



**ROSEBURG HOMELESS COMMISSION AGENDA**  
**Monday, April 22, 2024**  
**Roseburg City Hall, Council Chambers**  
**900 SE Douglas Avenue, Roseburg**

UA  
4-19-2024

**11:00 A.M. Regular Meeting**

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**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: Michelle Moore                      Gene McVae  
                                 Shaun Pritchard                      Shelley Brigg Loosley  
                                 Ken Averett                                      Keith Lowther

**III. APPROVAL OF MINUTES**

A. March 25, 2024 – Regular Meeting

**AUDIENCE PARTICIPATION** – *Comments on Agenda Items Only can be provided in person during the meeting, virtually through Zoom or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to 10:00 a.m. on the day of the meeting. To provide comments via Zoom, contact the City Recorder's office at [info@cityofroseburg.org](mailto: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. Evaluation of the Commission

**V. BUSINESS FROM THE COMMISSION**

**VI. NEXT MEETING DATE:** June 24, 2024

**VII. INFORMATIONAL**

**VIII. ADJOURNMENT**

**Please contact the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act.**  
TDD users, please call Oregon Telecommunications Relay Service at 800-735-2900.

**MINUTES OF THE ROSEBURG  
HOMELESS COMMISSION MEETING  
March 25, 2024**

A meeting of the Homeless Commission was called to order by Chair Larry Rich at 11:00 a.m. on Monday, March 25, 2024, City Council Chamber at 900 SE Douglas Avenue, Roseburg, Oregon.

2. ROLL CALL

Present: Chair Larry Rich, Commissioners Shelley Briggs Loosley, Keith Lowther, Michelle Moore, and Shaun Pritchard

Absent: Ken Averett and Dr. Gregory Brigham

Others: City Manager Nikki Messenger, City Recorder Amy Nytes, Community Development Director Stu Cowie, Captain Jeremy Sanders, and Management Assistant Grace Jelks

3. APPROVAL OF MINUTES

Commissioner Pritchard moved to approve the February 26, 2024 meeting minutes. The motion was seconded by Commissioner Briggs Loosley and approved with the following vote: Chair Rich, Commissioners Briggs Loosley, Lowther, Moore, and Pritchard voted yes. No Commissioners voted no. The motion passed unanimously.

4. AUDIENCE PARTICIPATION

a. Bill Coopride, property owner, spoke in opposition of the Dream Center property.

b. Brandi Stone, business owner, spoke about safety issues and littering due to homeless activities.

5. DISCUSSION ITEMS

A. Jacob Schlueter – UCAN Manager and Will Kuhanek, former program participant, presented the Gary Leif Navigation Center Update. Discussion ensued.

Commissioner comments and questions included whether participants want to be at the center, have expressed interest in finding permanent housing, clarification of the number of current and former participants, clarification of the number of participants that had been living in tents, loitering, community or neighbor complaints, current contact person to hear complaints, plans for a neighborhood survey, whether pets are allowed, how many people are waiting for a bed, whether having a bigger space would allow service and more beds for people on the waitlist.

Mr. Schlueter and Mr. Kuhanek clarified that the process to find permanent housing begins immediately, participants have access to

services and case management, over 75 percent of participants have gone on to positive outcomes, there is a 12-month stay limit, programming is not a requirement but is strongly encouraged, our goal is to help everyone get into permanent housing, there are 41 people staying in the shelter and 92 participants have gone through the program, the State system creates the criteria for determining positive outcomes, there is not data that specifically identifies people that have lived in tents, there have not been any complaints from neighbors, the outside of the facility is kept clean, we do not have people that loiter, people that come in during service hours often leave their stuff outside temporarily, people leave after 4:00 p.m., curb appeal is very important, anyone can call or walk in and register a complaint, there have not been discussions about a neighborhood survey, dogs and cats are allowed on a leash or in a crate, there are approximately 150 people on the waitlist for a bed, the homeless information management system uses a very specific questionnaire to assign a score and determine immediate need, and a bigger space could be used to serve more people.

B. Chair Rich presented the Evaluation of the Commission.

Direction was given for new Commissioners to discuss the experience their predecessors had on the Commission and for each Commissioner to be ready to provide feedback at the next meeting.

