



**NEWBERG DOWNTOWN REVITALIZATION
COMMITTEE AGENDA
April 15, 2009
7 p.m. Regular Meeting
Newberg Public Safety Building
401 E. Third Street, Newberg, OR**

I. OPEN MEETING: Chairman Rob opened the meeting at 7:00pm

II. REGULAR MEETING: ROLL CALL

John Bridges
Gail Watson

Rob Felton
Allen Herriges

Steven Clay

Absent: Corey Zielsdorf (excused) Kristen Horn (excused)

Staff Present:

David Beam, Economic Development/Planner
David King, Recording Secretary Trainer
Crystal Kelley, Recording Secretary

III. MEETING MINUTES – March 18, 2009

Motion # 1: Bridges/Herriges to approve the minutes from March 18, 2009 (Yes 5, No 0, Absent 2)

V. PROJECT UPDATES

Hess Creek Fencing

David Beam began by mentioning to the committee that we are nearing the end of the fiscal year. Since it seemed unlikely that the purchase of the fencing materials would occur during this fiscal year, he stated he would talk with Barton Brierley to get the project funding rolled over for next year's budget. Chair Felton asked if there was a precedent for that. David Beam answered yes.

David Beam stated they needed to get more detailed fencing specs ready so they can go out to bid. John Bridges asked when they anticipate having the specs available. David Beam stated that engineering has been involved in designing the specs and we weren't sure when they would be available. There have been some questions as to how well the current design specs will work the actual installation of the fence.

Another issue is the Tidwell property. Chair Felton stated he left the property owners a message. John Bridges asked why not use the specs they gave the other contractor? David

Beam said he is concerned about using those specs for going out to bid. He wants to make sure that specs will allow for a “apples to apples” comparison of the bids that come in. He also wants to make sure the specs used coincide with what Bart Rierson has designed.

Steven Clay stated that two meetings ago they discussed a way to get the other companies to submit a bid. He thinks the committee needs to move forward without delay to get the bids. David Beam stated he would talk to City of Newberg Engineering to check on the project status. John Bridges asked and David Beam confirmed that he gave Engineering all the details about the fence design/specs that he had. The committee wanted to know who to speak to in Engineering about the fence project. David Beam stated it would be Howard Hamilton, Public Works Director. Allen Herriges asked if Engineering gave a reason why they are apprehensive about the drawings and specs already developed. David Beam thought that Engineering does not yet feel the project will work well under the design specs.

Demonstration Block

Chair Felton confirmed that we are awaiting input from Engineering on this, as well. John Bridges asked who specifically is working on it. David Beam believes that Jason Wuertz and Adam Cocker of the Engineering staff.

Gateway Welcome Sign

David Beam recalled from the last meeting that the NDRC thought that the possibility of having George Fox University recognized on the sign as well as have participate financially in the project was a good idea. Mr. Beam passed this idea by the ad hoc sign committee and no objection was received. Until the City can get some contractor quotes for the building of the sign, everyone agreed we should not go forward with talking with George Fox University about their level of financial participation. John Bridges asked how the Engineering Department is doing with the preparation of the sign bid request. David Beam stated they are still working on the request to the best of his knowledge. John Bridges stated that the request doesn't need to be detailed, as the request will be for a design/build of the sign. David Beam stated he would talk with Engineering about the project status and see if he could get the bid request process moving along faster.

Parking Lot Signs

David stated there is nothing to add to the topic of the parking lot signs.

VI. OTHER BUSINESS

1. NDRC Budget

David Beam conveyed that he took the motion from last NDRC meeting requesting that \$50,000 in put in next year's budget for downtown improvements to Barton Brierley. Mr. Brierley made that request. Chair Felton asked if he has had any response. Mr. Beam said that at this time, he believes the \$50,000 request had been removed from the draft budget.

2. Economic Development Revolving Loan Fund (EDRLF)

David Beam stated, as requested at the last meeting, he had sent an email to the Committee members about EDRLF budget. The Fund has about \$968,000 dollars. Currently, the Fund is not being used much. Staff has recently talked about looking at way of getting more of the funds out working in the city. Chair Felton asked what was the intention of the fund. David Beam answered it is geared toward supporting manufacturing and commercial developments. They are all loans. In general, an applicant can get a loan for half a project cost up to \$200,000 on a project. For various reasons, the fund, in general, has not been compelling for people to use. For example, the interest rates are not very low compared to the already low market loan rates. Chair Felton asked how they are set. David Beam stated many of them are based on prime. Chair Felton asked where the money came from initially? David Beam stated he believes it was a federal program from 20 years ago when they were establishing local revolving loan funds.

Allen Herriges stated that the Chehalem Cultural Center took some of the money out of those funds. Instead of figuring out how to forgive the permitting the fees they use this fund as a source to pay the permitting fees. In addition, the cultural center would construct the front plaza in conjunction with some city funds that would need to be used to reconstruct the road anyway. David Beam stated that some of the funds from the City for the Cultural Center work are loans and some are grants.

Chair Felton asked if the business community is aware of the EDRLF. John Bridges stated some do know and have applied for funds out of the money. John Bridges went on to share that he does not think a lot of people know about the fund. Chair Felton stated especially since so little is being used.

3. Next Regular Meeting – May 20, 2009

Chair Felton talked about the Main Street project. He shared they have invited Gary Van Huffel to come and tour the city. He will then do a presentation. He will ask him to make his presentation during the NDRC meeting. Allen Herriges confirmed the date he would be here which will be the 20th of May. Mr. Van Huffel will explore downtown during his visit. They will discuss other state resources that can assist the downtown. If we decide to go to the next step of the Main Street program, it can require us to come up with more money. Steven Clay asked what time the tour of downtown will be. David Beam asked Chair Felton to let the group know when the schedule is set. Allen Herriges confirmed he would be sharing what the Main Street project is. Chair Felton stated they can invite chamber personnel.

Chair Felton let the Committee know the George Fox University Basket Ball team will do a mini parade to celebrate their NCAA championship. The team will be declared honorary citizens of Newberg. They will be given a medallion. April 20th will be George Fox University Woman's Basketball day. They will have Jerome Kersey at chapel at George Fox University and will share a video. It will take place on a Monday and everyone is welcome to the rally at Bauman. This will be followed by chapel. At 6:30 pm, there will be a parade downtown, then around campus and then down 99W, followed by Howard Street. They will ride in fire trucks with a police escort.

