TUESDAY, MARCH 25, 2014
AGENDA ITEM NO. I-2

TO: **Mayor and Commissioners**
FROM: **Finance Department**
SUBJECT: **Local Alcoholic Liquor Tax Fund Allocation**

FY 2013 Local Alcoholic Liquor Fund Revenue Received: $54,153.66

ACTIVITY	AMOUNT BUDGETED	ADJUSTED ALLOCATION	VARIATION/ DIFFERENCE
General Fund	$ 17,838.00	$ 18,051.23	$ 213.23
City Park Funds	$ 17,838.00	$ 18,051.23	$ 213.23
Four County Mental Health	$ 5,351.40	$ 5,415.36	$ 63.96
Montgomery County Big Brothers Big Sisters	$ 5,351.40	$ 5,415.36	$ 63.96
Coffeyville Police Department	$ 7,135.20	$ 7,220.48	$ 85.28
Subtotal	$ 17,838.00	$ 18,051.20	$ 213.20
TOTAL	$ 53,514.00	$ 54,153.66	$ 639.66

FY 2014 Local Alcoholic Liquor Fund Revenue Projections **$ 50,085.**

If the FY 2014 funds are allocated under the guidelines similar to those approved the last several years, the distribution of the local alcoholic liquor funds would be as shown below. Of course the Resolution approved by the City Commission on March 25, 2014 will determine the actual distribution of these projected funds for FY 2014.

ACTIVITY	AMOUNT BUDGETED	
1/3 General Fund		
General Fund	$ 16,695.00	
1/3 General Parks & Recreation	$ 16,695.00	
City Park Fund		
1/3 Special Alcohol and Drug Programs		
Four County Mental Health	$ 5,009.00	30%
Montgomery County Big Brothers Big Sisters	$ 5,009.00	30%
Coffeyville Police Department	$ 6,677.00	40%
	$ 16,695.00	
TOTAL	$ 50,085.00	

The State of Kansas imposes a tax at the rate of 10% upon the gross receipts derived from the sale of alcoholic liquor by any club, caterer, drinking establishment or temporary permit holder. Those funds are remitted to the State of Kansas. Each city that has a population of more than 6,000 receives 70% of the amount collected as Local Alcohol Liquor Funds.

Per state statute, the city shall deposit the full amount in the city treasury and shall credit 1/3 of the deposit to the general fund of the city, 1/3 to a special parks and recreation fund and 1/3 to a special alcohol and drug programs fund.

The City of Coffeyville annually receives requests for distributions from the funds allocated toward the special alcohol and drug programs. In the past, those funds have been allocated between the Coffeyville Police Department, Four County Mental Health, Alcohol and Drug Safety Action Program (ADSAP) and Montgomery County Big Brothers Big Sisters. Requests for funding this year have been received from DARE, Four County Mental Health and Big Brothers Big Sisters. Information received from each of these groups is attached.

K.S.A. 79-41a04 states "Moneys in the special alcohol and drug programs fund shall be expended only for the purchase, establishment, maintenance or expansion of services or programs whose principal purpose is alcoholism and drug abuse prevention and education, alcohol and drug detoxification, intervention in alcohol and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers."

Staff recommends approving our FY 2014 allocation as follows:

	FY 2014
Four County Mental Health	30%
Montgomery County Big Brothers Big Sisters	30%
Coffeyville Police Department	40%

Staff will address any questions related to this matter.

Stephanie A. Richardson
Finance Director

RESOLUTION NO. R-14-20

A RESOLUTION PROVIDING FOR THE ALLOCATION OF FY 2014 LOCAL ALCOHOLIC LIQUOR FUNDS TO BE RECEIVED PURSUANT TO THE PROVISIONS OF K.S.A. 79-41A04, AS AMENDED.

