF MINUTES

1) Approval of April 26, 2022, and May 5, 2022, Budget Committee Meeting Minutes

Chair Mark Raum pointed out a correction to the April 26, 2022, minutes, on page 1, the motion reads "Mark" Martin and it should be "Mike" Martin.

Action: **Motion to approve the April 26, 2022, and May 5, 2022, Budget Committee meeting minutes as corrected made by Committee Member Mike Martin; seconded by Mayor Scott Cowan.**

Mayor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Mike Hickam: Aye

Councilor Mark Raum: Aye
Councilor John Sullivan: Aye
Lorri Headrick: Aye
Doug Iverson: Aye
Mike Martin: Aye
Talley Richardson: Aye
Rob Yencopal: Aye

Motion Passed: 10/0

F. AGENCY DONATION REQUESTS

6:12 p.m.

Chair Mark Raum explained this was an opportunity for community agencies to request support for their future programs.

Glenda Lonstron, ABC House Development Director said the ABC house is a children's advocate center. She shared the history and purpose of the organization. She highlighted that in the past year they have served 833 children, 38 of those were from Millersburg. She went through the referral process when a child may have been abused and detailed the entire process*. Their goal is to serve as many children as possible and as promptly as possible.

Ryan Lamm, Athletic Director, Boys and Girls Club of Albany, went through the three categories that the City's funds have supported; the Millersburg Park multi sports camp, done annually; a winter basketball program that is the largest program with 112 youth from Millersburg participating; and an annual hoop jam. He said that the annual hoop jam is their fundraiser. The grant would go towards equipment, staffing and other things that would encompass all the programs.

Committee Member Talley Richardson asked how many participated in the summer camp. Lamm replied it averages 25 to 30 kids.

Committee Member Mike Martin expressed his appreciation for the basketball program. Mayor Scott Cowan asked about the location of the hoop jam. Lamm replied it would be at Linn Benton Community College (LBCC).

Cowan asked how many people from Millersburg would be participating. Lamm replied they do not collect information on what school the participants attend.

Cowan asked if the City awards the donation, if Lamm wanted the City to identify which category the funds would go to. Lamm stated that if he were to prioritize, he recommends donating for the Millersburg Park Summer camp and the basketball program.

Nicole Markel, Resource Development Coordinator, City of Albany Parks and Recreation passed around a handout* for the 2024 Art & Air festival. Millersburg supported the 2023 Art & Air Festival this past fiscal year. She expressed her appreciation for the support and partnerships over the years for the festival. She said the festival brings in 50,000 to 60,000 people of all ages and from all over. She explained that the festival is put on by sponsorship funds that are raised and not from taxpayer dollars. It is a free event to attend, besides parking. Those funds are

used to help pay for those that direct traffic. She highlighted that the City has been supporting at the "Gold Level" for the past few years.

Councilor Mike Hickam asked what the cost was to put on the event. Markel replied that everything is bundled between all the summer concerts. She thought it would be under \$400,000. All equipment is used for all summer events. They bring in \$500,000 in sponsorship dollars; half is cash, and the other half is in-kind. Hickam asked if there was a charge to vendors. Markel replied there was a fee for food vendors and artists. The fee is very small to offset the cost of power needs. There are no rental fees.

Randi Moore, Director Senior and Disability Services, Oregon Cascades West Council of Governments (COG), Meals on Wheels program, shared some statistics. She explained that Meals on Wheels is for anyone to receive assistance, it is not need or income based. Those in Millersburg received assistance from the Albany site. In 2022, two consumers in Millersburg received over 211 meals. She explained the program. One of the most important things about the program is the check in to make sure consumers are okay. They have over 350 volunteer drivers over the three counties. She added that they have a pet food program and help consumers feel a sense of community. She said that the overall cost is \$14 per meal.

Martin asked if there was a service for temporary situations such as someone having surgery. Moore replied yes.

Raum asked how a resident learns about the program. Moore replied it was a good question, one of COG's goals is to help people be more aware of who they are and what they do for the community. She listed some of the marketing ideas. City Manager Kevin Kreitman pointed out that on the City's website, under "Our Community", the Senior and Disability Services link will take a person to COG.

Assistant City Manager Janelle Booth said Linn County Fair submitted a letter, it is in the agenda packet. Raum allowed time to review the document and no one had any questions.

Abby Johnson, Timber Ridge Parent Teacher Committee (PTC) President, said there are approximately 300 kids from Millersburg that attend Timber Ridge School. PTC is doing fundraisers to help get families into the school and help teachers with field trips, etc. She said the funds the City gave last year were used to help with the carnival, which had a huge turnout. She said the funds would be used for next school year's carnival.

Committee Member Doug Iverson asked Markel about who the VIP's were. Markel shared that they treat their partners and sponsors as VIP's.

Raum reminded the committee about the donation criteria*.

Kreitman showed a slide of the donation requests and the proposed funding for Fiscal Year (FY) 23-24 based on the FY 22-23 funding. He added that the main discussion will be when they get into the budget itself.

G. OVERVIEW OF STRATEGIC PLAN

Kreitman provided the Committee with a high-level overview of the City's Strategic Plan, including reviewing the mission, vision, and values. He pointed out that everything the City does is online and are detailed in staff reports, minutes and meeting videos on the City's website. He highlighted that the City is limited to three percent growth with the tax base. He explained that without new growth it can limit what the City can do. He said the City is blessed because it has a large industrial base. He went through strategic priorities. He stated that having Community Development Director Matt Straite on staff is valuable and needed. He stated the City would not have the infrastructure it has today without industries. He used Tangent as an example of a city that does not have industry and does not have the infrastructure.

H. REVIEW CAPITAL IMPROVEMENT PROGRAM

Booth went over the overview of the Capital Improvement Program for the upcoming fiscal year. Funding comes from a variety of sources, including System Development Charges (SDCs).

Booth showed each individual project planned/funded or unfunded but focused on the FY 2023-2024. Hickam asked if these were current year dollars or inflated. She said that they are current year dollars and every year it is inflated based on calculation.

Booth explained the Parks projects for 2023-2024. Some funds will come from grants, SDCs, and from anticipated property sales. The list of projects are from the Parks Master Plan and continue to move up on the timeframe. She mentioned the tennis court resurface needs to be done soon and the infield mix is being added to what is already there and will be evaluated before any work is done.

Raum asked about additional drainage. Booth replied that it was for the south field which does have drainage. She said the drainage for the north field is listed under Plan Year: 2025-2026. Raum asked about prioritization. Booth replied that it was based on the original Parks Master Plan that was adopted. These can be changed.

Hickam asked if the north field was being used. Raum said it would be used more if it wasn't holding water. Booth said it was difficult to prepare the north field. Richardson asked if any of the organizations that are using the field have offered to offset the cost. Booth replied yes, but no one has offered to pay for all the drainage that is needed, they helped with the fencing. Hickam suggested putting a small storage out there for coaches to put the field back the way it was before a game or practice. Booth replied they already have a key to the storage.

Cowan suggested having pickleball instead of tennis courts. Pickleball and tennis can be done together, it is a multi-use. Richardson agreed. She said it was

mentioned at a Parks Commission and pushback came from residents in the area that pickleball was a louder sport. She liked it being multi-use. Booth shared that it wasn't the residents that brought it up, but other jurisdictions have had issues with residents where there is pickleball because the sound of the ball. She added that it should be a discussion with the Parks Commission. Councilor Hickam was supportive of pickleball. Kreitman added that he sees a lot of people playing tennis during nicer weather. Members and staff discussed the possibilities, pros and cons, noise, and public outreach. No decisions were made.

Raum asked that the Parks Commission consider which ballpark they address next. Kreitman said that it is not easy to do the drainage and will be expensive. Booth talked about the drainage.

Booth went through Public Facilities projects. She said the County has approached staff about putting in a permanent ballot drop box. There will need to be some reconfiguration. Members and staff discussed the drop box area.

Booth said the generator project is for the cost to put in the generator, the City already owns. The office project is to reconfigure to make efficient use of space. Richardson asked if there was modular furniture that could be reconfigured. Kreitman replied that the furniture was built and not the best from an ergonomic standpoint. Members and staff discussed the front office area.

Hickam asked about the unfunded projects in Parks, with a large ending balance that continues to grow, why not stick some of the unfunded projects in the budget. Kreitman explained that some of the funds are SDCs and the City is restricted on what it can do. Booth explained that when the Parks Master Plan was done the first five years of prioritized projects were the smaller ones that could be done. She said some of the unfunded ones are the bigger projects but are identified as projects that the City wants to do. She explained that these projects count towards what the City collects for SDCs and it is important to maintain the lists. She explained that SDCs can only be used for new capital growth related projects. System Development Charges cannot be used for maintenance or repair. Kreitman added that the City also has to balance the ongoing maintenance. Members and staff talked about the uses of SDCs, comparison to Albany's, and Millersburg having automatic escalation based on construction cost indexes and total cost for a new family home.

Booth continued to Transportation projects. She explained the Zuhlke project funding, where it came from, and why it was on the list for this year. She said that the amount listed is not the cost of the project but what is being held for the project.

Richardson asked if Transition Parkway was approved to move forward. Booth replied it is in design, the amount listed is what staff expects to expend on the project to take the City through design, bidding and construction of next year. It is not the overall project costs. Raum said it looked like \$4.5 million for the full project. Booth stated that is for the street portion, it does not include the water main or the park. Staff and members discussed the project costs for next year.

Booth talked about the bridge replacement at Waverly. The City has a grant for this. It is the bridge that goes to Talking Water Gardens. Millersburg has jurisdiction over the bridge. She talked about County support, the City's portion of the cost, and what would be taking place during the fiscal year, and the grants.

Booth said that street lighting was a continuation from this fiscal year. She talked about the NE Woods Road shared use path and that it would be done over a couple of years.

Hickam asked if there was a reason why the street lighting in the City seemed dark. Booth said there are standards and the places that have LED fixtures are brighter but some of the older areas are probably not as bright. She explained that the level of light is more of a policy decision and not an engineering one. The City's standards have been the same as Albany's. Kreitman pointed out that the lighting on NE Woods is the same as when it was rural. Staff and members talked about the lighting in Millersburg, some areas are too bright, and some are not enough. Booth added that during new developments staff do check for lighting at the mailboxes. She explained that fixtures can spread light in different ways and can impact areas. She added that it can be difficult to know what fixture Pacific Power is installing.

Booth stated that stormwater is a new area and there are no projects planned at this time. The City does collect SDCs for stormwater. She explained that when the City did the Stormwater Master Plan some projects were identified but after reevaluating they dropped off the list because they were not critical. She mentioned that the one with the highest priority was one that was private property. She added that there is no revenue source for stormwater. Any funding for stormwater is a transfer from the General Fund, besides the SDCs the City collects. The funds being transferred from General Fund is all going towards maintenance. Raum asked if there was a way to tie the stormwater that collects into Millersburg to this. Booth replied no. She talked about the process and what SDCs could be used for and capacity.

Hickam asked why the City couldn't tie stormwater to water and sewer bills. Kreitman said there are cities that have established a stormwater utility fee, it is a separate fee. He stated that because of industry, and as the City sees growth in industry, the City will continue to be able to not have a stormwater fee. He explained that residential and commercial do not pay for themselves, industry brings the large value in tax base and franchise. He talked about the value of the industry and keeping the \$3.50 tax base for residents. Booth said there is structure to implement a stormwater fee, if needed, but staff is hoping not to. She talked about the Enterprise funds, water and sewer, are self-sustaining funds.

Booth continued to Wastewater projects. She described the projects. Hickam asked about the 10 percent. Booth explained that it is based on the City's Intergovernmental Agreement (IGA) with Albany and ownership. She commented that it is different from water. Hickam said it seemed off, based on population. Booth explained that the City is not billed 10 percent of all the operating cost just

the flow but for capital projects the City pays a portion. Kreitman added that the City is paying 10 percent of the capacity. Hickam was curious about the capacity of the plant. Staff and Members talked about capacity, Millersburg portion and the plants room for growth.

