

BROWNSVILLE CITY COUNCIL  
MEETING MINUTES

February 17, 2009

ROLL CALL: Mayor Ware called the meeting to order at 7:00 p.m. with Councilors Ginn, Shepherd, Van Sandt, Chambers, Gerber and Cole present. Also present were City Administrator Scott McDowell and City Planner Bill Sattler.

PUBLIC HEARINGS / PRESENTATIONS:

1. Willamette Neighborhood Housing Service. Charmain Kleint and Douglas McRae were present to address the Council. Ms. Kleint explained the history of how the organization came about and said that they currently manage units in Linn and Benton counties, including 51 units in Sweet Home. She said last year the organization made 39 zero-interest loans to repair and rehabilitate homes. Ms. Kleint said their goal is to do another 40 homes in southern Linn County this year. She said they are looking for \$400,000 in grant funds to enable them to do that and they have already obtained a good portion of that. Mr. McDowell explained that each member city takes a turn being the lead agency on grant requests and that it's the City's turn to do so. Councilor Cole asked him how much staff time would be involved. Mr. McDowell said it wouldn't take much, perhaps three or four hours. Councilor Cole moved that the grant application be approved. The motion was seconded by Councilor Shepherd and was approved unanimously. Mayor Ware opened the floor for the Public Hearing. No one commented,
  
2. City Hall Usage. Mayor Ware invited groups who had submitted letters of interest to make presentations to the Council to explain their proposals. The first to speak was Mr. Rick Dominguez. Mr. Dominguez said that he is working to start an American Legion post in Brownsville and would like to use the upstairs space as a meeting site. Mr. Dominguez said that the Legion would not use the space more than a few hours per month and would be willing to act as a scheduling agent so that the room could be used by the rest of the community. Mr. Dominguez explained the goals of the American Legion and what they hoped to accomplish. Councilor Van Sandt asked if they just wanted to use the upstairs, Mr. Dominguez said that they had no use for the downstairs space. She asked how many hours per month they would use the space. Mr. Dominguez said that they met once a month for two or three hours. Mr. Dominguez said that he would carry a phone all the time so he could make arrangements for any other groups that wanted to use the space. Councilor Gerber asked how many members he expected to have in the group. Mr. Dominguez said that a minimum of 15 is required to start a post and he thought he would get at least 25 members as there are no other American Legion posts in the area. Councilor Gerber asked if it was necessary that they do the scheduling. Mr. Dominguez said that he was willing to play that role but it was not necessary. Councilor Ginn asked where they got their funding. Mr. Dominguez said that the members paid dues and they held fundraisers. Councilor Ginn said that the fire department had paid the cost of utilities in their space and asked if the American Legion could do that also. Mr. Dominguez said possibly not at first but after they got going they should be able to do so. Councilor Cole asked if any alterations to the building would be needed. Mr. Dominguez said that he didn't see any need for changes. Councilor Chambers asked if the members were all veterans. Mr. Dominguez said that to join the Legion a veteran must have served during a period of conflict, but that there are various associated organizations for kids and spouses of eligible veterans. Ms. Kaye Fox asked if there were women members. Mr. Dominguez said that eligible women veterans are welcome to join. The next organization to make a presentation was Sharing Hands. Elizabeth Coleman addressed the Council and said that Sharing Hands would like to relocate from their current spaces. She said that having their operation split between several storefronts created some difficulties in their operations and thinks the new location would allow them to provide better service as well as provide better handicap access. Ms. Coleman said that they are willing to pay rent and are willing and able to do the renovations necessary for them to use the space. She said that they would find it hard to share the space and they need as much space as they can get, but they will be willing to negotiate if

