

**(NDRC) NEWBERG DOWNTOWN REVITALIZATION COMMITTEE  
MEETING MINUTES**

**Newberg Public Safety Building - Newberg, Oregon  
WEDNESDAY, April 16, 2008 AT 7:00 P.M.**

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**To be approved at the May 21, 2008, NDRC Meeting**

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**I. Call to Order:**

**Chairman Rob Felton** called the meeting to order at 7:10 PM.

**II. Roll Call:**

**Members Present:**

John Bridges	Rob Felton	Kristen Horn
Corey Zielsdorf		

**Members Absent:**

Lon Wall (unexcused)

**Staff Present:**

David Beam, Economic Development Coordinator/Planner  
Jennifer Nelson, Recording Secretary

**III. Meeting Minutes:**

<p><b>Motion #1: Bridges/Horn</b> to approve the minutes of the March 19, 2008 NDRC meeting (Unanimous voice vote approved the minutes).</p>
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**IV. Communication from the Floor:**

In light of the absence of citizens in the audience, nothing was brought up at this time.

**V. Project Updates:**

**DEMONSTRATION BLOCK:**

**Mr. David Beam** provided pictures and discussed renderings for the demonstration block, particularly concerning the existing trees and the proposed trees to be added. **Kristen Horn** noted the benches were facing the wrong way and the backs should be against the street. **John Bridges** felt the new trees needed to be shown shorter. He also noted that the existing trees need to look more columnar and their bottom branches starting higher up. Discussions followed concerning the different viewpoints of the

renderings and if it is intended to be a long-term futuristic vision of the demonstration block or as it would look in the near future. Tree heights, maturity, and scales on the rendering were also discussed. **Mr. Bridges** mentioned that the view of the cars on the storefront windows should be removed and questioned if there should be shrubs on both sides of the benches. Suggestions were made concerning arrangements of the shrubs, trees, and benches in relation to the bike racks and it was decided to arrange from the corner in the following order: bike rack, new tree, shrub, bench, and shrub (College and First intersection). **Corey Zielsdorf** felt the rendering should represent what the block would look like a few years after it was established and expressed concerns for ensuring that the improvements do not negatively impact the business owners. He also recommended searching for more three-dimensional graphic trees through Google.com. **Mr. Beam** also mentioned that there is an extra light pole not present in the center rendering and the difficulty of placement of the bench and bush because of the presence of a water meter at that spot. He suggested straddling the water meter with a bench and placing a shrub on only one side. This proposal will be further discussed with the public works department. He also spoke of parking space sizes being determined by ODOT standards, so no small (compact) spaces would be allowed if a change in configuration were considered. A revised version of the rendering with the above changes will be developed.

A computer video of the renderings was then shown.

**Chair Felton** wondered about replacing existing downtown trees as they were damaged with the new adopted downtown trees of different sizes and species. How would this look? He spoke of replacing them systematically as the budget allows. **Ms. Horn** asked what the cost of replacing a damaged tree was and **Mr. Beam** agreed to find out.

#### HESS CREEK FENCING:

**Mr. Bridges** relayed that a standard chain-link fence drawing has been tracked down from ODOT and Dan Schutter will redo the drawing at the 3.5-foot level for the proposed fence. The drawings will be reviewed by the City and sent to ODOT. **Mr. Beam** added that the costs estimates he reported at the last meeting regarding the powder coating of the built fence did include preparation of materials.

#### GATEWAY WELCOME SIGN:

**Mr. Bridges** stated that although he received the revised computer renderings, but he did not bring them to the last Rotary Foundation board meeting. He intends to do so for the next meeting on May 21, 2008. He has emailed the renderings to the foundation board members already.

#### PROPOSED URD:

**David Beam** stated that under the direction of City Council, he will no longer be participating in the Chamber's URD Task Force. He spoke of the resolution passed by Council to support the effort of the Task Force. Concerns were expressed of not having city staff as part of the Task Force, as the City will have to be involved at a later date anyway. **Mr. Bridges** pointed out that he understood the Chamber was undertaking this

effort by itself and not under City directive. However, in reality, the City will ultimately be the entity that will needed create and approve any final urban renewal plan. He pointed out the City staff help citizens all the time. **Mr. Beam** clarified that even though city will not be on the task force, the task force may still request City assistance through the City Manger's office. Discussions followed about NDRC representation on the task force.

#### **VI. Other Business:**

**Mr. Beam** announced that the due date to apply for the NDRC membership openings is Friday, April 18. So far, three applications have been submitted for the two positions and possibly a fourth.

**Ms. Horn** spoke of her presentation of the proposed Downtown Farmer/Craft Market to the City Council and the positive feedback she received. She spoke issues that still need to be resolved, such as street closings, insurance sponsorship, and costs for promotions being between \$800 and \$1,000. She said the intended time-period for the market was from June through September. She spoke of other markets and the idea of 75/25 market sales, where 25% of goods sold can be grown/made by someone other than the individual farmer at each booth. There will be a fee up front from the vendors and spaces will be in 10'x12' in size. **Mr. Zielsdorf** suggested certified and regular organic food being clearly marked. Parking concerns were also discussed and placement of a banner over 99W. **Mr. Beam** stated there is a big, long process to go through ODOT if you wish to have a banner displayed across 99W.

**Mr. Beam** asked members if anyone was planning to participate with the SOLV Clean-up Day on May 17, 2008 at George Fox University and details were discussed.

**Next Meeting:** The next NDRC meeting will be held May 21, 2008.

#### **VII. Adjourn**

**Chair Felton** adjourned the meeting at 8:44 PM.

Passed by the NDRC Committee of the City of Newberg this 21<sup>st</sup> day of May 2008.

AYES: 5 NO: 0 ABSTAIN: 0 ABSENT: 2  
(list names)

ATTEST:

Dawn Karen Bevill  
NDRC Recording Secretary Signature

Dawn Karen Bevill  
Print Name

5/21/08  
Date