Booth said that a year ago Millersburg was using 50 percent of the capacity the City owns. Cowan talked about the history of the partnership. Hickam wanted to know what Albany's capacity was, what the City purchased with the 10 percent and any planned expansion. Kreitman explained that there is potential for the City to buy more. Cowan said Albany showed another area of growth at their site that could be used. Cowan and staff talked about Albany's work on compost. Kreitman emphasized that the City has a great working relationship with Albany.

Booth mentioned that when the City replaces the ATI pump at the lift stations, the City will have more capacity for conveying the water to the wastewater plant. Staff talked about the future wastewater projects and if large industry or industries came in, they would pay a portion of the expansions. Booth explained that all the infrastructure in Millersburg is solely owned by the City. The City does contract with Albany for the maintenance because they have the staff and equipment.

Hickam asked if SDCs could be used on the unfunded project. Booth replied yes. Hickam asked why it was left unfunded. Booth explained that capital projects are expensive and there is not driving need. She added that most of the expansions in the past have been driven by development. She said that it is a little different with water, due to fire protection and why water is a higher priority. Kreitman said that if something came in a lot of times it will be paid for by industry with their connection fees but often there could be grants depending on the jobs and value coming in. Booth added that having unfunded projects does not mean that the City plans to pay for them. She described a project that has a condition of approval to get water and sewer to the project.

Booth described the water projects for the fiscal year. Raum asked about the size of the AC line. Booth said 12 inches and the ductal is 20 inches. It already exists but takes work to transfer the services to the newer line. Staff talked about the inability to abandon it due to Oregon Department of Transportation (ODOT) requirements and not being able to pipe burst it. Booth explained that there is no indication that this one has any issues but it was put in before the City existed. Cowan said the pipe would be worked on this fiscal year and next. Booth said this year would be dealing with ATI service, next year would be Bakelite and Flakeboard, and FY 2025-2026 would be dealing with the south end to transferring services. She explained the process. Members and staff talked about the timeline and why they are separate projects.

Booth talked about the higher cost in the system expansion to industrial property south of Conser was due to material procurement.

Cowan and staff discussed the generator project.

Budget Committee Chair Mark Raum recessed the meeting at 7:58 p.m.

Budget Committee Chair Mark Raum reopened the meeting at 8:03 p.m.

I. RECEIVED BUDGET MESSAGE & PROPOSED FY 2023-24 BUDGET
Kreitman reviewed the Budget Message.

Kreitman presented an overview of the City*. He stated that when the mill left it was devastating to the area, the region saw a loss of restaurants and other businesses. He went through the historical and forecast trends. Straite said that a population of 5,000 is when the City starts planning how to incorporate density. Staff and Members discussed residential density, available land, population prediction and UGB. Richardson asked if there are discussions to reduce the lot sizes. Kreitman replied that discussions at Planning Commission and City Council are to maintain what the City has now, 10,000-square-foot lots. Staff talked about State requirements, the plan for mixed use/density and what the City has done to prepare for growth, for example Fire Station staffing.

Kreitman went through Millersburg's historical timeline. He highlighted that Millersburg is recognized by the post office as a city. Richardson asked about Millersburg having their own zip code. Kreitman said if the City becomes large enough it might. Staff and members talked about having their own zip code. Kreitman continued the historical timeline, industries, and incorporation. He highlighted that Cowan was the fourth Mayor and that next year will be the 50th anniversary. He talked about the City's tax base. Staff talked about infrastructure and how franchise fees helped pay for a lot of infrastructure before the City had to levy taxes.

Staff and Cowan talked about the history of the City withdrawing from Albany Rural and Jefferson Rural and the impact on the tax base. Kreitman talked about Millersburg's trends. He said that staff are hearing a lot from new residents wanting similar services as cities the size of Albany, including library and recreation. There are also requests for commercial businesses too. He explained that new large industries coming in would help bring those services to the City. He described the potential use of the City owned commercial zoned property. Staff talked about the need for regulations with residential growth and an increase of complaints. Kreitman went through trends and property taxes. The City has the lowest property taxes, residents' largest portions are Greater Albany Public Schools (GAPS) bond and Linn County. Hickam and Cowan commented on communicating this information to residents. Kreitman said that under Oregon law the maximum taxes can go up is 3 percent, without the people voting it in. He highlighted that Albany and Millersburg are the only cities without a fire tax rate. Raum asked if the last two slides were on the website. Kreitman said they are in the budget.

Booth mentioned the water and sewer summary. Raum asked if someone could have multiple accounts. Booth replied yes, it is per water meter. Kreitman went through the top ten a/v in the City. He explained Enterprise zones and staff has asked for a claw back for emergency services, \$2.61 of the \$3.50.

Kreitman went through year end fund balances. Booth talked about fund revenues, capital expenditures per fund. Hickam asked about the increase in water for capital expenditures. Booth will get him more of the breakdown. She went through debt service and franchise fees. Councilor John Sullivan asked how does the City know that the revenues they show is what the City is getting paid. Kreitman replied that the City can ask for the information. He explained that when the paper mill was here the power franchise fees were \$1.7 million. The paper mill had its own substation and when it was shut down the City saw a huge loss. He said that during COVID the City saw a loss in franchise fees. He commented that Pacific Power has said the City should see a significant increase in the next five years based on what ATI has planned. Hickam asked staff for up-to-date numbers for franchise fees. Kreitman said the year to date is \$620,000 for electrical franchise fees. Staff and members talked about franchise fees and power users. Staff and Council members talked about building permits, comparison to other jurisdictions, and the lack of impact of SDCs increase on building permits.

J. OPEN FOR PUBLIC COMMENT

None

K. ADJOURNMENT

Budget Committee Chair Mark Raum adjourned the meeting at **8:53 p.m.**

Respectfully submitted:

Reviewed by:

Sheena Dickerman
City Recorder

Kevin Kreitman
City Manager

*Presentation materials or documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing info@cityofmillersburg.org.



BUDGET COMMITTEE MINUTES

May 16, 2023 @ 6:00 p.m.

A. CALL TO ORDER: Called to order by Chair Mark Raum at 6:00 p.m.

B. ROLL CALL

Councilors Present: Mayor Scott Cowan, Councilors Dave Harms (7:31 p.m.), Mike Hickam, Mark Raum, and John Sullivan

Committee Members: Lorri Headrick (virtual), Doug Iverson, Mike Martin and Rob Yencopal (virtual)

Members Absent: Councilors Dave Harms and Talley Richardson

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer/Budget Officer; Forrest Reid, City Attorney; and Sheena Dickerman, City Recorder

C. PUBLIC HEARING

6:01 p.m.

Budget Committee Chair Mark Raum stated the public hearing is for State Revenue Shared Funds. He explained that members of the public that wish to address the topic will be given an opportunity and have three minutes to state their case. The proposed budget has been on the City's website for public review.

Budget Committee Chair Mark Raum opened the public hearing at 6:01 p.m.

- a. Comments received by correspondence.
None received.
- b. Audience comments.
No public in attendance.

Budget Committee Chair Raum closed the public hearing at 6:02 p.m.

City Manager Kevin Kreitman shared what was budgeted in 2021-2022 versus actuals. He said revenues were up and expenditures were lower than projections. The General Fund proposed last year was \$5.6 million and this year proposed is \$4.9 million. He said last year there was \$700,000 that was for emergency services for the construction of the station. For the proposed budget there is a general increase of \$400,000 for this fiscal year compared to last year. He commented that the overall projection is a \$10 million increase that is contingent on upon the sale of City property. Staff is proposing a new Economic Development Fund and that is where the funds will go. Councilor Mike Hickam asked if there was going to be a

Celebration. Kreitman replied that he didn't believe that there would be a Celebration, but staff put funds in for events that could take place this year. Raum invited anyone to come to the next Events Planning Committee meeting.

Kreitman went through the General Fund estimated available revenues. Staff has always been conservative on collection of revenue, dropping the expected increase to 3.5 percent. He went through all the revenues resources. He said the transfer from Enterprise Funds is for management of the activities, as all personnel come out of the General Fund.

Kreitman went through the estimated expenditures and reserves. He showed that staff does not spend down the reserve funds.

Councilor John Sullivan asked if it was budgeted to tear down the house. Kreitman replied yes.

Assistant City Manager Janelle Booth talked about SDC restricted funds. Kreitman went through dedicated reserve funds.

D. CONTINUED REVIEW OF PROPOSED FY 2023-24 BUDGET

Kreitman showed the fund narratives. He shared that the past Council and Budget Committee had asked about increasing hours from Linn County Sheriff's Office (LCS) and they are unable to do that at this time. Councilor Mike Hickam asked if the purchase of the Autopulse was for the fire department. Kreitman affirmed. Kreitman and Mayor Scott Cowan shared more about the Autopulse.

Booth shared that the Millersburg Celebration Fund Narrative included language to help the new committee to understand how the timing and how the budget worked. Budget Committee Mike Martin asked if the Celebration had a low attendance. Kreitman replied no, it was low on volunteers and labor intensive.

Booth continued to show the fund narratives. Kreitman said that the Economic Development Fund is new and is to track Transition Parkway.

Kreitman shared about a possible Risk Management Fund in the future.

Kreitman shared the slide of the City's resources, in the agenda packet. Booth said that the blue numbers sum up to the black numbers.

Kreitman went through the expenditures. He talked about personnel services. He shared that Booth, Straite and himself received a Council approved annual increase in January. The proposed budget shows other personnel's step increase and a 5 percent COLA increase for wages in the calculations. He shared the CPIs for April. The step increase is based on their anniversary date.

Kreitman said that materials and services is an \$18,000 increase for enhanced cyber insurance. Cowan asked if staff had training on phishing. Kreitman replied that the plan is for staff to receive more. Cowan commented that CIS has a lot of good training.

Kreitman mentioned possible master planning for City Hall expansion for additional office space. He shared some of the ideas.

Kreitman asked for feedback on community support, this would be the time to make any recommended changes. Booth showed the column that was for the proposed budget, any changes that Committee would direct to make would go in the approved column and at the end there would be motion to adopt as modified. Hickam asked about the decrease in merchant fees. Kreitman replied that with the switch to Xpress is seen to be less than going through Visa. Staff discussed the check and credit card fees.

Cowan suggested adding community support for the Millersburg Cemetery. He shared about why the City should help support. He recommended starting at \$2,500. Raum asked if Cowan was asking for a second line item under community support or taking it out of miscellaneous. Kreitman recommended to put it in as a separate line item for tracking purposes. He said Tim Walter is looking for the Cemetery to be self-sufficient. He said that it doesn't meet the criteria, but it does not mean that the Budget Committee and Council couldn't make an exception for an extraordinary circumstance, which this qualifies with historic nature, what it is and impacts it has on the community.

Councilor John Sullivan asked if there was no support for Honor Flights this year. Kreitman replied there was not a request this year. He said that in the past it was associated with the car show. Raum recommended Community Support be rounded to \$25,000. He added that \$2,500 would be for the Millersburg Cemetery and the balance could go to Miscellaneous.

Budget Committee Member Doug Iverson commented that the Community Support applications in the agenda packet numbers do not match. Kreitman explained that some of their requests are larger, but this is what the City did last year. In the past, the Budget Committee has not funded the full request. The Committee has the ability to adjust the funding. Cowan liked the numbers showing. Sullivan asked if there was a request from South Albany. Kreitman replied no. Staff, Councilors and Budget Committee discussed supporting the Cemetery and the trees.

Hickam stated that he didn't agree with supporting the Art & Air Festival or the Linn County Fair Expo. He said that the Festival is bringing in lots of revenue. He was fine with all the other organizations. Cowan asked if Hickam was suggesting remove both of those fundings. Hickam didn't want to decide on the Fair since he didn't have all the revenue.

Budget Committee Member Rob Yencopal messaged that he is understanding that he could approach Council at a later date to request funds for South Albany Senior All Night Party. Kreitman stated that has taken place in the past and would come out of miscellaneous at a later date. He added that the Art & Air Festival has allowed the City to use their equipment for City events, when it hasn't been in conflict with their events. The City has been a long-term sponsor of the Art & Air

Festival. Kreitman gave background of relationship with Albany and benefits. Staff discussed the Art & Air event.

Raum recommended for Community Support's next year's applications a modification that they provide a budget, expected revenues and expenditures.