WHEREAS, under the provisions of K.S.A. 79-41A04, as amended monies credited by the State Treasurer to the local alcoholic liquor fund shall be allocated to the several cities and counties of the state; and

WHEREAS, K.S.A. 79-41A04, as amended provides three general categories for the distribution of the monies received by the City;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF COFFEYVILLE, KANSAS:

SECTION 1. That K.S.A. 79-41A04 (d), provides that upon receipt of the monies distributed under the provisions of K.S.A. 79-41A04, as amended, said funds shall be deposited in the City Treasury and shall be credited as follows: one-third to the General Fund of the City; one-third to a Special Parks and Recreation Fund in the City Treasury; and one-third to a Special Alcohol and Drug Programs Fund in the City Treasury; and

SECTION 2. That in compliance with the provisions of K.S.A. 79-41A04, as amended the City of Coffeyville hereby further provides for the distribution of monies received for the FY 2014 Budget as follows:

			Estimated
(a)	General Fund		
	General Fund		$ 16,695.00
(b)	Special Parks and Recreation Fund		
	City Park Fund		$ 16,695.00
(c)	Special Alcohol and Drug Programs Fund		
	Four County Mental Health (30%)	$ 5,009.00	
	Montgomery County Big Brothers Big Sisters (30%)	$ 5,009.00	
	Coffeyville Police Department (40%)	$ 6,677.00	
			$ 16,695.00
FY 2014 Budget Projection			$ 50,085.00

SECTION 3. That as provided by the Kansas cash basis and budget laws, no expenditures from the fund shall be made except in accordance with the budget of the city and no expenditures or other financial commitment shall be made until monies to be credited to the fund shall be deposited in the City Treasury.

SECTION 4. That all disbursements shall be requested in writing, shall describe the services and programs to be provided in sufficient detail to permit accountability of the use of the public funds involved, and shall be approved in the manner provided for funds of the City.

SECTION 5. Any entity granted funds from the FY 2014 allocation of the City's Local Alcohol Liquor Fund which has not properly accounted for the expenditure of any FY 2013 funds received shall not be awarded any portion of their FY 2014 allocation until appropriate support documentation has been received.

ADOPTED THIS 25TH DAY OF MARCH 2014.

_____
David George, Mayor

ATTEST:

_____
Cindy Price, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
Paul Kritz, City Attorney

Reference Footnote:

(1) If the actual FY 2014 Local Alcoholic Liquor fund revenue is less than the $50,085.00 budget projection, then the allocation to each entity within all three of the general categories shall be reduced proportionately.

(2) If the actual FY 2014 Local Alcoholic Liquor Fund revenue exceeds the $50,085.00 budget projection, then the allocation within each of the three general categories shall be adjusted as follows:

(a) General Fund: Any increase of funds in this category shall be allocated to the City General Fund.

(b) Special Parks and Recreation Fund: Any increase of funds in this category shall be allocated to the City Park Fund.

(c) Special Alcohol and Drug Programs Fund: Any increase of funds in this category shall be allocated as follows:

Four County Mental Health	*30%*
Montgomery County Big Brother Big Sister	*30%*
Coffeyville Police Department	*40%*

RECEIVED
JAN 24 2014
CITY CLERK

City of Coffeyville
Request for Proposal
Drug and Alcohol funds

1) Program Description

Big Brothers Big Sisters of Montgomery County (BBBS) was founded in 2003. Eleven years later, BBBS of Montgomery County has served over **300** children and is poised to serve many more children within the county, particularly in Coffeyville.

The mission of BBBS of Montgomery County is to *provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that can change their life for the better, forever*. This mission is being fulfilled through the "What's Best For Kids" (*WBFK)* project, an initiative to continue expanding BBBS' successful Community-based and School-based ("Bigs in Schools") mentoring programs within Montgomery County. The problem it addresses is the shortage of mentoring services for the children who are at-risk of engaging in drug and alcohol usage as well as the great need for male mentors. The goal of WBFK is to provide 15 youth in the area with a one-to-one mentor who can help develop the confidence, decision-making ability and attitudes that will allow them to overcome the effects of poverty, educational failure, the danger of becoming addicted to alcohol or drugs and to promote a "culture of What's Best For Kids."

