

ROSEBURG CITY COUNCIL AGENDA – SEPTEMBER 23, 2024
City Council Chambers, City Hall
900 SE Douglas Avenue, Roseburg, Oregon 97470



OK
9-19-2024

Public Online Access:

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

Facebook Live at www.Facebook.com/CityofRoseburg

Comments on Agenda Items and Audience Participation can be provided in person or electronically via Zoom. See Audience Participation Information for instructions on how to participate in meetings.

7:00 p.m. Regular Meeting

1. Call to Order – Mayor Larry Rich

2. Pledge of Allegiance

Roll Call

Tom Michalek

Andrea Zielinski

Kylee Rummel

David Mohr

Ellen Porter

Ruth Smith

Patrice Sipos

Shelley Briggs Loosley

3. Mayor Reports

A. Urban Campground – Next Steps

4. Commission Reports/Council Ward Reports

A. Homeless Commission Appointment

B. Library Commission Appointment

5. Audience Participation – In Person or via Zoom/See Information on the Reverse

6. Consent Agenda

A. September 9, 2024 Regular Meeting Minutes

7. Department Items

A. Umpqua Community College/Southern Oregon Medical Workforce Center Funding Request

B. ARPA Funding Update

8. Items from Mayor, City Council and City Manager

9. Adjourn

10. Executive Session ORS 192.660(2)

Informational

A. City Manager Activity Report

AUDIENCE PARTICIPATION INFORMATION

The Roseburg City Council welcomes and encourages citizen participation at all of our regular meetings, with the exception of Executive Sessions, which, by state law, are closed to the public. To allow Council to deal with business on the agenda in a timely fashion, we ask that anyone wishing to address the Council follow these simple guidelines:

Comments may be provided in one of three ways:

- **IN PERSON during the meeting in the Council Chambers, Roseburg City Hall, 900 SE Douglas Ave.**
 - Each speaker must provide their name, address, phone number and topic on the Audience Participation Sign-In Sheet.
 - **VIA EMAIL by sending an email by 12:00 p.m. the day of the meeting to info@roseburgor.gov.**
 - These will be provided to the Council but will not be read out loud during the meeting. Please include your name, address and phone number within the email.
 - **VIRTUALLY during the meeting. Contact the City Recorder by phone (541) 492-6866 or email (info@roseburgor.gov) by 12:00 p.m. the day of the meeting to get a link to the meeting.**
 - Each speaker must provide their name, address, phone number and topic in the email. Speakers will need to log or call in prior to the start of the meeting using the link or phone number provided. When accessing the meeting through the ZOOM link, click “Join Webinar” to join the meeting as an attendee. All attendees will be held in a “waiting room” until called on to speak. It is helpful if the speaker can provide a summary of their comments via email to ensure technology/sound challenges do not limit Council’s understanding.
- Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item.
 - Anyone wishing to speak regarding an item on the Consent Agenda, or on a matter not on the evening’s agenda, may do so under “Audience Participation.”
 1. Speakers will be called by the Mayor in the order in which they signed up. The Mayor will generally call in-person speakers prior to calling speakers participating via Zoom. Each virtual speaker will be transferred from the “waiting room” into the meeting to provide comments, then moved back to the “waiting room” upon completion of their comments.
 2. Persons addressing the Council in person or virtually must state their name and city of residence for the record.

TIME LIMITATIONS - A total of 30 minutes shall be allocated for the “Audience Participation” portion of the meeting. With the exception of public hearings, each speaker will be allotted a total of 6 minutes, unless the number of speakers will exceed the maximum time. In this case, the Mayor may choose to decrease the allotted time for each speaker in order to hear from a wider audience. All testimony given shall be new and not have been previously presented to Council.

Audience Participation is a time for the Mayor and Council to receive input from the public. The Council may respond to audience comments after “Audience Participation” has been closed or during “Items from Mayor, Councilors or City Manager” after completion of the Council’s business agenda. The Council reserves the right to delay any action requested until they are fully informed on the matter.

ORDER AND DECORUM

Councilors and citizens shall maintain order and decorum at Council meetings. Any audience member may be directed to leave the meeting if they use unreasonably loud, disruptive, or threatening language, make loud or disruptive noise, engage in violent or distracting action, willfully damage furnishings, refuse to obey the rules of conduct, or refuse to obey an order of the Mayor or majority of Council. No signs, posters or placards are allowed in the meeting room.

All speakers and audience members should treat everyone with respect and maintain a welcoming environment. Please avoid actions that could be distracting such as cheering, booing, or applause. Please turn cell phones to silent and enter and exit the Council Chambers quietly if the meeting is in progress and take any conversations outside the Chambers.

The City Council meetings are on Facebook Live and available to view on the City website the next day at:
<https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

The full agenda packet is available on the City’s website at:
<https://www.cityofroseburg.org/your-government/mayor-council/council-agendas>



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

HOMELESS COMMISSION APPOINTMENT

Meeting Date: September 23, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Commission Reports
Staff Contact: Grace Jelks, Management Asst.
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

There is one vacancy on the Homeless Commission that may be filled by a city resident.

BACKGROUND

A. Council Action History. Homeless Commission member Chris Boice's term ended on December 31, 2023. The Council acknowledged vacancies and commission reappointments at the regular meeting on January 8, 2024.

B. Analysis. The Roseburg Municipal Code requires a city resident to fill the vacancy. Staff has advertised the Homeless Commission vacancy through the local news media, social media and the City's website since August 27, 2024. Five applications were received from Jared Conley, Sherry Amos, Michael Fieldman, Megan "Imogen" Bentley, and Thomas McGregor.

C. Financial and/or Resource Considerations. N/A.

D. Timing Issues. It is recommended an appointment be made as soon as practical.

COUNCIL OPTIONS

The City Council has the option to appoint the applicant to the Homeless Commission or direct Staff to continue to solicit for additional applications.

STAFF RECOMMENDATION

Pursuant to the Roseburg Municipal Code, Staff has not made a recommendation for an appointment as that responsibility lies with the Commission Chair and the Mayor.

SUGGESTED MOTION

"I MOVE TO APPOINT _____ TO THE HOMELESS COMMISSION."

ATTACHMENTS

- Attachment #1 – Jared Conley Application
- Attachment #2 – Sherry Amos Application
- Attachment #3 – Michael Fieldman Application
- Attachment #4 – Megan "Imogen" Bentley Application
- Attachment #5 – Thomas McGregor



RECEIVED
08/29/2024

CITY OF ROSEBURG COMMISSION APPLICATION

Application for Appointment to: **HOMELESS COMMISSION**

Meets at 11:00 a.m. on the fourth Monday of each month as an advisory commission to discuss and research current practices related to addressing the needs of the unhoused population. The Commission makes recommendations to the City Council, will review the terms and conditions for contracts and working relationships with private and public agencies regarding services for the unhoused, and receive and consider comments and suggestions from the general public and local businesses regarding homelessness.

Name: Conley Jared
Last First

Home Address: [REDACTED]
Street Zip Code

Phone Number: _____ Cell Phone: 469-475-5728

Email Address: jaycon328@gmail.com

Occupation Quality Assurance Coordinator / Cow Creek Band of Umpqua Tribe of Indians
Place of Employment

Business Address 2589 NW Edenbower Blvd 541-672-8533
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth
Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?
I coordinate healthcare compliance at a tribal clinic, focusing on privacy, safety, and regulatory adherence, and I develop staff training programs. Before this role, I worked on an ambulance for 15 years, where I encountered the harsh realities and emotional challenges faced by the homeless.