Action: **Motion that the Budget Committee consider increasing the line item for Community Support to \$25,000, creating a line item for the Millersburg Cemetery support and funding that line item with \$2,500 for the 2023-2024 budget year and the difference from the increase for the overall line item for Community Support to go to miscellaneous made by Chair Mark Raum;**

Discussion: Hickam asked if a decision to support the South Albany Senior Night Out could be made this evening. Kreitman said that if they wanted to take that step now they could. Committee, Councilors and staff talked about giving funds that hadn't been requested yet and it being able to be put under miscellaneous if requested. Cowan added that Council has wanted in the past to see those making the request and the follow up with the organizations afterwards.

seconded by Councilor Mike Hickam.

| | |
|---------------------------------|------------|
| Mayor Scott Cowan: | Aye |
| Councilor Mike Hickam: | Aye |
| Councilor Mark Raum: | Aye |
| Councilor John Sullivan: | Aye |
| Lorri Headrick: | Aye |
| Doug Iverson: | Aye |
| Mike Martin: | Aye |
| Rob Yencopal: | Aye |

Motion Passed: 8/0

Budget Committee Mike Martin clarified that Raum had requested a standardized budget form for future applications. Raum affirmed.

Kreitman addressed IT equipment and computers line items total to \$14,000. He said that after preparing the budget, staff found out from Oregon Cascades West Council of Governments (COG) that the City needs to replace the server, fire wall and switch and would be an additional \$9,000. Booth added that the number also included equipment replacement of some machines.

Hickam commented that materials and supplies had remained status quo. He asked if staff thought it would still be the same with the increase on price. Kreitman explained that it is based on where the City is at for current year.

Sullivan asked about the Wifi hotspot. Kreitman explained that it is an annual cost the City has for internet for phone and internet connection at the Park Maintenance shop.

Action: **Motion to up to \$23,000 for equipment computers made by Councilor John Sullivan; seconded by Budget Committee Member Mike Martin.**

Mayor Scott Cowan: Aye
Councilor Mike Hickam: Aye
Councilor Mark Raum: Aye
Councilor John Sullivan: Aye
Lorri Headrick: Aye
Doug Iverson: Aye
Mike Martin: Aye
Rob Yencopal: Aye

Motion Passed: 8/0

Kreitman addressed legal services, \$250,000. He said staff is seeing a lot take place with property sales. He stated that City Attorney Forrest Reid has announced that he is retiring in July. City Council has given authority to bring on Alan Sorem, Saalfeld Griggs, beginning July 1, 2023.

Kreitman stated that last year the City of Albany increased their Library fee to \$80. He said last year the recommendation was to reimburse the full amount. He said that the City is already approximately \$600 over. He said that the City reimburses up to \$200 for recreation. Booth mentioned that staff have been turning people away because the City has reached the cap. Sullivan asked what staff thinks that the City needs. He said it is important that the City does it. Councilors and staff discussed the library reimbursement budget.

Cowan asked if there was interest in doing something similar with the recreation reimbursement and paying 100 percent. Budget Committee Member Doug Iverson asked how much of an increase did staff see when City went to 100 percent. Kreitman said there wasn't much of an increase because the City wasn't reaching the full amount. Sullivan asked how long the City has been at that number. Booth said the word was getting out about the program. Cowan stated that they never spent up to it before and this is the first year to max out. Hickam recommended bumping it to \$8,000 and if it starts getting close to maxing out to come back to Council.

Action: **Motion to increase Library Reimbursement from \$5,000 to \$8,000 made by Mayor Scott Cowan; seconded by Councilor John Sullivan.**

Mayor Scott Cowan: Aye
Councilor Mike Hickam: Aye
Councilor Mark Raum: Aye
Councilor John Sullivan: Aye
Lorri Headrick: Aye
Doug Iverson: Aye
Mike Martin: Aye
Rob Yencopal: Aye

Motion Passed: 8/0

Martin asked if the City gives the Library Card. Raum explained that the resident goes to the Library and buys their membership and then turns in their receipt and

the City reimburses them for it. Martin asked if it was possible to put on a City card that the Library card was made possible due to industry. Discussion followed about putting something in with the reimbursement check.

Kreitman asked if Council wanted staff to bring back an amount for library reimbursement for the remainder of this fiscal year. Councilors confirmed.

Kreitman said the rental property, \$40,000, is for the demolition of the house. Raum asked about moving the Sheriff's office to that location. Kreitman explained that when the fire station was being built there was discussion to build something there for them but they preferred to be at City Hall.

Booth said that the City has not reached the cap for the Parks and Recreation reimbursement, and doesn't look like it will. The proposal is for the same as last year. Raum clarified that it was 80 percent of each athletic program up to \$200 per household. Staff affirmed. Raum said if someone has three kids in sports, \$200 is the cap. Booth said this is a range of activities. It has to be a non-profit organization or schools. Kreitman added that it is not just for kids but for adults. Raum asked if it includes the Albany Parks and Recreation catalog that comes out for residents to take classes. Kreitman affirmed. Booth stated it cannot be used for private organizations, such as gym. Discussion followed about organizations.

Booth went through the Parks budget. Hickam brought up that someone needed to look at the sprinkler system at the Park. Booth mentioned that there has been a lot of repairs on the sprinkler system.

Booth said that refunds was highlighted because it was added in the supplemental budget this year, there is nothing budgeted, but needs to remain on the budget form.

Raum asked if City spent \$5,000 to resurface play area. Booth replied it is the budgeted number not actuals. It was wood chips. Kreitman reminded that they have to be certified that it's not contaminated and meet a certain depth.

Hickam asked if the City rents the Park. Kreitman said that the shelter gets rented. Kreitman reminded that staff budgets conservatively on revenue.

Booth explained that SDC-I was included in supplemental and will need to be included until it drops off.

Kreitman went through emergency services. He mentioned the contracts, the equipment and utilities.

Kreitman went through the Building Fund and talked about when payments are made.

Kreitman mentioned that there was no expectation to spend anything out of the Equipment Reserve.

Kreitman said that it depends on event planning this year. He went through what the City has historically put through it and business.

Raum asked about replacement of windows and HVAC. Kreitman said HVAC has been replaced. Booth said the reserve is a holding place.

Hickam asked why the holiday light display was not included in the Celebration. Kreitman explained that it was a separate program. He explained to keep the Celebration separate, holiday lights weren't included in the past.

Booth went through Enterprise funds. She stated that there are resources and expenditures. She said the highway use tax is the main funding for maintenance of streets. She mentioned that System Development Charges (SDCs) will be spent down with Transition Parkway.

Hickam asked where the highway use tax came from. Booth replied the State, and one percent must go towards bike and pedestrian paths.

Booth mentioned that the grant listed is the for the Old Salem Road Guardrail project. Oregon Department of Transportation (ODOT) is doing the project. Discussion followed about location and concerns about the area.

Booth talked about the streets program and the desire to purchase radar street signs. Cowan asked if it is based off road surveys. Booth explained the guide for maintenance. It is recommended to spend more funds on maintenance. She explained that as more funds come in through development more funds will be used towards it but staff is limiting it to what is received from the tax fund. If the City wanted to do more funds towards streets it would need to come out of the GF. She stated SDCs cannot be used for maintenance, they can only be used for new roads or projects that increase capacity. Discussion followed about street maintenance, timing and types of sealing.

Booth mentioned that transfers are for personnel services. Hickam asked what funds can be transferred to GF. Booth explained that it is how the funds are spent. Staff said that SDCs cannot be used for personnel. Discussion took place regarding transfers and transfers from Enterprise funds.

Councilor Dave Harms arrived at 7:31 p.m.

Booth reminded that stormwater has no revenue resources. There will need to be more transferred from GF. Kreitman shared that most cities charge a stormwater fee and depending on development the City may need to consider that in the future. Booth shared about the costs, where the funds go toward and the requirements. She explained the transfers in from GF is for operating costs and transfers in for personnel costs and showing both in and out to help with tracking. She said the reserve is the SDCs.

Cowan commented that industry is helping this be supported without a fee. If the City struggled financially in the future this would be an area that would need to be focused on looking into a fee or not.

Hickam asked if the SDCs did not cover the \$10,000 for Private Construction of Public Infrastructure. Booth replied no. This is an inspection for private developers. Hickam asked if the cost could be passed onto the developer. Booth replied yes and showed where it was listed a revenue source. She explained that the developer pays upfront, but it can take over a year to be an expenditure. There are no known projects at this time. Kreitman explained that the expenditure has to be allocated.

Booth moved to sewer. She said there is a revenue source, sewer fees. Staff estimates revenue low. She explained that the City pays Albany for some loans and Albany pays the City for some. She said that the grant is for a feasibility study that has been applied for.

Booth said for expenditures that the O&M Plant is tracking what is being paid to Albany. She explained that for collection the City didn't spend as much as staff thought they would this year. Raum asked if the City accomplished what it wanted. Booth replied no. It didn't get scheduled in time. She pointed out that the flow monitoring is an increase, this would be for an additional monitor for a year and may not need to be continued after that.

Hickam said that it looked like the City had \$625,000 overspent. He said SDCs were not budgeted. Booth explained that the SDCs are in the CIP project list. She said that for stormwater it was just the SDCs but water and sewer it's SDCs and includes the balance being carried over for future projects.

For water Booth pointed out that expenditures in the O&M Water treatment plant are going up because of the split of cost between Albany's two water treatment plants. Albany realized that more of the cost should be allocated to the Albany-Millersburg Plant based on flow. Cowan added that a positive look is Millersburg has been getting a deal.

Raum asked what SCADA upgrade was. Booth replied it was IT.

Booth explained the City pays a portion of Albany's Water Master Plan, because Albany is looking at the system as a whole, evaluating treatment plants and storage. She said that Albany had done the work this year but offered not to bill the City until this fiscal year. Cowan asked how it was based off it. Booth shared that staff had spent a lot of time looking at the costs and tasks and this ended up being around 5 percent.

Kreitman said that the Economic Development Fund is primarily transfer in from Streets and other sources and the sale of property. Booth said expenditures would be wetland consultants, engineering consultants, and radon consultants. She pointed out what is expected to be spent on Transition Parkway. Kreitman added that the \$50,000 for economic development services is for PacWest on assistance

with the City's properties. Raum asked if property develops and Transition Parkway, if radon services would disappear. Kreitman replied it depends on if someone purchases the property or leases it. Booth said the City has not currently been paying for any of the costs.

E. PUBLIC COMMENT

None

F. Action: **Motion to approve and recommend to the City Council the adoption of the proposed FY 2023-2024 Budget and Capital Improvement Program as modified made by Mayor Scott Cowan; seconded by Budget Committee Member Rob Yencopal.**

| | |
|---------------------------------|------------|
| Mayor Scott Cowan: | Aye |
| Councilor Mike Hickam: | Aye |
| Councilor Mark Raum: | Aye |
| Councilor John Sullivan: | Aye |
| Lorri Headrick: | Aye |
| Doug Iverson: | Aye |
| Mike Martin: | Aye |
| Rob Yencopal: | Aye |

Motion Passed: 8/0

G. ADJOURNMENT

Chair Mark Raum adjourned the meeting at **7:54 p.m.**

Respectfully submitted:

Reviewed by:

Sheena Dickerman
City Recorder

Kevin Kreitman
City Manager



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: ABC House

Contact Person: Glenda Lonstron Position: Development Director

Phone: 541-926-2203 Email: glonstron@abchouse.org

Mailing Address: PO Box 68, Albany, OR 97321

Name of Project or Activity: Comprehensive Child Abuse Assessment & Support Services

Project or Activity Start Date: July 1, 2024 End Date: June 30, 2025

Amount of Funding Sought: \$ 10,000

Total Cost of the Project or Activity: \$ 1,832,377.71

Has the Project or Activity been Held Previously? Yes No

Details:

In 1991, the Oregon State Legislature mandated the creation of a multidisciplinary team approach to the investigation and treatment of child abuse in each county. Child abuse professionals in Linn (and Benton) counties worked together to create ABC House, the first child abuse intervention center serving our community. Since 1997, we have helped more than 14,000 children, youth, and families (approximately 550 from Linn County annually) overcome the crisis of abuse and neglect.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

Please see the attached supporting documentation regarding the need for comprehensive child abuse assessment and support services in Linn County.