Community-Based Program

The mainstay of BBBS has traditionally been the Community-Based program. Carefully screened volunteers, or "Bigs" as they are called, spend 1-2 hours each week with their Little, doing simple things such as chores, ball games, going to a movie, cooking, fishing, or participating in other activities that interest the volunteer and child. Volunteers can be matched as an individual, couple or family.

Bigs in Schools (BIS) Program

BBBS' newest and fastest growing program, Bigs in Schools (BIS), entails matches meeting once a week at the child's school, typically over the lunch hour or after school. BIS matches can participate in a variety of activities including eating lunch together, working on homework, playing games, and talking about things going on in the child's life. In all cases, the children are encouraged by the volunteer to do well in school, maintain good study habits, and make good choices about school, family, and friends so that they grow up to be healthy, alcohol/drug free productive citizens.

There are three school districts in Montgomery County: Coffeyville, Independence, and Neodesha. For years this County was served by Youth Friends, an organization whose mission was to mentor children in the schools, much like our BIS program. Approximately five years ago, districts in the county were no longer able to help in funding the Youth Friends program; therefore this fine program ceased operation in those districts. This left a great void in the districts, and our local BBBS Board saw the tremendous need in the schools and decided to

initiate the BIS program in 2006. Since then, we have been successfully implementing BIS in Coffeyville and Neodesha.

BBBS of Montgomery County could not exist without the cooperation of our school districts, and specifically classroom teachers and school counselors. The collaboration between our staff and the school districts allows those at-risk children to be identified and referred to the program. However, children can also be referred by their parents. While we always seem to have plenty of children, getting enough volunteers, especially male volunteers, continues to be a challenge.

Match Process

BBBS creates long-lasting, high impact matches because of the implementation of a thoughtful screening process and matches based on compatibility. Below is an outline of the screening, matching and supervision processes:

- *Orientation* and training is required for all volunteers.
- *Volunteer* Screening includes a written application, background checks, references, an extensive interview, a preference sheet, and a home assessment (Community-Based); it is designed to screen out those who may inflict psychological or physical harm, lack the capacity to form a caring bond with the child, or are unlikely to honor their time commitments.
- Youth *Assessment* involves a written application, interview with the child, interview with the parent (Community-Based), personal safety training with the child and parent and a home assessment (Community-Based); it is designed to help the case manager learn about the child in order to make the best possible match, and also to secure parental permission.
- *Matches* are carefully considered and based upon the needs of the child, abilities of volunteers, and preferences of the parent, volunteer and child.
- *Supervision* is accomplished via an initial contact with the parent, youth, and volunteer within two weeks of the match; monthly telephone contact with the volunteer, parent and/or youth during the first year; and quarterly contact with all parties during the duration of the match. Three in-person sessions are conducted with all parties in the first year of the match.

2) Need for program

There is a great need for expansion of mentoring services in Montgomery County and particularly in Coffeyville. Montgomery County is an extremely impoverished part of the state, with over **20.6%** living in poverty compared to a state average of **17.90%,** an unemployment rate of **8.90%** compared to a state average **of 5.1%** and **49.30%** of the children living in a single parent household. Children living under poverty in Coffeyville is 28.50% and in the state is 19.2% In addition, according to "Kids Count" statistics from the Kansas Action for Children (KAC), 68.88% of Montgomery County children receive free or reduced lunches, which is the 4th highest rate of the 105 Kansas counties. Within Montgomery County, a large percentage of youth face significant risk factors as a result of these statistics, including a higher likelihood of engaging in substance abuse. In 2012, 16.40% of Montgomery county youth reported using tobacco compared with 12.70% average for the state. In that same year, 15.70% of Montgomery County youth reported binge drinking compared to the state average of 14.10%.

