



**ROSEBURG HOMELESS COMMISSION AGENDA
MONDAY, SEPTEMBER 26, 2022
Roseburg City Hall, Council Chambers
900 SE Douglas Avenue, Roseburg**

A handwritten signature in blue ink, appearing to be "JK".

11:00 A.M. Regular Meeting

NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6866 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.

I. CALL TO ORDER

II. ROLL CALL:

Chair: Larry Rich
Commissioners: Gregory Brigham (Adapt) Erica Kimrey (UCAN)
KC Bolton (Aviva Health) Brent Eichman (Umpqua Health Alliance)
Shelley Briggs Loosley Chris Boice

III. APPROVAL OF MINUTES

A. August 22, 2022 – Regular Meeting

AUDIENCE PARTICIPATION – *Comments on Agenda Items Only can be provided in person during the meeting, virtually through Zoom, via email to the City Recorder at info@cityofroseburg.org or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to **4:00 p.m. on Friday, September 23, 2022**. To provide comments via Zoom, contact the City Recorder's office at info@cityofroseburg.org to get the link to the meeting. Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.*

*Each speaker will be allotted a total of **4 minutes**. All testimony given shall be new and not have been previously presented to Commission. A total of 15 minutes shall be allocated for the "Audience Participation" portion of the meeting.*

IV. DISCUSSION ITEMS

- A. HTAG Update (Janeal Kohler, HADCO)
- B. Navigation Center Update (Erica Kimrey)
- C. Urban Campground Discussion (Larry Rich)
- D. Warming Center Update (Larry Rich)

V. BUSINESS FROM THE COMMISSION

VI. NEXT MEETING DATE: Monday, November 28, 2022

VII. INFORMATIONAL

- A. League of Oregon Cities (LOC) Homelessness in Public Spaces Workshop, October 24 from 10:30am-3:00pm in Cottage Grove.

VIII. ADJOURNMENT

ATTACHMENTS: None

**MINUTES OF THE ROSEBURG
HOMELESS COMMISSION MEETING
August 22, 2022**

A meeting of the Homeless Commission was called to order by Chair Larry Rich at 11:00 a.m. on Monday, August 22, 2022, City Council Chamber at 900 SE Douglas Avenue, Roseburg, Oregon.

ROLL CALL

Present: Commissioners KC Bolton, Shelley Briggs Loosley, Gregory Brigham, Brent Eichman and Erica Kimrey.

Absent: None

Others Present: City Manager Nikki Messenger, Assistant City Manager/Recorder Amy Sowa, Police Captain Jeremy Sanders, Community Development Director Stuart Cowie, Public Works Design and Construction Manager Ryan Herinckx, HADCO Executive Director and HTAG Facilitator Janeal Kohler and Management Assistant Koree Tate.

APPROVAL OF MINUTES

Commissioner Briggs Loosley moved to approve the June 27, 2022 meeting minutes. The motion was seconded by Commissioner Eichman and approved with the following vote: Chair Rich; Commissioners Bolton, Briggs Loosley, Brigham, Eichman and Kimrey voted yes. No one voted no.

AUDIENCE PARTICIPATION

No one asked to provide a comment.

MEMBERSHIP UPDATE

Chair Rich reported Commissioner Prichard was unable to attend meetings and asked for his colleague, Erica Kimrey, Gary Leif Navigation Center Program Manager, to attend in his place. Mr. Prichard planned to stay informed and would continue to help with the Commission when needed. This member change was not required to go before City Council for approval.

Chair Rich shared the City had received eight applications to fill the vacancy from Mike Fieldsman's resignation from the Commission. He planned to review applications and provide a suggested appointment during the September 12, 2022 City Council meeting.

ELECTION OF VICE CHAIR

Ms. Sowa explained former Commissioner Mike Fieldman was the Vice Chair and with his vacancy, a new Vice Chair needed appointed. Chair Rich asked for nominations. Commissioner Bolton moved to appoint Commissioner Briggs Loosley as Vice Chair. The motion was seconded by Commissioner Eichman and approved with the following vote: Chair Rich; Commissioners Bolton, Briggs Loosley, Brigham, Eichman, and Kimrey voted

yes. No one voted no. Chair Rich congratulated Commissioner Briggs Loosley as the new Vice Chair.

