

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

**April 21, 2010**

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

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**To be approved at the May 19, 2010, NDRC Meeting**

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**I. OPEN MEETING:**

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

**II. ROLL CALL:**

**Members Present:**

Rob Felton, Chair  
Gail Watson

Steven Clay, Vice Chair  
Allen Herriges

John Bridges

**Members Absent:** Corey Zielsdorf (excused) Matt Johnson (unexcused)

**Staff Present:**

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

**III. MEETING MINUTES:**

<p><b>Motion #1:</b> Bridges/Clay moved to approve the minutes of the March 17, 2010 Newberg Downtown Revitalization Committee meeting as amended. (5 Yes/ 0 No / Absent [Zielsdorf, Johnson]).</p>
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**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 he met with Clyde Thomas and the fence contractor regarding the timeline; they reported they are on schedule. The ODOT permit has been submitted pertaining to work in the right-of-way as well as designation of who will be receiving the old fence. George Fox will be pulling out the existing fence the first week in May and the fence company should have the new fence installed by mid-May.

### **DEMONSTRATION BLOCK**

David Beam stated work has begun on the project. He believes that the project contract terminates at the end of the month, thus the work should be finished quickly.

### **NEWBERG DOWNTOWN COALITION**

Chair Felton reported the Promotions, Organization, and Design Committees have met several times. The fourth committee to be launched is the Economic Restructuring Committee. The Promotions Committee embraced the Camellia Festival, which was held on April 10, 2010, and put up festival welcome signs. To date, Mr. Felton has not heard any reports from the local merchants regarding the festival. Gail Watson created an insert and Chair Felton will be putting that on the website. Ms. Watson stated she attended the festival at approximately noon and there was not much going on. She recognized that she may have been attending at the incorrect time period. Mr. Herriges observed the same low event activity.

Chair Felton stated Newberg's clean-up day is on the agenda for discussion but a date needs to be set. The clean-up should be scheduled before Memorial Day. Allen Herriges contacted City of Newberg Public Works to discover a date the streets will be swept and was directed to visit the Newberg website schedule. Mr. Herriges thought the information was vague and is still uncertain of a date. Steven Clay will power wash both directions of First Street; starting at Nap's Thriftway down to Meridian St. Mr. Clay will try to complete this before the end of April and then again in May. John Bridges stated the Dundee Civic Association is planning a Dundee clean-up day on a Saturday in May and suggested Newberg plan their clean up on a different date due to sharing of volunteer resources.

Chair Felton reported that a Farm Meet, sponsored by George Fox University, was held at the Cultural Center last evening. There were approximately 20 exhibits and presentations by local organic farmers. The event was very well attended.

John Bridges referred to the email from Terrance Mahr, City Attorney. Essentially, Mr. Bridges had asked Mr. Mahr to respond to the following: If the Newberg Downtown Coalition was able to do a project instead of the City (through the Newberg Downtown Revitalization Committee), could money be saved? The answer to that was no. It is evident there needs to be a City committee, such as the Newberg Downtown Revitalization Committee, in order to apply for grant sources that are specific to municipalities. It is clear even if the Newberg Downtown Coalition was a strong active entity; this committee is still needed to be a governmental committee for grants and assessments. Mr. Bridges suggested Rob Felton should explain that to the Newberg Downtown Coalition and John Bridges would be happy to assist, if needed.

TIME – 7:20 PM

## **VI. OTHER BUSINESS:**

### **Francis Square Rules:**

David Beam suggested discussing the Francis Square Rules and the suggested wine tasting rule changes at this point in the meeting. John Bridges stated that the required license from the Oregon Liquor Control Commission states what can and cannot occur at the event as pertains to alcohol consumption. Mr. Bridges stated a few people have contacted him about the proposed change and they are in favor, especially when it comes to displaying art in the summer. Mr. Beam has not heard any negative feedback thus far. He suggested John Bridges attend when this is addressed at City Council.

