

TRAFFIC SAFETY COMMISSION MINUTES

Monday, March 11, 1996

Newberg Public Library, Upstairs Conference Area

PRESENT: Chairman Bob Andrews, Doris Brandt, Dick McCabe, Dick Meyer, Don Matthews, Andy Anderson, Jerry Fisher, and Earl Sandager

ABSENT: Glenn Benedict

PUBLIC

PRESENT: Mike Wallace and Eric Wright

STAFF

PRESENT: Larry Anderson, Chris Bolek, and Mary Newell

I. CALL MEETING TO ORDER:

Chairman Bob Andrews called the meeting to order at 7:00 p.m. The meeting was held on the second floor of the Library as the City Council was holding a meeting in the Austin Room.

Motion: McCabe/Brandt to approve the minutes as written. Motion carried.

II. STAFF REPORTS - GENERAL INFORMATION:

A) Chief of Police

Sergeant Chris Bolek indicated he had no report.

B) Engineering

Larry Anderson indicated the stop line at Crestview and Hoskins has been moved to create better visibility. A template has been found to letter STOP on the street.

Regarding ODOT's plans for 99W, ODOT would like to install raised medians however no decision has been made.

C) Sub-Committees - Included in old business.

III. OLD BUSINESS:

- A) Staff and subcommittee report and recommendation on signage and crosswalks in school zones in general and Elementary School in particular.

Larry Anderson contacted the vice principal at Edwards school to figure the best pedestrian route for the students. Together they identified the existing crosswalks and locations for new crosswalks. In addition, a pedestrian plan was developed. This information was put on a map with identifying markers. (Map retained by Larry Anderson at the Community Development.)

The crosswalks and signage identification process was applied to all schools. Staff discovered several incorrectly marked crosswalks. Approximately 40 signs will need to be installed city-wide, twenty at Edwards School alone.

A pedestrian route will be identified on a map displayed at Edwards Elementary School and a training session scheduled for students. A mailer will be sent to parents.

Larry indicated that crossing guards were not discussed with the school. Chairman Andrews volunteered to check on funding that might be available.

Larry Anderson recommended all property adjacent to school property be zoned as a school zone and crosswalk signs be installed on pedestrian routes away from the school.

Using the map, Larry identified crosswalks, school zone boundaries, and crosswalks signs that exist and those areas requiring crosswalks or signage. Plan includes C.S. Lewis Community School.

Motion: McCabe/Fisher moved to direct Staff to install all signs and markings according to the plan presented. Sandager called for the question and the motion passed unanimously.

Larry Anderson will request a directional sign on Hwy. 219 at Foothills, indicating Crater Elementary/Chehalem Valley Middle schools and the Senior Center.

Bob Andrews questioned Larry on the best method for lobbying ODOT for a pedestrian activated signal at Hwy. 219 & Foothills. Larry indicated that ODOT will not install the signal until it is warranted because of liability issues; however, he will look into the matter.

It was noted the offending hedge near Edwards Elementary was cut by the property owner.

IV. NEW BUSINESS:

- A) Request for loading and unloading zone at 1314 E. Sherman Street

Larry Anderson indicated the request would take up to two parking spaces in front of the business. He said it might inconvenience some George Fox students who live in neighboring apartments.

Larry Anderson recommended posting the area short term parking with the cost of signage being borne by the doctor's office making the request. Under the new rules, the signs could be installed after notification of adjacent property owners.

Motion: Sandager/McCabe to create a 15-minute loading and unloading zone at 1314 E. Sherman Street after notification to adjoining property owners with the cost of signage being borne by Dr. Gail. The motion carried unanimously. The secretary will notify Dr. Gail and adjacent property owners.

V. REPORTS:

- A) Staff report on speed bump prototype and general update

Larry Anderson reported that McMinnville firm R & B are not willing to work on speed bumps. Larry has contacted another company, Atlas Rubber Products, who is working with the City of Portland on a prototype for speed bumps. Currently they are trying out different molds and compounds to develop a rubber speed bump.

Portland has determined that asphalt speed bumps are wearing out too quickly and are not always uniform in size and shape. Portland expects the prototype to be out sometime this summer.

Larry Anderson discussed some guidelines and pointers that Portland has developed as they move forward with their speed bump project:

- minimum of two
- before and after crosswalks
- before installation, measure traffic on parallel streets so city has the ability to monitor the increase of diverted traffic
- expect rubber speed bumps to cost approximately twice that of an asphalt speed bump;
- rubber speed bumps will take less maintenance

Larry has requested approximately \$10,000 be budgeted for the 1996-97 year for speed bumps. In the meantime, Larry suggested that some criteria and guidelines be developed so there is a logical and equitable method for siting the speed bumps. He thinks it important to develop the guidelines based on proven criteria.

Chairman Andrews, noting that the City is just entering its budgeting process, set aside the speed bump issue to the July meeting.

B) Other

Jerry Fisher expressed concern that there are no crosswalks across from the swimming pool. Larry indicated that pedestrian traffic should move to the closest intersections, either Villa & Hayworth or Sitka & Hayworth. It was noted that George Fox plans to develop their property at Villa & Hayworth, which include lights and other improvements. Larry Anderson will check on this and report back at a later meeting.

Bob Andrews raised the issue of parking in front of the Cameo Theater. Larry Anderson will review this matter and report at the next meeting.

VI. COMMUNICATIONS FROM THE FLOOR:

Mr. Wallace, 1532 E. Third Street, requested the Commission install a "Do Not Park Beyond This Point" or "Parking by Handicapped Permit Only" sign near his driveway to keep drivers from encroaching into or blocking his driveway. The Wallaces do not drive, but need to parking space available for emergency vehicles or CNAs who park there mornings and evenings. The duplex is owned by Yamhill County Housing Authority.

In addition to parking issues, Mr. Wallace expressed concern with the traffic volume and speed of drivers in the area. He would like his street to be considered for speed bumps at each end to slow traffic. Feels heavy traffic is between mid-afternoon until two a.m.

Larry Anderson will contact the Housing Authority, check on handicapped accessibility with the Building Department and then contact Mr. Wallace at home.

