



**MINUTES OF THE ROSEBURG  
HOMELESS COMMISSION MEETING  
November 22, 2021**



A meeting of the Homeless Commission was called to order by Chair Larry Rich at 11:01 a.m. on Monday, November 22, 2021, electronically via zoom in Roseburg, Oregon.

**ROLL CALL**

**Present:** Commissioners Gregory Brigham, KC Bolton, Shelley Briggs Loosley, Brent Eichman, Mike Fieldman and Shaun Pritchard.

**Absent:** None

**Others Present:** City Manager Nikki Messenger, Assistant City Manager/Recorder Amy Sowa, Police Captain Jeremy Sanders, Community Development Planner John Lazur, South River Community Health Outreach Coordinator and HTAG Facilitator Wayne Ellsworth and Management Assistant Koree Tate.

**APPROVAL OF MINUTES**

Commissioner Briggs Loosley moved to approve the October 25, 2021 meeting minutes. The motion was seconded by Commissioner Brigham and approved with the following vote: Commissioners Brigham, Bolton, Briggs Loosley, Eichman, Fieldman and Pritchard voted yes. No one voted no.

**HTAG VERBAL UPDATE – WAYNE ELLSWORTH**

Mr. Ellsworth shared a long list of names of people who attended the HTAG meeting on October 27, 2021 and explained they had a lot of interest to address the homelessness in the area. They also discussed the HTAG Coordinator position that they wanted to see filled by November 22, 2021. It would be an AVIVA position that was dedicated to HTAG fulltime. The coordinator would work on fundraising, grant writing and proposals. Six people were interviewed for the position and an offer was made. If the person who received the offer did not accept, they would then proceed to second interviews.

Mr. Ellsworth continued that for the Immediate Needs group, they had a presentation from Tara at the Devereux Center from Coos bay to discuss the model they used. They had a navigation center, case management, peer support, low barrier warming area, tents, pallet shelters and tiny home sheltering. They provided hot meals, showers, laundry, and peer support case management. They worked closely with the Bay Area First Step, Adapt, Department of Human Services, the hospitals, and had a case manager onsite and one that worked in the village. They also provided homes and other rooms for rent if needed. The pallet shelters and tiny homes were based off the Rogue Retreat model and they currently had 19 pallet shelters. Residents typically transitioned in 3-6 months. The Devereux Center provided a structural budget, financial information and said they would continue to provide consulting help to develop Roseburg's own initiatives. The group also reviewed the Rogue Retreat models and all they had to offer.

### III. APPROVAL OF MINUTES

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Mr. Ellsworth said the Immediate Needs subcommittee met on November 17, 2021. They established a co-op where they could store all the items collected that could be handed out to folks on the street. The items would be in a container at the UCAN property on Mill Street. They also had kits from UCAN that included a tent, sleeping bag and tarp. Onward offered hats, thermals, gloves, scarfs and some jackets. They discovered there were memorandums of understand (MOU) that could be filed to obtain that type of goods by submitting a request to Kelly Wessels at UCAN. They considered the use of the Counting Us app that was used for the annual Point-in-Time count as a way to help keep track of the information needed for the MOU's, and it could be used to collect data to better address needs. They also discussed warming center needs. The Four-Square Church in Winston was willing to open their location for use. They had written a letter to local churches seeking interest in coordinating warming centers. Mr. Ellsworth, Ms. Sowa and Ms. Messenger had a meeting with Be One Umpqua to discuss changes in the ordinance to allow car or RV camping, warming centers and other homeless initiatives in an attempt to provide more information, break down barriers and show support. Philip from the Ministry, and Dane from HIV Alliance planned to reach out to Pastor Gabe from Carry it Forward in Lane County to connect with local pastors in Roseburg to provide that information.