6. Please give a brief description of your involvement in community groups and activities.
I am actively involved in Celebrate Recovery, where I co-lead a 12-step recovery group. This role allows me to support individuals in their journey toward healing and personal growth, fostering a sense of community and resilience.

7. Please list community topics of particular concern to you that relate to this appointment.

Community Safety: Ensuring that public spaces remain safe and accessible for all residents.

Compassionate Support: Advocating for resources and programs that provide compassionate care and assistance to homeless individuals.

Accountability and Cleanliness: Promoting initiatives that hold all community members to a standard that maintains a welcoming and clean environment for everyone.

8. Please list your reasons for wishing to be appointed.

Advocacy - I want to advocate for compassionate and effective policies that address the needs of homeless individuals.

Experience - My background in healthcare and direct experience working with homeless individuals equips me to contribute meaningfully.

Community Impact - I am committed to improving community safety and cleanliness while ensuring that homeless individuals are treated with dignity and respect.

Collaboration - I seek to collaborate with other community leaders to create a balanced approach that benefits both the homeless population and the broader com

Jared Conley

08/29/2024

Applicant Signature

Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

All applications shall be submitted to the Commission Chair and Department Director. After reviewing all applications, the Commission Chair shall recommend to the Mayor and Council someone to fill any vacant positions on the Commission.

Information on this form is public information.

Thank you for your expression of interest in serving the community.

Note: City of Roseburg employees may not serve on an elected body.



CITY OF ROSEBURG COMMISSION APPLICATION



Application for Appointment to: **HOMELESS COMMISSION**

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Name: Amos Last Sherry FKA Staetter First 14 DM

Home Address: [REDACTED] Street 0449
Zip Code

Phone Number: 541-378-8726 Cell Phone: 541-378-8726

Email Address: NONE

Occupation Full Time Ministry / James 1:22-27 Place of Employment Amos 9:11 - Isa 56:7

Business Address 1699 W. Harvard 541-378-8726 Phone

Retired Hygienist / Dougeo Plumbing

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

Wholeness: mind, Body and spirit for ALL. Sanctification through God the Father, Jesus AND the Holy Spirit Amos: 1 THES. 5:23, 2 TIMOTHY 1:7 ORS 370 5:24 community Restorati

6. Please give a brief description of your involvement in community groups and activities.

ORS 370, Amos 5:24
Evangelist National +
International. Moved to Roseburg
1978. 5 years ministry equipping in the South

7. Please list community topics of particular concern to you that relate to this appointment.

To RESTORE this Community
to wholeness and prosperity
by the Grace and Mercy of
ALMIGHTY

8. Please list your reasons for wishing to be appointed.

My Hope and Faith is
in the LORD.
Amos Awe Dios Awa Intl. For
ABUSED women and children in U.S.A
JAMES 1, ISAIAH 1,

Applicant Signature

Date

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Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

All applications shall be submitted to the Commission Chair and Department Director.
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Council someone to fill any vacant positions on the Commission.

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CITY OF ROSEBURG COMMISSION APPLICATION



Application for Appointment to: **HOMELESS COMMISSION**

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Name: Fieldman Michael
Last First

Home Address: [Redacted]
Street Zip Code

Phone Number: 541-679-5305 Cell Phone: 541-680-9558

Email Address: mike.fieldman50@gmail.com

Occupation retired /
Place of Employment

Business Address Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify:

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

See attached sheets

6. Please give a brief description of your involvement in community groups and activities.

See attached sheets

7. Please list community topics of particular concern to you that relate to this appointment.

See attached sheets

8. Please list your reasons for wishing to be appointed.

See attached sheets



Applicant Signature

9/3/24

Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

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Roseburg Homeless Commission Application for Appointment Question Responses from
Michael Fieldman

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

Past founding member and vice-chair of Roseburg Homeless Commission. I have 35+ years of experience running non-profit and government agencies dealing with poverty, homelessness, behavioral health services, domestic violence and sexual assault services as well as other related human service programs. This includes 20 years as Executive Director of UCAN. Past member of the Oregon State Housing Council. I also worked for Representative Gary Lief for about 18 months as his legislative assistant working on issues regarding homelessness, housing and behavioral health. It was during this time, working with Rep. Lief and City staff, that we were able to obtain the initial \$1.5M funding for the navigation center. I hope to bring my years of experience and perspectives to the Commission to help inform its decisions and direction as it continues to move forward in addressing general homelessness issues as well as the specific challenging realities confronting our unhoused citizens and the concerns of the general public.

6. Please give a brief description of your involvement in community groups and activities.

I have served on various local non-profit boards including Peace at Home Advocacy Center, Aviva Health, Healthcare Coalition of Southern Oregon, Douglas County Mental Health Advisory Board, and DC Cares. I am also a member of the Roseburg Optimist Club, Vintage Singers, and the Roseburg Presbyterian Church.

7. Please list community topics of particular concern to you that relate to this appointment.

There are several interrelated community topics of concern to me that I think relate to the work of the Commission.

Over the past few years our community has needed to provide emergency shelter and housing for people beyond just those living rough on the streets. Fires, extreme heat, cold and smoke have all created the need to provide safe and healthy living arrangements to a broader range of people in our community. We have struggled at times to address those needs. I think this is a reality that we will continue to deal with more and more in the future. I see the Commission's work being applicable and usable to the needs arising from these other situations as well. It would be beneficial if we could look to see how we can meet these broader needs as we address solutions to the

Roseburg Homeless Commission Application for Appointment Question Responses from
Michael Fieldman

similar needs of the unhoused and future unhoused people. The development and operation of warming and cooling centers are one specific example of this as they have the potential to serve housed people (the elderly) who can't stay cool or warm in their own homes or when there is a need to address extreme smoke conditions.

Because of increasing rents, more people are finding it hard to maintain a place to live and are ending up homeless. This is especially true of the elderly. Recent studies have shown that over 50% of the new homeless are the elderly. These are people who are new to homelessness as they can no longer afford rent on their fixed incomes. Fundamentally the issue of homelessness is driven by both the lack of affordable housing as well as a lack of having the appropriate housing options to address the varied housing needs that people have. Because of this we need to continue encouraging not only the development of additional affordable housing but also assure that it includes an appropriate variety/mix of housing options. Among these is the need for more supported housing, something that would be very helpful for many of the unhoused populations in our community.

People who are chronically unhoused, as well as those at risk of becoming unhoused, have a continuum of housing needs that have to be available as they move from being at risk of homelessness, to becoming homeless, to being homeless, to then achieving housing stability. If we expect people to be successful in avoiding homelessness, as well as in their transition out of homelessness, it is critical that we make sure that we identify any housing and shelter gaps that exist along their path to housing stability. Then we need to make sure that the housing being developed is addressing those gaps by providing the variety of housing needed along this continuum. As we define these gaps we also need to identify and remove any barriers that get in the way of filling these housing gaps that could include code adjustments or the development of more nontraditional housing options such as tiny homes, cottage villages, and other innovative housing options. Some of these latter options might address the housing needs of specific groups such as our elderly population. Another specific group with unique housing needs are those of homeless youth who have a totally different set of housing needs than adults. Unless we address youth housing needs they run the risk of becoming another wave of adult homeless people. This all fits within the original scope of the Homeless Commission whose purpose is to "Research, gather information and explore options in order to make recommendations to the City Council addressing the needs of the unhoused" (City code 2.20.020).