What is the purpose of your group/organization?

An accredited member of the National Children's Alliance, ABC House is the only agency providing child abuse assessment and support services for Linn and Benton counties. Mission: We work to break the cycle of child abuse and neglect, supporting children as they find their voice, and helping children and families heal and thrive.

What are the objectives or outcomes to be achieved by the project or activity?

Please see attached supporting documentation regarding the objectives and outcomes that will be achieved through the Child Abuse Assessment and Support Services Program.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

Please see attached supporting documentation regarding the benefits to the Millersburg community.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

Please see attached supporting documentation regarding how we will measure and evaluate and report the Assessment Program success.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

Yes. We have several pending and secured grants to help support this application's request, which are listed in the attached supporting documentation.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Glenda Lonstron Position: Development Director

Signature:  Date: 4/22/2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.

ABC House Supporting Documentation 2024-25 Donations and Sponsorship Request Application

Describe the project or activity for which you are seeking support.

ABC House provides high-quality child abuse assessments for local children when there are concerns of abuse and neglect, and offers support and healing to children and families who have suffered from abuse through a range of comprehensive services, including medical examinations, forensic interviews, family support and referral, and trauma counseling. Our team of child abuse experts and professionals provide compassionate, specialized care and support to approximately 800 infants, children and youth each year. Centers like ABC House are the most effective means of ensuring that children are not further traumatized by the system that was designed to protect them by providing the specialized help and support they need in one location, by a multidisciplinary team. Without ABC House, children would be forced to share their experiences repeatedly, with multiple people who are not working together.

Demand for ABC House child abuse assessment and support services has been high throughout the last three years and shows no signs of slowing. This includes cases with pronounced severity of abuse, including significant physical abuse, sexual abuse, parental substance abuse, and domestic violence. Research shows that public health emergencies increase the risk for child abuse and neglect because of increased stressors and loss of financial and social supports. A number of stressors associated with the pandemic are continuing to have an effect: disruption of routine, increased stress and substance abuse, and reduced access to resources (now exacerbated by inflation). In 2022, we served 833 children (a new record) and provided 1,500 unique instances of service, an 8% increase over 2021 (when we served 771 children) and an increase of 16% over 2019. In 2023, we served 753 children, a decrease primarily due to staffing challenges. Because of the on-going high demand for our services, it is vitally important that we do all we can to serve as many children as possible, as promptly as possible.

Although every county in Oregon is required to be served by a child abuse intervention center, ABC House and its counterparts throughout the state rarely receive tax-dollar funding. At ABC House, no child in need is ever turned away, and children are seen at no out-of-pocket cost to the family; if the family has insurance, ABC House bills their insurer for any reimbursable services, such as for the medical exam. However, because 90% of families served are low-income or underinsured, less than 20% of our operations are funded by insurance reimbursement. We estimate the cost of providing an assessment appointment for one child would exceed \$4,000.00.

What is the purpose of your group/organization?

An accredited member of the National Children's Alliance, ABC House is the only agency providing child abuse assessment and support services for Oregon's Linn and Benton counties. Mission: We work to break the cycle of child abuse and neglect, supporting children as they find their voice, and helping children and families heal and thrive. Vision: We envision a world in which every child has the opportunity to be happy, healthy and safe; parents and caregivers who understand the impact of their actions on children; and a community that actively and vocally stands up to prevent child abuse and neglect.

What are the objectives or outcomes to be achieved by the project or activity?

ABC House's Comprehensive Child Abuse Assessment & Support Services are central to our mission, with the goals of identifying abuse early so that children are protected from further harm; providing necessary medical care to promote healing from the physical effects of abuse; connecting children and families to local agencies and community resources they need to support a healthy, safe and healing home environment, including trauma counseling so that they can heal emotionally. Eligible participants are children 0 -18 years referred by community partners for concerns of physical abuse, sexual abuse, or neglect. Young children are most at-risk for abuse and neglect; in Oregon, the majority of child victims are younger than seven years old. Objective: During a 12-month period of support, we anticipate providing child abuse assessment services to roughly 575 Linn County children.

When police or child protective services are concerned that a child has been abused, the child is brought to ABC House by a caregiver or parent for an assessment. The assessment goes at the child's pace and includes a head-to-toe medical exam, followed by a forensic interview where the child can talk about their experience with a trained interviewer who knows how to ask the right questions to obtain accurate, objective information without leading, interrogating or retraumatizing a child. Families also receive guidance throughout the assessment process and referrals from Family Support Advocates for other needed assistance, such as housing and domestic violence assistance. Evidence from the assessment is used to help determine whether abuse occurred and what supports and services the child may need going forward. The multidisciplinary team makes decisions together about how to help the child with safety planning and recommendations.

We also incorporate principles of trauma-informed care in all of our interactions with clients. Our goals include minimizing any additional trauma and ensuring each and every client feels safe, supported, empowered and informed. We believe everyone's experience of traumatic events will be different, and how children are affected, cope and recover varies greatly. All clinical and non-clinical staff members receive trauma-informed training to help them recognize the impact of trauma on our clients' lives.

What is the benefit to the Millersburg community of the project or activity? (e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

During a 12-month period, we anticipate serving 575 or more Linn County children (562 were seen last year; 639 the year prior), including an estimated **35** from the Millersburg area. All children served are referred by DHS, law enforcement or the medical community. Our records show that at least **27** children from the Millersburg area were served at ABC House last year. This is likely a low number due to tracking challenges (Millersburg and Albany have the same zip code). Further, if the state of Oregon has legal custody of a child, (i.e., the child is in foster care) at the time of the assessment appointment, the contact address is automatically listed as the Department of Human Services office in Albany or Corvallis, regardless of where the child may have resided or the location of the alleged abuse.

With your support, Millersburg children impacted by abuse or neglect, and their families, will receive the vital services they need to heal. According to the CDC, children who have been abused

may suffer anxiety or post-traumatic stress; over the long term, they are at increased risk for experiencing future violence victimization and perpetration, substance abuse, sexually transmitted infections, and delayed brain development-- leading to lower educational achievement, poverty, even early death. The compounding costs of medical care, lost productivity, child welfare services, criminal justice and specialized education services all place an additional burden on cities and counties - above and beyond the human suffering associated with child abuse. These outcomes can be prevented, especially when children receive services and support early on. With your grant support, substantive positive change can happen in the lives of the children who have been abused when they receive the specialized services and support they need, and justice is served.

ABC House partners effectively with multidisciplinary professionals actively involved in the child abuse investigation and response to ensure a collaborative, efficient and child-focused process. ABC House is a member of the Linn County Multidisciplinary Team (MDT), comprised of the District Attorney's Office, law enforcement, DHS, the juvenile department, mental health services, and youth serving agencies in Linn County, which meets weekly to share information on pending child abuse cases. ABC House fosters collaboration and communication amongst agencies, minimizes the number of times that children are interviewed, and provides a swift, sensitive, and culturally responsive coordinated response to child victims and their families.

Support from funders like the City of Millersburg helps ensure increasing numbers of Linn County children and their families will receive the vital services they need to heal, including medical examinations by physicians specializing in the recognition and treatment of child abuse; forensic interviews by professionals trained in talking to children to obtain accurate and objective information; family support and referral services to help families cope with the discovery of abuse; and trauma counseling to help children and family members move past abuse to begin healing.

How will the project or activity be promoted and how will you measure, evaluate, and report its success? (e.g. audience surveys, attendee numbers, verbal feedback)

ABC House staff regularly use targeted metrics to evaluate our Child Abuse Assessment & Support Services program. We collect data and compare actual results with projected goals using data elements that include client demographics, types of abuse, and number/type of services provided. Relevant measures of success for this program include: providing child-sensitive assessment services to children in a welcoming environment that allows objective information to be gathered and minimizes trauma to the child; facilitating healing for children and caregivers by providing clear information and making effective referrals to caregivers for additional services; and fostering a multidisciplinary approach with investigating agencies for more collaborative, efficient investigations. These outcomes are measured through follow-up surveys completed anonymously by caregivers immediately following the appointment. We are pleased to report that recent caregiver survey results show that the majority of respondents agree/strongly agree that ABC House facilitated healing for their child. Recent comments include:

- "My son felt safe with the Interviewer and trusts her."
- "My child told me he felt safe while here, even without me in the room."
- "I was impressed. Thank you for offering a neutral and safe place for [name] to discuss sensitive information."

- "She was very nervous coming in and was able to calm down. Xander (therapy dog) was great."

We are working to expand our outreach to historically underserved populations to ensure we are meeting the needs of children in these communities. Child abuse and neglect occurs across all races, nationalities, and socioeconomic groups; that said, historically marginalized communities commonly have less access to resources. Outreach efforts include offering English and Spanish language community prevention and education training workshops virtually or in community venues, like churches and schools. We also participate in health fairs and events that are scheduled throughout our service area, and actively increase our contacts in underserved communities.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

Yes. We have several pending and secured grants to help support this application's request, including: Target Corporation (\$2,500 Received); Knife River (\$3,000 Received); Weyerhaeuser Giving Fund (\$3,500 Received); City of Philomath (\$5,000 Received); Rite Aid Healthy Futures Foundation (\$10,000 Received); Wheeler Foundation (\$10,000 Requested); Ralph Hull Foundation (\$15,000 Requested); Victims of Crime Act Grant (\$231,698 Requested/Received); Benton County Child Abuse Multidisciplinary Intervention (CAMI) Fund Grant (\$71,000 Requested/Received); Pacific Power Foundation (\$3,500 Received), Powell Foundation (\$5,000 Requested); Linn County CAMI Funds (\$136,928 Requested/Received); Maybelle Clark Macdonald Fund (\$25,000 Pledged); National Children's Alliance (\$50,000 Pledged); Benton County Community Foundation (\$10,000 Requested); Ackley Foundation (\$10,000 Requested); and Bess Spiva Timmons Foundation (\$5,000 Requested).

ABC House Assessment Budget Overview July 2023 through June 2024

| | Jul '23 - Jun 24 |
|--|------------------|
| Ordinary Income/Expense | |
| Income | |
| 4000 - Revenue | |
| 4002 - Donations | |
| 4003 - General Donations | 150,000.00 |
| 4006 - Gift Cards | 600.00 |
| Total 4002 - Donations | 150,600.00 |
| 4007 - In-Kind Donations | |
| 4009 - In-Kind Donations - Operational | 46,077.29 |
| Total 4007 - In-Kind Donations | 46,077.29 |
| 4010 - Grants | |
| 4015 - Benton County CAMI | 71,000.00 |
| 4020 - Linn County CAMI | 136,928.58 |
| 4025 - VOCA | 231,698.42 |
| 4027 - Other Grant Revenue | 472,318.98 |
| Total 4010 - Grants | 911,945.98 |
| 4030 - Fees for Service | |
| 4035 - Court and Records | 10,000.00 |
| 4040 - Medical Consults | 103,200.00 |
| 4045 - Medical Billing | 130,000.00 |
| 4048 - Interview Billing | 15,000.00 |
| Total 4030 - Fees for Service | 258,200.00 |
| Total 4000 - Revenue | 1,366,823.27 |
| Total Income | 1,366,823.27 |
| Gross Profit | 1,366,823.27 |
| Expense | |
| 6000 - Expenses | |
| 6015 - Building Expenses | 42,756.07 |
| 6040 - Computers | |
| 6042 - Computer Repairs & Maintenance | 4,908.34 |
| 6044 - Computer Software and Hardware | 30,967.55 |
| Total 6040 - Computers | 35,875.89 |
| 6045 - Contract Labor | |
| 6046 - In-Kind - Contract Labor | 36,114.97 |
| 6045 - Contract Labor - Other | 72,229.94 |
| Total 6045 - Contract Labor | 108,344.91 |
| 6055 - Dues and Subscriptions | 15,902.87 |
| 6060 - Fees and Registration | 885.37 |
| 6085 - Professional Services | 116,525.01 |
| 6090 - Insurance | |
| 6092 - Health Insurance | 77,700.00 |
| 6094 - Liability/Medical Malpractice | 42,199.42 |
| 6098 - Workers' Compensation Insurance | 1,863.74 |
| Total 6090 - Insurance | 121,763.16 |

