

COMMUNITY RELATIONS COMMITTEE MINUTES

Tuesday, March 26, 1996, noon
Newberg Police Department

PRESENT: Mayor Donna Proctor, Bill Larson, Johann May, Marge Stiefbold, Duane Cole, Ben Erb, Carole Foutts, Ken Summers, Dick Meyer, Mike Boyes, and Mary Newell.

1. CALL MEETING TO ORDER:

1.1 Review and approve minutes of February 22 and 27, 1996

Motion: Larson/May to approve minutes as written. Motion carried.

2. OLD BUSINESS:

2.1 Pavilion Update

Duane Cole distributed an updated version of plans for the Pavilion (attached). The City Manager indicated the site would need to be scooped out rather than locate the pavilion on a raised platform. The Building Department will not issue a building permit without an exact location. Cole suggested Committee walk to the park and mark the site for the pavilion.

Johann May asked that the plans include double columns on the sides, noting the impression is too bare. He suggested slats in the front be louvered so the music will escape the pavilion.

Cole confirmed the dimensions of the Pavilion are 20 feet by 24 feet.

2.2 Francis Square Update

The City Manager directed Committee's attention to a preliminary site plan that was mailed to all committee members and asked for input from persons present. Cole said John Knight had contacted Sid Friedman, who said he would help with water.

Johann May did a study on the wall. He presented some sample drawings for the wall, similar to Woodmar Hall, that diagramed ways of covering exposed areas. One idea which was well received was a waterfall cascading over salmon.

Duane Cole said Manka has been remodeling his building and would like to install windows. Cole said this would be possible with a setback from the city. Johann approved of windows, noting they would break up the wall and window dressings of planters and such would make the wall look nice. He indicated that traditional windows

would be appropriate for the wall space. Donna Proctor suggested wrought iron. Marge Stiefbold, Cole and Proctor cited the security that would be added to the square with windows overlooking the park.

The city manager indicated the need to plant grass on Francis Square before the Old Fashioned Festival. He suggested the focus be on the Pavilion and then move on to finishing the Square when the Pavilion project is complete. This time frame will also allow Mr. Manka to get an easement from the City because a setback is needed before the windows can be installed.

Sergeant Ken Summers said that from a police perspective it would be helpful to keep the square open enough to eliminate hiding places.

Miss Stiefbold questioned whether falling blossoms would create a slippery surface on the sidewalk. Cole indicated the City would have a maintenance plan to keep the area clean and picked up.

Johann suggested a kiosk which will include a clock and bulletin board. With the right design, the kiosk would house the electrical wiring and clock operations.

With the budget process underway, the City Manager is attempting to budget funding to replace the sidewalks which should be different than those now surrounding the Square. Duane Cole will set up a meeting with Mr. Manka, the meeting to include Mayor Proctor and Johann May.

Johann will attempt to find an artist and determine the cost of the waterfall.

Bill Larson noted the City Manager's time line will have to be adjusted to reflect the work, grass planting, etc, that is to be done before the Old Fashioned Festival.

3. NEW BUSINESS:

None.

4. OTHER:

- 4.1 Information Sharing
 - Mayor Proctor
 - Committee Members

Johann May indicated he and Jim Morrison have been involved in organizing a 5K and 10K historical walk, with lunch provided by Domino's Pizza and coffee from the Coffee Cottage. This walk is scheduled for April 18th and is to benefit the Multiple Sclerosis Society.

5. REPORTS:

- 5.1 Monthly Departmental Reports
- Fire Department
 - Police Department
 - Library

Carole invited everyone to attend an open house on Saturday to honor Library volunteer Florence Cassidy who is retiring.

At this time Committee members and visitors walked to Memorial Park and discussed siting the Newberg Pavilion. After careful consideration and discussion, consensus was to locate the Pavilion at the property line, backing up to the park restrooms, and angled slightly towards the northeast. Duane Cole marked the perimeter of the pavilion with orange cones for reference by the Building Department.

6. ADJOURN:

- 6.1 Adjourn to next meeting date

There being no further business to come before the Community Relations Committee, Mayor Donna Proctor declared the meeting adjourned.



Mary Newell, Recording Secretary

Meeting Notice and Agenda

COMMUNITY RELATIONS COMMITTEE

Date: Tuesday, March 26, 1996

Time: 12:00 Noon

Location: Newberg Fire Department
414 E. Second Street
Newberg, OR 97132

AGENDA

1. **CALL MEETING TO ORDER:**
 - 1.1 Review and approve minutes of February 22 and 27, 1996
2. **OLD BUSINESS:**
 - 2.1 Pavilion Update
 - 2.2 Francis Square Update
3. **NEW BUSINESS:**
4. **OTHER:**
 - 4.1 Information Sharing
 - Mayor Proctor
 - Committee Members
5. **REPORTS:**
 - 5.1 Monthly Departmental Reports
 - Fire Department
 - Police Department
 - Library
6. **ADJOURN:**
 - 6.1 Adjourn to next meeting date

ACCOMMODATION OF PHYSICAL IMPAIRMENTS:

In order to accommodate persons with physical impairments, please notify the Office of the Chief of Police of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact Mary Newell at (503) 537-1221.