Eric Wright, owner of 1893 Shop in Newberg, addressed the Traffic Safety Commission on behalf of the Downtown Committee. He requested the Traffic Safety Commission consider a method for regulating overtime parking on First Street. He also expressed concern with traffic speed through downtown. He indicated he has spoken to the Police Chief regarding these issues. Wright noted that some offenders were business owners or their employees, and said they were not overly concerned with customers. He cited

some parking policies from other cities, including the use of volunteers as well as paid staff.

Sandager asked whether the Downtown Committee would be willing to provide and guarantee enough volunteers for the parking patrol, noting that the City of Newberg probably does not have the funding to hire a parking patrol.

Chairman Andrews asked whether Mr. Wright knew of any community that uses progressive fines. He asked also how a parking patrol officer would know when to cite a vehicle, how they could tell the difference between a merchant's or employee's vehicle versus a customer.

Mr. Wright indicated that business owners were required to submit the license plates of their employees for verification and that persons cited could also identify themselves at court. He indicated that funding the program was paid by the tickets.

Dick McCabe indicated he was working on a Handicapped Enforcement Program using volunteers and said he would discuss with Chief Tardiff the possibility of including the parking patrol element.

Chairman Andrews will contact the State of Oregon regarding the possibility of funding for parking enforcement.

Chris Bolek will contact Mr. Wright to get the names of the cities he contacted and relay the information to Chief Tardiff.

VII. ADJOURN TO NEXT MEETING:

Motion: McCabe/Brandt moved to adjourn at 8:55 p.m.

Mary Newell May 13, 1996
Mary Newell, Recording Secretary

TRAFFIC SAFETY COMMISSION MINUTES

Monday, July 14, 1997, 7:00 p.m.

Newberg Public Library

PRESENT: Bob Andrews, Dick Meyer, Don Matthews, Doris Brandt, Glenn Benedict, Jerry Fisher, Howard McDonald, Marcia Lauseng, and Edie Hoar.

STAFF

PRESENT: Police Chief Bob Tardiff; Larry Anderson, Engineering; and Mary Newell, Recording Secretary.

I. CALL MEETING TO ORDER:

Bob Andrews called the meeting to order at 7:00 p.m.

Motion: Brandt/McDonald to accept the minutes of June 9, 1997, as written. Motion carried and the minutes will be placed on file.

II. PUBLIC HEARING:

A) Request of George Fox University to eliminate parking on the north side of Sheridan Street from Meridian Street to Carlton Street.

There being no abstentions or objections to the Traffic Safety Commission's jurisdiction to hear this matter, Chairman Bob Andrews opened the public hearing.

Larry Anderson presented the staff report. There is a past history of problems with campus parking. GFU has enacted a new policy to be implemented this year. The streets in the area of GFU are narrow and it is difficult for traffic to get through when vehicles are allowed to park on the streets. GFU has asked that parking be eliminated on both sides of Sheridan Street from Meridian Street to Carlton Street. This option was considered before but Staff was concerned that parking would be pushed into adjacent neighborhoods. GFU has taken care of this concern by requiring students to park in the designated parking lots. Engineering sees no problem with the proposal. Eliminating the parking could be an inconvenience for property owners; however, GFU owns the affected area.

Don Millage, 2126 Thorn Street, Vice President of Finance, representing George Fox University. Mr. Millage requested the Traffic Safety Commission consider a modification to their request by eliminating parking on the north side of Sheridan Street from Meridian Street to River Street, and maintain the two-side parking from River Street to Carlton Way.

Larry Anderson expressed support for the modification.

Responding to a question from Mac McDonald, Mr. Millage confirmed that students would be required to park on campus and the policy will begin with the fall term. Further, he indicated that the cost for the signs will be borne by the college. Larry Anderson said the City will install the signs and bill GFU for reimbursement. This was agreeable to Mr. Millage.

Chief Tardiff indicated that the City Council passed an ordinance which allows GFU to monitor parking and the proposal will not have a significant impact on the department. The college will be issuing George Fox citations, not enforcing city laws. Mr. Milleage outlined the boundaries contained in the George Fox University parking area which will be patrolled.

There was no testimony in opposition to the request. No written comment was submitted in support or opposition to the request.

There being no further comment, Bob Andrews closed the public hearing.

Motion: Matthews/Fisher to eliminate parking on the north side of Sheridan from Meridian to River Street. Motion carried unanimously.

III. NEW BUSINESS:

A) Review concerns and requests of the Avalon Park Neighborhood Watch Group regarding Sandoz Road

JoAnn Payne, Resident Manager of Avalon Park, indicated the main concern was speeding along Sandoz Road. The speed signs have not slowed traffic. Citations have been written as high as 62 mph, with 30 traffic citations being written in a two week period. She noted there is a blind resident and two special needs children living in the complex. The Avalon Park group requested speed humps and the sign which says "No Through Truck" enlarged. They are concerned for the safety of the children who live within the private park, and wait for the school bus and play on the sidewalk on Sandoz Road outside the park.

Alisa Bower, resident who is legally blind, said she is very concerned for the safety of her three year old child and she does not feel comfortable letting him play outside.

Linda Hamilton, resident of Avalon Park, expressed concern for the safety of her six-year old special needs child who must cross Sandoz Road to wait for the school bus. She indicated that several pets have been killed within a very short time on Sandoz Road due to speeding drivers.

Robert Morland, 1301 N. Sandoz Road, neighbor where Sandoz meets the St. Paul Highway, suggested the raised traffic dots be installed at the curve to give drivers an audible warning when they cross the centerline. He has witnessed drivers who cut across

the centerline by several feet.

Dick Meyer suggested closing Sandoz Road at Hwy. 219, creating a dead-end road.

George Engle, So. College Street, said children should not play in the street area and should be restricted to the park and parking area.

Residents reiterated that speed is the problem. The speed limit is 25 mph and should be enforced at 25 mph. Chief Tardiff concurred that a speed problem exists in the area.

Mac McDonald inquired as to the success of speed humps for slowing traffic. Tardiff explained the pilot project is underway and that they do slow traffic in parking lots.

Larry Anderson indicated that signs have a limited impact. The 25 mph signs were installed by the city following a petition from the Avalon Park group which was sent to Newberg who sent the petition on to Yamhill County. The process took nine months. Larry indicated the County maintains the road including that portion within the city.