8. Please list your reasons for wishing to be appointed.

I see homelessness and addressing the needs of the unhoused population as an ongoing issue for our community that still needs work. I would like to add my years of experience and insights towards helping to address this continuing issue. Good

page 2 of 3 MF

Roseburg Homeless Commission Application for Appointment Question Responses from
Michael Fieldman

work has been done to date but more can, should and needs to be done. I see the Commission as not only working to address these issues directly but also as being a convener to bring the community together to address them. I see this ability to be a convener as a unique role that the Commission possesses. I would like to be part of expanding and utilizing that capacity to address additional topics beyond the first ones it chose to focus on.

Another reason I wish to be appointed is that it is part of my personal ethos to give back to the community and I see this effort as my way to make that contribution. I also see it as a way to make our community the best place it can be to live, something I have been committed to since moving to Roseburg.



CITY OF ROSEBURG COMMISSION APPLICATION

RECEIVED
09/03/2024

Application for Appointment to: **HOMELESS COMMISSION**

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Name: Bentley Megan ("Imogen")
Last First

Home Address: [REDACTED]
Street Zip Code

Phone Number: _____ Cell Phone: 503.984.4251

Email Address: imogenbentley7@gmail.com

Occupation Research Systems/Applications Analyst / OHSU
Place of Employment

Business Address My position is remote; I work from home.
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?

Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.

Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

I am a (non-practicing) member of the Oregon Bar Assoc. and have studied public health & compliance. I've assisted with drug court & worked/volunteered at many non-profits, some involving people in crisis. This topic is increasingly polarizing, and my goal is to facilitate reasonable paths forward.

6. Please give a brief description of your involvement in community groups and activities.

I am a neighborhood coordinator with the Roseburg Food Project (FISH). I volunteered throughout the UVA Summer Arts Festival this year. I am serving as Technical Director for UACT's next show: Agatha Christie's the Mousetrap: assisting with set construction, rehearsals, and word-of-mouth engagement, in addition to running lights/sound during the performances. I take my 4 year-old niece to storytime at the library and help in her classroom.

7. Please list community topics of particular concern to you that relate to this appointment.

The unhoused crisis is a complex web of issues that impact the entire community. Safety and public areas are often front-of-mind, but it also involves affordable housing, employment, access to health care, emergency responses, and social support services. The balance between the need to peacefully conduct business, property rights, humanitarian concerns, and public safety is very delicate and challenging to approach. Everyone's livelihood is at stake.

8. Please list your reasons for wishing to be appointed.

I grew up in Roseburg (RHS '02 Valedictorian), and have always interacted with diverse groups within our community. (In high school I was involved in cheerleading, "Varsity" Math Team, music/theatre, youth group church activities, employment -ranging from the school district to McDonald's to small businesses like Oregon Linen- and volunteer efforts like childcare for domestic abuse survivor groups.) I believe in our community's ability to solve difficult challenges, and to work together to build a better future for our children. I am committed to listening to all viewpoints, and excel at problem solving that is informed by data, ethics, feasibility, and regulations.

Megan N. Bentley
Applicant Signature

09/03/2024
Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

All applications shall be submitted to the Commission Chair and Department Director. After reviewing all applications, the Commission Chair shall recommend to the Mayor and Council someone to fill any vacant positions on the Commission.

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RECEIVED
09/03/2024

CITY OF ROSEBURG COMMISSION APPLICATION

Application for Appointment to: **HOMELESS COMMISSION**

Meets at 11:00 a.m. on the fourth Monday of each month as an advisory commission to discuss and research current practices related to addressing the needs of the unhoused population. The Commission makes recommendations to the City Council, will review the terms and conditions for contracts and working relationships with private and public agencies regarding services for the unhoused, and receive and consider comments and suggestions from the general public and local businesses regarding homelessness.

Name: McGregor Thomas
Last First

Home Address: [REDACTED]
Street Zip Code

Phone Number: 541 900 7216 Cell Phone: 541 900 7216

Email Address: thomasjmcgregor@yahoo.com

Occupation Project Manager / Peace At Home Advocacy Center
Place of Employment

Business Address N/A Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth
Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?
I have worked directly with Roseburg households navigating social and economic complexities for many years while serving as an educator and as an administrator at Phoenix School. My hope is assist the commission with aspects related to housing local opportunity youth (ages 16-24).

6. Please give a brief description of your involvement in community groups and activities. Since 2021, I have served as the leader of the Douglas County Homeless Youth Solutions Initiative. This team is comprised of various staff at numerous local agencies all working to increase sustainable resources to help youth with shelter and support resources. I also volunteer on numerous board of directors and serve as the MC for Music on the Half Shell every summer.

7. Please list community topics of particular concern to you that relate to this appointment. I am concerned with temporary shelter concerns and the creation of new affordable housing. I am now employed with Peace at Home Advocacy Center and working on policy solutions to allow for service organizations to better partner with state agencies such as ODHS and OHCS.

8. Please list your reasons for wishing to be appointed. I have followed the commission's activities for a long time and wish to be part of the positive energy. I recognize there are many difficult decisions ahead for our community and I have always been attracted to this complex work. I look forward to the opportunity to assist others in town to better understand the realities associated with social work and helping their neighbors. (The teacher in me loves to make a larger classroom. Thank you.

Thomas J McGregor
Applicant Signature

09/03/2024
Date

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ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

LIBRARY COMMISSION APPOINTMENT

Meeting Date: September 23, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Commission Reports
Staff Contact: Grace Jelks, Management Asst.
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

There is one vacancy on the Library Commission that may be filled by a city or urban growth boundary resident.

BACKGROUND

A. Council Action History. Council accepted Juliet Rutter's resignation from the Library Commission on August 26, 2024.

B. Analysis. The Roseburg Municipal Code requires a city or urban growth boundary resident to fill the vacancy. Staff has advertised the Library Commission vacancy through the local news media, social media and the City's website since August 27, 2024. Three applications were received from Paige Bentley, Mike Hoyt, and Beverly Cole.

C. Financial and/or Resource Considerations. N/A.

D. Timing Issues. It is recommended an appointment be made as soon as practical.

COUNCIL OPTIONS

The City Council has the option to appoint the applicant to the Library Commission or direct staff to continue to solicit for additional applications.

STAFF RECOMMENDATION

Pursuant to the Roseburg Municipal Code, staff has not made a recommendation for an appointment as that responsibility lies with the Commission Chair and the Mayor.

SUGGESTED MOTION

"I move to appoint _____ to the Library Commission."

ATTACHMENTS

Attachment #1 – Paige Bentley Application
Attachment #2 – Mike Hoyt Application
Attachment #3 – Beverly Cole Application



CITY OF ROSEBURG COMMISSION APPLICATION RECEIVED 09/04/2024

Application for Appointment to: **LIBRARY COMMISSION**

Meets at 4:00 p.m. on the third Tuesday of each month as an advisory commission to consider efficient and effective operations of the library, review current trends and library related technology, develop and recommend long-range plans for the library services, review terms and conditions for contracts and working relationships with private and public agencies, assist with annual reports and advocate for the library budget, events and programs.