GARY LEIF NAVIGATION CENTER RENOVATION PROJECT; CONSTRUCTION MANAGEMENT/GENERAL CONTRACTOR CONTRACT AWARD RECOMMENDATION

Mr. Herinckx explained the renovation goal was to provide a place to assist those experiencing homelessness with a temporary place to rest and access services. The renovation included installing a new fire sprinkler and alarm system, upgrades to existing HVAC, electrical and lighting upgrades, structural improvements to existing buildings, interior demolition and renovation as required, new flooring, and remodeling of existing restrooms. A request for proposals was issued for CM/GC services for this project. Two proposals were received on July 21, 2022 and both were invited to interview with a team of city staff and the project architect. Each firm was ranked as follows:

Proposer	Score
S & B James Company	83.00
Vitus Construction	76.70

Staff's intent was to execute a master contract with the highest ranked proposer. Each task order under the master contract would be individually negotiated based on an agreed upon scope of work. Work that may be accomplished under this contract included:

- Construction Management Services before and during construction.
- Prepare scheduling, cost estimates and value-engineering recommendations, review Design Team's documents for constructability, and provide options for sequencing the work.
- Provide estimating and cost control services, develop a project budget and reporting system and provide monthly cost status reporting, including cash flow projections.
- Implement all long-lead procurement items and recommend and implement early purchase phase project approach.
- Attend regular meetings with the design team to provide input regarding selection of materials, building systems and equipment.
- Construction of a fully operational Navigation Center meeting or exceeding its current condition, on schedule and within budget, at the end of the contract term.

The current estimate for renovation was \$836,134.64. The intent was to deliver this project as quickly as possible. S & B James Company was from White City and were currently working on a Navigation Center in Medford, Oregon. In response to Chair Rich, Mr. Herinckx explained the benefit to this process was bringing in someone to help with the evaluation of the engineering and specifications when at around 80% for the drawing completion as to how they wanted the building.

Commissioner Brigham moved to recommend City Council award a master CM/GC contract for the renovation of the Gary Leif Navigation Center to S & B James Company.

The motion was seconded by Commissioner Briggs Loosley and approved with the following vote: Chair Rich; Commissioners Bolton, Briggs Loosley, Brigham and Eichman voted yes. No one voted no. Commissioner Kimrey abstained due to her employment at the Navigation Center.

HTAG VERBAL UPDATE – JANEAL KOHLER

Ms. Kohler shared HTAG had a meeting scheduled on August 24, 2022. The media project subcommittee was making final adjustments to complete the project. The Hastings Village in Sutherlin was now in phase two of the plan and implemented carports instead of tents to allow two people to share a location that would also provide more protection. Micro shelters were installed for those who committed to transitioning out of the village by adhering to a personalized system of care plan. Jensen Strategies was hired by Umpqua Heart and the City of Sutherlin to develop a report that would define a business plan, strategy and scope of a regional facility. The growth of the camp had grown unexpectedly fast so they had to work through capacity challenges. As of July 20, 2022, Umpqua Heart had a contract on 15 acres of land off Diamond Lake Boulevard to begin the process of developing a Roseburg site. It would be used as an urban campground with micro shelters and a tiny home village. They had met with the City of Roseburg and County Commissioners to explore specific needs to the initiative.

Housing First Umpqua volunteers worked on a survival supply database project for HTAG. The goal was to timely identify survival supplies and services for people living outside. It would be used by the unhoused as well as for those who provided help or services. Currently, the cooling centers when running were in need of volunteers. Ms. Kohler said discussions continued regarding the financial hardship of SDC fees for property owners to host an accessory dwelling unit and wanted to implement a program to help.

Commissioner Bolton asked for more details regarding the effort to replicate the Hastings Village in Roseburg. Wayne Ellsworth, Umpqua Heart President, explained the camp in Sutherlin was self-governed where the unhoused set up their own accountability and expectations. He wanted a similar model in Roseburg that would be supervised and have urban camping, micro shelters and tiny homes. In the basic need, he was trying to design a place where people could have support and the help needed to transition to stable housing. In response to Chair Rich, Mr. Ellsworth said micro shelters were part of the transition towards housing. The shelters were an 8x10 slant shed that had 200 watt solar service and a 100 amp power battery backup. It was enough electricity to charge a device, run a light, small appliance, fan, heater or air conditioner. They wanted to create something that had a smaller footprint, a green style village and be forward thinking. For participants in the camp, they had to engage with support or case management or other methods of self-sufficiency. The purpose was to create support to help others, promote the idea to transition and to create new hope.

Chair Rich questioned what a contract meant for the Diamond Lake Boulevard property. Mr. Ellsworth said he had a contract on the property for sale pending and was in the middle of grant funding opportunities for the purchase. In response to Commissioner Briggs Loosely, Mr. Ellsworth said this was a broad picture that was starting to be a more

streamline process. With others helping, they see what they are able and willing to do. The City of Sutherlin was still driving their program with what they could. He was now trying to define the most effective way possible to bring something to Roseburg.

NAVIGATION CENTER UPDATE

Commissioner Kimrey started with a clarification that the Navigation Center opened and started bringing in people June 21, 2022 to utilize the program. Beginning July 11, 2022, they opened the application process and filled the rest of the available pods. Currently they had sixteen people that consisted of men, women, children, 2 cats and 3 dogs. They've had some positive successes over the last two weeks that included helping people connect with family, assisting with section 8 vouchers and helping someone get into the Deer Creek Village through the Veterans Administration. Commissioner Kimrey was excited for the low income Sunshine Apartments to become available as that would be a great opportunity for transitions to stable housing. For the program, they worked with FISH for individual food boxes to help residents be more self-sufficient. Case managers are working with residents daily or weekly and helping them prepare job applications, find medical providers, obtain identification records such as birth certificates and identification cards, and connect with the Department of Human Services to be placed on the Oregon Health Plan and receive SNAP benefits.