There were people who participated with HTAG that expressed interest in leasing Amacher Park and a piece of Gaddis Park's parking lot in the attempt to create a tent situation with warming and mobile engagement through the winter months. One group interested in Amacher Park could be ready by December 1, 2021. Mr. Ellsworth said that he felt 75% of the folks currently along the river would migrate to the new environment and would be open to engagement and resources. He noted that any proposed changes for either park would need to go through the proper channels and knew realistically it may not be completed until after the first of the year. Mr. Ellsworth also had a Homeless Media Project meeting on November 17, 2021 where they developed a plan, defined the need and determined who the audience might be. They established the kinds of homelessness for which it would be dedicated. The next step was to speak with the production company for an estimate and then will look at funding to see what could move forward.

Commissioner Fieldman noted Mr. Ellsworth had been very busy with the different groups. In response to Commissioner Fieldman, Commissioner Bolton confirmed an offer was made for the HTAG Coordinator position and they were awaiting a response.

#### **NAVIGATION CENTER UPDATE**

Ms. Messenger said they had been looking at locations for a Navigation Center. Ms. Sowa added that they had some leads for operation and location. Ms. Messenger said there was a light at the end of the tunnel and felt they were very close.

#### **RV'S ON PUBLIC PROPERTY**

Police Captain Sanders explained the Police Department had received questions from citizens regarding RV's. Different circumstances required different processes. A vehicle parked 15 hours or more would be subject to a citation. A vehicle had to be abandoned five days in a row before it could be towed after the initial five day posting. Because it was a violation, the Police Department needed to witness that the vehicle had not moved

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for five days. Captain Sanders said it took time to research the owner of the vehicle, send a certified copy in the mail and then have a towing company move it after the appropriate time had passed. This process was all set by statute and it gave the vehicle owner an opportunity to appeal the tow before it happened. It took ten days from start to finish for the process. Abandoned RV's and motorhomes were more difficult. It was often difficult to establish ownership, and then they had to go through the posting process. Tow companies had challenges with those large vehicles and the City did not contract with a tow company for recreation vehicles. Many RV's had flat tires or other issues. The City established an Intergovernmental Agreement (IGA) with Douglas County to take abandoned RV's to a County lot to be stored and allow the tow company to go through a lien process for 30 days, which allowed the tow company to recoup their costs.

Captain Sanders explained RV's would stay at a staging facility, the City would incur a \$10 a day fee, and then disposal could be authorized after 30 days. Disposal had a range in cost depending on hazardous materials. If the vehicle was made before 1980, there needed to be an asbestos review before dismantling. Currently there were three vehicles at this stage of the process. Early on when establishing the IGA, the cost range was going to be \$1,500 to \$5,000. The cost for those three vehicles was yet to be determined. One unfortunate component of the process was that after Compliance posted a vehicle, the owner could move it just one block away, which would start the process over again. At times, Compliance and the Police department felt like they were chasing vehicles.

Ms. Messenger added that she noticed RV's and vehicles moving from park to park and knew it was upsetting the local citizens. It was just not a process where the City could tag today and tow tomorrow. There was also the other side of the situation and concern about taking away a person's home and putting them out on the street. The Community Service Officers spend a lot of time dealing with and monitoring the postings for abandoned vehicles. They planned to meet with the City Attorney soon to review the ordinance regarding possible improvements that could be made. They were currently tracking 15 vehicles. They needed all the tools for law enforcement to deal with this situation. It was not a lack of wanting to do enforcement, but rather people knowing the process had to start over if the vehicle moved. In follow up to Ms. Messenger, Captain Sanders confirmed the Police Department hands out Resource guides when working with people for abandoned vehicles and those who were unhoused. Many of the vehicles were often not registered and had exchanged hands multiple times. Many of those same RV's were aging out and expensive to dispose. One RV was an issue to move and needed strapped to be able to haul it away.