Name: Bentley Paige
Last First

Home Address: [Redacted] 97470
Street Zip Code

Phone Number: Cell Phone: 541-580-7227

Email Address: bpaige103@gmail.com

Occupation Stay at Home Mom /Home
Place of Employment

Business Address N/A
Phone

- 1. Do you reside within the Roseburg city limits? Yes No
- 2. Do you own property or a business within the City? Yes No
- 3. How did you learn about this vacancy?
 Newspaper Social Media City Website Word of Mouth
 Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

I completed most of my undergrad requirements at University of Oregon. I've utilized the library not only in my educational journey, but I also grew up visiting the Roseburg library as a young child. In more recent years, I have brought my young daughter to this same library for her to experience.

6. Please give a brief description of your involvement in community groups and activities.

I have been limited in my ability to be as involved as I wish in various areas of the community due to health issues that have recently been diagnosed and under control. Applying for this position is a step in that direction.

I've been a beekeeper, self-taught gardener, animal-lover, knowledge-seeker who often visits local parks with my daughter. I like to think my interests and knowledge can contribute to the community in a positive way.

7. Please list community topics of particular concern to you that relate to this appointment.

Accessibility to library and related resources.
Youth participation.
Integration and collaboration with other local organizations.
Involvement.

8. Please list your reasons for wishing to be appointed.

Becoming a new mother during the height of the pandemic in 2020 showed me the importance of having a local and accessible library for all walks of life. I've always found refuge in a place that smells of books and knowledge. This past year I learned I have severe Crohn's disease- I was very sick for a couple years with no real answer. This library was one of the few places I could bring my daughter and feel comfortable. Being appointed for this position would be an honor to ensure others have the same access.

Paige Marie Bentley 9/4/2024

Applicant Signature Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

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Note: City of Roseburg employees may not serve on an elected body.



CITY OF ROSEBURG COMMISSION APPLICATION

RECEIVED
09/04/2024

Application for Appointment to: **LIBRARY COMMISSION**

Meets at 4:00 p.m. on the third Tuesday of each month as an advisory commission to consider efficient and effective operations of the library, review current trends and library related technology, develop and recommend long-range plans for the library services, review terms and conditions for contracts and working relationships with private and public agencies, assist with annual reports and advocate for the library budget, events and programs.

Name: Hoyt Mike
Last First

Home Address: [REDACTED]
Street Zip Code

Phone Number: _____ Cell Phone: 970-759-6111

Email Address: mikehoyt456@gmail.com

Occupation Director Student Info Systems / Durango 9-R
Place of Employment

Business Address I work from home
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth
Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

Lifelong patron of public libraries and as a young man I worked in the Santa Monica public library initially as a page, then clerk, Inspector (primarily a security role, also included retrieving delinquent materials)

6. Please give a brief description of your involvement in community groups and activities.

Relatively new to Douglas County, but I've previously coached youth soccer, been on the Boards of a charter school and HOA, and was a volunteer firefighter in Montana

7. Please list community topics of particular concern to you that relate to this appointment.

I'm not aware of any issues surrounding the library, but I did read an article about how the library was saved and the work of so many people to make that happen. I want to support their efforts and contribute my own energy.

8. Please list your reasons for wishing to be appointed.

I support public libraries in general and really admire the adopted mission of the Roseburg Library specifically. The posted policies of the library are something I can get behind and I want to contribute to the continued success of this library as a resource for the community.

(The form asks if I am a city resident, I am not, but I do live within the Urban Growth Boundary which I understand makes me eligible. Thank you for considering me)

Applicant Signature Mike Hoyt 9/3/2024
Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

All applications shall be submitted to the Commission Chair and Department Director. After reviewing all applications, the Commission Chair shall recommend to the Mayor and Council someone to fill any vacant positions on the Commission.

Information on this form is public information.
Thank you for your expression of interest in serving the community.

Note: City of Roseburg employees may not serve on an elected body.



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Name: Cole Bedorby
Last First

Home Address: [Redacted]
Street Zip Code

Phone Number: 541 643 9254 Cell Phone: →

Email Address: bfcole65@hotmail.com

Occupation Retired / 1
Place of Employment

Business Address _____ Phone _____

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?
I have worked for many years for the county and state, and lived @ my current address for over 30 years. I appreciate our local library and use it often, also very impressed with the way it's operated.

6. Please give a brief description of your involvement in community groups and activities.

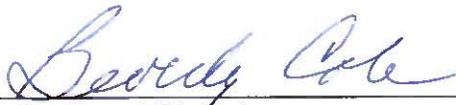
I served on the city council for 4 years. During that tenure I believe I only missed one meeting which I believe shows my interest and support to obligations I undertake.

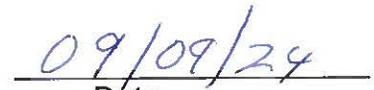
7. Please list community topics of particular concern to you that relate to this appointment.

Very interested in all the library dication to the children of this county and involvement with the schools.

8. Please list your reasons for wishing to be appointed.

I think the city has done a fantastic job running the library and would hope to make any contribution to continue their ~~success~~ success.


Applicant Signature


Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@roseburgor.gov.

All applications shall be submitted to the Commission Chair and Department Director. After reviewing all applications, the Commission Chair shall recommend to the Mayor and Council someone to fill any vacant positions on the Commission.

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**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
September 9, 2024**

Mayor Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on September 9, 2024 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

1. Pledge of Allegiance

Councilor Smith led the pledge of allegiance.

2. ROLL CALL

Present: Councilors Shelley Briggs Loosley, Tom Michalek, David Mohr, Ellen Porter (via zoom), Kylee Rummel, Patrice Sipos, Ruth Smith, and Andrea Zielinski

Absent: None

Others: City Manager Nikki Messenger, City Attorney Jim Forrester, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Library Director Kris Wiley, Finance Director Ron Harker, Community Development Director Stu Cowie, City Recorder Amy Nytes, and Management Assistant Autumn David

3. Mayor Reports

A. Caroline Goff, resident, expressed her understanding that the City Council would be establishing an urban campground in her neighborhood. Mayor Rich clarified that no specific location was currently on the agenda for discussion.

Mayor Rich presented the Urban Campground Discussion and requested the Council's input on the new rules regarding homelessness and the continuation of the search for a suitable location for an urban campground.

Mayor Rich suggested waiting a few months and evaluating the impact of the new rules on the current situation before resuming the search for a location.

Councilor Rummel expressed support for the Council's efforts to continue to look for a suitable location for an urban campground, emphasizing the significant homeless population and the barriers they face in accessing housing.

Councilor Briggs Loosley stated she was willing to wait three or four months to observe the effects of the new rules before making further decisions.

Councilor Sipos supported the Council's efforts to continue to actively look for a suitable location for an urban campground, highlighting the potential benefits of the new rules and stressing urgency, noting the approaching winter months.

Councilor Porter shared support of the Council's efforts to continue to identify a suitable location for an urban campground, emphasizing the diverse segments of the homeless population within the community.

Councilor Michalek questioned the regulations and criteria for urban campground locations, suggesting that a suitable site might be found outside city limits. However, he expressed support for the Council's ongoing efforts to identify an appropriate location. Attorney Forrester clarified that the location requirements were tied to a specific court case, which has since been overturned.