Within Coffeyville, the economic deprivation trend and associated risk factors for substance abuse continue. Out of the students enrolled in the Coffeyville Unified School District and according to the Kansas State Department of Education, 42.67% of these children, or 601 children, are economically disadvantaged. This statistic is significant because economic status has been shown to affect children's cognitive development, access to healthcare and academic achievement. In addition, research by the National Research Council and Institute of Medicine has shown that children growing up in poor neighborhoods are at higher risk of health problems, teen pregnancy, dropping out of school, risk-taking behaviors (i.e. delinquency and substance abuse), and other social and economic problems compared to children living in more affluent communities. This conclusion is supported through statistics from the Kansas State Department of Education: As one of the larger citys in a county with one of the highest poverty rates in the state, Coffeyvillles' graduation rate in 2011 was **80%,** which is significantly lower than the statewide average of 89.69%.

Children served by BBBS are 5-17 years old and often face many of the same risk factors listed above including single parent families, poverty, abuse or neglect, and substance abuse within their family.

Recently, KAC surveyed 4000 children to find out what they need from adults to grow up healthy and safe. The top two responses were, "We need parents and other adults actively engaged in our lives," and "We need adults to spend time with us and to listen to us." As simple as that sounds, many of our youth do not have these adults in their lives.

BBBS works to address this need by providing a one-on-one mentor who will spend time with the child each week. As a Big Brother or Big Sister, the volunteer provides opportunities for the child to learn life skills that help ensure their future success; the volunteer encourages the child to avoid negative behaviors, like drugs and alcohol, and instead focus on positive behaviors; and the volunteer tries to change the child's perspective on life so that they understand that they have choices and can become anything they want to be. During this entire process the volunteer and child are supported by a professional BBBS Montgomery county case manager who offers guidance, support, encouragement and referrals to other community organizations when necessary.

Through these personal one-on-one relationships, BBBS' volunteers are able to make a positive impact in preventing their Littles from engaging in unhealthy behaviors. A National benchmark study by the highly respected Public/Private Ventures (P/PV) group found that compared to their peers, Little Brothers and Little Sisters were:

46% less likely to begin using illegal drugs (70% less likely for minority Littles)
27% less likely to begin using alcohol in school
52% less likely to skip school, and 37% less likely to skip a class
33% less likely to use violence as a way to solve problems

82% have improved self esteem
70% have improved academic performance
75% more likely to go to a 4 year college.

In this, the first nationwide impact study of a mentoring organization, P/PV researchers provide scientifically reliable evidence that one-to-one mentoring works as a strategy for supporting at-risk children.

In addition to the above scientific study, recently gathered statistical data has also shown that BBBS is among the most potent weapons in the battle against juvenile crime and related problems including drugs and alcohol. BBBS was selected by the Center for the Study and Prevention of Violence as one of the ten "Blueprint Model Programs" out of 450 programs. It was the only mentoring program to be included.

Based on the strong relationship with schools, businesses, churches and civic organizations, it is expected that the community will welcome this program which would add to the support that school personnel and parents already try to provide. The BBBS program will provide young people with additional support, counsel, friendship, reinforcement, and constructive examples. Students NEED more good listeners, caring individuals, and people who want to help them become good, productive citizens. Support from the mentoring program of Big Brothers Big Sisters would provide the opportunity to build a structured and trusting relationship which brings young people together with caring individuals who offer guidance, support, and encouragement aimed at developing the competence and character of the child.

3) Measurable Outcomes

Goal 1: The BBBS program will re-build a school-based and plus add additional community-based mentoring services in Coffeyville.

Objective: Match 25 children to a carefully screened, caring mentor from January-December 2014.

While this is an aggressive goal, it is both attainable, manageable, and within our budget given support from this grant proposal. Each mentor will be asked to agree to maintain the match for at least a year.

Goal 2: Improve levels of competence, confidence and caring among children matched to a Big Brother or Big Sister.

