



**ROSEBURG CITY COUNCIL  
WORK STUDY AGENDA  
FEBRUARY 23, 2022**

**Electronic Meeting  
Public Access:**

City website at <https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

Facebook Live at [www.Facebook.com/CityofRoseburg](http://www.Facebook.com/CityofRoseburg)

**6:00 p.m.**

**CALL TO ORDER – Mayor Larry Rich**

**City Councilors**

Shelley Briggs Loosley

Beverly Cole

Bob Cotterell

Alison Eggers

Sheri Moothart

Brian Prawitz

Patrice Sipos

Andrea Zielinski

**COUNCIL MATTERS**

A. Possible Uses of American Rescue Plan Act Funding

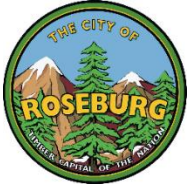
**ADJOURNMENT**

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470-3397 (Phone 541-492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

LA  
2-16-2022

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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## POSSIBLE USES OF AMERICAN RESCUE PLAN ACT FUNDING

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Meeting Date: February 23, 2022  
Department: Administration  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Work Study  
Staff Contact: Nikki Messenger  
Contact Telephone Number: 541-492-6866

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### ISSUE STATEMENT AND SUMMARY

The purpose of this work-study session is to discuss possible uses for the American Rescue Plan Act (ARPA) funding.

### BACKGROUND

**A. Council Action History.**

- On July 12, 2021, Council adopted a supplemental budget establishing the American Rescue Plan Act Special Revenue Fund and making appropriation revisions.
- On July 26, 2021, Council authorized staff to submit necessary documentation to accept the ARPA funds.
- On August 23, 2021, Council held preliminary discussions regarding use of ARPA funds.
- On November 8, 2021, Council adopted a supplemental budget to transfer ARPA funds to the Bike Trail Fund, Transportation Fund, Park Improvement Fund, Off Street Parking Fund and General Fund.

**B. Analysis.**

The City will receive a total of \$5.2 million in ARPA funding. The City received the first half of the funding in August 2021. The second half will be received later this calendar year. The City has until December 31, 2024, to obligate the funds and until December 31, 2026, to fully expend the funds.

At the November 8, 2021, meeting, the City Council approved a supplemental budget authorizing the transfer of ARPA funds to backfill lost revenue in the Transportation, Bike Trail, Off-Street Parking and Park Improvement Funds and to offset COVID-19 impacts in the General Fund as follows:

General Fund	\$200,000
Transportation	\$190,580
Bike Trail	\$ 4,173
Off-Street Parking	\$ 20,726
Park Improvement	<u>\$ 17,971</u>
<i>Total Transfers</i>	<i>\$433,350</i>

These revenue loss calculations were based on the interim rules that were in place at that time and involved calculations comparing year over year revenues. Since that time, the final rules defining uses of ARPA funding have been adopted. The final rules include a provision that each recipient can assume a “standard allowance” of up to \$10 million in revenue loss. Since the City’s allocation is under the standard allowance, the City can consider the entire amount revenue replacement. This allows the City to use the funding for “provision of government services.”

In addition to the transfers, ARPA funding has been spent on preparing the USEDAs Travel, Tourism and Outdoor Recreation grant application (\$39,018), committed to hiring a homeless services coordinator (with Aviva \$140,000), and spent on other services to homeless, including the provision of portable toilets and the cooling center at the Roseburg Senior Center last summer (\$21,928 so far). Combined with the transfers, a total of \$634,396 has been committed or spent to date.

The management team has been working together to put forth a proposal for Council’s consideration. One thing to keep in mind, we do not need to obligate all of the funds at this time. Staff is recommending that we maintain a high level of flexibility at this point, to ensure we can take advantage of any upcoming opportunities or react to any future unknowns. At this work study session, staff is seeking direction from Council regarding the big picture related to the funding, as well as a consensus on some items that we would like to get started on sooner than later.

Staff started our process by throwing out a variety of ideas, well over 40 to start with. We then established criteria in an attempt to begin prioritizing potential projects. The criteria were not weighted and we did not score based on the criteria. They were used as a tool to flush out projects and see what rose to the top. The baseline criteria (in no particular order) were as follows:

- Part of a Council Goal (Y/N)
- Likelihood of funding another way (L,M,H)
- Makes a lasting impact on the community (Y/N)
- Required – We have to pay for it somehow (Y/N)
- COVID Driven (Y/N)
- Requires future/ongoing funding (Y/N)
- Has an organizational impact (Y/N)

Under the list of things that staff classified as “required” are the following:

- Operational costs for the navigation center beyond the \$1.5 million grant
- Reimbursement for mandatory employer paid COVID related sick leave
  - *At this time, this applies only to “healthcare workers” i.e. Fire Department employees and should fit within the \$200k General Fund allocation already committed.*
- Purchase of COVID related supplies

Since this is one time funding, staff was looking at projects, programs, ideas that may be tough to fund any other way or that would require General Fund funding. Many of

the projects dealt with city facilities, which need improvements and have no identified funding sources outside of the annual General Fund transfer.

The ideas that were included in the first tier include:

- Other homeless related expenses
- Replace Library boiler
- Purchase & installation of 3-channel repeated VHF radio system for police, fire, and public works
- One-time premium pay for staff

Second tier projects included:

- Finish the Public Safety Center Third Floor space
- Replace the Arts Center HVAC system
- Purchase a robot for PD to use in hazardous tactical situations
- Make upgrades at the library to support virtual meetings
- Provide a portion of the match for the Travel, Tourism & Outdoor Recreation grant (if awarded)
- Purchase go-bags to enhance employee emergency preparedness

There are a number of other facilities related projects that staff would like to accomplish if funding allows.

At the work-study session, staff is seeking direction on the following:

- How much of the funding is Council interested in “committing” at this time?
- Which of the projects listed above (if any) should staff begin working on?
- What additional information would you like to see?
- Is Council wanting to support a local “grant” program and if so, at what dollar amount?

**C. Financial/Resource Considerations.** Very rough cost estimates are shown below.

	Estimated Cost	Total
Committed	\$634,396	\$634,396
Navigation Center Support*	\$2,500,000	
Other Homeless Services	\$100,000	
COVID Supplies	\$40,000	
Library Boiler	\$75,000	
Radio System Upgrades	\$150,000	
Employee One-time Premium Pay *	\$250,000	

Subtotal 1	\$3,115,000	\$3,749,396
Upgrades for virtual meetings at Library	\$40,000	
Robot for PD	\$40,000	
Arts Center HVAC *	\$40,000	
Finish PSC Third Floor *	\$125,000	
Employee Go Bags*	\$17,000	
USEDA TTR Grant Match	\$1,000,000	
Subtotal 2	\$1,262,000	\$5,011,396

*\* Preliminary estimates*

**D. Timing Considerations.** The funding must be obligated by December 31, 2024, and spent by December 31, 2026.

**COUNCIL OPTIONS**

Staff is seeking a discussion with Council and direction on next steps.

**STAFF RECOMMENDATION**

Staff is seeking Council direction.

**SUGGESTED MOTION**

No motion is required.

**ATTACHMENTS:**

None.