Councilor Zielinski expressed support for the Council's efforts to identify a suitable location for an urban campground. She acknowledged the challenges in finding an appropriate site due to the potential impact on the surrounding neighborhood and stressed the importance of supporting local non-profits that provide resources to the homeless community.

Councilor Smith expressed strong support for the Council to continue to find an appropriate location for an urban campground, highlighting the success seen in other communities and proposed that establishing multiple sites could offer significant benefits.

Council President Mohr expressed support for the Council to continue to attempt to identify a suitable location for an urban campground, underscoring the significant impact of homelessness on the community and stressed the importance of providing a legal space for the homeless to exist as they work toward stability. Mohr also pointed out that Deer Creek Park is not currently being utilized as a park and proposed it as a potential site for the campground.

Mayor Rich's thanked the Council members for their comments and clarified that emergency executive sessions might be necessary in the near future. He requested that Council send him any ideas they may have.

4. Commission Reports/Council Ward Reports

Councilor Smith was approached with the idea of planting fruit trees around the city to provide more food resources for the community. Mayor Rich recommended that Smith follow up with staff regarding this inquiry.

Councilor Smith shared that Thrive Umpqua has requested a presentation to Council on the increase and effects of smoking and vaping on children within our community.

5. Audience Participation

Nicole Inglis, resident, spoke about homelessness.

6. Consent Agenda

A. August 26, 2024 Regular Meeting Minutes.

Council President Mohr moved to approve the consent agenda. The motion was seconded by Councilor Zielinski and approved with the

following vote: Councilors Briggs Loosley, Michalek, Mohr, Porter, Rummel, Sipos, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

7. Resolutions

- A. Messenger presented the FAA Grant Acceptance – Extend Taxiway A – Phase II Construction, Resolution No. 2024-18. While the Council had previously approved the grant acceptance, the final offer is slightly higher than initially anticipated. This resolution is intended to clean up the previous resolution and authorize the acceptance of the actual grant offer.

Council President Mohr moved to adopt Resolution No. 2024-18, a Resolution Authorizing Acceptance of a Grant Offer from the Federal Aviation Administration in the maximum amount of \$2,120,951 to be used towards the Extend Taxiway A Phase II – Construction Project, AIP #3-41-0054-031-2024, in the development of the Roseburg Regional Airport. The motion was seconded by Councilor Zielinski and approved with the following vote: Councilors Briggs Loosley, Michalek, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

8. Department Items

- A. Nytes presented the League of Oregon Cities Legislative Priorities. In previous years, Council has provided their top priorities to staff for submission to the League of Oregon Cities for lobbying purposes.

Council President Mohr questioned the potential budgetary impact of certain priorities. Messenger highlighted the importance of restoration of recreational immunity to avoid increased insurance costs. Other priorities with potential financial implications included the Marijuana Tax, Alcohol Tax, Infrastructure Funding, and the 2025 Transportation Package.

After extensive discussion, Council directed staff to submit the following top five legislative priorities to League of Oregon Cities: infrastructure funding, shelter and homeless response, restoration of recreational immunity, behavioral health enhancements, and full funding and alignment for housing production.

- B. Cowie presented FEMA Biological Opinion and its Impact to Roseburg Development. FEMA has introduced Pre-Implementation Compliance Measures (PICM) for communities participating in the National Flood Insurance Program (NFIP). These measures will affect development requirements within designated floodplains to ensure compliance with the Endangered Species Act (ESA).

The purpose of presenting this item was to inform Council about the PICM and the decision required by December 1, 2024. By this date, communities must choose one of the following pathways: adopt a model ordinance that considers impacts to species and their habitat and requires mitigation to a no let loss standards; require a habitat assessment and

mitigation plan for development on a permit-by-permit basis; or prohibit floodplain development in the Special Flood Hazard Area. If no selection is made, the default will be the permit-by-permit pathway. Reporting of floodplain development activities to FEMA will begin in January 2025.

Communities in Oregon have expressed concerns about the new requirements, their timing, and the impact of future floodplain development.

Staff intends to bring this matter back to the Council for a decision once more information is available about the model ordinance and other options.

In response to Council President Mohr, Cowie stated that the green sturgeon and Coho salmon are the two protected species in our area. Council President Mohr asked for a definition of the Special Flood Hazard Area. Cowie explained that these areas are properties within the 100-year floodplain, which would be affected by the implementation. The City does not have the authority to define the 100-year floodplain, as it is determined by FEMA requirements. Cowie also clarified the permit-by-permit option.

Councilor Smith questioned the impact on current development plans. Cowie confirmed that the decision must be made by December 1, 2024. Developments within the floodplain will need to comply with the new requirements upon submitting a site review to obtain building permit. Cowie also clarified that the implementation would not directly affect the land swap; however, properties within the floodplain will still be subject to these requirements regardless of the land swap. Any property located within the identified floodplain will be impacted.

Messenger emphasized that this information is being shared now to inform those working on developments to apply before December 1, 2024.

Cowie reiterated that a decision is due to FEMA by December 1, 2024, and this matter will likely be brought back to Council in November for a decision.

9. Items from Mayor, City Council, and City Manager

- A. Councilor Smith inquired about the possibility of adding flashing lights to the crosswalk on Pine Street due to its high pedestrian usage.

Councilor Zielinski announced that the Challenge of the Heroes event is scheduled for Thursday, September 19, and encouraged everyone to attend. The proceeds from this event will support violence prevention efforts in the community.

Councilor Porter thanked Attorney Forrester for explaining the process of adding items to the agenda and requested further clarification on the types of items that can be discussed during this part of the meeting. Attorney Forrester responded that it is best to introduce the topic for discussion and

then add it to a future meeting agenda. This approach allows the public to be informed and participate in the discussion.

Councilor Rummel shared her understanding that a topic can be proposed and a decision to add it to the agenda can be made, but the core discussion about the topic should be saved for the agenda, so the public can be present. Attorney Forrester agreed and added that he would review the information provided and offer additional clarification.

10. Adjourn

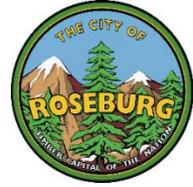
Mayor Rich adjourned the regular meeting at 8:50 p.m.

Autumn David

Autumn David

Management Staff Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



UMPQUA COMMUNITY COLLEGE/SOUTHERN OREGON MEDICAL WORKFORCE CENTER FUNDING REQUEST

Meeting Date: September 23, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: Nikki Messenger, CM
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

In January 2024, the City and Umpqua Community College (UCC) entered into an Intergovernmental Agreement (IGA) engaging UCC in the Southern Oregon Medical Workforce Center (SOMWC) project. UCC has identified additional opportunities for the City to support the project financially utilizing the existing state grant funds. The issue for Council is whether to authorize the requested additional funding.

BACKGROUND

A. Council Action History.

The Council has a long history with this project, dating back to 2013. The extensive Council Action History has been included as Attachment B. The more current history is as follows:

- On January 24, 2022, the Council authorized the City Manager to execute a Memorandum of Understanding with Umpqua Valley Development Corporation (UVDC) outlining the City's commitment to the SOMWC project, including designation of the City as the grant recipient/fiscal agent to receive the grant funds from the state.
- On June 13, 2022, the Council authorized the City Manager to accept the grant funds from the state.
- On July 11, 2022, the Council adopted Resolution No. 2022-22 authorizing the City Manager to negotiate and execute an agreement to accept a \$5 million grant from the State of Oregon for the SOMWC project.
- On November 14, 2022, Council authorized an agreement with the UVDC for the SOMWC for \$300,460 for fiscal year 2022-23.
- On November 13, 2023, the Council authorized an Intergovernmental Agreement with Umpqua Community College to develop the Southern Oregon Medical Workforce Center.