Commissioner Fieldman noted this confirmed the need to establish a place for people to legitimately park. Chair Rich posed the question that if a vehicle was occupied, had 5 days' notice and then 5 days to move, what happened if it was inoperable. Captain Sanders explained the vehicle would not be considered abandoned if it was occupied. If abandoned they would have it towed. He had been through this process at least fifty times, but only towed three vehicles. In response to Chair Rich, Captain Sanders said that most often the RV's were not registered to the current owner. Rarely did they see only one registration, but there was not a lawful violation for the situation when a new occupant did not take over owner responsibility to register.

**AUDIENCE PARTICIPATION**

No comments were received prior to the meeting.

**BUSINESS FROM THE COMMISSION**

No new business was discussed from the Commission.

**NEXT MEETING DATE**

Monday, December 27, 2021

**ADJOURNMENT**

The meeting adjourned at 11:29 a.m.



Koree Tate  
Management Assistant

**HTAG presentation Roseburg Homeless Commission 1/24/22**

**Attendees at the December 22, 2021 HTAG Meeting:**

Catherine Paul, Dane Zahner, Erica, Joaquina Rowe, Kat Cooper, KC Bolton, Kim Gandy, Kimetha Stallings, Mike Fieldman, Philip Suarez, Sarah Raine, Trina Wheeldon, Melissa McRobbie-Toll, Shaun Pritchard, Christopher Hutton, Marion Pearson, Al Sjogren, Max Stafford, Betsy Cunningham, Libby Sparks

**Agenda and Follow-up Notes:**

**A. Homeless media project:**

1. Documentary to highlight our unsheltered population.
2. Effort to understand gaps in services and try to understand missed opportunities. Proposed budget from Spiderking Studios.
3. Funding from Onward, Mercy, and we are going to look to fill the rest. Looks like we still need \$3000 to fully fund the project.
4. We look to start the project in February, and it will be led by Marion Pearson of the Mercy Foundation and Spiderking Studios.

**B. Immediate needs:**

1. Supplies for immediate needs can be found at local organizations like Onward, UCAN, HIV Alliance, Adapt Integrated Health, Salvation Army, UHA, and the Roseburg Dream Center.
2. UCAN established a Co-op where organizations can cooperatively store items under the expectation that if an organization was to put stuff into the co-op, they can take things out.
  - a. Folks must provide the information that is needed for UCAN regardless of the item or who put the resource into the storage facility.

**C. Warming centers:**

1. The City of Roseburg, UCAN, Adapt, and Onward Roseburg were able to open a warming facility at 406 Winchester with a coordinated effort from other collaboratives and local agencies. The Roseburg Senior Center will be offering meals. Immediate need supplies will be offered.
2. Sutherlin was able to open a warming center at the Sutherlin Community Center
3. Winston was able to open a warming center at the Four-Square Church and the Winston Christian Church.

4. There was a warming initiative at Gaddis Park

5. There was a lot of discussion around warming centers in what works and what doesn't work. It was agreed upon that people are hesitant to access warming if they can't bring their belongings for fear of theft or their camp being discarded.

**D. Engagement:**

1. There was talk about coordinating a team of agencies to assist the City of Roseburg before camps were to be cleaned up.

a. This potentially could be a team of local faith groups, case managers, peer support specialists, and outreach coordinators who know the people, know the resources, and could help them transition.

b. The questions that came up were: What is that going to give them? Is that going to shelter them temporarily, what is it going to do? Is it going to get them to the next point? Or is there nothing at the next point?

c. HTAG decided that if that team was to just help folks be compliant, then this team would not be effective.

d. It was said that camp sweeps need to cease until there is a place. We need to have a location where people can be.

**E. Sutherlin Camp presentation:**

1. Sutherlin has opened the first sanctioned homeless camp in Douglas County for Sutherlin residents.

2. It currently provides a tent shelter for up to 15 Sutherlin residents and is coordinated by the city manager, the city lead grant writer and library coordinator, and Wayne Ellsworth who is acting under the role of HTAG coordinator.

3. A plan was developed by members of HTAG and the City of Sutherlin to address homelessness on a county level based off known successes from the Sobering Center in Douglas County, Carry it Forward from Lane County, Rogue Retreat from Jackson and Josephine County, and the Devereux Center from Coos County.