Visitors were in agreement that the southbound traffic creates the most problems. Discussion followed regarding possible ways to solve the speeding traffic and truck traffic. Proposed were to (1) close Sandoz Road at Hwy. 219 to southbound traffic, leaving it open only to the northbound traffic; (2) close Sandoz Road at Hwy 219 to all traffic; 3) close Sandoz Road at Wynooski.

Anderson indicated that any closure of Sandoz Road would require the cooperation of the City, Yamhill County and State of Oregon.

Andrews indicated he would like to see a cooperative effort between the Avalon Park group, the City of Newberg and Yamhill County to resolve the matter prior to closing the street. He suggested continuing with enforcement, not adding or changing the signage at this time.

Larry Anderson indicated speed humps would be problematic on this road. Speed humps work well in residential areas, but on Sandoz would be launching loads of garbage on the way to the recycling center. Further, Anderson explained this is really a county issue because they have jurisdiction over the street. Sandoz Road is in the City limits, but it was annexed as a cherry stem annexation. Yamhill County maintains jurisdiction over road maintenance until the County does a surrender of jurisdiction. The City will not accept jurisdiction over Sandoz Road until liability issues are clarified.

Visitors expressed concern over the expected increase in traffic due to the start of construction of a cabinet shop and mattress factory on Wynooski. With the approach of the '97-98 school year, concern expressed for child safety as they cross and wait for the bus on Sandoz Road.

Andrews indicated that the Traffic Safety Commission cannot make a recommendation on closure of Sandoz at this time. Once the jurisdictional issue is clarified, a public hearing would be required. There is no budgetary provision to pay for a speed hump, and the pilot project will indicate whether or not speed humps are a practical application in Newberg.

Jerry Fisher suggested a crosswalk be painted across Sandoz Road. Andrews indicated he would be supportive of sending a letter to the School District in support of pick up and delivery of the Avalon Park school children directly in front of Avalon Park.

Action: The Avalon Park group will revisit and work with City Staff to develop a communication to Yamhill County on how to handle the jurisdiction issue. Chief Tardiff will prepare a letter for the Traffic Safety Commission in support of a bus stop in front of Avalon Park.

B) Communication of George Engle requesting the City install 25 mph speed signs heading north and south as you enter the dip on South College Street

George Engle, 1215 So. College, requested two 25 mph speed signs be installed to help control traffic speed on So. College. He explained that as vehicles approach the dip in College, there is a tendency to accelerate down into the dip and again accelerate out of the dip. Engle indicated there are many children and senior residents in the area. A Neighborhood Watch sign will be installed soon.

Larry Anderson, noting he understands the need for the speed signs, said the County has jurisdiction over the street.

Motion: Fisher/Brandt to sign the area with 25 mph speed signs if Yamhill County approves the change. Motion carried.

C) Communication from Gene Park requesting the City paint a centerline in the vicinity of 1223 Pennington Drive South or install speed humps to slow traffic.

Mr. Park was not present to speak on his request.

Larry Anderson, noting the contracted painting crews are in the area, said he saw no objection to the request.

Action: By consensus, the Traffic Safety Commission approved the painting of a centerline in the vicinity of 1223 Pennington Drive South. Speed humps were not discussed or approved.

III. STAFF REPORTS - GENERAL INFORMATION:

Chief Tardiff indicated that the department has applied for a new block grant, with a 10% match. A traffic analyzer is included in the grant request. The Newberg Police Department is looking for a volunteer to oversee the Traffic Radar Trailer.

Larry Anderson reported on the speed hump project, noting that the next step is scheduling a meeting in the neighborhood. An updated Transportation Master plan is available. An abbreviated copy will be provided to Commission members so they may review and make recommendations to the City Council prior to the document's adoption. The Transportation Master Plan will be an item of discussion on the September agenda.

V. OLD BUSINESS: None.

VI. REPORTS: None.

VII. COMMUNICATIONS FROM THE FLOOR: None.

VIII. ADJOURN:

Motion: Brandt/Bennedict to adjourn until the 8th of September, 1997. Motion carried unanimously.

Mary Newell, Recording Secretary

TRAFFIC SAFETY COMMISSION MEETING MINUTES

Monday, November 10, 1997
7:00 P.M., Newberg Public Library

DRAFT

PRESENT: Bob Andrews, Dick Meyer, Howard McDonald, Doris Brandt, and Jerry Fisher.

ABSENT: Edie Hoar, Don Matthews, Glenn Benedict, and Marcia Lasaung

STAFF PRESENT: Robert Tardiff, Larry Anderson, and Mary Newell.

I. Call Meeting to Order:

A) Review and approve minutes of September 8, 1997

Motion: Meyer/Fisher to approve the minutes as corrected. Motion passed unanimously and minutes will be placed on file.

II. Public Hearings:

B) Request of Ken and Danya Ochsner and neighbors to (1) make the intersection of N. Main and Melody streets a four-way stop and (2) request for **Caution Children** signs to be placed on Main Street just north and south of the same intersection.

Bob Andrews opened the public hearing.

Larry Anderson presented a staff report. North Main will connect the north and south side of town. Four-way stops are installed for safety reasons, not for speed control. A four-way stop improves the capacity of the intersection. There is a four-way stop planned for Mountainview Drive because it is a collector street and will eventually meet the warrant requirements for a four-way stop. He suggested installing stop signs on Mountainview early.

Regarding the *Caution Children* signs, Anderson said they are not installed anywhere except around schools because too many signs diminish the effectiveness around schools.

Tardiff indicated the police department conducted a speed analysis on Main and found that there is evidence that speed is a problem and has stepped up enforcement in the area.

The Chairman called for testimony in favor of the proposal.

Ellen Burchardt, 100 E. Melody Lane, cited speeding traffic as the most serious issue. She concurred with increased enforcement if the City will not allow a four-way stop or low impact speed bumps.

Rose Jeffery, 120 Melody Lane, said that in addition to speed, there is a vision clearance issue. She supports the request for a four-way stop at Main and Melody, but would accept a stop at Mountainview. **Dave Jeffery** concurred.