ABC House Assessment Budget Overview July 2023 through June 2024

| | Jul '23 - Jun 24 |
|--|------------------|
| 6100 · General Office Supplies | |
| 6101 · In-Kind General Office Supplies | 912.32 |
| 6100 · General Office Supplies - Other | 1,332.68 |
| Total 6100 · General Office Supplies | 2,245.00 |
| 6105 · Payroll Taxes | 93,197.67 |
| 6110 · Photocopy and Printing | 3,382.16 |
| 6115 · Postage | 129.29 |
| 6120 · Program Supplies | |
| 6125 · Advocacy | |
| 6126 · In-Kind Advocacy | 9,000.00 |
| 6125 · Advocacy - Other | 9,000.00 |
| Total 6125 · Advocacy | 18,000.00 |
| 6140 · Medical | |
| 6141 · In-Kind Medical Supply | 50.00 |
| 6140 · Medical - Other | 25,339.66 |
| Total 6140 · Medical | 25,389.66 |
| Total 6120 · Program Supplies | 43,389.66 |
| 6150 · Public Relations & Advertising | 140.58 |
| 6155 · Retirement Match | 29,252.67 |
| 6156 · Staff Wellness | 6,295.47 |
| 6175 · Salaries and Wages | 1,116,739.74 |
| 6229 · Internal Admin Expense | 75,970.17 |
| 6230 · Trainings | 1,266.75 |
| 6231 · CAMI MDT Trainings | 16,650.00 |
| 6232 · Committee Trainings | 800.27 |
| 6235 · Travel | 865.00 |
| Total 6000 · Expenses | 1,832,377.71 |
| Total Expense | 1,832,377.71 |
| Net Ordinary Income | -465,554.44 |
| Other Income/Expense | |
| Other Income | |
| 7000 · Other Income - Carry Over | |
| 7005 · Fiscal Year Carry Over | 465,554.44 |
| Total 7000 · Other Income - Carry Over | 465,554.44 |
| Total Other Income | 465,554.44 |
| Net Other Income | 465,554.44 |
| Net Income | 0.00 |



The Children's Advocacy Center Serving Benton & Linn Counties

2022 Impact Report



OUR MISSION

We work to break the cycle of child abuse and neglect, supporting children as they find their voice and helping children and families heal and thrive.

OUR VISION

We envision a world in which every child has the opportunity to be happy, healthy, and safe; parents and caregivers understand the impact of their actions on children; and our community actively and vocally stands up to child abuse and neglect.



A YEAR IN REVIEW

The past year was jam-packed--2022 was a year that will go down in the books as another record year, including high-demand for child abuse assessment and support services, leadership change, and a 25-year anniversary! Looking back, I see that despite obstacles and challenges, by working together, we can accomplish so much for children in crisis.

Demand for child abuse assessment and support services persisted at a high level throughout the past year. Unfortunately, factors related to the pandemic continue to create the "perfect storm" for child abuse and neglect. The ABC House Assessment Team worked tirelessly to serve every child who walked through our doors. Thanks to you, a record 833 local children and families in crisis received the specialized care and support they needed.

Let me share with you a story that sheds some light on how the complexities of the pandemic can impact our children. Shyanne and Sara (not their real names) live with their mom, a single, working mother. Not long after the pandemic started, their mother lost her job and had no resources to help her family. With no other place to turn, she moved them in with her uncle who offered a place to stay for as long as they needed. This act of kindness, however, turned into a nightmare after both children became victims of sexual abuse by their own family member. School wasn't in session, youth programs were not available, and both girls had nowhere to turn for immediate help. After they disclosed to a friend what was happening to them, they were able to get help and were referred for services at ABC House. Thanks to you, these girls, and so many children like them, had access to essential services targeted for their recovery so they could begin healing.

When we talk about child abuse and neglect, sometimes the problem sounds so big that we can't even take it in or think about it. We try to ignore it and hope the reality of it never touches those we love. But for these two girls, and the hundreds of families every year whose reality it is, their call for help is real, urgent, and amplified. Their calls are answered by caring individuals like you, who are willing to take action and continue fighting on their behalf.

In the short time I've been here, I have learned so much. I have learned that we are much stronger if we work together in the fight against child abuse and neglect. I have learned that our community members are willing to learn ways to prevent abuse if we give them the opportunity. And, I've learned that children can recover from the trauma of abuse if they have the care, support, and tools they need.

I am so grateful to be a part of a group that is passionately dedicated to helping children who have experienced abuse. Every member of the ABC House team pours their heart into their work, and willingly makes sacrifices to help children in crisis. But, we cannot do this work without partners like you! Children and families cannot receive the help they need without contributions from caring donors.

Your giving makes every action we take to help a child in crisis possible. Thank you for refusing to give up on our children when they are at their most vulnerable. Your support means healing and hope for the children and families who enter our doors every day.

As we look forward to our 26th year of service and beyond, I know this will still be true: when we come together, there truly is no limit to what we can accomplish for children impacted by abuse or neglect!



Karsen O'Bryan
Executive Director

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Rebecca Simmons, Community Prevention Coordinator

Cailee Stahl, Family Support Advocate

Bailey Weber, Forensic Interviewer

Xander, Courthouse-Facility Dog

2022 YEAR IN REVIEW

833

Children & Youth Served

1,460

Service Appointments

4,799

Total Community Members Served

3,966

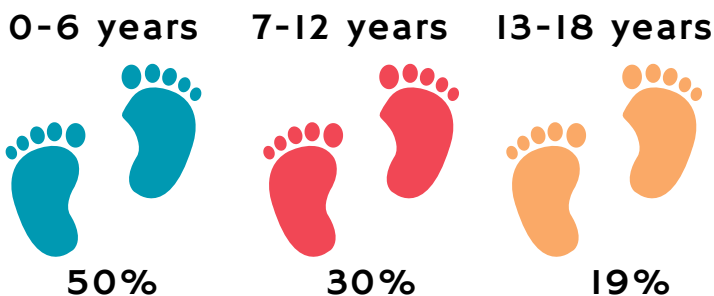
Community Members Trained

193

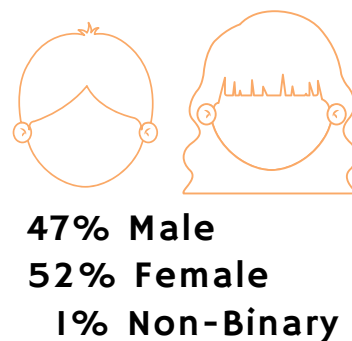
Emergency Medical Consultations

ASSESSMENT CLIENT STATISTICS

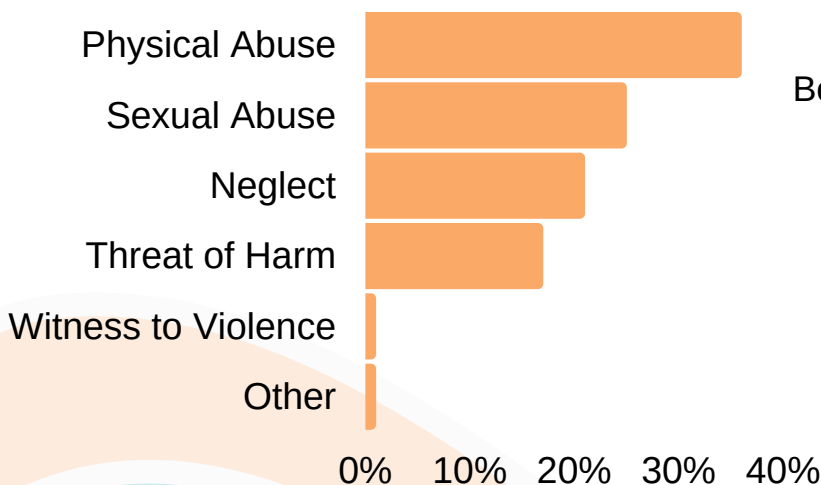
AGE



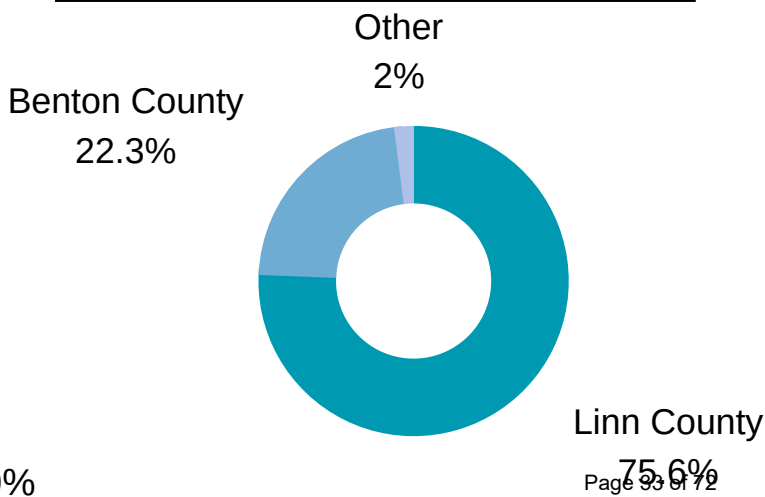
GENDER



ALLEGATION



COUNTY OF RESIDENCE



OUR SERVICES

Medical Exams & Consultations

Our medical providers are child abuse experts and remain supportive, objective, and neutral throughout the child's head-to-toe exam. Any physical signs of abuse are documented and may be used as evidence in the abuse investigation. Equally important, children have the opportunity to ask questions about how the abuse may have affected their bodies and development, and to receive reassurance from our trained staff.

933 Medical Services

Forensic Interviews

Forensic interviews are legally justifiable, fact-finding interviews with a child conducted by professionals trained in talking to children to obtain accurate and objective information. The purpose of a digitally recorded forensic interview is to reduce the number of times children need to share their experience.

241 Interviews

Family Advocacy & Support Services

Families receive support to help them cope with the discovery of abuse and navigate at a time when their lives have turned upside-down. Our Advocates provide families with information to help non-offending caregivers understand the child abuse assessment and investigation processes, as well as connect them to any needed community resources.

361 Family Support Sessions

Trauma Counseling

ABC House counselors specialize in trauma treatment to help children and their family members process what has happened to them and move forward. Children learn strategies to help them manage their fear or feelings of being out-of-control when remembering abusive events, and to focus on their own strengths and abilities. These services are offered as long as they are needed.

79 Children & Youth - 148 Family Members - 666 Clinical Hours

Community Education & Prevention

As a leading voice on child abuse prevention and awareness, we believe that education is the key to ending child abuse. With a mission centered on breaking the cycle of abuse and neglect, ABC House offers numerous in-person and online safety trainings to the public, free of charge. In 2022, we reached nearly 4,000 children, youth and adults in Linn and Benton Counties - setting a new record for our community education program.

538

Children Educated

2,815

Youth Educated

613

Adults Educated

87

Child Presentations

93

Youth Presentations

36

Adult Presentations



Girls Circle is a peer support group for female-identifying youth that combines creative activity and facilitated discussion to build resiliency and self-esteem. Group sessions are held in an emotionally safe setting where girls are encouraged to share experiences that are helpful to one another.

1

Participating High Schools

13

Youth Participants

13

Support Group Sessions



FUNDRAISING EVENTS

ABC House hosts events throughout the year to increase child abuse awareness and raise critical funds, which enables hundreds of children to access vital assessment and support services.

Celebrate Hope

Each spring, ABC House hosts one of Linn and Benton counties' most highly anticipated events. In our second virtual year, Celebrate Hope, presented by Town & Country Realty, raised vital funding to provide essential services to children who have been victimized by abuse and neglect in our community.

\$133,442

Raised

Superhero Fun Run & Walk

Our newest family-friendly event, ABC House held the inaugural Superhero Fun Run & Walk in August of 2022 at the Crystal Lake Sports Field in Corvallis. In anticipation of the event, we were excited to announce our first annual Cape Day for businesses. Businesses had the opportunity to purchase capes for their employees and/or customers to proudly show their support for child abuse awareness and prevention.

\$38,754

Raised

Holly Jolly Online Auction

While this event has evolved over the last few years, between November 20th - December 5th, nearly 200 participants bid in the online auction to support ABC House. The event featured over 100 packages!