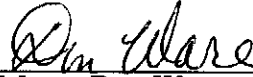
necessary. Mayor Ware asked if they would relocate the thrift store operation. Ms. Coleman said that they would like to use the downstairs space for the thrift store. She said that the food bank operation would be located upstairs. Councilor Van Sandt asked what kind of renovations would be needed. Ms. Coleman said heating would be needed downstairs, she wasn't sure what other work would be needed but certain some would be needed to turn the space into a thrift store. Councilor Cole asked when they needed a decision. Ms. Coleman said that their lease was up in April so they needed a decision fairly soon. Councilor Shepherd asked about the City's need for storage. Mr. McDowell said that the City would like to have some space for storage but is very flexible on what space would be used. Councilor Van Sandt asked if Mr. McDowell could give some idea of what the cost of operating the space would be. Mr. McDowell said that the Fire Department has been paying about \$300 per month for heating the upstairs. He said he would look at it and try to firm up the numbers because there are other factors. The Senior Center spoke next, represented by Mr. Willy Gilmore. Mr. Gilmore said that he is the President of the Senior Center and that they are interested in using the space. He said that the Senior Center would work with any other group to share the space. Mr. Gilmore said that they currently have 30 members and that they can't have any more members at their current location. Mayor Ware asked if they planned to keep the current location. Mr. Gilmore said that they liked that spot for meeting during the day but they would like a bigger space to use in the evenings and for potluck dinners so they would like to use both spaces. Councilor Cole asked if they would like to manage the space. Mr. Gilmore said not necessarily but they could help with the job if needed. Councilor Ginn asked if they would be able to pay something for the use of the space. Mr. Gilmore said they could and were planning on doing so. Mayor Ware said that the Brownsville Art Association had also expressed an interest in using the space at times and that they just needed a small secure storage area. Mr. McDowell said the Women's Study Club was looking for a space to meet. Mayor Ware said that Mr. Jay Marsh had proposed that the downstairs space be used as an indoor skate park. Mayor Ware said that Mr. Marsh wasn't able to be present at the meeting and he had promised him he would bring up his proposal. Mr. Steve Brenner spoke on behalf of the Calapooia Food Alliance. He said that they would like to use the upstairs kitchen area and their plan would be to get it certified as a commercial kitchen so that small businesses could use it and it could be used for classes in cooking and canning. Mr. Brenner said that was the only portion of the space they were interested in and they would have to obtain some grant funding to pay to have the kitchen remodeled. Councilor Ginn said that there would not have to be much remodeling done just to get the kitchen certified. She said that it was possible that the kitchen area might need to be sealed off from the rest of the space in order to be certified and that Mr. Brenner should check on that. Mr. Brenner said that the kitchen could be a resource for the whole community if they could get it fixed up and certified. Councilor Chambers asked if the CFA could share the space. Mr. Brenner said that wouldn't be a problem. She asked if they were interested in the downstairs space. Mr. Brenner said that they were only interested in the kitchen area. Mr. Roy Houtz told the Council that he is a member of a club that uses metal detectors and looks for gold and other metals. He said that they are working on getting certified as a 501(c) 3 organization and that they teach people how to hunt for gold. He said they had 90 people at their last meeting and are looking for a large space in town to have their meetings. He said that they don't charge for membership and don't have dues, so they have some fundraising activities. Councilor Chambers asked if they could share the space. Mr. Houtz said they only meet once a month for two to three hours and had no problem sharing the space. Mr. McDowell said that Sgt. Dave Lawler of the Linn County Sheriff's Office had told him that they are interested in having a larger office than the one they are in now and were interested into moving into Kevin Rogers' old office if possible. Mayor Ware then asked Mr. McDowell what the next step in the process should be. Mr. McDowell said that it appeared that there are three fundamental choices. First, Sharing Hands could take over the entire space. Second, one group could manage the space and it could be shared by all of the groups, much like the Rec Center. Third, City Hall could manage the space and keep the master schedule. Mr. McDowell said that now that the Council had heard the presentations they needed to discuss the matter further at their next meeting. Councilor Van Sandt said that it sounded like the basic decision was whether to give all of the space to Sharing Hands or to use the space as a community center. Councilor Cole said that she thought the first step should be to develop the decision criteria to be used. Councilor Ginn

asked how much staff time would be involved in managing the space. Mr. McDowell said that it could be done with the existing staff. Councilor Shepherd asked about insurance cost to the City. Mr. McDowell said that he had recently attended a conference with the City's insurance carrier and they are getting more restrictive about many things and that they are coming up with a lot of new regulations the City would have to comply with but that he wasn't sure about the ultimate financial impact but would find out the details.

ADJOURNMENT: The Council adjourned at 8:30 without further action being taken.



City Administrator S. Scott McDowell



Mayor Don Ware