

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

March 17, 2010

**7 p.m. Regular Meeting
Newberg Public Safety Building
401 E. Third Street, Newberg, OR**

To be approved at the April 21, 2010, NDRC Meeting

I. OPEN MEETING:

Chairman Rob Felton called the meeting to order at 7:00 PM

II. ROLL CALL:

Members Present:

Rob Felton, Chair
Matt Johnson

Steven Clay, Vice Chair
Gail Watson

John Bridges (7:11 p.m.)
Allen Herriges

Members Absent: Corey Zielsdorf (excused)

Staff Present:

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

III. MEETING MINUTES:

<p>Motion: Clay/Johnson moved to approve the minutes of the February 17, 2010 Newberg Downtown Revitalization Committee meeting as amended. (5 Yes/ 0 No /2 Absent [Zielsdorf, Bridges])</p>

Chair Felton asked if he can make a motion or second a motion as Chairman. David Beam is unsure if the bylaws address that question but he will research it.

IV. COMMUNICATIONS FROM THE FLOOR:

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

V. PROJECT UPDATES:

HESS CREEK FENCING

David Beam stated the City received 3 bids and the lowest came in at \$19,999. The City has \$20,000 budgeted for the project. The contractor is a fencing company from Sherwood and he will use the same exact fencing materials that the Committee had already agreed to. The contract is in process of negotiation as well as obtaining a permit from ODOT and clarification on possession of the old fence materials. A coordination meeting between the contractor and City staff will be held next week. Completion is expected by the end of April 2010. Chair Felton stated he believed there was \$25,000 in the budget for this project. Mr. Beam replied that amount for the fence was in the budget two years ago but was not re-appropriated. Unused funds that had been budgeted for the Welcome Sign will be redirected to pay for this project. Steven Clay asked to whom the existing fence will be donated. Mr. Beam replied George Fox University is the intended the recipient, subject to ODOT approval.

DEMONSTRATION BLOCK

David Beam stated the City received three bids. The lowest bid was for \$28,000 and there is \$30,000 in the budget. The Notice of Intent was sent out March 8, 2010; there is a 14 business day period for any bid protests, ending March 26, 2010. Assuming there are no protests, the contract will be signed on that same day and construction completion is expected by April 30, 2010. The contractor will be Daneal Construction Company.

BREEZEWAY SIGNS

David Beam reported this sign project is now finished. The painting and patching work on the parking lot end is now complete.

NEWBERG DOWNTOWN COALITION

Chair Felton stated the Coalition has added two new Board Members – Nicole Macintyre from West Coast Bank and Pierre Zreik, General Manager of the Allison. The Organization, Design, and Promotional Committees have all met. Carla Thayer, from Active Media, is helping to organize a familiarization tour to take place in early May. George Edmonston, a local historian and the former retired Editor of the Oregon State University Alumni Magazine, is writing a book on the history of Newberg. He is putting together a walking tour for downtown Newberg as well as helping out with signage for historical buildings. Gail Watson has been working with the Chamber of Commerce on the Historical Homes Walking Tour and would like to incorporate downtown into it. David Beam stated Mr. Edmonston will be speaking tomorrow at Kiwanis, 12 p.m. tomorrow. Chair Felton stated the upcoming Camellia Festival will be bringing in between 100 – 300 gardeners to the area and the Promotional Committee is working on ways to bring those attendees to visit the downtown. Mike Ragsdale has been approached about the possibility of a bocce tournament at the Cultural Center, perhaps as a fundraiser in conjunction with the Old Fashioned Festival. The Newberg Farmers' Market will now fall under the Coalition. Mike Ragsdale's intention is to set up the Farmers' Market in front of the Cultural Center on Tuesday afternoons. Mr. Ragsdale has spoken to Jack Quinby, a local musician, to help in organizing music. Chair Felton stated the City has been very supportive. Mike Ragsdale has

met with Dan Danicic, the City Manager, and Mayor Bob Andrews several times with some discussion of financial support relating to signage for the Farmers' Market and money to help pay for utilities at Mike Ragsdale's office at the Cultural Center. David Beam found a possible grant source from the federal government supporting farmers' markets and has spoken with Mike Ragsdale about it.

VI. OTHER BUSINESS:

Budget Request:

David Beam has nothing to report as of yet. John Bridges urged the committee members to speak with the City Councilors or write a letter regarding establishing a line item in the budget on a yearly basis.

Revision of Francis Square Use Rules:

David Beam distributed an email from Terrence Mahr, City Attorney, of which he just received this evening. The Committee took a few moments to review the email regarding their proposed rule changes to Francis Square. The process for changing the rules to allow alcoholic beverages to be consumed in the square would require a policy change by the City Council. There are a number of code provisions that seem to discourage or prohibit consuming alcoholic beverages in public places. Mr. Mahr reviewed the code and policies of the City of Newberg in the email. It has long been the policy of the City Manager not to allow the consumption of alcoholic beverages on public property such as the Public Safety Building, City Hall, or Public Works Department. Therefore, during Christmas parties, birthday celebrations, etc. no alcoholic beverages are allowed. However, there have been occasional events in which the Council has specifically approved wine at events at the library, although not sponsored by the library.

Allen Herriges asked if it would be possible to ask permission for a particular date to have a wine tasting and specifically for the Art Walk on the first Friday of every month. John Bridges stated that could be done. Mr. Herriges asked as far as passing out flyers, how you differentiate fund raising, political, etc. John Bridges explained the prohibition is the sale or distribution of materials at any time. Chair Felton stated the next step is asking City Council to allow alcohol for the Artwork, once a month as well as other events as approved by the City Manager, with the appropriate licenses as well as prohibition of smoking in the Square. Mr. Beam will develop the request and let the committee know when the request is to be presented to the City Council. Mr. Bridges will be happy to review the request once it is drafted.

David Beam stated the ribbon cutting for the Cultural Center is scheduled for March 18 at 3:30 p.m.

Mr. Beam mentioned that there is a push in the Portland area to promote the use of electric cars. There is a large federal grant for select metro-areas across the U.S., including Portland, to install charging stations in strategic areas. Mr. Beam has asked organizations such as George Fox University, PCC and the hospital if they would be interested in having charging stations and all responded that they are. He has met with the State person in charge of the project to discuss the possibility of getting stations here in Newberg. The City is also considering having a charging station in the Newberg Library parking lot along 99W on Hancock Street.

Chair Felton stated there are many downtown committees, such as the Newberg Downtown Revitalization Committee, the Newberg Downtown Association, and now the Newberg Downtown Coalition. All are mainly moving toward the same general goals. Gail Watson foresees all three committees working together in the future. Allen Herriges stated that if the organizations come together, he hopes the Main Street group considers getting better sidewalks because actual physical improvements are very important. John Bridges stated the Main Street Coalition is doing what the Downtown Association was trying to do. The fact that the NDRC has a quasi-governmental feeling gives a distinction. In theory, the Newberg Downtown Revitalization Committee can apply for grants the Main Street group cannot apply for because of government category grants. He would like Mr. Mahr to be asked if the Main Street Coalition could have funded the Hess Creek Fence, Demonstration Block, and Welcome Sign projects. If so, would prevailing wages apply to the work?

The next scheduled meeting is on April 21 2010.

VII. Adjourn:

The meeting adjourned at 8:04 PM

Passed by the NDRC Committee of the City of Newberg on this 21st day of April, 2010.

AYES: 5

NO: 0

ABSTAIN: 0

ABSENT: 2
Johnson
Zielsdorf


NDRC Recording Secretary Signature


Committee Chair