Danya Ochsner, 103 Melody Court, said she would accept a four-way stop at Mountainview and Main but would request that 25 mph signs be posted for traffic going in both directions.

Terry Mayfield, 2118 No. Main, disagreed that a stop on Melody was not needed, citing the many families in the area and the high degree of pedestrian traffic.

Stan West, two year resident on the corner of Main and Nugget, cited truck traffic as a major factor in the increased traffic. Stressing the need for some type of traffic control, he supported a stop at Mountainview and Main and speed humps.

There was no testimony in opposition.

Recommendation: To deny the four-way stop at Melody and Main but to install a three-way stop at Mountainview and Main early, and to deny the request for *Caution Children* signs.

Chief Tardiff concurred, noting that traffic is an issue and supported installing the signs now, rather than waiting.

Regarding the request for 25 mph signs, Anderson indicated those signs are usually installed for traffic as they leave collector streets and turn onto residential streets.

Mayfield suggested the stop sign would be better located at Melody and Main if the church is built on the corner of Mountainview and Main streets.

Bob Andrews closed the public hearing and the Traffic Safety Commission entered into deliberations.

Mac McDonald noted that citizens purchased and erected the Caution Children signs in his area. Bob Andrews questioned what is allowable under the City's sign ordinance, noting that the ordinance was in the process of being re-written. Tardiff indicated the current sign ordinance is very specific/strict when dealing with the placement of signs. Andrews asked for an update on the sign ordinance for the January meeting.

Fisher noted that the Traffic Safety Commission has discussed this issue of children signs and feels that installing these signs encourage children to play in the street.

Motion: Brandt/Meyer to install a three-way stop at Mountainview and Main, and table to the January meeting the request for *Caution Children* signs pending staff report on the sign ordinance.

Larry Anderson recommended the motion be amended to install a four-way stop at Mountainview and Main, although the intersection is only a three-legged intersection at this time. It will be a four-way stop when the road is put through. Brandt and Meyer agreed, and the motion was amended.

The amended motion to install a four-way stop at Mountainview and Main and table the request for Caution Children signs for further staff report in January passed unanimously.

- C) Request of Marlene Haney and petitioners for stop signs at each corner of the intersection of Vermillion and Center streets

Bob Andrews opened the public hearing.

John Kalenda, 706 N. Center, taking a neutral stand, questioned the results of the traffic monitoring done at the intersection. Chief Tardiff indicated that there was not a suitable area to anchor the monitoring equipment, but a traffic officer did work the area on several occasions. Nothing significant was reported, no speeding and no violations were observed.

No one appeared to offer testimony on this issue.

Motion: Fisher/McDonald to set this matter over to the January meeting further discussion on the request for stop signs at Vermillion and Center streets and possibly more information. Motion carried.

III. New Business:

- A) Consider eliminating three parking spaces at 112 S. Edwards to accommodate a Greyhound Bus stop (Limited Impact decision)

Bodie Lyon, Greyhound Bus Lines, 650 NW 6th, Portland, indicated that Ms. Sandy Dormer expressed interest in taking over the Greyhound Bus station in Newberg. This has been done on a temporary basis. Their coaches are 48 feet long and travel through Newberg on a regular basis. He indicated there is some question on where the bus zone is a red zone or can be amended *No Parking* at designated times. He said this issue is left up to the local authorities to decide. Lyon indicated that Greyhound Bus Lines is contractually bound pending approval by the City of Newberg. He indicated that Ms. Dormer met all the criteria to get the dedicated stop. He recited the schedule arrival and departure times for Newberg stops.

Following an inspection of the route, Dick Meyer said it is apparent that there is enough space to get into the north lane on First Street, noting that this had been a concern.

Chief Tardiff shared this concern as well and said the area had been posted to give the City, Ms. Dormer and Greyhound a trial period. He indicated there had been no concerns or comments from residents or business owners in the area.

Larry Anderson advised that the area will undergo some change with the Brutscher to Main Street Project. Bodie, unaware of the project, indicated that would be an issue to deal with at the time since safety is the number one issue at Greyhound.

Recommendation: Chief Tardiff recommended approval of the request.

Motion: Brandt/Fisher to ratify the recommendation of the chief of police to eliminate three parking spaces at 112 S. Edwards to accommodate a Greyhound Bus stop.

Larry Anderson asked Bodie and Ms. Dormer to indicate which spaces were to be removed. Dormer indicated that the corner space, just south of First Street, should be yellowed out as it was a dangerous place for a parking space.

Bodie indicated that Greyhound will pay for the signs and any installation costs.

IV. Old Business: None.

V. Staff Reports:

Chief of Police: Tardiff reported that the City of Newberg Police Department has received a Law Enforcement Block grant, which includes traffic monitoring equipment.

Duane Cole, providing a written report, explained undergrounding utilities as part of the Brutscher to Main Street Project. The undergrounding of utilities is in two parts, Brutscher to Main (whole project) or Brutscher to River. The cost of the whole project is \$3.4 million dollars and \$2.4 million from Brutscher to River. The State of Oregon does not pay for undergrounding when they do projects. Funding options are: (1) have the GO Bond, (2) LID - Local Improvement District, (3) add a charge to the utility bills, (4) or a combination of those things, or (5) put in an Urban Renewal District and use Urban Renewal money to help allay the expense. He asked for input from the Traffic Safety Commission. He stressed the need for community input.

Mac McDonald came out in favor of undergrounding the utilities.

Andrews asked if there would be any advantage from a Traffic Safety view, to undergrounding the utilities and changing the surface? Cole indicted there would be some advantage by removing the poles and the possibility of hitting a pole, which could be considered a traffic hazard.

Followed was general discussion regarding the undergrounding of utilities.

Engineering: No report.

Subcommittees:

Community Relations: Meyer reported on the dedication of the gazebo in Memorial Park and the Halloween Trick or Treat night. Kiwanis provided the crossing guards for trick-or-treaters and will be training for certification before next Halloween.

Pedestrian Safety: No report.