B. Analysis.

Through House Bill 5202 (2022), the City of Roseburg received a \$5 million grant, which identified the use of the funds as follows, "Recipient shall use the Grant for the Southern Oregon Medical Workforce Center."

In November 2023, the Council authorized an IGA with UCC to develop the SOMWC. That IGA was executed in January 2024 and includes financial support for hiring a Dean of SOMWC at UCC to develop partnerships and begin implementation of programs. The funding included support for travel, general administrative overhead and technology support. While the construction of lab facilities was identified as a future activity, no funding was appropriated to this task as part of the initial agreement.

Since that time, significant work has occurred to advance the project. Currently, five new programs are scheduled to launch in 2025:

- Bachelor's and Master's degrees in Social Work – Launching in January 2025
- Bachelor's and Master's degrees in Medical Lab Science – Launching in Fall 2025
- Certified Nurse Anesthetist- Launching in fall 2025

Dr. Rachel Pokrandt, UCC President, has prepared the attached funding proposal to support three primary areas: scholarships, marketing, and capital construction. A summary of the pertinent data related to the request is contained within Attachment 1 and Dr. Pokrandt will attend the Council meeting to answer any questions.

C. Financial/Resource Considerations.

The City received \$5 million from the state for the project. Expenses to date are as follows:

Oregon Solutions	\$ 20,000
Umpqua Valley Development Corporation	\$ 253,287
Umpqua Community College (thru 12/2027)	<u>\$ 616,589</u>
<i>TOTAL EXPENSES</i>	<i>\$ 889,876</i>
 <i>REMAINING FUNDING</i>	 <i>\$4,110,124</i>
 Funding Request	
Scholarships & Support Resources	\$ 277,800
Marketing	\$ 75,000
Capital Construction	<u>\$2,000,000</u>
<i>Total Funding Request</i>	<i>\$2,352,800</i>
 <i>GRANT FUNDS REMAINING</i>	 <i>\$1,757,324</i>

D. Timing Considerations.

The Bachelor's and Master's degrees in Social Work are slated to launch in January 2025. Having marketing and scholarship funding available prior to that launch will help promote and encourage participation in these severely needed fields.

The College has raised substantial match dollars towards its capital construction budget and intends to bid the project in summer of 2025.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize the City Manager to negotiate and execute an amendment to the IGA to fund the full request of \$2,352,800 for scholarships, marketing, and capital construction; or
2. Authorize the City Manager to negotiate and execute an amendment to the IGA to fund a specific portion of the request; or
3. Request additional information; or
4. Not authorize additional funding at this time.

STAFF RECOMMENDATION

Support for scholarships and marketing will be important components for the success of the new programs offered at UCC. The capital construction will be required for the project to continue to move forward, as lab space is an essential component in the degree programs being pursued as part of the expansion of medical workforce training envisioned by this project. All of the activities for which Dr. Pokrandt has identified a funding need fit within the purview of the grant funding, which has been budgeted and is available. Therefore, staff recommends Council authorize an IGA amendment to provide the requested funding.

SUGGESTED MOTION

I move to authorize the City Manager to negotiate and execute an amendment to the IGA with UCC in the amount of \$2,352,800 million to fund scholarships, marketing, and the capital project associated with the SOMWC project.”

ATTACHMENTS:

Attachment #1 – UCC Medical Careers Advanced Degree Partnership Initiative - City of Roseburg funding request

Attachment #2 – Extended Council Action History



UCC Medical Careers Advanced Degree Partnership
Initiative

City of Roseburg funding request

There is a critical need for skilled professionals in a broad range of healthcare professions to address the healthcare and social service demands in Douglas County. By expanding its educational offerings, UCC aims to fill this gap, providing trained professionals who can contribute to the community's wellbeing. The proposed funding will enable UCC to continue to create a robust educational infrastructure that supports these goals.

Since October of 2023 when the City of Roseburg granted Umpqua Community College (UCC) purview over the work of the former Southern Oregon Medical Workforce Center, the college has made great strides. The college has:

- Hired a Dean of Advanced Medical Degree partnerships.
- Formed a medical provider coalition that includes, CHI Mercy, ADAPT, Umpqua Health, VA Roseburg Healthcare, Roseburg School District and Aviva Health.
- Signed MOUs with Idaho State University and OHSU for specific degree programming:
 - o Bachelor's and Master's degrees in Social Work – Launching in January 2025
 - o Bachelor's and Master's degrees in Medical Lab Science – Launching in Fall 2025
 - o Certified Nurse Anesthetist- Launching in fall 2025
- Secured in-state tuition rates through ISU for the Social work and med lab science degrees.
- Initiated a Surgical Apprenticeship program with the State of Oregon.
- Initiated additional medical careers programs in Roseburg High School – Phlebotomy, EMS, LPN pathway & CNA to ensure a pipeline of students into medical careers.

UCC now seeks additional funding in the amount of \$2,352,800 to support the next phase of this work.

DEPARTMENT ITEMS A
ATTACHMENT #1

Tuition scholarship & support resources for students entering the social work program	\$277,800
Marketing and outreach	\$75,000
Construction of medical lab spaces	\$2 Million
Total	\$2,352,800

Scholarship and support resources

An initial \$277,800 is requested to support students entering the social work programs, with the cost of tuition, books and learning materials. The college already has a robust support system to assess the need, and award funds to students based on standard criteria. UCC will utilize this infrastructure to disperse funds to students over the next few years. Students enrolling in the pathway to the Bachelor’s in Social Work (BSW) and Masters in Social Work (MSW) programs through Idaho State University in the coming years would qualify to apply for these funds and the college has a goal of funding at least half of the tuition and learning materials for each student.

Budget:

	# of credits in degree	Tuition per credit	Tuition for the program	Learning materials (books)	Total cost per student	Total for 12 student cohort for two years with a 50% tuition scholarship
BSW	60*	\$450 per credit	\$27,000	\$2000	\$29,000	\$174,000
MSW	34	\$450 per credit	\$15,300	\$2000	\$17,300	\$103,800
Total = \$277,800						

* 90 credits will be taken to complete the AS in Human Services at UCC and the students will join the ISU cohort in their junior year of the bachelor’s program. UCC has its own scholarship program that students are able to access.

Costs will fluctuate as enrollment numbers are realized in the first cohort. The college expects to enroll students who already have their associate’s degree or bachelor’s degree so exact costs will vary. UCC will keep a full accounting of the allocation of these funds to students each academic year until all funds are expended.

Marketing and outreach

As these are new offerings in Douglas County, the college plans to build a web presence for the ISU collaboration as well as implement an aggressive online and print marketing initiative to get the word out about these new opportunities. The college will

also work through its partner coalition members to ensure that current health care workers understand the new opportunity to gain an advanced degree while remaining in the community.

Effective marketing will increase program visibility and enrollment, ensuring the success and sustainability of these new offerings. Many of these costs are one time startup costs and the college will track the efficacy of these efforts to recruit candidates for the programs.