Vice Chair Clay asked about developing the empty space across from City Hall. David Beam explained its use is restricted for now because it was a contamination cleanup site. The use restrictions on the site are in effect for five years after the close of the site's cleanup effort. Mr. Clay has a friend, Dan Heister, who is with the Environmental Protection Agency (EPA) who told him there are monies and programs available to the City to develop that site. David Beam is not aware any funds like that and asked Steven Clay to forward him the information. After the end of the five-year restriction, the property can be developed anyway the City wants. The City Council had asked this committee in the past to propose some ideas on development for the site. Feedback was gathered from the public at a block party. The majority of the public liked the idea of a park with a flat surface fountain. The NDRC recommended to the City Council a multi-story structure with commercial use on the main floor, residential/office space on second floor, and offering a public restroom. Mr. Beam stated the five-year mark is less than two years away.

### **Budget Request:**

During a City Council Work Session recently attended by David Beam, City Manager Dan Danicic gave the Council his budget recommendations for next fiscal year. He recommended that NDRC have no budgeted funding for the upcoming year. The two reasons Mr. Danicic gave are current budget constraints, and the lack of well-formed projects by the NDRC at this time. Mr. Beam did note that there was discussion between Barton Brierley and Janelle Nordyke about some proposed budget funding that would apply to downtown development: \$1,500 for planning assistance on the Butler property and \$1,500 for general downtown assistance, totaling \$3,000 for planning activities and technical assistance to help for planning a downtown project. John Bridges does not see the Breezeway Project being completed without having the funds to do the improvements first being approved. He does not believe the Francis family will sign over a property easement to the breezeway if the funding for the improvement project are secured. David Beam stated the \$1,500 could be used for legal work or cost estimates for the next budget cycle. Chair Felton asked if it is too late to go back to the City, and ask for specific money for the Breezeway Project. David Beam replied the budget has not been adopted yet, so perhaps not, although the budget is very tight this year. Chair Felton mentioned that Mike Ragsdale is having conversation with Mayor Bob Andrews on cleaning up the Breezeway. David Beam's understanding is \$3,000 is also being included in the proposed budget to help the Newberg Downtown Coalition with some of their office expenses. Stephen Clay stated something needs to be done with the Breezeway. It is not appealing at all and should be at the top of the priority list. Gail Watson asked who should the committee speak to at the City about the budget. David Beam recommended Dan Danicic,

City Manager. Mr. Clay stated based on the current condition of the Breezeway, the public does not want to use it. Gail Watson stated it is a shame to have the new direction signs up and not be able to not be able to complete the transformation of the breezeway.

Welcome Sign Award:

Recognition plaques were awarded to the Newberg Downtown Revitalization Committee, the Early Bird Rotary Club, and George Fox University at the recent Chamber Awards event for Best Civic Project. One of the plaques was passed around the room.

Projects:

David Beam distributed copies of the list of potential downtown project list created by NDRC. Chair Felton is interested in having more discussions about the Butler property across from City Hall and what steps are needed to start moving forward. Allen Herriges stated it should be worked on now. David Beam stated discussion needs to take place regarding how to strategically approach the effort. There was a recommendation three years ago. Should Council be approached again and reminded of what the committee recommended? Chair Felton stated the Newberg Downtown Coalition has an Economic Restructuring Committee that will want to address this as well and could help with recruitment. Mr. Beam suggested a joint meeting between the NDRC and that committee would be beneficial when it is formed and active.

John Bridges stated although he does understand the lack of funds for the budget, he is frustrated with the city budget process in regard to the thinking that NDRC projects not being fully formed. The committee knows exactly what fencing on the other side of Hess Creek on 99W would cost.

The next scheduled meeting is on May 19, 2010.

**VII. Adjourn:**

The meeting adjourned at 8:01 PM

Passed by the NDRC Committee of the City of Newberg on this 19<sup>th</sup> day of May, 2010.

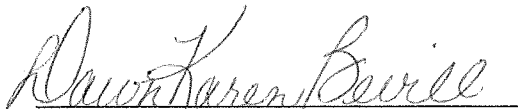
AYES: 5

NO: 2

ABSTAIN: 2

ABSENT: 2

Zielsdorf,  
Bridges

  
NDRC Recording Secretary Signature

  
Committee Chair