5. BUSINESS FROM THE COMMISSION

None.

6. NEXT MEETING DATE

Due to observation of the Memorial Day holiday, the next meeting is scheduled on June 24, 2024.

7. INFORMATIONAL

None.

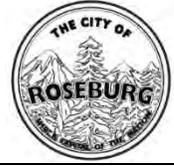
ADJOURNMENT

Chair Rich adjourned the Roseburg Homeless Commission meeting at 11:35 p.m.

*Grace Jelks*

Grace Jelks  
Management Staff Assistant

# ROSEBURG HOMELESS COMMISSION AGENDA ITEM SUMMARY



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## COMMISSION FOCUS/FUTURE

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**Meeting Date: April 22, 2024**  
**Department: Administration**  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section: Discussion Items**  
**Staff Contact: Larry Rich, Nikki Messenger**  
**Contact Telephone Number: 541-492-6866**

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### ISSUE STATEMENT AND SUMMARY

The Homeless Commission has been in place for just under three years. The Mayor and staff are seeking input regarding the Commission's future. This item has been carried forward from previous meetings.

### BACKGROUND

The Homeless Commission was established by the City Council in late 2020 and began meeting in January of 2021. The Commission's duties are outlined in the Roseburg Municipal Code as follows:

#### **2.20.030 Duties—Responsibilities.**

The duties and responsibilities of the Commission shall include, but not be limited to, the following:

- A. Research current practices related to addressing the needs of the unhoused population.
- B. Make recommendations to the City Council on addressing the needs of the unhoused population.
- C. Review and recommend to the City Council the terms and conditions for contracts and working relationships with private and public agencies regarding services for the unhoused.
- D. Receive and consider comments and suggestions from the general public and local businesses regarding homelessness.

The Commission has been involved with a number of discussions and decisions over the past three years. Recently, Commission members have expressed concern over the future of the Commission and their role in it. Some of these concerns relate to the fact that most of the 'work' that goes into the commission agendas is produced by staff. Other comments have related to the number of meetings that have been cancelled and/or devoted to updates from community partners without any action items for the Commission.

At the first meeting, the Commission identified the short-term priority of finding a site for a warming center and longer-term goal of opening a low barrier shelter. With the help of community partners, a warming shelter was established. There have been some bumps in the road, but thanks to Shaun Pritchard's work, a new location has been secured. And in 2022, the Gary Leif Navigation Center opened its first phase. The project was completed and the second phase opened this fall.

Since inception, the Homeless Commission has been involved with a number of discussions and/or decisions that have been forwarded to Council for final action. A few highlights include:

- Reviewed proposed municipal code language regarding warming fires, time/place camping restrictions
- Worked on immediate needs
- Reviewed the Community Homeless Assessment performed by Rogue Retreat
- Made recommendations concerning the site purchase, construction contract, and operational contract for the navigation center
- Reviewed and recommended policies for Tent Camping and Vehicle Camping sites
- Reviewed and recommended changes to the proposed Time, Place, and Manner regulations prior to adoption by Council
- Authorized acceptance of grants to fund the navigation center
- Received regular updates from community partners
- Received public input on a variety of topics
- Reviewed possible locations and operator for an urban campground

By having discussions at both the Homeless Commission and the City Council, the public has the opportunity to hear the information and comment in multiple forums. City staff often lacks the expertise provided by the Commission members that work in the social service industry. As with most commissions, the Homeless Commission does not have 'final say' on decisions, as that responsibility resides with the City Council.

### **COMMISSION OPTIONS**

Now that the Navigation Center is open and operating and we are getting closer to establishing an urban campground, it may be appropriate to reconsider the Commission's mission and role. We want to be respectful of everyone's time and the many things that each of you have on your plate. Options may include:

1. Going to quarterly meetings, with special meetings held as needed; or
2. Allowing 'assigned' positions to be reassigned within each organization; or
3. Continue on the current schedule until a future date and further review; or
4. Other suggestions the Commission may have.

### **STAFF RECOMMENDATION**

Staff is seeking input from the Commission. Depending on the Commission's recommendations, updates may need to be made to the municipal code.

### **ATTACHMENTS**

None.