Construction of medical lab spaces

The college is in the design process for a facility that will be co-located with the new UCC welcome center, and become the hub for all medical careers programs from certificate to doctoral levels studies in the community. The facility will house all programs in development at the bachelor's and master's degree program level as well as UCC medical careers programs. Spaces will be centered around a state-of-the-art simulation hospital. UCC has chosen a 'sim' hospital design to ensure maximum flexibility to ensure programs can morph and change with the needs of local medical providers far into the future. These funds will enhance UCC's capacity to provide high-quality education, to partner with universities to offer more programs and to meet the growing demand for skilled professionals in these fields.

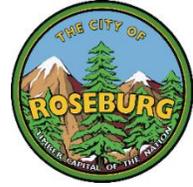
UCC has secured a matching grant from the State of Oregon for \$8 Million. Through donations from local medical providers, family foundations, private donors and CDS funds, the college is close to the match needed to realize the project.

The college is in the early design phase of this project and expects to break ground in summer of 2025 with an expected completion date of fall 2026. This physical space will be the home of the former Southern Oregon Medical Workforce Center and realize a dream that the community has been working toward for over a decade.

EXTENDED COUNCIL ACTION HISTORY

- On February 11, 2013, the Council authorized an agreement to provide \$30,000 for the medical education facility feasibility study.
- On January 11, 2016, the Council granted up to \$15,000 from the Economic Development Fund to support the next phase of the Medical Education Facility Project.
- On March 11, 2019, the Council authorized an additional \$25,000 to support funding for an Economic Study by ECONorthwest for the Medical Education Facility in Roseburg.
- On April 17, 2019, the Council directed staff to develop a letter related to financial support for the project.
- On May 13, 2019, the Council authorized the City Manager Pro-Tem to enter into a Memorandum of Understanding with Oregonians for Rural Health outlining the City's commitment to helping fund and construct the college contingent upon securing an adequate funding package and an acceptable long-term lease.
- *Not a Council Action – July 2019 – the Legislature approved \$10 million in funding for the Southern Oregon Medical Workforce Development Center with the City of Roseburg as grantee and a \$10 million matching requirement.*
- On November 25, 2019, the Council authorized the City Manager to join the Board of the Umpqua Valley Development Corporation (UVDC), a non-profit corporation formed to deliver the project.
- On February 10, 2020, the Council authorized the City Manager to negotiate an agreement with UVDC to provide \$60,000 from the Economic Development Fund to provide funding for project management services for the project, and authorized staff to submit a Declaration of Official Intent to reimburse project costs to the Oregon Department of Administrative Services for the project.
- *Not a Council Action – On July 10, 2020, the City received notification from the State of Oregon that due to projected losses in lottery revenues, the state would not be issuing lottery bonds and that funding would not be available for projects funded via House Bill 5030.*
- On August 24, 2020, the Council received an update from Phil Scheuers from PacWest regarding the project.
- On January 24, 2022, the Council authorized the City Manager to execute a Memorandum of Understanding with UVDC outlining the City's commitment to the SOMWC project, including designation of the City as the grant recipient/fiscal agent to receive the grant funds from the state.
- June 13, 2022, the Council authorized the City Manager to accept the grant funds from the state.
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ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



ARPA FUNDING UPDATE

Meeting Date: September 23, 2024

Department: Administration

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Nikki Messenger, CM

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The City received \$5.215 million in American Rescue Plan Act (ARPA) funding. The deadline for spending and/or committing the funds is the end of the calendar year. Staff is seeking the Council's input on potential next steps related to this funding.

BACKGROUND

A. Council Action History.

Council has approved a number of purchases and/or transfers utilizing ARPA funding. On March 27, 2023, the Council authorized the City Manager to use ARPA funds to make purchases of up to \$100,000 without Council approval. Council requested the City Manager provide expenditure reports quarterly and/or at \$500,000 spending intervals. An extended Council Action History has been included as Attachment 1.

B. Analysis.

The City has a number of ARPA-funded programs and projects currently underway including the following:

- Public Safety Center 3rd Floor – the project is currently in design and scheduled to go to bid by the end of September. A bid award recommendation should be ready by the November 18 City Council meeting.
- Fir Grove Park turf and sewer designs – contract signed and design underway
- Sunshine Park cameras – cameras purchased, waiting for power and install.
- Community Development software – Plan to purchase and contract for implementation this quarter.
- IT upgrades – Equipment scheduled to be ordered by October 1.

Even if all of the projects Council has approved come to fruition by the end of the calendar year, there would be funds remaining, which need to be obligated prior to December 31, 2024. Given the looming deadline, staff has been considering options for the remaining funding. One strong option would be to transfer the funds to the General Fund and pay for General Fund operations (specifically payroll) – as allowed within the ARPA program. This would create an equal amount of funding that would not be spent within the General

Fund that could be used for programs and projects as directed by Council. This would require a supplemental budget prior to the end of the calendar year.

C. Financial/Resource Considerations.

The total revenue from the ARPA program is \$5,215,036. Interest earned through July 31, 2024 totals \$334,795, for a combined total of \$5,549,831.

The total amount spent to date is \$2,327,692, which leaves \$3,222,139. Additional existing commitments include the following:

Downtown Parking Fund	\$ 38,261
Sunshine Park Annexation Consultant	\$ 7,481
Flock Safety Cameras	\$ 37,500
Sunshine Park Cameras*	\$ 8,008
Fir Grove Sewer Design	\$ 11,650
Fir Grove Turf Design	\$ 38,000
PSC 3 rd Floor Design	\$ 72,500
Navigation Center Support*	\$150,000
Parking Garage Security	\$ 24,002
Parking Garage Cleaning	<u>\$ 25,199</u>
<i>Total</i>	<i>\$412,601</i>

Other projects approved and underway, but not necessarily obligated yet include the following *estimated* costs:

IT Improvements including CDD software	\$ 207,997
Fir Grove Sewer Construction	\$ 30,000
PSC 3 rd Floor Improvements	\$ 558,000
Portable toilets	\$ 46,800
UCC Land Exchange	\$ 375,000
Economic Development	<u>\$ 600,000</u>
	<i>\$1,817,797</i>

Other projects previously prioritized by Council include finding and funding a managed urban campground, supporting the downtown parking program and the installation of flashing crosswalk signs at high priority intersections. These costs are not fully defined at this time.

D. Timing Considerations.

The funding must be obligated by December 31, 2024. If the Council supports the concept of transferring a portion of the funds to the General Fund, this would require adopting a supplemental budget after holding a public hearing. This would take time to complete, so staff is seeking direction from Council in order to allow time to consider and take action on this proposal.

COUNCIL OPTIONS

The Council has the following options:

1. Direct staff to bring back a supplemental budget transferring a portion of the funding to the General Fund to pay for General Fund operations; or
2. Request additional information – this could include a work study session in the near future; or
3. Provide different direction to staff.

STAFF RECOMMENDATION

Staff recommends that the Council consider a supplemental budget transferring a portion of the remaining ARPA funds to the General Fund to pay for operations.

SUGGESTED MOTION

“I move to direct staff to take the steps necessary to bring back a supplemental budget proposal to transfer a portion of the ARPA funds to the General Fund.”