4. The goal is to coordinate a centrally located homeless initiative to offer a place to be that will eventually lead to home ownership or permanent supportive housing. A place where folks struggling from housing insecurities could go. A place where folks, who are working with this population, whether it would be Justice involved, the hospital, or supportive service providers can send folks to receive some R&R; respite and resources.

5. Wayne Ellsworth asked if HTAG would like to formally organize and take on this initiative. It was to be discussed at January's HTAG meeting, however, that will be postponed until February due to the coordinated efforts of the annual Homeless Point-in-Time count that is scheduled throughout the last week of January.



# ROSEBURG HOMELESS COMMISSION AGENDA ITEM SUMMARY



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## PURCHASE OF REAL PROPERTY FOR NAVIGATION CENTER

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**Meeting Date:** January 24, 2022  
**Department:** Administration  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section:** Discussion Items  
**Staff Contact:** Nikki Messenger/Amy Sowa  
**Contact Telephone Number:** 541-492-6866

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### ISSUE STATEMENT AND SUMMARY

The City of Roseburg received a \$1.5M grant from the state to establish a navigation center no later than June 30, 2022. The Commission is being asked to recommend the City Council authorize the purchase of property located at 948 SE Mill Street in Roseburg for use as a navigation center.

### BACKGROUND

In April of 2021, the City of Roseburg was included in a state rebalancing bill to receive a \$1.5M grant to establish a navigation center no later than June 30, 2022. The grant agreement was executed in June of 2021.

Mayor Rich, Commissioner Briggs Loosley, City Manager Messenger and Assistant City Manager/Recorder Amy Sowa reached out to community members, worked with local realtors and were approached by property owners regarding a number of properties to consider for this use. Each parcel was reviewed with price, infrastructure needs, location, accessibility to services and environmental issues taken into consideration.

The property at 948 SE Mill Street is currently owned by United Community Action Network (UCAN) and is used to provide services to their clients. The building is 7423 square feet divided into office space, restrooms, conference rooms, a kitchen area, and storage. It is structurally sound and has the potential to be retrofitted to allow for congregate sheltering in part of the building, and office/meeting space for service providers in the other part of the building. The property also includes a separate parking lot large enough for placement of pallet shelters for additional living space.

UCAN is willing to sell this property to the City for \$270,000 for use as a navigation center. This price includes the building and property. The City and/or UCAN may be eligible to apply for grant funding to pay for the cost of retrofitting the interior of the building to provide the improvements needed to meet building and fire/life safety requirements for congregate sheltering. The City would manage the remodeling project.

In order to have a facility ready as a navigation center no later than June 30, 2022, property must be purchased and prepared as soon as possible. If the subject property is selected, time will be needed to hire a contractor to design and perform the construction work to make the building use feasible as a navigation center.



Staff does not anticipate the remodel work being complete prior to June 30. The first phase of the navigation center will likely be comprised of pallet shelters erected in a portion of the parking lot and a portion of the building being used for the wrap around services. This will meet the requirements of the grant funding. Once the remodel is complete, congregate sheltering could begin.

The next step in the process is to identify and enter into an agreement with a qualifying agency to operate the center. As part of the public process, once that agency is identified, discussions will be held with neighboring properties and the community regarding the operations of the center.

### **COMMISSION OPTIONS**

The Commission has the following options:

1. Recommend the City Council authorize the City Manager to execute documents to purchase the property located at 948 SE Mill Street for use as a navigation center; or
2. Request additional information; or
3. Not recommend the City Council authorize the City Manager to execute documents to purchase the property located at 948 SE Mill Street for use as a navigation center, and direct staff to continue looking for property.

### **STAFF RECOMMENDATION**

Staff recommends the Commission forward a recommendation to the City Council authorizing the purchase of the property at 948 SE Mill Street for use as a navigation center.