\$17,226

Raised

Community Fundraisers

ABC House is fortunate to enjoy the generosity of so many individuals, businesses, and organizations in the community that host several fundraising events. From birthday fundraisers, 50/50 raffles, to generous merchants donating a portion of their sales, all these amazing individuals and groups make healing possible!

39

Fundraisers Hosted

\$47,077

Raised

WAYS TO GET INVOLVED

Donate!

You can make a difference to a child by donating throughout the year or every month by joining the **Friends of Hope** monthly giving program.

You can also include ABC House in your estate planning.

www.abchouse.org/donate

Your giving matters!

Engage!

Businesses, organizations, and individuals can support fundraising events by attending, sponsoring, volunteering, or hosting your own community fundraiser!

Contact Janique at coordinator@abchouse.org.



Take a Training!

We believe that prevention education is the key to ending child abuse.

ABC House offers free child abuse prevention trainings in English and Spanish to the public, groups, organizations, and businesses!

Learn more at www.abchouse.org/training.



Spread the Word!

Like and share our updates and events on social media and talk with your friends, family, coworkers, or groups about ABC House!

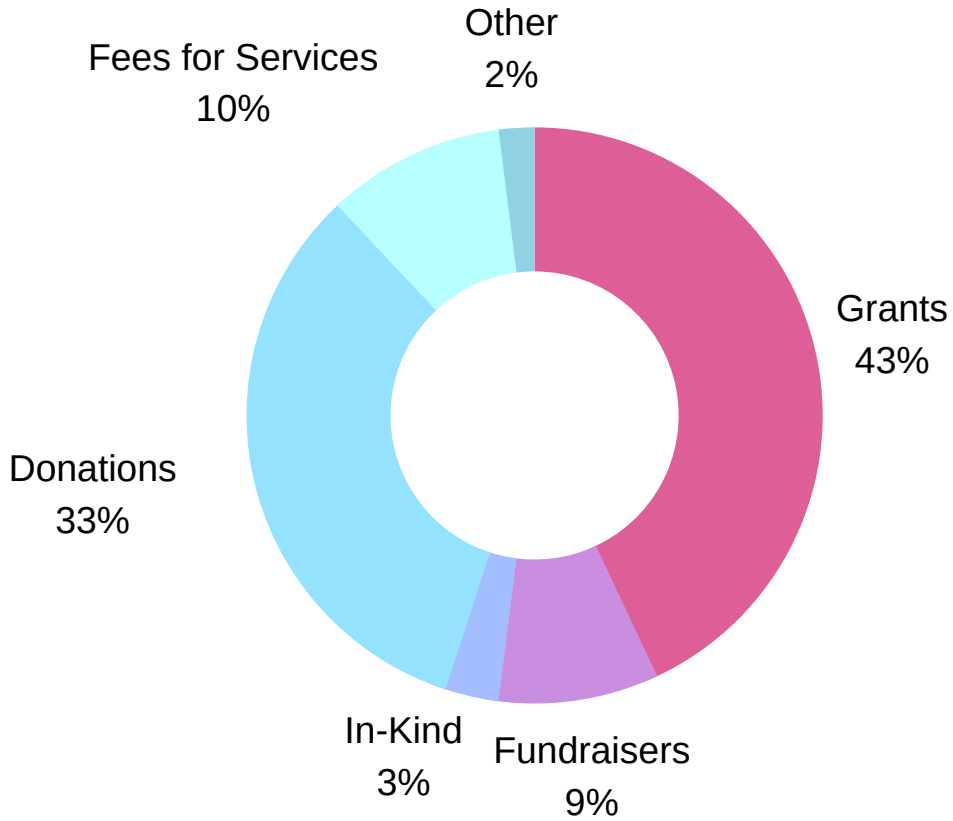
Thank you!



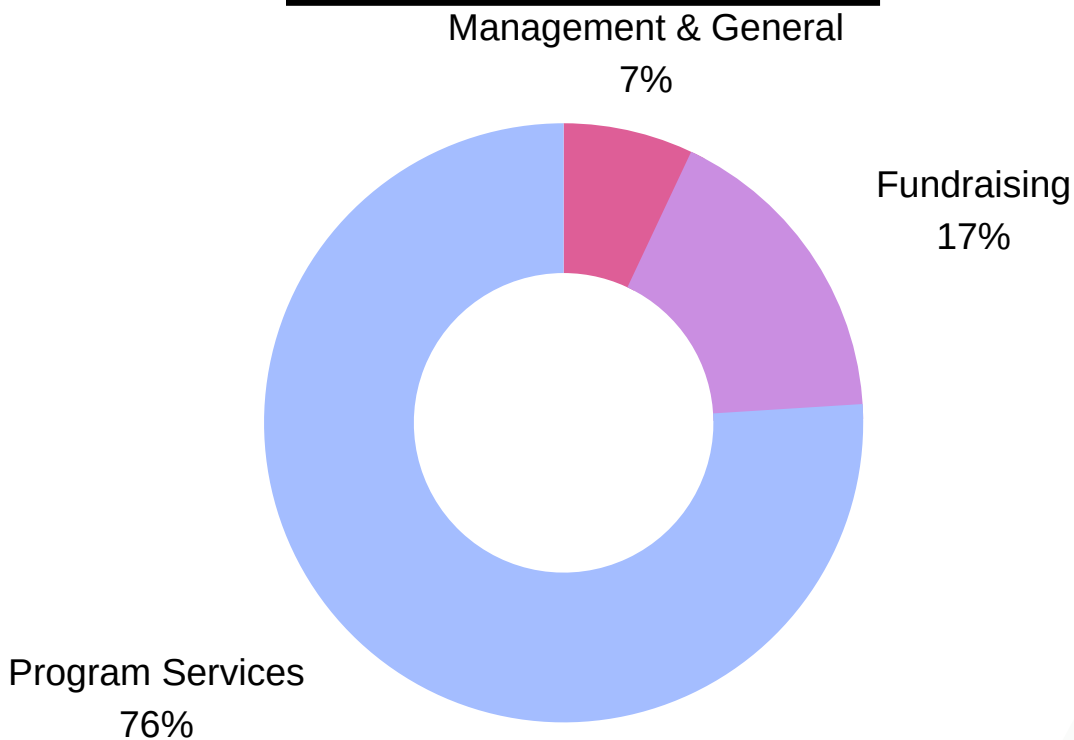
FINANCIAL STABILITY

Because of your generosity, we are able to continue our mission of helping children in crisis. This is a snap-shot of our fiscal year July 2021 - June 2022.

Support & Revenue: \$2,463,786



Expenses: \$1,877,107



DONORS

We are so grateful for the incredible individuals, businesses, foundations, and organizations that supported ABC House in 2022 through monetary and in-kind donations. We are very honored you chose to do your part to bring healing to abused and neglected children in Benton & Linn Counties. If we have inadvertently missed you or misspelled your name, please contact the Development Office at 541-926-2203 or dhubele@abchouse.org.

Names with an asterisk "" are Friends of Hope monthly donors.*

\$50,000+

Benton County Oregon
Doris and Bill Scharpf Foundation

\$10,000 to \$49,999

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Dala's Blue Angels
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Paul and Monica Bancroft Family Foundation
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Spirit Mountain Community Fund
Starker Forests, Inc.
Town & Country Realty
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United Way of Linn, Benton & Lincoln Counties
Wheeler Foundation

\$2,500 to \$9,999

Albany East Lions Club
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Albany Police Benevolent Assn
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Zonta Service Foundation of Corvallis

\$1,000 to \$2,499

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Rebecca Williams
Rhiannon Williams
Patricia J Wilson
Pamela Woitt

Kristina Wonderly
Frances Wong *
Savannah Wong
Amy Wooden
Larry and Sally Wright
Wendie Wunderwald
Nancy Wyse
Stacie Wyss-Schoenborn
Xtreme GrafX
Ani Yardumian
Angela Yeats
Donna Young
Katie Younger
Steve and Shelly Yutzie
Timothy Zacharias
Jennifer Zeck
Pam Zeemin *
Joseph and Rosemary Zigler





The Children's Advocacy Center
Serving Benton & Linn Counties



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PO Box 68 | Albany, OR 97321
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Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: Boys & Girls Club of Albany

Contact Person: John Andersen Position: CEO

Phone: 541-926-6666 Ext. 218 Email: john.andersen@bgc-albany.org

Mailing Address: 1215 Hill Street SE Albany, OR 97322

Name of Project or Activity: Millersburg Park Youth Sport Camps, Youth Winter Basketball Leagues,

Project or Activity Start Date: July 2024 End Date: June 2025

Amount of Funding Sought: \$ 5000

Total Cost of the Project or Activity: \$ 130,000

Has the Project or Activity been Held Previously? Yes No

Details:

These programs and services are offered annually through the Boys & Girls Club of Albany. They are designed to serve ages 5-18 years old. We are hoping that the city of Millersburg will support these various youth sports opportunities that are utilized by Millersburg residents.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

\$2500 for the Millersburg park summer youth sports camps. This will be our 5th year offering the camp at Millersburg park, this camp provides Millersburg residents a great opportunity for their kids right in their own community! We have served over 160 Millersburg residents in the past and hope to continue this camp that emphasizes skill development, team work, and lots of fun! Funding would support staffing expenses, equipment/supplies, daily snacks/prizes, and camp T-shirts. Scheduled to occur this July. \$2500 - 3rd-8th Grade Winter Basketball Leagues - The BGCA Winter basketball season for 3rd-8th grade boys and girls included 459 participants. Of those, approximately 127 were city of Millersburg residents. These leagues offer opportunities for Recreational and Competitive options for youth participating. Funds for these leagues support program expenses including: equipment, uniforms, facilities for practices/games, official costs, uniform expenses, and scholarship funding for families in need.

What is the purpose of your group/organization?

The Boys & Girls Club of Albany is a non-profit youth development program that serves youth ages 5-18 years old. The Club provides an after-school & Summer program, athletic leagues and camps, and dental services year round at affordable rates so every kid has the opportunity to learn and grow with trained professional staff, mentors, and coaches. Our after-school program runs from 2:30-7:00pm, Monday - Friday. Youth can participate in art, cooking, technology, dance, leadership, and education programs.

What are the objectives or outcomes to be achieved by the project or activity?

The objectives of our sports programs is to provide a safe and positive environment for all youth regardless of their skills & abilities to participate in a non-competitive league. Those who participate in sports have learned more than just fundamentals, youth will gain life-long characteristics like teamwork, sportsmanship, and hard work. In a society full of technology, the club is dedicated to creating an outlet to get kids active and ensure opportunities for exercise under the guidance of trained volunteers and staff.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

As a sponsor of various youth sport leagues/programs, the City of Millersburg will be recognized as a partner of the Boys & Girls Club of Albany. Recognition will be seen through different marketing outlets; school & club flyer, social media, and logo placement at Club/event facilities. Sponsorship supports allows the Club of keeping sports fees affordable, allowing all youth especially those from disadvantage circumstances the opportunity to participate. Our programs also creates jobs for high school students as most of our officials and umpires are students from the local high schools. These entry positions allows the Club to train and develop students into possible long-term employment at the club or local businesses.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?
(e.g. audience surveys, attendee numbers, verbal feedback)

Our programs are evaluated through various platforms, for example:

1. Number of enrolled participants are evaluated quarterly and compared to prior years to look for growth in the various program areas.
2. Coaches surveys are implemented throughout the year to gain valuable feedback and identify strengths and ideas to make our programs even better.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

As a non-profit organization, the Boys & Girls Club of Albany strives to keep cost of our services low and affordable. We apply for support from United Way of Linn, Benton, & Lincoln Counties through their granting process on an annual basis. However, most of our support comes from individual giving and corporate sponsors.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: John Andersen Position: CEO

Signature: John Andersen Digitally signed by John Andersen
Date: 2024.04.19 12:38:44 -07'00' Date: 4/18/2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: The Miller Cemetery Association of Millersburg

Contact Person: Tim Walter Position: President

Phone: 541-729-6738 Email: peggiewalter@comcast.net

Mailing Address: 445 N. 7th Street, Harrisburg, OR 97446

Name of Project or Activity: Miller Cemetery drainage and tiling

Project or Activity Start Date: ASAP End Date: preferred before 11-1-24

Amount of Funding Sought: \$ 5,000

Total Cost of the Project or Activity: \$ 15,000

Has the Project or Activity been Held Previously? Yes No
Details:

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

We are seeking to put in drainage tiling in the cemetery to remove the standing water that occurs each winter due to damming from the subdivision. We have discussed the plan with Janelle Booth and received input from professional tiling company.

