

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

**Newberg Public Safety Building – Newberg, Oregon
WEDNESDAY, May 21, 2008, AT 7:00 P.M.**

To be approved at the June 18, 2008, NDRC Meeting

I. Call to Order:

Chairman Rob Felton called the meeting to order at 7:04 PM.

II. Roll Call:

Members Present:

John Bridges
Kristen Horn

Rob Felton
Corey Zielsdorf

Allen Herriges

Members Absent: Lon Wall (excused) Gail Watson (excused)

Staff Present:

David Beam, Economic Development Coordinator/Planner
Dawn Karen Bevill, Recording Secretary

III. Meeting Minutes:

Motion #1: Bridges/Horn to approve the minutes of the April 16, 2008 NDRC meeting (Unanimous voice vote approve the minutes).

Mr. Felton welcomed Allen Herriges to the committee. Mr. Herriges is publisher of the Newberg Graphic. The committee members introduced themselves and gave their affiliation.

IV. Communications 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 city center revitalization proposed improvement drawings that are proportionately correct and arranged within the given space available. The proposed arrangements were discussed for College Street and the School Street areas. The original proposal at School Street would have required extensive changes to the storm system. The new proposal significantly reduces that expense. The existing design of the curb and crosswalk were discussed, as well as keeping the two proposed trees at the entryway to the curb ramp with bushes located in front. Having the lower bushes in the front will aid in vision clearance. The arrangement can be different than the one presented, but all pieces need to fit within the given space. Mr. Beam continued to explain issues pertaining to the water meters and the proposed mid-block improvement, stating \$3,000 is a conservative estimate to move a water meter.

Rob Felton noted that he thought that most of the water meters are located next to the buildings rather than at the curb.

John Bridges felt the illustrated drawing is a better visual that shows more segregation between the motorists' space from pedestrians' space. He suggested placing a larger, integrated landscaped area at the School Street improvement area that would encompass both the plants and tree and then placing the bench closer to the building. Discussion followed concerning that arrangement and Mr. Beam drew a sketch of the discussed changes for the committee to view. **John Bridges** also suggested connecting the landscaped spaces between the tree and the bushes on the mid-block area too.

The parking issues were discussed concerning clearance between the landscaping, vehicles, and benches. **Rob Felton** was concerned whether Allen Herriges fully understood the history of the demonstration block project and asked Mr. Beam to explain the project in detail. Discussion then continued regarding the amenity arrangements for the mid-block area.

Kristen Horn suggested having a bench next to the building. **John Bridges** suggested that there should be a common design throughout the project. **Mr. Beam** encouraged the committee to go visit the site to see the limitations of the area for themselves.

John Bridges suggested having the digital renderings redrawn with the ideas discussed. **Mr. Beam** verified the ideas voiced by the committee to be sure the new drawing would reflect their desires. He said he would inquire about whether or not a bench could be placed over a water line.

HESS CREEK FENCING:

John Bridges stated Dan Schutter of GFU put together a letter and drawings describing the proposed fence design. The information was shared with the City for comment and is now ready to be sent on to ODOT. Mr. Bridges explained to the new commissioner that the proposed fence is a replacement for the current chain link fence along 99W over Hess Creek Canyon and is within ODOT's right-of-way. There is a line item for this committee in next year's City budget that may help in the funding of this project. **Mr. Beam** added he thought the budget funds were targeted for the installation of downtown street amenities. He will talk with Elizabeth Comfort, Finance Director, to confirm the stipulations on that budget line item.

GATEWAY WELCOME SIGN:

John Bridges stated that at a recent Rotary Foundation meeting was held with a focus on a different project. He felt it wasn't the right time to discuss the welcome sign project. Mr. Bridges is awaiting another board meeting to discuss it. **Mr. Beam** gave an update on the property, which is currently overgrown. The city is trying to talk with the property owner on maintaining it. The Code Enforcement Officer has also spoken with the owner, who stated the property would be cleaned up within the next two weeks.

John Bridges stated the Chamber has been approached by someone other than the property owner, concerning office space development at this location. **Kristen Horn** feels there isn't enough parking area for that person's proposed use.

PROPOSED URD UPDATE:

Mr. David Beam stated he had nothing to report. Lon Wall is the NDRC representative on the Chamber URD Committee, but was not in attendance at this NDRC meeting. **John Bridges** stated he will try to attend those URD Committee meetings too. He also asked Rob Felton to contact Mr. Wall and inquire whether he is and/or will be attending the URD meetings.

VI. Other Business:

NDRC membership openings:

Mr. Beam stated the membership opening business has already been discussed earlier in the meeting. **Rob Felton** inquired about Gail Watson's background. **Kristen Horn** explained Ms. Watson is a very active volunteer downtown and has a print design services business. She has lived in the area for 7 – 8 years.

Proposed Downtown Farmer/Craft Market update:

Kristen Horn stated there was a problem in obtaining insurance for the event, but that issue has been resolved. She is hoping to start June 7th and will advertise the event. Ms. Horn has no logo for the Market and has limited resources. However, Gail Watson has spoken to her about

creation of a logo in the future. There has been a remarkable response from vendors and she's hoping to have at least 20 at the first Saturday event.

Next Meeting: The next NDRC meeting will be held June 18, 2008.

VII. Adjourn

Chair Felton adjourned the meeting at 8:13 PM.

Passed by the NDRC Committee of the City of Newberg this 18th day of June 2008.

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

ATTEST:



NDRC Recording Secretary Signature

DAVID B. KING, JR. 18 JUNE 08

Print Name