Commissioner Kimrey said it has been a fast thirty days, but a great experience. She appreciated the support from the community, the donations and being able to establish services to come to the Center. Commissioner Briggs Loosley questioned how the neighbors felt about the program. Commissioner Kimrey said they were great and did not have any complaints. She planned to implement some events to help with cleanup efforts in the neighborhood. In response to Chair Rich, Commissioner Kimrey confirmed they did have a wait list of about fifty people. As to the time limit, residents had up to twelve months before moving on and would work with case management for self-sufficiency. Once the inside of the building is renovated, they would be able to move many people inside. They were looking at the medically critical first on the list and would triage from there. While in the pods, residents were responsible to keep it clean. Someone was hired to come in twice weekly to clean the showers and pods were to be cleaned once a week. To answer Commissioner Briggs Loosley, Commissioner Kimrey explained there were two staff per shift; they had twelve employees and a manager for the Center and were still growing.

WARMING SHELTER UPDATE

Chair Rich reported the warming shelter was in a building owned by Adapt that would not be available this winter. A new location was needed and he asked Commissioners Brigham and Kimrey to work together for location ideas and provide possible suggestions at the next meeting.

BUSINESS FROM THE COMMISSION

Chair Rich explained some citizens felt more comfortable donating funds to the Homeless Commission rather than other businesses and posed the question if the City could create an account for donations. Money received would go to food, shelter and other items needed to help with the homeless. City Staff would review the option.

NEXT MEETING DATE

Monday, September 26, 2022 in City Hall Council Chambers

ADJOURNMENT

The meeting adjourned at 11:33 a.m.



Koree Tate
Management Assistant

Roseburg Homeless Commission Meeting
09/26/2022

HTAG Update

HTAG will hold their September meeting on September 28th and expect to have 20 to 25 members in attendance.

- HTAG Media Project Sub-Committee
Staff is making some final adjustments and expects to wrap on filming and to start getting a rough cut to everyone by early October.
- Douglas Centrally Located Homeless initiative led by the City of Sutherlin update
The Hastings Village in Sutherlin is running smoothly. Umpqua Heart's collaboration with HTAG continues to explore options for expanding to Roseburg.
- Immediate Needs Sub-committee
The committee met last month. The group discussed the need for supplies and long-term housing. Umpqua Heart can help facilitate supplies storage and connect partners to resources. HIV Alliance has applied for small grants to cover the costs of tents, tarps, and sleeping bags for clients. The Sr. Center cooling center went very well and was a huge success. The discussion on warming centers has begun and the committee is currently looking for a location in Roseburg. Wayne will coordinate the warming centers in Winston and Sutherlin. The Roseburg Sr. Center may be willing to host the warming center, but they will need assistance with on-site storage, volunteers, and an air purification system.
- Housing Sub-committee
Program development is in progress for a local program which would provide accessory dwelling units to property owners willing to host a participant.



ROSEBURG HOMELESS COMMISSION AGENDA ITEM SUMMARY

URBAN CAMPGROUND DISCUSSION

Meeting Date: September 26, 2022

Department: Administration

www.cityofroseburg.org

Agenda Section: Discussion Items

Staff Contact: Amy Sowa

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Looking at next steps to address the needs of the homeless in our community, the idea of an urban campground has been brought to the forefront. The Commission is being asked to discuss ideas on how to move forward with this type of project.

The City remains committed to funding the renovation and operations of the Gary Leif Navigation Center, so cannot commit funds for an urban campground at this time.

The following are needed to move this type of project forward:

- Funding (for property and a non-profit to operate and oversee the campground)
- Property (located within the city limits, with appropriate infrastructure to accommodate campground living)
- Non-profit to operate and oversee an urban campground

SUGGESTED MOTION

N/A



Addressing Homelessness in Public Spaces Workshop

The League of Oregon Cities is hosting four regional workshops focusing on how public entities can address homelessness in their public spaces. Each half-day workshop will provide attendees with information on the following:

- How a public entity can manage its property in a way that respects each of its community members, but also complies with recent federal court decisions and newly enacted Oregon laws;
- How cities can effectively and collaboratively work with interested partners and community members to ensure any regulations of their public spaces are inclusive and in the best interests of all residents; and
- Identifying the barriers local governments face in addressing homelessness in their public spaces, and pinpointing the resources each community needs to respond to this crisis.

Each workshop will begin at 10:30 a.m. and conclude no later than 3 p.m. Lunch will be provided. These workshops are free events, but preregistration is required. The workshop is on October 24, 2022 at the Cottage Grove Armory located at 628 E Washington Avenue in Cottage Grove, Oregon 97424.