

**(NDRC) NEWBERG DOWNTOWN REVITALIZATION COMMITTEE
MEETING MINUTES
Newberg Public Safety Building - Newberg, Oregon
WEDNESDAY, February 20, 2008 AT 7:00 P.M.**

To be approved at the March 19, 2008, NDRC Meeting

I. Call to Order:

Chairman Rob Felton called the meeting to order at 7:03 PM.

II. Roll Call:

John Bridges	Rob Felton	Kristen Horn
Corey Zielsdorf		

Absent:

Lon Wall (excused)

Some discussion ensued regarding the definition of an excused absence. The topic does not have clear guidelines. Therefore, the Committee defined an excused absence as one where a member not attending a meeting informing the Chair or city staff or their absence prior to the meeting.

Staff Present:

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

III. Meeting Minutes:

Motion #1: To approve the minutes of the January 16, 2008 NDRC meeting (Unanimous voice vote approved the minutes).

IV. Communication from the Floor:

None

V. Street Trees:

David Beam reported that has had a heavy workload of late, and therefore has been unable to develop a scope of work for Bryan Stewart to develop a draft street tree plan.

VI. Project Updates:

DEMONSTRATION BLOCK:

David Beam announced that a meeting with Dwayne Brittell took place, with himself, John Bridges and Corey Zielsdorf attending. Follow up issues from that meeting are in the email from Mr. Brittell (see enclosed copy added to the record) describing his concerns about the project.

John Bridges believes that Mr. Brittell's email response is exactly what NDRC wants and needs from the business owners adjacent to the Demonstration Block. At a future presentation of the Demonstration Block details to business owners, this is the kind of feedback that will be appreciated to identify and fix problem areas so as to ensure the overall success of the project.

Some discussion followed on available technology that will allow the graphic presentation of the Demonstration Block. **Corey Zielsdorf** believes that certain programs are available (e.g. Google's Sketch Up) that would adequately handle the Demonstration Block project, but then could readily transfer the consistent data to other street projects.

Chair Felton asked the committee members if any of the issues mentioned in the email need immediate discussion. **Kris Horn** believes issue #5 (position of benches) could hamper parking and the opening of doors of parked cars in the parking spaces. (**Mr. Beam** added that the current project is likely to only lose one parking space that is currently available). **John Bridges** questioned issue #2 (bulbed out curbs). **Mr. Beam** stated that the bulbout at the College/First Street intersection would likely need to be expanded to accommodate the planned amenities.

Chair Felton sought direction from the committee members. **John Bridges** suggested that the graphic presentation work for the Demonstration Block should be done by someone other than Mr. Brittell, and have a conference in the near future with all of the business/property owners adjacent to the project. Another alternative would be to schedule the meeting, and have a couple NDRC members meet with Mr. Brittell prior to the meeting. **Corey Zielsdorf** committed to contacting Portland State to see if the Urban Planning Department (an intern?) could prepare some graphics of the demonstration block. **David Beam** will check with city staff and **Rob Felton** will check with GFU graphic design to see if either one of their entities could produce the concept graphics. **David Beam** and **Kris Horn** will visit with Mr. Brittell in the near future to follow up on the email issues.

Kris Horn was curious to know how to respond to business owners who are just now of the work being done by NDRC and wonder why they have not been included in the design work of the Demonstration Block. **John Bridges** responded that while the general public may have not been involved in the exact design of the demonstration block, there has been an extensive public input process over the last few years regarding the types of street amenities they preferred: street amenities that make up most of the components of the demonstration block.

HESS CREEK FENCING:

David Beam has not heard back from Lon Wall with contact information of the powder coating business. **Corey Zielsdorf** found out that the one source for powder coating is in Yamhill, OR. **Mr. Beam** will try to locate the business contact through Google.

David Beam noted that on May 17, 2008, 9:00 – 1:00 PM, will be SOLV Day and encouraged members to participate. The focus this year will be on the Hess Creek canyon area within the GFU campus.

GATEWAY WELCOME SIGN:

David Beam discussed a meeting between himself, Mr. Bridges, Mr. Zielsdorf, and Mr. Brittell regarding the mock up graphics. Mr. Beam showed that one graphic picture that Mr. Brittell had created, showing a single large tree behind the proposed gateway sign. Committee members concluded that more landscaping will need to be behind the sign to indicate more separation

between it and the future building behind it. It was suggested that perhaps it would be best to ask Mr. Brittell if he would rather not proceed further with this project. If so, the Committee then could seek some other source to complete these graphics. It was agreed that **David Beam** and **Kris Horn** would discuss this issue with Mr. Brittell when they meet with him about the Demonstration Block.

PROPOSED URD:

David Beam reminded the committee members that there work session planned on March 17, 2008 from 6:00 to 7:00 PM with the City Council regarding the NDRC's request for the City to explore the possibility of establishing an urban renewal district to improve the historic downtown area.. **John Bridges** will have to find out if he can attend this meeting with Mr. Beam. The Chamber of Commerce is facilitating a taskforce on URD as well.

VII. Other Business:

The NDRC's request to reduce the number of members on the Committee from 9 to 5 will also be on the City Council's agenda at their March 17, 2008 meeting. Scheduling permitting, **Mr. Bridges** will also be presenting this request to the Council. As side note, the owner of Critter Cabana, Matt Johnson is interested working on downtown issues, so he could be a potential future member of the Committee or active participant for a side project.

David Beam updated the members on the Cultural Center project. There is a possibility that through some combined funds from the Cultural Center and the City, improvements to Sheridan Street in front of the Center and the planned plaza may be constructed sometime next fiscal year.

Next Meeting: The next NDRC meeting will be held March 19, 2008.

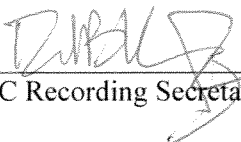
VIII. Adjourn

Chair Felton adjourned the meeting at 8:17 PM.

Passed by the NDRC Committee of the City of Newberg this 19th day of March 2008.

AYES: 5 NO: 0 ABSTAIN: 0 ABSENT: 0
(list names)

ATTEST:



NDRC Recording Secretary Signature

DAVID B. KING, JR 19 MARCH 08
Print Name Date