Parking Safety: Fisher raised the following issues:

- ▶ Third and Blaine: The barricade has no lighting or signage that make it visible at night. Chief Tardiff reported that he has already spoken with the contractor about this and it will be corrected.
- ▶ Pennington Drive: Motorhome is illegally parked. Chief Tardiff explained that this vehicle is parked legally and does not block visibility. It does not violate the ordinance.
- ▶ Sheridan and School: It was suggested that the stop signs be removed now that Central School is closed. Following a short discussion, it was the consensus of the Traffic Safety Commission to leave the stop signs in place.

Traffic Control & Obstructions: No report.

VI. Reports:

A) Update on the Newberg-Dundee by-pass

Duane Cole, City Manager, beginning with a brief history of the project, explained the current status of the Newberg-Dundee by-pass. If we do not build a by-pass, we will need ten million dollars for off-system (Hwy 99W) improvements which includes widening streets and additional traffic lights to address the traffic. There are three options for a by-pass: (1) southern by-pass, between Newberg and the river, (2) a regional by-pass, north Marion County, and (3) transportation management. Regardless of what option is selected the State needs to look at urban rail. He said that 61% of the vehicles at the bottom of Rex Hill travel to McDoughal Corners before turning. Highlights of the report included:

- ▶ Governor Kitzhaber has indicated that no new building will be done if it can't be completed by 2002.
- ▶ Environmental study will cost three million dollars, currently a non-budgeted item and probably impossible to fund since the Governor's directive
- ▶ League of Oregon Cities has passed an resolution in support of the Governor's position.
- ▶ A two-lane by-pass will cost \$80 million dollars. A toll road will only make 40% of the cost.
- ▶ A rail system using existing rails will cost \$102 million dollars and there is no revenue for that because gas tax cannot be used for rail lines.
- ▶ Traffic volumes are increasing faster than our population

B) Foothill Drive update

Larry Anderson reported that the City will be converting Foothill Drive east of College to allow parking on the street. Currently, Foothills Drive has bike lanes with no parking. City staff met with property owners at the Senior Center to discuss the issue. The traffic circle eliminate trucks moving through the area and slows traffic speeds. Eventually Foothills Drive will be connected to Aspen Way. AT that time it will be connected by way of more residential property and will probably have another traffic circle to keep residential speeds down. Staff feels that Foothills Drive is a safe place for bicycles and cars to travel together.

Anderson felt that there was consensus to allow parking on the street. This change will be dealt with through the Development Code allowing the director of Community Development in charge

of planning to establish and modify designs on collector streets. He can declare that parking will be allowed. The paint and no parking signs will be removed. Parking will be allowed on both sides of the street. No parking will continue within the commercial area, close to the highway (the first block).

C) Crater School crosswalk

The bus company has reported that they are having trouble getting into and out of the parking area at Crater School. Children and crossing guards are having to step out between illegally parked cars to assist children on the street. Crater School has requested a crosswalk to help alleviate the problem.

Motor Traffic Office Goad and Larry Anderson have met with the principal and the school bus service and worked out a solution. Larry outlined the parents pickup and drop-off areas, school bus lanes, et cetera. The nearest crosswalk is on Morris Street, but here are quite a few children that live to the south near the filbert orchard. A crosswalk is requested near Crater Elementary School, near the back of the school at the extension of Main Street, which has a handicapped ramp located there. It is close to the school and has good visibility.

Motion: Andrews/Brandt moved to install the crosswalk as recommended by staff. Motion carried.

D) ODOT ACTS Conference report

Bob Andrews distributed packets of miscellaneous traffic safety information, brochures, etc. which were available at the ACTS conference. Subjects of note included Obstructed Driving (driving while putting on makeup, reading, cell phones) which is a greater problem than road rage.

VII. Communications from the Floor:

Dorothy Adams, 211 W. Illinois, raised the issues of speeding, truckers' use of Jake brakes, and a neighbor parks on the sidewalk. Her greatest concern is the speeding problem, now that the bridge work has been completed.

Chief Tardiff responded to her request for the number of sworn officers and their duties. Regarding her request for a crosswalk, Tardiff indicated that the State would probably not approve such a request due to the curves in the highway.

VIII. Adjourn to next meeting:

The next meeting of the Traffic Safety Commission will be held January 12, 1998.

Mary Newell, Recording Secretary

TRAFFIC SAFETY COMMISSION MEETING MINUTES

Monday, February 9, 1998

7:00 P.M., Newberg Public Library

PRESENT: Bob Andrews, Dick Meyer, Doris Brandt, Glenn Benedict, Jerry Fisher, and Marcia Lauseng, and Don Matthews.

ABSENT: Edie Hoar and Howard McDonald

STAFF PRESENT: Robert Tardiff, Larry Anderson, Chrissie Tenderella, and Mary Newell.

I. Call Meeting to Order:

As the first order of business, Bob Andrews entertained nominations for president and vice president of the Traffic Safety Commission.

Motion: Brandt/Benedict to keep the same slate of officers as 1997, nominating Bob Andrews as Chairman and Dick Meyer as Vice-Chairman. Motion was approved. Both Andrews and Meyer abstained.

A) Review and approve minutes of November 10, 1997

Motion: Benedict/Brandt to approve the minutes as written. Motion passed unanimously and minutes will be placed on file.

II. New Business:

A) Basketball hoops in the public right-of-way

Chrissie Tenderella, Code Compliance Officer for the City of Newberg, distributed a written memorandum on basketball hoops and explained the problems with basketball hoops located in the streets and other public right-of-ways. Currently there are approximately 100 basketball hoops in park strips. Complaints which have been received include (1) hoops in path of street sweeper, (2) hoops in way of parking, i.e. trucks with canopies; (3) promotes children playing in the streets; (4) hoops not properly maintained; and (5) hoops in sidewalk area blocking pedestrian/wheelchair passage.

An undetermined number of revocable permits were issued in 1993 allowing placement of some basketball hoops in the right-of-ways. These permits were not inspected nor reviewed following their issuance. The permits were not tracked by city staff.

Extensive discussion among Commission members regarding the language of the ordinance. Tenderella and Larry Anderson confirmed that the parking strip is considered part of the right-of-way.

Action: Tenderella will contact other cities who maintain similar ordinances. Copies of similar ordinances or materials will be distributed to Commission members either before or at the next meeting.