What is the purpose of your group/organization?

To care for the historic cemetery located on the corner of Woods Road and Millersburg Drive known as Miller Cemetery.

What are the objectives or outcomes to be achieved by the project or activity?

We want to put in approximately 300' of drainage tiling plus 4 laterals of perforated pipe to feed the drainage system. All of this will be gravity fed to the storm drain in the Northeast corner of the property.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

This will make our maintenance of the property much easier since we will be able to mow year around instead of always waiting until the standing water is gone before we can mow. This will greatly assist the appearance of the cemetery if we can mow consistently year around.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

We have a good base of supporters from the community who share our social media posts. We will promote this to the community and give all the credit to the city. I will take pictures and post them regularly as the project develops.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

We have several volunteers who have already offered in-kind donations of trenching with a back-hoe, backfilling and re-seeding after the pipes go in. We will likely have many hours of in-kind support on this project.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Tim Walter Position: President

Signature:  Date: 4-11-2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: City of Albany - Parks & Recreation

Contact Person: Alysia Rodgers Position: Resource Development Coordinator

Phone: 541-917-7774 Email: alysia.rodgers@albanyoregon.gov

Mailing Address: 333 Broadalbin St SW Albany, OR 97321

Name of Project or Activity: Northwest Art & Air Festival Sponsorship

Project or Activity Start Date: August 22, 2025 End Date: August 24, 2025

Amount of Funding Sought: \$ 3,000

Total Cost of the Project or Activity: \$ 3,000

Has the Project or Activity been Held Previously? Yes No

Details:

The City of Millersburg has been a proud supporter of this event for many years and we hope to have this partnership continue for many years.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

The Northwest Art & Air Festival is a celebration of creativity, flight, and entertainment. The festival continues to be Albany Parks & Recreation's biggest signature event every year, drawing crowds from around Oregon, more than 55,000 attended the 2023 event. The event includes hot air balloons that lift off each morning for the entire town to enjoy. Friday event thousands of spectators gather for Night Glow, a night time inflation of the colorful balloon along with a concert. This something for everyone event also includes a Family Zone play area, over 70 juried artist booths and the highlight of the event is a concert on the Main Stage in the amphitheater. This event is only possible with the generous support from sponsors.

What is the purpose of your group/organization?

Albany Parks & Recreation promotes healthy living through recreational experiences and serve as stewards of Albany's public parks and facilities.

What are the objectives or outcomes to be achieved by the project or activity?

With all of our event, Albany Parks & Recreation strives to provide a safe family fun for everyone in the community to enjoy. It is important for us to be able to offer as many free or low-cost events as possible to the community and that is only achieved through the generous support of sponsors. We believe the events and Parks & Recreations provides to the community help to make Albany a great place to live, work, and play.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

The community of Millersburg is an important part of what makes Albany great. It represents the growing community that we all love and it is important for Parks & Recreation to create events that are important to all ages, income levels and ethnic diversity in all neighborhoods that make up our beautiful city. NW Art & Air Festival really does have something for everyone to enjoy and is an event that everyone who lives and works in Albany can feel proud of.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?
(e.g. audience surveys, attendee numbers, verbal feedback)

We promote this event through a number of different ways, print ads, posters, social media, radio, television ads and our event program that is mailed to every household in Albany. We measure our success not only on the crowd size, but also event feedback from attendees and our sponsors. We want to continue to make this event grow and be better every year and we can only achieve that through feedback.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

We work with many businesses in town for both cash and in-kind support for NW Art & Air Festival.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Alysia Rodgers Position: Resource Development Coordinator

Signature:  Alysia Rodgers Date: 3/27/2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024 Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: SOUTH WILLAMETTE VALLEY HONOR FLIGHT

Contact Person: Position: MIKE FUNGEREAR - FONDER / BOARD CHAIR

Phone: Email: 541-870-1013 MIKE.FUNGEREAR@SWVHONORFLIGHT.ORG

Mailing Address: P.O. Box 72150 Springfield, OR 97475

Name of Project or Activity: SEPT. 2024 HONOR FLIGHT

Project or Activity Start Date: End Date: SEPT. 26 - SEPT. 30, 2024

Amount of Funding Sought: \$ 2000.00

Total Cost of the Project or Activity: \$ ~\$145,000.00

Has the Project or Activity been Held Previously? Yes No Details:

YES - ~~TO 2022~~ WE HAVE BEEN TAKING OUR SENIOR VETERANS ON THEIR HONOR FLIGHTS SINCE OCT. 2012. THROUGH 2023 WE HAVE TRANSPORTED 992 VETERANS. VETERANS PAY NOTHING FOR THEIR HONOR FLIGHT. THAT'S WHY WE RELY ON FUNDING.

Have you Received Funds from City of Millersburg Previously? Yes No Is your

YES - IN 2022

Organization Not-for-Profit or a Government Entity? Yes No

YES

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support. (Feel free to attach any supporting documentation.)

The Honor Flight is a 4-day experience for our veterans. In Washington D.C. and the surrounding area they are honored at various Memorials and monuments.

See attached schedule from our April 2023 Honor Flight.

What is the purpose of your group/organization?

See Attached

What are the objectives or outcomes to be achieved by the project or activity?

To provide a long overdue "Thank You" and "Welcome Home" for these senior veterans.

What is the benefit to the Millersburg community of the project or activity? (e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

Same as For all the communities we serve
in LANE, Benton, Linn, & Lincoln Counties.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

We will advertise your support on Facebook, our website, and at Fund RAISING events, + when possible on other forms of media

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

We apply for various grants, look for sponsors like Alaska Airlines, hold Fund Raisers with any community or organization wishing to assist us \$ in getting the veterans on their Honor Flight. On April 25 we have another 60 veterans heading on their Honor Flight +
DECLARATION plan to take 60 more in Sept.

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Position: **FOUNDER + 2024 BOARD CHAIR**

Signature: Date: **M.F. Pungerman 4/24/24**

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458- 233-6300 or email sdickerman@cityofmillersburg.org.



SOUTH WILLAMETTE VALLEY HONOR FLIGHT

South Willamette Valley Honor Flight recognizes American veterans for their sacrifices and achievements by flying them to Washington DC to see their memorials at no cost. Top priority is given to senior veterans and terminally ill veterans from all wars. Applications are being accepted from veterans who served anytime, anywhere between December 7, 1941 through May 7, 1975. Guardians fly with the veterans on every flight to provide assistance and ensure a safe, memorable and rewarding experience and do so paying their own costs.

South Willamette Valley Honor Flight, headquartered in the Willamette Valley, is registered with the state of Oregon and is a proud member of the Honor Flight Network. South Willamette Valley Honor Flight is a not-for-profit organized under IRS Code Section 501(c)(3) and donations are tax deductible as allowed by the IRS.

The organization is comprised of volunteers who believe in the mission of the Honor Flight Network. The Board and volunteers receive no compensation for their work with South Willamette Valley Honor Flight. They donate their time and efforts because they believe in America and appreciate the service and sacrifice of our veterans.

2024 Honor Flight Dates:

Spring Flight - April 25-29, 2024

Fall Flight - September 26-30, 2024

Thank you. Your support keeps these trips **completely free for the veterans.**

Web Address: www.swvhonorflight.org

E-mail Address: info@swvhonorflight.org

541-246-9726

SWV HONOR FLIGHT

P.O. Box 72150

Springfield, OR 97475

Serving veterans in Benton, Lane, Lincoln and Linn counties.


South Willamette Valley Honor Flight is registered with the Oregon Secretary of State's office. SWV Honor Flight is a 501(c)(3) non-profit organization, EIN 47-1786881. All contributions to our federal, nonprofit organization are tax deductible as allowed by the IRS. Contributors should consult their tax advisor concerning the financial benefits of making such a donation.

Spring 2023 HONOR FLIGHT SCHEDULE

Thursday April 27, 2023 (Preliminary)

| | |
|---------------|---|
| 2:00pm-4:30pm | Honor Flight registration – St. Helens Foyer |
| 5:30pm-6:00pm | Welcome & Orientation-St. Helens Banquet Room |
| 6:30pm-7:30pm | Dinner at Sheraton- St. Helens Banquet Room |
| 7:30pm-8:30pm | Guardian Training & Prepare for Friday- St. Helens Banquet Room |
| 8:30pm-8:45pm | Team Leader Meeting (if needed) |

Friday April 28, 2023

| | |
|---|--|
| 5:30am (PDT) | Wake Up Call |
| 5:50am-6:50am | Breakfast - St. Helens Banquet Room |
| 6:50am-7:10am | Form Teams/Load Buses-Lower Level-Entrance |
| 7:10am | Depart for Airport |
| 9:25am  | Depart for Reagan National Alaska Flight #10 |
| 5:35pm (EDT) | Arrive Washington Reagan National |
| 6:15pm-7:15pm | Load bus/travel to Westin Washington Dulles |
| 7:15pm-8:00pm | Brief rest/unpack |
| 8:00pm-9:10pm | Dinner at Westin Washington Dulles -Banquet Room |
| 9:30pm-9:45pm | Guardians Meet with Team Leaders in Banquet Room |
| 9:45pm | Flight Leaders and Team Leaders Meet (Ed's room) |

Spring 2023 HONOR FLIGHT TOUR DAYS SCHEDULE

Saturday April 29, 2023 (Preliminary)

| | |
|-----------------|--|
| 6:00am (EDT) | Wakeup Call |
| 6:00am-7:45am | Breakfast |
| 7:50am-8:00am | Load Buses |
| 8:00am-8:45am | Depart hotel & travel to D.C. |
| 8:45am-9:30am | WWII Memorial (1) & Photo (9:05am-Wall of Remembrance- <u>WWII Veterans only</u>) |
| 9:30am-9:40am | Load bus, travel to Vietnam Memorial (drop on Constitution Ave) |
| 9:40am-12:00pm | Vietnam (2), Lincoln (3) & Korean (4) Memorials (Group Photos: <u>Vietnam Vets</u> 10:45am and 11:00am (Statues), <u>Korean Vets</u> (about 12:00pm) |
| 12:00pm-12:10pm | Load bus (Bus will be near Korean Memorial)/travel to FDR (5)/MLK (6) |
| 12:10pm-1:10pm | Lunch/FDR/MLK |
| 1:10pm-1:20pm | Load Bus/travel to American Veterans Disabled for Life Memorial (7) |
| 1:20pm-1:55pm | American Veterans Disabled for Life Memorial |
| 1:55pm-2:15pm | Load Bus/travel to Arlington (8) |
| 2:15pm-3:30pm | Tomb of the Unknown (3:00 COG, 3:15 Wreath) |
| 3:30pm-3:40pm | Load Bus/travel to Military Women's Memorial (9) |
| 3:40pm-4:20pm | Military Women's Memorial |
| 4:20pm-4:30pm | Load Bus/travel to Marine Corp Memorial (10) |
| 4:30pm-4:50pm | Marine Corp Memorial |
| 4:50pm-5:20pm | Load bus/travel to Elks |
| 5:20pm-7:20pm | Dinner at Loudon Elks |
| 7:20pm-7:40pm | Load bus/travel to Hotel |

This schedule will be modified as needed.