ATTACHMENTS:

Attachment #1 – Extended Council Action History

EXTENDED 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.
- On February 23, 2022, Council held a work-study session to discuss possible uses for ARPA funding.
- On March 28, 2022, the Council gave a “nodding of the heads” to utilize ARPA funding to purchase the police department robot previously discussed.
- On May 9, 2022, September 26, 2022, January 23, 2023, June 12, 2023, November 12, 2023, February 26, 2024, and June 24, 2024, Council authorized a \$50,000 to assist with the cash flow needs of the Off Street Parking Fund in support of downtown parking enforcement.
- On June 13, 2022, Council authorized the use of ARPA funding to replace the City’s firewall, threat defense and malware services.
- On July 11, 2022, Council authorized the use of ARPA funding to purchase a 0.75-acre property on Troost Street.
- On August 22, 2022, Council authorized the use of up to \$65,000 in ARPA funding for heating and cooling upgrades at the Umpqua Valley Arts Center, \$75,000 for replacement of the boiler at the Roseburg Public Library, and the use of ARPA funding to pay for janitorial and security services at the downtown parking structure.
- On March 13, 2023, Council authorized the use of \$80,250 for a two-year contract with Flock Safety for stationary automated license plate reader cameras.
- On March 27, 2023, Council authorized the use of ARPA funding for the Council Chambers A/V upgrades, IT Network upgrades, and City Radio System upgrades. Council also authorized the City Manager to use ARPA funds to make purchases up to \$100,000 without Council approval and requested staff provide reports quarterly and/or at \$500,000 spending intervals.
- On May 22, 2023, Council adopted Resolution No. 2023-15 exempting from competitive bidding and awarding the purchase of a Motorola radio system for \$154,859.56 using ARPA funds.
- On June 10, 2024, Council authorized the use of ARPA funds as follows: \$208,000 for Information Technology upgrades, \$178,000 for Park Improvement Projects, the design and bid of the third floor Public Safety Center project, and \$375,000 for the real property transaction with UCC.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER ACTIVITY REPORT

Meeting Date: September 23, 2024

Department: Administration

www.cityofroseburg.org

Agenda Section: Informational

Staff Contact: Nikki Messenger, City Manager

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

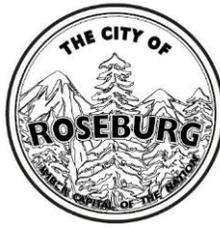
At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your September 23, 2024 meeting, the following items are included:

- Department Head Meeting Agendas
- Tentative Future Council Agenda Items



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
September 10, 2024 - 10:00 a.m.

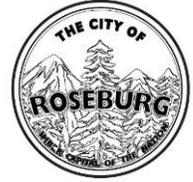
1. September 9, 2024, City Council Meeting Synopsis
2. September 16, 2024, City Council UCC Tour Notice
3. September 23, 2024, City Council Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents, Events, or Grants to review and/or sign:
6. Discussion Items
 - A. Restrictions on Political Activities for City Employees



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
September 16, 2024 - 10:00 a.m.

1. IT Updates and Questions – Christine, Systech
2. September 23, 2024 City Council Meeting Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign:
5. Discussion Items
 - A. Onboarding/Off boarding Request

TENTATIVE FUTURE COUNCIL AGENDA



Unscheduled

- UTRAN Presentation
 - VA Director Presentation
 - Council Goals Adoption
 - 2024-2029 Capital Improvement Plan Update
 - City Manager Evaluation Process Presentation (Work Study)
 - City Manager Evaluation Process Adoption
-

October 14, 2024

Consent Agenda

- A. September 23, 2024 Meeting Minutes

Public Hearings

- A. Ordinance No. 3608 - Plan Amendment Zone Change, First Reading

Department Items

- A. 2024 Oregon Public Library Statistical Report

- B. UGB Swap Update

- C. Parking Enforcement Discussion (Pending)

Informational

- A. City Manager Activity Report
-

October 28, 2024

Mayor Reports

- A. Veterans Day and Military Families Month Proclamation

Consent Agenda

- A. October 14, 2024 Meeting Minutes

Ordinances

- A. Ordinance No. 3608 – Plan Map Amendment Zone Change, Second Reading

Department Items

- A. Assignment of Legion Field Operations and Management Agreement and Turf Construction License Agreement

Informational

- A. City Manager Activity Report

- B. Municipal Court Quarterly Report

- C. Finance Quarterly Report

Executive Session

- A. City Manager Evaluation
-

November 11, 2024

Office closed for Veterans Day

November 18, 2024

Consent Agenda

- A. October 28, 2024 Meeting Minutes

Informational

- A. City Manager Activity Report
-

December 9, 2024

Mayors Reports

- A. 2024 General Election Results and Scheduling Oath of Office

Consent Agenda

A. November 2024 Meeting Minutes

Resolutions

A. Resolution Setting a New Council Reimbursement Amount for 2025

Informational

A. City Manager Activity Report

January 13, 2025

Mayor Reports

A. State of the City Address

B. Commission Chair Appointments

C. Commission Appointments

Commission Reports/Council Ward Reports

A. Election of Council President

Consent Agenda

A. December 9, 2024 Meeting Minutes

Informational

A. City Manager Activity Report

January 27, 2025

Consent Agenda

A. January 13, 2025 Meeting Minutes

Informational

A. City Manager Activity Report

B. Municipal Court Quarterly Report

C. Finance Quarterly Report

February 10, 2025

Consent Agenda

A. January 27, 2025 Meeting Minutes

Informational

A. City Manager Activity Report

February 24, 2025

Mayor Reports

A. 2023 GFOA Certificate of Achievement for Excellences in Annual Comprehensive Financial Reporting (ACFR) and 2022 GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR)

Special Presentations

A. Annual Comprehensive Financial Report (ACFR)

B. Quarterly Report Ending December 31, 2024

C. 2025 – 2026 Budget Calendar

Consent Agenda

A. February 10, 2025 Meeting Minutes

Informational

A. City Manager Activity Report

March 10, 2025

Mayor Reports

A. American Red Cross Month Proclamation

Consent Agenda

A. February 24, 2025 Meeting Minutes

Informational

A. City Manager Activity Report

March 24, 2025

Mayor Reports

- A. National Library Week Proclamation
 - Consent Agenda
 - A. March 10, 2025 Meeting Minutes
 - Informational
 - A. City Manager Activity Report
-

April 14, 2025

- Mayor Reports
 - A. Recognition of City Volunteers and Volunteer Recognition Month Proclamation
 - B. Oregon Arbor Month Proclamation
 - Consent Agenda
 - A. March 24, 2025 Meeting Minutes
 - Department Items
 - A. Inmate Housing Intergovernmental Agreement Extension
 - B. Intergovernmental Agreement – Douglas County Communications Services and Radio Usage Agreement
 - Informational
 - A. City Manager Activity Report
-

April 28, 2025

- Mayor Reports
 - A. Historic Preservation Month Proclamation
 - B. Thrive Umpqua Day Proclamation
 - Consent Agenda
 - A. April 14, 2025 Meeting Minutes
 - Informational
 - A. City Manager Activity Report
 - B. Finance Quarterly Report
 - C. Municipal Court Quarterly Report
-

May 12, 2025

- Mayor Reports
 - A. EMS Week Proclamation
 - B. National Public Works Proclamation
 - Consent Agenda
 - A. April 28, 2025 Meeting Minutes
 - Resolutions
 - A. Annual Fee Adjustment
 - i. Resolution No.: General Fees
 - ii. Resolution No.: Water Related Fees
 - Informational
 - A. City Manager Activity Report
-