## Summary of Traffic Safety Commission Meeting on January 8th, 2024:

In conclusion, the Traffic Safety Commission discussed streamlining and prioritizing tasks, acknowledged ongoing operational aspects, and emphasized the need for better understanding of existing plans. The commission plans to review relevant documents individually and continue discussions on priorities and recommendations in subsequent meetings. Overall, the discussion revolved around finding a balance between addressing ongoing traffic concerns, future planning, and efficient utilization of commission meeting time. The commission expressed a consensus on the importance of tasks related to reviewing the bike and pedestrian plan and updating the traffic safety code, with potential subcommittees being formed to tackle specific areas.

The Traffic Safety Commission discussed future tasks, particularly focusing on tasks #1 and #11. Task #1 involves reviewing the bike and pedestrian plan, considering prioritization, and aligning with the goals of promoting safety and alternative modes of transportation. update pertains to reviewing and potentially updating the traffic safety code to ensure it reflects current community needs and safety priorities. The commission members expressed unanimous agreement on prioritizing these tasks, emphasizing their importance in promoting traffic safety in Newberg. The liaison noted the consensus and will consider incorporating these tasks into the commission's future agenda and activities. The discussion highlighted the commission's advisory role to the city council on traffic safety matters.

* Introduction of Attendees: including Dan Kaiser, Michael Rossman, Gabrielle Hunley, Rick Marshall, Diane Kaiser, Brett Atkins, Roger Coleman, Jessica, Councilor Mike McBride, Brett Musick, Brian Hagan, Preston, Fe, and Fatin.
* Election of Chair and Vice Chair for 2024:
* Dan Kaiser volunteered and was nominated as Chair for 2024.Rick Marshall volunteered and was nominated as Vice Chair for 2024.Both nominations were approved.
* Consent Calendar:
* Discussion on meeting dates and the frequency of meetings in the traditional pattern.
* Approval of meeting minutes with potential amendments.
* Roger Coleman raised a question about new members voting on minutes before joining the Commission.
* Rick Marshall pointed out potential ambiguity in the minutes regarding statements on nuisance vehicles.
* Action Items:
* A motion was made and approved to address potential amendments to the minutes, specifically regarding clarity on statements about nuisance vehicles.
* Closing Remarks:
* Approval of the consent calendar and amendments.
* Clarification on voting eligibility for new members.
* Discussion about potential amendments to meeting minutes.
* Next meeting dates and frequency.
* The Traffic Safety Commission discussed future tasks, particularly focusing on items related to traffic calming, the master plan, municipal code, and the transportation system plan update.
* The liaison emphasized the interconnection of these tasks, suggesting they could be considered as part of one group.
* The commission expressed the need to discuss the prioritization of the 11 identified tasks.
* The ongoing task of managing the complaint log, which involves addressing concerns submitted by residents, was clarified. It is a continuous process that requires ongoing attention to existing operations in streets and intersections.
* The liaison clarified that the commission's role in preparing the master plan is advisory, with the engineering division and consultants handling the actual deliverables.
* Discussion touched upon the need for awareness posters, particularly related to truck safety, and the distribution of information from Oregon Impact.
* The possibility of forming subcommittees or subgroups within the commission to tackle specific tasks, such as reviewing the bike and pedestrian plan, was raised as a potential approach to efficiently address the workload.
* 8. The liaison highlighted the importance of research and gathering information for certain tasks, such as updating traffic calming guidelines, and mentioned the need for confirmation from the city engineer and city manager regarding resource allocation for such efforts.
* The commission expressed interest in receiving past communications related to traffic safety from Oregon Impact and emphasized the importance of staying informed about ongoing traffic concerns.
* The ongoing nature of certain tasks, such as addressing complaints and concerns, was acknowledged, and it was suggested that these operational aspects might be a continuous agenda item.
* The commission considered the potential for dividing tasks into short-term operational concerns and long-term planning efforts, acknowledging the need for a balance between current issues and future planning.
* The concept of prioritizing and potentially forming subcommittees for specific tasks gained support, recognizing the need for efficient use of meeting time.
* The Traffic Safety Commission discussed the possibility of grouping related items together, focusing on preparing to contribute feedback to the master plan.