Sunday April 30, 2023

| | |
|----------------------|---|
| 6:30am (EDT) | Wake Up Call |
| 6:30am-8:15am | Breakfast |
| 8:15am-9:00am | Load bus/travel to US Army Museum (11) <u>Bus Drivers-See Attached</u> |
| 9:00am-12:00pm | US Army Museum |
| 12:00pm-12:30pm | Return to Bus/Eat Lunch |
| 12:30pm-1:00pm | Travel to Air Force Memorial (12) |
| 1:00pm-1:30pm | Air Force Memorial |
| 1:30pm-1:45pm | Air Force Group Photos (group photos at this location) |
| 1:45pm-2:00pm | Load Bus/Travel to Pentagon Memorial (13) |
| 2:00pm-2:40pm | Pentagon Memorial |
| 2:40pm-2:55pm | Load Bus/travel to Navy Memorial (14) |
| 2:55pm-3:45pm | Navy Memorial |
| 3:45pm-4:05pm | Load Bus Travel to Reagan National |
| 4:05pm-6:35pm | Unload, through security, wait at gate |
| 6:35pm (EDT) | Depart for Portland on Alaska Flight #9 |
| 9:20pm-10:15pm (PDT) | Arrive Portland-Welcome Home |
| 10:15pm-10:30pm | Load Bus/Travel to Sheraton |

Monday May 1, 2023

| | |
|-------------|---|
| TBD | Wake Up Call-You are on your own |
| 6:00-9:00am | Breakfast-Banquet Room |
| TBD | Depart for Home-coordinate with driver/other passengers |

This schedule will be modified as needed.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: Linn County Fair

Contact Person: Scott Schuler Position: Coordinator

Phone: 5416195150s Email: sschuler@co.linn.or.us

Mailing Address: 3700 Knox Butte Rd Albany Or

Name of Project or Activity: Linn County Fair

Project or Activity Start Date: July 18 End Date: July 20th

Amount of Funding Sought: \$ 1500

Total Cost of the Project or Activity: \$ _____

Has the Project or Activity been Held Previously? Yes No

Details:

Annual Fair

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

What is the purpose of your group/organization?

What are the objectives or outcomes to be achieved by the project or activity?

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

Many People from Millersburg attend the Linn Co Fair!!

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Scott Schuler Position: Coordinator

Signature: _____ Date: 4/25/24

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: Oregon Cascades West Council of Governments

Contact Person: Randi Moore Position: Program Director

Phone: 541-924-8438 Email: rmoore@ocwcog.org

Mailing Address: 1400 Queen Ave SE, Albany, OR 97374

Name of Project or Activity: Meals on Wheels

Project or Activity Start Date: 07/04/2024 End Date: 06/30/2025

Amount of Funding Sought: \$ 400.00

Total Cost of the Project or Activity: \$ 2,268,172.00

Has the Project or Activity been Held Previously? Yes No

Details:

Since 1980 Meals on Wheels has been serving seniors and people with disabilities in Linn County. This is an ongoing project.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.

(Feel free to attach any supporting documentation.)

Meals on Wheels (MOW) serves aging homebound adults and adults with disabilities through volunteers delivering fresh, hot meals directly to the client's front door or at congregate meal sites. The program is designed to inclusively provide to those who are eligible, access to nutritiously prepared meals, support overall health with daily well checks, and to stave off social isolation by providing a community connection. The main goal is to assist those we serve to remain independent and healthy in the home of their choosing for as long as possible.

What is the purpose of your group/organization?

MOW provides important nutrition, socialization, and a safety net for older adults through congregate dining at a local meal site, or by a friendly volunteer checking-in with vulnerable homebound clients. Services directly affects client's health, vitality, and quality of life through providing proper nutrition, social interaction, and welfare checks.

What are the objectives or outcomes to be achieved by the project or activity?

Outcomes are defined by the ability to meet the need of all requests for meals for qualifying older adults and those living with disabilities; we currently operate without a wait list. Each meal that is served meets 1/3 the required specific caloric intake and nutrients to help keep consumers both physically and mentally active. Menus are planned with a Registered Dietitian and meets the 2021-2025 USDA Dietary Guidelines and Dietary Reference Intakes.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

In 2023 the Meals on Wheels Albany site delivered a total of 73 meals to one Millersburg resident. Meals were delivered Monday through Friday, with frozen meals available for weekdays that the site is closed. Residents are also offered shelf stable food boxes to use during weather delays or other disaster events that may prohibit safe delivery. Each client meets with a coordinator or case manager who evaluates any unmet needs and provides referrals and information about available wrap-around resources. There are currently two Millersburg residents receiving Meals on Wheels services.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?
(e.g. audience surveys, attendee numbers, verbal feedback)

MOW measures success by sending out an annual Customer Satisfaction Survey to each consumer. Recent years results have shown that MOW continues to average around 94% satisfaction in: helping consumers maintain their independence; the meals helped maintain or improve their general health; and the program has allowed consumers to remain in their own home. Our success is based upon the consumer's ability to remain safely in the home of their choosing for as long as possible.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

Meals on Wheels has braided local, state and federal funding as well as private donations, grants, and contributions from program participants. Local funding includes grants and donations from City and County municipalities, businesses, foundations and trusts, individual donations, and planned giving. Federal funding includes reimbursement through the Older Americans Act (OAA), the U.S. Department of Agriculture (USDA) and Medicaid and state funds through Oregon Project Independence (OPI). MOW leverages this funding base to attract additional resources to cover the balance of the program budget. Local "matching funds" are critical to the program and are a large part of the reason MOW successfully operates with no current wait list.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Randi Moore Position: Program Director
Signature: *Randi Moore* Date: April 15, 2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: MORNING STAR GRANCE #311

Contact Person: ① HEATHER DECKER Position: ① MASTER
② ROBERT P. RICHARDSON, JR. Position: ② SECRETARY-TREASURER

Phone: ① 541-666-0410 Email: hd97322@gmail.com
② 541-926-2266

Mailing Address: 5208 DAVIDSON STREET SE, ALBANY, OR 97322-7194

Name of Project or Activity: MORNING STAR GRANCE SEPTIC TANK SYSTEM UPGRADE

Project or Activity Start Date: TO BE DETERMINED 2024 End Date: TO BE DETERMINED 2024

Amount of Funding Sought: \$ 2,500

Total Cost of the Project or Activity: \$ TO BE DETERMINED WHEN LINN COUNTY REVIEWS SEPTIC TANK SYSTEM, CONDUCTS SITE INSPECTION, AND STIPULATE WHAT IT DONE TO MEET COUNTY CODE.

Has the Project or Activity been Held Previously? Yes No

Details:

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

501 (C)(8) FRATERNAL ORGANIZATIONS

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

- ① REPLACE 750 GALLON SEPTIC TANK WITH 1,000 GALLON TANK.
- ② ADD 2 DRAIN LINES FOR A TOTAL OF 3.
- ③ COMPLY WITH/MEET CURRENT LINN COUNTY SEPTIC SEWER/TANK CODE.

What is the purpose of your group/organization? THE GRANCE IS A FAMILY FRATERNAL COMMUNITY SERVICE ORGANIZATION ROOTED IN AGRICULTURE THAT PROVIDES A VENUE FOR MEMBERS OF THE LOCAL COMMUNITY TO COME TOGETHER TO DO THINGS THAT BENEFIT THE LOCAL COMMUNITY.

What are the objectives or outcomes to be achieved by the project or activity? COMPLY WITH LINN COUNTY SEWER/SEPTIC TANK SYSTEM CODE BY INSTALLING A 1,000 GALLON SEPTIC TANK AND 2 ADDITIONAL DRAIN LINES.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

WITHOUT AN UPGRADE OF THE SEPTIC TANK SYSTEM, THE GRANGE FACES POSSIBILITY OF BEING CLOSED BY THE COUNTY. THE COUNTY CURRENTLY REQUIRES THE GRANGE TO MAKE "SUBSTANTIAL PROGRESS" TO COMPLETING THIS PROJECT DURING/NO LATER THAN 31 DECEMBER 2024. IF THE GRANGE CLOSES, THE JEFFERSON JAMMERS, THE VETERANS COMMUNITY CENTER CANNOT MEET LOCALLY. COMMUNITY RENTALS FOR FAMILY EVENTS ENDS. GRANGE SPONSORSHIP OF COMMUNITY GARAGE SALES ENDS.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?
(e.g. audience surveys, attendee numbers, verbal feedback)

THE 2 WOMEN WHO VISITED OUR GRANGE IN JANUARY AND APRIL, RESPECTIVELY, HAVE PROVIDED US WITH ADVICE ON HOW TO CONTACT AND SUBMIT MATCHING GRANT PROGRAMS THAT ARE AVAILABLE TO NON-PROFIT ORGANIZATIONS.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

- ① OREGON STATE GRANGE HAS BEEN NOTIFIED THAT WE WILL BE APPLY IN TO THEIR MATCHING GRANT PROGRAM (\$2,500) AND PROBABLY APPLY FOR THEIR LOAN PROGRAM.
- ② MORNING STAR GRANGE WAS VISITED ON 2 APRIL 2024 BY WOMAN EMPLOYED TO PROCESS MATCHING GRANTS. SHE PROVIDED GRANGE EXECUTIVE COMMITTEE MEMBERS WITH WRITTEN GUIDELINES TO FOLLOW FOR MATCHING GRANT APPLICATION PROCESS.
- ③ OREGON STATE GRANGE HAS PROVIDED THE SECY-TREAS WITH WRITTEN GUIDELINES AND APPLICATION FORMS FOR BOTH MATCHING GRANT AND LOAN PROGRAMS.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: ROBERT P. RICHARDSON, JR. Position: SECRETARY-TREASURER

Signature: Robert P. Richardson, Jr. Date: 22 APRIL 2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: SAHS Senior All Night Party

Contact Person: Robert Yencopal Position: Parent -Class 2024

Phone: (541) 760-8441 Email: lt.yencopal@gmail.com

Mailing Address: 3152 NE Nehalem Ave

Name of Project or Activity: SAHS Senior All Night Party

Project or Activity Start Date: June 2025 End Date: June 2025

Amount of Funding Sought: \$ \$1,500

Total Cost of the Project or Activity: \$ 22,000

Has the Project or Activity been Held Previously? Yes No

Details:

South Albany H.S. has been participating in a Senior All Night Party for over 30 years.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.

(Feel free to attach any supporting documentation.)

This event helps the senior class of 2025 celebrate their accomplishments and allows them the opportunity to have one last night of fun and entertainment with their classmates in a safe and well supervised environment that is alcohol and drug free. The Senior All Night Party is held immediately after graduation where the seniors and chaperones board busses and head to the event destination, in years past this has been Bullwinkle's Recreation Center. Once there dinner, snacks and entertainment are provided along with many different activities that are designed to appeal to each student. In years past there has been a gift for each student and various raffle prizes. Parent and school volunteers chaperone the entire night.

What is the purpose of your group/organization?

The purpose of this group is to raise funding to put on this event, as explained above, for the graduating class.

What are the objectives or outcomes to be achieved by the project or activity?

The objective of this activity is to provide a safe environment that is alcohol and drug free for the Senior to celebrate their graduation. A quick Google search will reveal studies showing that the implementation, and in this case continuation, of senior all night parties has decreased accidents of variety for graduating seniors.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

The benefit to the City of Millersburg is the opportunity to support a safe environment for the Seniors who reside in Millersburg, as well as their classmates, to celebrate their graduation.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

The Senior All Night Party will be promoted through social media and email. Success of this event will be measured by the number of attendees. In addition, verbal feedback will be sought from the previous years graduates and volunteers to look for ways to improve and also passed on to the next years Senior parents working to put the event on.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

The transfer from the 2024 class to the 2025 class does not take place until June 2024. With that said there are a number of consistent donors as well as fundraiser that are set up on a "repeat" status that the parents of each class have ran and participated in year after year.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Robert Yencopal Position: Parent -Class 2024

Signature:  Date: 04/19/2024

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at 458-233-6300 or email sdickerman@cityofmillersburg.org.



Due Date: April 19, 2024

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: _____

Contact Person: _____ Position: _____

Phone: _____ Email: _____

Mailing Address: _____

Name of Project or Activity: _____

Project or Activity Start Date: _____ End Date: _____

Amount of Funding Sought: \$ _____

Total Cost of the Project or Activity: \$ _____

Has the Project or Activity been Held Previously? Yes No
Details:

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

What is the purpose of your group/organization?

What are the objectives or outcomes to be achieved by the project or activity?

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

How will the project or activity be promoted and how will you measure, evaluate, and report its success?
(e.g. audience surveys, attendee numbers, verbal feedback)


Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: _____ Position: _____

Signature:  _____ Date: _____

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

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