Objective 1: 80% of matched youth will report improvements in self-confidence
Objective 2: 60% of matched youth will report improvements in school performance
Objective 3: 40% of matched youth will report improvements in relationships with peers

Goal 3: BBBS of Montgomery County will provide safe mentors for children and support them to ensure a long lasting, healthy relationship.

Objective: 100% of matches will receive monthly case management support from a professionally trained, case manager.

Goal 1 will be achieved by engaging our partnerships with local schools, businesses, churches and civic groups to recruit new volunteers and enroll children in need of a mentor. Our Agency Information Management (AIM) database will store information about all parties of the match as well as monitor the progress toward the new match goals.

Many mentoring programs define their success in terms of the number of clients their program serves in a specific time period. While serving large numbers of children is an obvious goal, Goal 2 seeks to address a more compelling issue; namely, how do young people directly benefit from their involvement in a mentoring relationship? Big Brothers Big Sisters of America developed a system called the Program-Based Outcome Evaluation (POE) in order to better evaluate the impact the program has on children. The POE survey measures improvements in three primary areas: confidence, competence, and caring. The Search Institute, which is a national leader in measuring quality of life in children in communities across the nation, has endorsed POE. POE is performed with the child, parent, volunteer and teachers at the end of the school year (for our Bigs in School matches), and at the anniversary of the match for community-based matches. POE data is also collected and analyzed via AIM.

Recent POE's completed for Montgomery County children in 2012 have indicated that providing these children with a positive role models resulted in significant improvements in school performance and attitude:

56.0% had improved trust towards adults
100% of the matched youth experience improvements in self-confidence
77.8% reported improved ability to make decisions
81.2% had improved grades in school
92.5% had improved attitude towards school

Goal 3 will be accomplished by implementing BBBS' screening, matching and match support process, as outlined in the Program Description section. To ensure child safety and high match quality, all volunteers are carefully screened prior to the match and once the match is made, a professional case manager stays in monthly contact with the child, volunteer and parent.

There are in essence *three levels of evaluation* documents to demonstrate the success of the program in mentoring high-risk youth. Process evaluation documents the program activities with data on target population and volunteers, as well as data on youth and adults in BBBS matches. Outcomes evaluation documents, the short-term effects of the mentoring program with data from routine visits with the child, volunteer, family, and teachers. Also included in the outcomes is baseline data on school attendance, grades, discipline, school activities, collecting and analyzing this same data at six months and one year into the match. Impact evaluation looks at long-term effects of the BBBS program and determines the extent of the goals achieved.

5) Coordination efforts with other providers

The majority of the efforts in this program will be in connection with Coffeyville school personnel. This will include teachers, counselors, and administration. These individuals provide guidance and support to youth on a daily basis and refer children who they feel are in need of a mentor. Through these referrals, they will provide insight into each child and how to best work with each one. Parents also complete an application/permission form which outlines the needs of their child.

Our Board of Directors is very diverse and involved in many organizations within our community. Many of our civic organizations have invited the staff to speak in the past about BBBS and the importance of mentoring the youth in Montgomery County. At each of these recruiting presentations, brochures are handed out and questions answered when talking about the organization.

6) Organization's Capacity to implement proposal

Currently the BBBS program maintains two employees at 20 hours per week each. BBBS is requesting support from the City of Coffeyville in order to keep the number of matches growing. The processes needed to implement this program are already in place which will not require beginning new and different procedures. These processes include volunteer recruitment, screening and training; child enrollment and training; the match process; and, ongoing match supervision.

The BBBS Executive Director is a retired teacher, and coach, plus a local business owner; and has strong relationships with administrators and teachers from Coffeyville schools as well as with many leaders in local churches and businesses. Many of the board members also have strong relationships in the community. These existing relationships will be very helpful in opening doors for volunteer recruitment presentations as well as in identifying and enrolling children.

In the past we have utilized the Drug and Alcohol funds to match a total of **31** children. The evaluation from our POE's has gone up significantly from what we predicted. Many of these matches are still sharing a relationship in our program.