* The commission acknowledged the need for a common understanding of priorities, particularly in relation to traffic calming, and discussed the potential for a presentation on making traffic calming a priority.
* Some items on the list were identified as ongoing operational tasks, such as addressing resident concerns through the complaint log or issues log.
* The commission considered removing items that were already addressed or duplicated efforts, such as the red-light running presentation and specific location concerns mentioned in items 4 and 10.
* Discussion included the need for better understanding and education about existing plans, such as the bike and pedestrian plan, ADA plan, traffic calming plan, and the transportation system plan.
* The commission suggested reviewing these plans individually in upcoming meetings to become better informed before making recommendations or decisions.
* The timeline for the transportation system plan (TSP) update was discussed, with an estimate of at least two years before the process begins.
* The commission expressed the need to review the TSP and related plans, with the possibility of prioritizing and addressing them as a parallel process.
* It was suggested that the commission could make recommendations even if immediate action is not taken, and these recommendations could inform the scoping of future plans.
* Items related to outreach, social media, and PR campaigns (items 8 and 9) were identified as ongoing education components that could be part of the commission's routine activities.
* The commission agreed to receive links to relevant documents and plans to review them individually before discussing priorities and potential recommendations in future meetings.
* There was consensus on the importance of education and understanding existing plans before making decisions or recommendations related to long-term planning efforts.
* ranking intersections based on data versus subjective input. So, maybe this is a standing item to receive the police report about intersections that might need attention based on data.
* The discussion involved creating a program related to traffic safety, starting small and potentially growing.
* Emphasis on distinguishing between tasks and goals, with a suggestion to revisit some items.
* Motion to table item #8 until nuisance rules are finalized; agreement to revisit #9 at a later date; decision to drop #10.
* Merging items related to the Transportation System Plan for future consideration.
* Action items include sending TSP links, sharing an intersection list, requesting crash data, and inviting the community communication coordinator.
* Discussion on increasing meeting frequency; no motion made, and it was suggested to revisit the topic if needed in the future.
* Motion to change the meeting time from 7:00 PM to 6:00 PM, approved.
* Future Traffic System Plan updates will be moved to old business on a future agenda.
* Commissioner comments included concerns about a specific intersection and the possibility of attending ODOT meetings to address ongoing traffic issues.
* Approval of the consent calendar and acknowledgment of potential amendments to meeting minutes.
* Focus on future tasks, particularly items #1 and #11.Task #1 involves reviewing the bike and pedestrian plan, prioritizing, and aligning with safety goals.
* Task #11 pertains to reviewing and potentially updating the traffic safety code to reflect community needs.
* Commission's advisory role to the city council on traffic safety matters emphasized.
* Discussion on the importance of individual understanding of existing plans before making recommendations.
* Ongoing operational tasks, such as managing the complaint log and addressing resident concerns, clarified.
* Consideration of merging, striking, or clarifying certain items on the task list.
* Proposal to keep a standing item to receive the police report on intersections based on data.
* Merging of items related to public safety posters, educational campaigns, and reporting nuisances.
* Decision to list or drop certain items, aligning with ongoing operational tasks and long-term planning efforts.
* Consensus on prioritizing tasks related to the bike and pedestrian plan and updating the traffic safety code.
* Recognition of the ongoing nature of operational tasks and the need for efficient use of meeting time.
* Mention of potential subcommittees for specific tasks and the importance of staying informed about traffic concerns.
* Approval of remaining items on the task list and the decision to accept them.
* A total of twelve motions taken during the Traffic Safety Commission Meeting:

1. Motion to approve Dan Kaiser as Chair for 2024.

2. Motion to approve Rick Marshall as Vice Chair for 2024.

3. Motion to address potential amendments to the meeting minutes.

4. Motion to merge items #7 and #11.

5. Motion to merge items #8 and #11.

6. Motion to merge items #9 and #11.

7. Motion to strike item #10 from the list.

8. Motion to table item #8 and drop item #9.

9. Motion to table item #10.

10. Motion to keep item #11 on the list.

11. Motion to accept the remaining items on the list.

12. Motion to change the meeting time from 7:00 PM to 6:00 PM.