

**(NDRC) NEWBERG DOWNTOWN REVITALIZATION COMMITTEE
MEETING MINUTES
Newberg Public Safety Building - Newberg, Oregon
WEDNESDAY, June 20, 2007 AT 7:00 P.M.**

To be approved at the July 18, 2007, NDRC Meeting

1. Call to order:

Chairman John Bridges began open discussing at 7:18 PM without a quorum present.

2. Roll call:

John Bridges	Rob Felton	Jack Reardon
Lon Wall	Corey Zielsdorf	(arrived at 7:29, thereby securing a quorum)

Absent:

Candy Collins	John Estrem	Diane Ferranti
Kristen Horn		

Staff Present:

David Beam, Economic Development Coordinator/Planner
David King, Recording Secretary

3. Francis Square Rules:

Mr. Beam reported on the need to revise the rules applicable to this city park. A set of general rules from CPRD was made available at the meeting to use as a reference. There was discussion about "*the sale or distribution of materials at any time.*" It was granted that the city already has control over the sale of materials by the licensing process currently built in to the system. It was agreed that the removal of this particular item from the list of rules for Francis Square would make it more user-friendly. The NDRC recommended that the City Council remove this rule from Francis Square.

(Quorum was now achieved)

There was an added desire to recommend that no windows be allowed in the brick wall of Francis Square.

<p>MOTION: REARDON/WALL to send recommendation to City Council to remove the sale of distribution of materials item from the Francis Square rules list, and to not permit the installation of windows on the adjacent brick wall of Francis Square (5 Yes/0 No, 4 absent during vote).</p>

4. **Minutes:**

MOTION: WALL/FELTON to approve the minutes from May 16, 2007. (4 Yes/0 No, 1 abstained, 4 absent during vote).

5. **Street Trees:**

Mr. Beam brought attention to the hand out on proposed street trees for the parking lot at Blaine Street and Hancock (see handout). The trees listed as suitable for the parking lot have been chosen by a landscape architect for esthetic value and water-wise reasons. None of these trees, however, are the same as the recommended trees by NDRC for the downtown area.

Mr. Reardon pointed out that the proposed list of the trees for the parking lot are larger than the mid-range size trees suggested by Ms. Ramstad.

Chair Bridges first asked where the committee wanted to go with the supplied list of trees. The committee wants to promote uniformity for the downtown area.

Mr. Beam pointed out that there is an adopted street tree list for the downtown area (flowering cherry and vine maple). There is a timeline involved for the parking lot planting plan—the city wants to get the plants/trees rooted in by early fall. The summary decision of the committee after much discussion was to again invite Mrs. Ramstad to visit again with NDRC and to gain her input on the proposed list of trees. **Mr. Beam** will contact her.

6. **Project Updates:**

DEMONSTRATION BLOCK:

Chair Bridges reported that the city has proposed \$20,000 in next year's budget towards the project. The NDRC needs to acquire another \$20,000 in donations to pay for the full scope of the project.

HESS CREEK FENCING:

Chair Bridges told of his several conversations with Dan Schutter from GFU. There is some engineering concern about the lateral load of the proposed fence. When questioned what design standards are needed, Mr. Schutter mentioned that a larger footing with new posts might solve the problem. Apparently, both the city of Newberg and ODOT are willing to approve the fence for the north side of Hwy. 99W, but neither entity has a standard for the fence's engineering. Mr. Bridges is going to gather key players together to finalize what are the fence design requirements to keep the project moving forward.

GATEWAY WELCOME SIGN:

Mr. Beam has met with Rotary to discuss the sign project. They are looking into the possibility of locating the welcome sign on the flag pole island. Mr. Beam has also met with an ODOT representative and Russ Thomas on the gateway property to discuss some of the finer details of locating a sign there. There is a height limit of 30 inches for the area, and apparently ODOT only allows one welcome sign per highway entrance to a city, of which Newberg is already at its limit

on Highways 99W and 219. The vision clearance issue might be remedied if the return lane road from First St. to Hancock St. was removed.

PROPOSED URD:

Mr. Reardon reported that no meeting has taken place yet.

PROPOSED DONATION:

Mr. Wall met with Leonard Attrell and found out that the donation does not absolutely have to be used for a clock. They might even be willing to fund some of the demonstration block. Mr. Wall even floated the idea of naming the block after them for such a donation. **Chair Bridges** suggested that Mr. Wall with Mr. Beam ask the Attrells how they would like to be recognized for helping out, and wait to ask them until the city budget has been approved so Mr. Wall can report how much the city is going to spend towards the demonstration block.

7. **Other Business:**

Chair Bridges told the committee that Tunes for Tuesdays will resume again this summer with eight concerts planed. Advertising will take place soon.

Mr. Beam reported that two streets in the downtown (School and Edwards) will be resurfaced on June 21, 2007 (see attached memo).

8. **Next Meeting:**

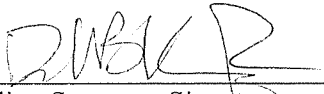
The next NDRC meeting will be held July 18, 2007.

9. **Chair Bridges** adjourned the meeting at 9:10 PM.

Passed by the NDRC Committee of the City of Newberg this 18th day of July 2007.

AYES: 6 NO: 0 ABSTAIN: 0 ABSENT: 3
(list names)

ATTEST:



NDRC Recording Secretary Signature

DAVID B. KING, JR. 18 JULY 07
Print Name Date