### **SUGGESTED MOTION**

***"I MOVE TO RECOMMEND THE CITY COUNCIL AUTHORIZE THE CITY MANAGER TO EXECUTE THE REQUIRED DOCUMENTS TO PURCHASE THE PROPERTY AT 948 SE MILL STREET FOR \$270,000 FOR USE AS A NAVIGATION CENTER."***

### **ATTACHMENTS**

None



Tue 11/16/2021 7:15 AM

Ashley Hicks <ashleyroseburg@hotmail.com>

Homeless impacts or Mismanagement?

To Info Shared Mailbox

Attn:

City council member & Homeless commissioners;



Is this how you want our parks and public spaces “managed”?

Dirty overflowing city trash bins, garbage strung up in the landscaping along the bike path, and river in Riverside Park near the visitors center.

Multiple RVs and broke down vehicles lined the roadway through Stewart Park for half a year?  
Where is the sewage and greywater being dumped?

While our city manager and other Roseburg leadership leaves city limits to return home at the end of their day, us common folk living in city limits near this impacted areas wonder about the gross inflated wage the council is paying the city manager.

Is this what our taxes are paying management for?

-Ashley

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Tue 11/16/2021 7:52 AM

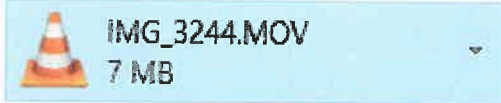
Ashley Hicks <ashleyroseburg@hotmail.com>

Homeless Impact or Mismanagement?

To: Info Shared Mailbox

Please share this video with city council body, as well as the homeless commissioners.  
Location: Stewart Park

Sent from my iPhone





Fri 12/3/2021 10:15 AM

Connie Page <chair@douglasdemocrats.net>

Space for the Homeless

To:  Amy L. Sowa

Dear Assistant City Manager Sowa,

*Please share the following letter with the Homeless Commission. Thank you.*

Isn't it a wonderful feeling to wake up in your own, warm bed ... safe from the cold and wet, with a bathroom nearby and a warm shower available? It is so easy to take this luxury for granted. Unfortunately, there are over 200 people in Roseburg that don't have this luxury. They are the homeless living among us. Whether due to a health emergency, a lost job, a mental health crisis, an addiction, or other reasons - these folks are someone's sons, daughters, uncles, aunts, moms, and dads. Maybe our own. And winter has arrived in Douglas County.

It is our county's responsibility to help alleviate this problem. We have several groups working together to aid and assist - Housing First Umpqua, Onward, UCAN, Under the Bridge, Dream Center, HIV Alliance, as well as caring individuals. What we need now are a few places the homeless can call a temporary "home", until real housing can be secured. This could address several problems right now.

With a few central encampments the sanitation issues could be addressed with port-a-potties or already existing park bathrooms. The safety issues could be addressed easier with volunteers or police doing regular safety checks, making their presence known. The environmental issues would be lessened as people would not be forced to move, randomly, on a regular basis - they would not have to abandon their belongings so often and there could be dumpsters supplied nearby. The health issues could be addressed by local health care facilities making scheduled visits. A variety of housing, homeless, healthcare, and other service providers are already set to take part in this idea.

Finally, the economic issues. How much does it cost for police and city workers to regularly expel folks from their camps and then do clean-up? What is the economic impact of all the safety and health issues that have to be regularly addressed? And how much less would it cost to have centralized parks, parking lots, specific public areas that can be managed in a more organized fashion?

The Democratic Party of Douglas County supports finding permanent spots for our unhoused to live ... all year long, but especially during the coldest, wettest months of the year. This is not a situation that will resolve itself. We encourage Douglas County, Roseburg, and all cities within the county to find public places where our homeless residents can be. And if you are still thinking this isn't our community's responsibility, imagine your own families and how slim those economic and mental health safety margins can be.

And thank you, for all you do to make Roseburg and our county a better place for all to live.

Connie Page  
DPDC Chair