V. Old Business:

- A) Continued consideration of the request of Ken & Danya Ochsner and neighbors to place **Caution Children** signs on Main Street just north and south of the intersection of Melody and Main.

No one in attendance to speak on this issue. Larry Anderson advised that the stop signs had been installed.

Motion: Meyer/Brandt to table the issue to see if the stop signs take care of the traffic problems. Motion carried.

- B) Continued consideration of the request of Marlene Haney and petitioners for stop signs at each corner of the intersection of Vermillion and Center streets.

No one in attendance to speak on this issue. Bob Andrews reviewed comments by Mr. Colinda at the last meeting. Noted that the Haney's have moved.

Motion: Fisher/Brandt to deny the request for a stop sign until applicants provide further information on their request. Motion carried unanimously.

VII. Staff Reports

- A) Police - Chief Tardiff reporting.
- Mahr has indicated that the Traffic Safety Commission can amend ordinances relating to traffic control devices. The ordinance sets out an appeal process for those decisions.
 - City is working with George Fox University on parking issues in the surrounding neighborhoods.
 - Municipal vehicles are exempt from parking restrictions by ordinance.
- B) Engineering - Larry Anderson reporting.
- Crosswalk at Crater School has been installed
 - No parking signs have been removed on Foothills Drive
 - Stop signs were installed at Main and Mountainview. Anderson suggested another speed survey be done.

Larry Anderson suggested the Traffic Safety Commission consider a policy regarding

"Children at Play" signs. Consensus was that a policy is a good idea.

Motion: Brandt/Meyer that Staff develop a policy that Children at Play signs are not installed except in the case of handicapped children. The motion passed unanimously.

C) Subcommittees - No reports.

Chairman Andrews made the following appointments to the Subcommittees:

Community Relations:

Richard Meyer, Chair

Marcia Lauseng

Pedestrian Safety:

Jerry Fisher, Chair

Glenn Benedict

Traffic Control & Obstructions:

Doris Brandt, Chair

Mac McDonald

Parking Safety:

Don Matthews, Chair

Vacancy

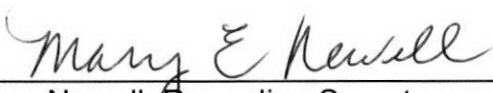
Chairman Andrews reported that Edie Hoar has indicated she will be resigning from the Commission.

VIII. Communications from the Floor: None.

VIII. Adjourn to next meeting:

Motion: Fisher/Brandt to adjourn at 8:40 p.m.

The next meeting of the Traffic Safety Commission will be held April 13, 1998.



Mary Newell, Recording Secretary

TRAFFIC SAFETY COMMISSION MEETING MINUTES

Monday, February 9, 1998

7:00 P.M., Newberg Public Library

PRESENT: Bob Andrews, Dick Meyer, Doris Brandt, Glenn Benedict, Jerry Fisher, and Marcia Lasaung, *Don Matthews*

ABSENT: Edie Hoar and Howard McDonald

STAFF PRESENT: Robert Tardiff, Larry Anderson, Chrissie Tenderella, and Mary Newell.

I. Call Meeting to Order:

As the first order of business, Bob Andrews entertained nominations for president and vice president of the Traffic Safety Commission.

Motion: Brandt/Benedict to keep the same slate of officers as 1997, nominating Bob Andrews as Chairman and Dick Myer as Vice-Chairman. Motion was approved. Both Andrews and Meyer abstained. *sp*

A) Review and approve minutes of November 10, 1997

Motion: Benedict/Brandt to approve the minutes as written. Motion passed unanimously and minutes will be placed on file.

II. New Business:

A) Basketball hoops in the public right-of-way

Chrissie Tenderella, Code Compliance Officer for the City of Newberg, distributed a written memorandum on basketball hoops and explained the problems with basketball hoops located in the streets and other public right-of-ways. Currently there are approximately 100 basketball hoops in park strips. Complaints which have been received include (1) hoops in path of street sweeper, (2) hoops in way of parking, i.e. trucks with canopies; (3) promotes children playing in the streets; (4) hoops not properly maintained; and (5) hoops in sidewalk area blocking pedestrian/wheelchair passage.

An undetermined number of revocable permits were issued in 1993 allowing placement of some basketball hoops in the right-of-ways. These permits were not inspected nor reviewed following their issuance. The permits were not tracked by city staff.

Extensive discussion among Commission members regarding the language of the ordinance. Tenderella and Larry Anderson confirmed that the parking strip is considered part of the right-of-way.

Action: Tenderella will contact other cities who maintain similar ordinances. Copies of similar ordinances or materials will be distributed to Commission members either before or at the next meeting.

V. Old Business:

- A) Continued consideration of the request of Ken & Danya Ochsner and neighbors to place **Caution Children** signs on Main Street just north and south of the intersection of Melody and Main.

No one in attendance to speak on this issue. Larry Anderson advised that the stop signs had been installed.

Motion: Meyer/Brandt to table the issue to see if the stop signs take care of the traffic problems. Motion carried.

- B) Continued consideration of the request of Marlene Haney and petitioners for stop signs at each corner of the intersection of Vermillion and Center streets.

No one in attendance to speak on this issue. Bob Andrews reviewed comments by Mr. Colinda at the last meeting. Noted that the Haneys have moved.

Motion: Fisher/Brandt to deny the request for a stop sign until applicants provide further information on their request. Motion carried unanimously.

VII. Staff Reports

- A) Police - Chief Tardiff reporting.
- Mahr has indicated that the Traffic Safety Commission can amend ordinances relating to traffic control devices. The ordinance sets out an appeal process for those decisions.
 - City is working with George Fox University on parking issues in the surrounding neighborhoods.
 - Municipal vehicles are exempt from parking restrictions by ordinance.
- B) Engineering - Larry Anderson reporting.
- Crosswalk at Crater School has been installed
 - No parking signs have been removed on Foothills Drive
 - Stop signs were installed at Main and Mountainview. Anderson suggested another speed survey be done.

Larry Anderson suggested the Traffic Safety Commission consider a policy regarding

"Children at Play" signs. Consensus was that a policy is a good idea.

Motion: Brandt/Meyer that Staff develop a policy that Children at Play signs are not installed except in the case of handicapped children. The motion passed unanimously.