7) Budget request with details

BBBS of Montgomery County is requesting **$6,500** from the City of Coffeyville to expand mentoring services, both community-based and school-based.

As last year, we will have Narcotics Detective Kwin Bromley teach our littles about staying off drugs and drug and alcohol prevention.

Sincerely:

Sarah Bromley

Sarah Bromley

CITY OF COFFEYVILLE
BOARD OF COMMISSIONERS AGENDA ITEM

MEETING DATE	3-25-14	
RESOLUTION OR ORDINANCE NUMBER	R-14-20	
AGENDA TITLE	**DARE funds request from Alcohol Liquor Tax**	
REQUESTING DEPARTMENT	Police Department	
PRESENTER	Anthony Celeste, Chief of Police	
FISCAL INFORMATION	Cost as recommended:	$8,000.00
	Budget Line Item:	
	Balance Available	
	New Appropriation Required:	[ ] Yes [X] No
PURPOSE	These funds will be used to assist our police department with the DARE program, as well as other training that may be requested by the public to educate and aid in identifying drugs, which promotes awareness. These funds will be used to purchase supplies needed for the DARE program, community events, and public education.	
BACKGROUND	The City Commission has often provided a portion off the Alcohol Liquor Tax revenue to fund the DARE program. DARE is a drug and alcohol resistance program used to educate children within our community. Some funds within this request, outlined below, are also used for community events and other public educational programs presented by the police department in conjunction with the DARE program.	

SPECIAL NOTES	The following is an estimated summary of how the money would be used: DARE Program: $8,000 Educational materials: $1,500 (books, pens, etc.) Graduation items: $2,000 (T-shirts, certificates, etc.) DARE prizes: $1,500 (Essay winners) Promotional items: $1,000 (stickers, magnets, etc.) Other public educational items: $2,000 McGruff costume, Stranger Danger, etc. Grand Total: $8,000
ANALYSIS	
PUBLIC INFORMATION PROCESS	
BOARD OR COMMISSION RECOMMENDATION	
STAFF RECOMMENDATION	Staff Recommends Approval
REFERENCE DOCUMENTS ATTACHED	DARE Officer Brian Twitchell Request

Item # I-2

TO: **Chief of Police Anthony Celeste, City Manager Gary Bradley, Mayor David George and City Commission**

FROM: **Brian Twitchell, School Resource/DARE Officer**

RE: **Request for Allocation of Local Alcohol Liquor Tax Monies**

DATE: **March 10, 2014**

I respectfully request a portion of the Local Alcohol Liquor tax money be allocated to the police department.

These funds will be used to assist our police department with the DARE program, as well as other training that may be requested by the public to educate and aid in identifying drugs, which promotes awareness. These funds will be used to purchase supplies needed for the DARE program, community events, and public education.

The following is an estimated summary of how the money would be used:

DARE Program: $6,000
- DARE educational materials (books, pens, etc.): $1,500
- DARE graduation (t-shirts, certificates, etc.): $2,000
- DARE prizes (essay winners): $1,500
- DARE promotional items (stickers, magnets, etc.): $1,000

Other public educational items (McGruff costume, Stranger Danger, etc.): $2,000

Grand Total: $8,000

Your consideration in this matter is greatly appreciated. Thank you.

Four County Mental Health Center
Established 1964

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Independence, KS 67301
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Fax (620) 332-1940

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City of Coffeyville
102 West 7th Street
P.O. Box 1629
Coffeyville, KS 67337

Office of the City Clerk, Cindy Price

Dear Ms. Price,

Four County Mental Health Center has historically received a proportion of Coffeyville Liquor Tax funds used to fund Alcohol and Drug Evaluations requested by the court system. I am writing this letter to request these funds for 2014 in order to sustain these services. I would appreciate the opportunity to explain this request in more detail during the Coffeyville City Commissioners meeting. Thank you for your time and consideration in this matter.

Sincerely,

Steven Denny, LSCSW
Clinical Director
Four County Mental Health Center