C) Subcommittees - No reports.

Chairman Andrews made the following appointments to the Subcommittees:

Community Relations:

Richard Meyer, Chair

Marcia Lasang *Lauseng*

Pedestrian Safety:

Jerry Fisher, Chair

Glenn Benedict

~~Parking Safety:~~ *T Control*

Doris Brandt, Chair

Mac McDonald

Traffic Control & Obstructions: *Parking Safety*

Don Matthews, Chair

Vacancy

Chairman Andrews reported that Edie Hoar has indicated she will be resigning from the Commission.

VIII. Communications from the Floor: None.

VIII. Adjourn to next meeting:

Motion: Fisher/Brandt to adjourn at 8:40 p.m.

The next meeting of the Traffic Safety Commission will be held April 13, 1998.

Mary Newell, Recording Secretary

NOTICE OF PUBLIC MEETING & AGENDA

TRAFFIC SAFETY COMMISSION
Monday, March 9, 1998
7:00 p.m., Newberg Public Library

COPY

I. CALL MEETING TO ORDER:

- A) Review and approve minutes of February 9, 1998

II. NEW BUSINESS:

- A) Request of Newberg Urgent Care to extend the No Parking zone on the south side of Hayes Street to the intersection with Deborah Road

III. OLD BUSINESS:

IV. STAFF REPORTS - GENERAL INFORMATION:

- A) Chief of Police
B) Engineering
C) Traffic Safety Committee Sub-Committees:
1. Community Relations
2. Pedestrian Safety
3. Parking Safety (passenger vehicles & trucks)
4. Traffic Control & Obstructions

V. REPORTS:

- A) Discuss draft policy regarding "Children At Play" signage

VI. COMMUNICATIONS FROM THE FLOOR:

VII. ADJOURN TO NEXT MEETING:

ACCOMMODATION OF PHYSICAL IMPAIRMENTS:

In order to accommodate persons with physical impairments, please notify the Office of the Chief of Police of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact Mary Newell at (503) 537-1221



COPY

**City of Newberg
Police Department**

414 E. First Street
Newberg, OR 97132
(503)538-8321
Robert I. Tardiff
Chief of Police

March 4, 1998

Dr. James Matthews
Newberg Urgent Care
2880 Hayes Street
Newberg, OR 97132

Dear Dr. Matthews:

The Traffic Safety Commission will consider your request to extend the No Parking zone on the south side of Hayes Street to the intersection with Deborah Road.

You are invited to attend the meeting and join in discussion at the meeting scheduled for Monday, March 9, 1998, beginning at 7:00 p.m. at the Newberg Public Library.

If you have any questions, please feel free to call me at 537-1221.

Sincerely,

A handwritten signature in cursive script that reads "Mary Newell".

Mary Newell
Secretary
Traffic Safety Commission

Enclosure

TRAFFIC COMMITTEE

PROPOSAL

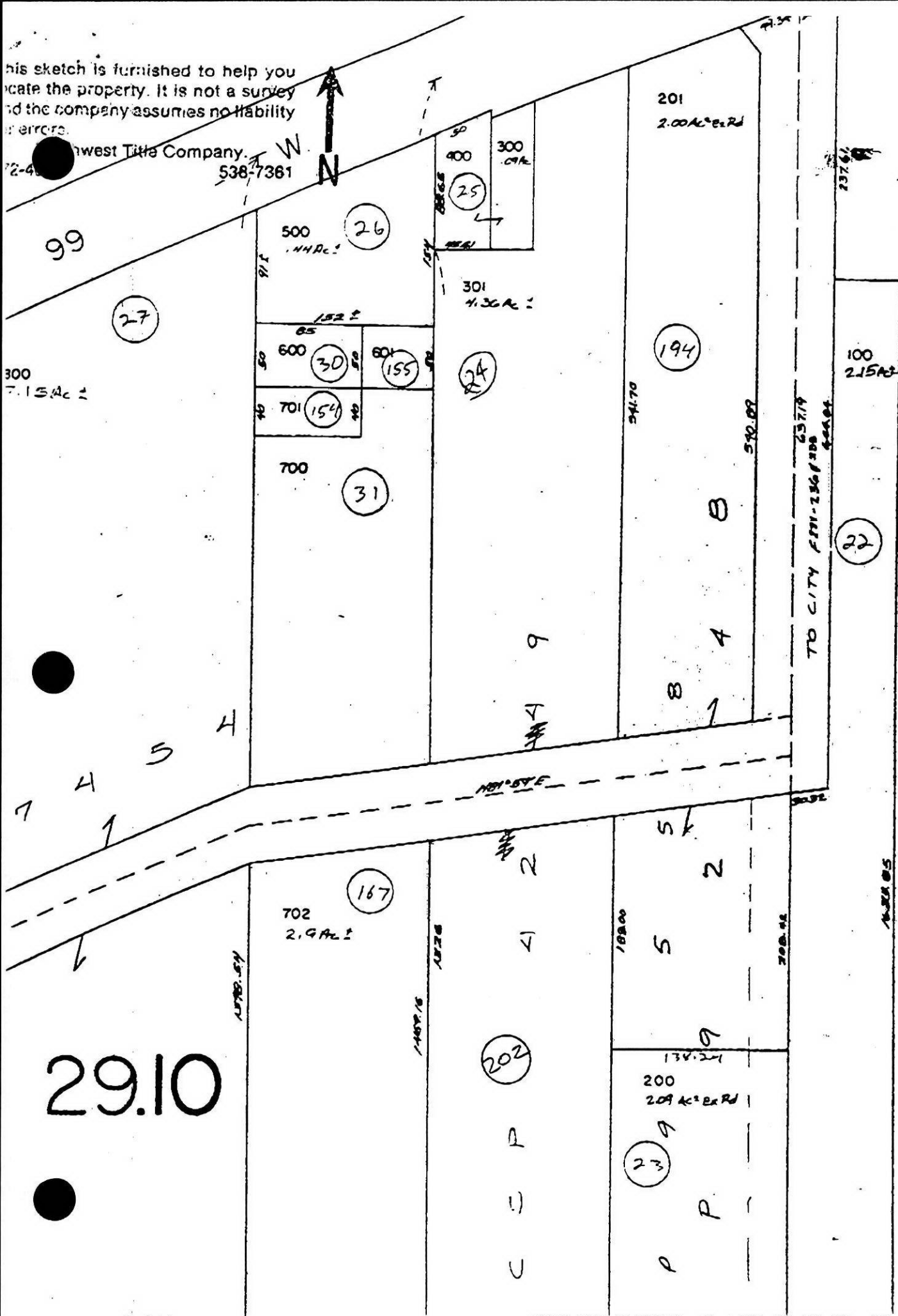
That the No Parking zone on the south side of Hayes Street be extended to the intersection with Deborah Road.

POINTS OF CONSIDERATION

1. The road way is narrow (32ft.), too narrow for vehicles to be parked on both sides of the street and still have safe traffic flow.
2. Visibility exiting the Newberg Urgent Care is very poor when vehicles are parked near the Medical Centers entrance.
3. Many patients that come to the Medical Center are elderly and already have difficulty seeing. The current obstruction to visibility caused by cars parking along the south side of Hayes Street make exiting the clinic a frightening and dangerous undertaking.

Dr. James Matthews
Newberg Urgent Care

Northwest Title Company. W
72-4 538-7361



SEE SEC. 3 2 16

TRAFFIC SAFETY COMMISSION MEETING MINUTES

Monday, February 9, 1998

7:00 P.M., Newberg Public Library

PRESENT: Bob Andrews, Dick Meyer, Doris Brandt, Glenn Benedict, Jerry Fisher, and Marcia Lasaung.

ABSENT: Edie Hoar and Howard McDonald

STAFF PRESENT: Robert Tardiff, Larry Anderson, Chrissie Tenderella, and Mary Newell.

I. Call Meeting to Order:

As the first order of business, Bob Andrews entertained nominations for president and vice president of the Traffic Safety Commission.

Motion: Brandt/Benedict to keep the same slate of officers as 1997, nominating Bob Andrews as Chairman and Dick Myer as Vice-Chairman. Motion was approved. Both Andrews and Meyer abstained.

A) Review and approve minutes of November 10, 1997

Motion: Benedict/Brandt to approve the minutes as written. Motion passed unanimously and minutes will be placed on file.

II. New Business:

A) Basketball hoops in the public right-of-way

Chrissie Tenderella, Code Compliance Officer for the City of Newberg, distributed a written memorandum on basketball hoops and explained the problems with basketball hoops located in the streets and other public right-of-ways. Currently there are approximately 100 basketball hoops in park strips. Complaints which have been received include (1) hoops in path of street sweeper, (2) hoops in way of parking, i.e. trucks with canopies; (3) promotes children playing in the streets; (4) hoops not properly maintained; and (5) hoops in sidewalk area blocking pedestrian/wheelchair passage.

An undetermined number of revocable permits were issued in 1993 allowing placement of some basketball hoops in the right-of-ways. These permits were not inspected nor reviewed following their issuance. The permits were not tracked by city staff.

Extensive discussion among Commission members regarding the language of the ordinance. Tenderella and Larry Anderson confirmed that the parking strip is considered part of the right-of-way.

Action: Tenderella will contact other cities who maintain similar ordinances. Copies of similar ordinances or materials will be distributed to Commission members either before or at the next meeting.

V. Old Business:

- A) Continued consideration of the request of Ken & Danya Ochsner and neighbors to place **Caution Children** signs on Main Street just north and south of the intersection of Melody and Main.

No one in attendance to speak on this issue. Larry Anderson advised that the stop signs had been installed.

Motion: Meyer/Brandt to table the issue to see if the stop signs take care of the traffic problems. Motion carried.

- B) Continued consideration of the request of Marlene Haney and petitioners for stop signs at each corner of the intersection of Vermillion and Center streets.

No one in attendance to speak on this issue. Bob Andrews reviewed comments by Mr. Colinda at the last meeting. Noted that the Haney's have moved.

Motion: Fisher/Brant to deny the request for a stop sign until applicants provide further information on their request. Motion carried unanimously.

VII. Staff Reports

- A) Police - Chief Tardiff reporting.
- Mahr has indicated that the Traffic Safety Commission can amend ordinances relating to traffic control devices. The ordinance sets out an appeal process for those decisions.
 - City is working with George Fox University on parking issues in the surrounding neighborhoods.
 - Municipal vehicles are exempt from parking restrictions by ordinance.
- B) Engineering - Larry Anderson reporting.
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 - No parking signs have been removed on Foothills Drive
 - Stop signs were installed at Main and Mountainview. Anderson suggested another speed survey be done.

Larry Anderson suggested the Traffic Safety Commission consider a policy regarding

"Children at Play" signs. Consensus was that a policy is a good idea.

Motion: Brandt/Meyer that Staff develop a policy that Children at Play signs are not installed except in the case of handicapped children. The motion passed unanimously.

C) Subcommittees - No reports.

Chairman Andrews made the following appointments to the Subcommittees:

Community Relations:

Richard Meyer, Chair

Marcia Lasang

Pedestrian Safety:

Jerry Fisher, Chair

Glenn Benedict

Parking Safety:

Doris Brandt, Chair

Mac McDonald

Traffic Control & Obstructions:

Don Matthews, Chair

Vacancy

Chairman Andrews reported that Edie Hoar has indicated she will be resigning from the Commission.

VIII. Communications from the Floor: None.

VIII. Adjourn to next meeting:

Motion: Fisher/Brandt to adjourn at 8:40 p.m.

The next meeting of the Traffic Safety Commission will be held April 13, 1998.

Mary Newell, Recording Secretary

DRAFT

**Traffic Safety Commission
7:00 p.m., Monday, September 11, 2000
Public Safety Building**

PRESENT: Dick Meyer, Don Matthews, Doris Brandt, Everett Clarkson, Terry Mayfield, Jack Stephens, Dione Baumer, Howard McDonald.

STAFF PRESENT: Cindy Young-Bolek, Newberg Police; Russ Thomas, Community Development; and Mary Newell, Newberg Police.

ABSENT: None.

CALL MEETING TO ORDER:

Dick Meyer welcomed new Traffic Safety Commission member Becky Simpson.

A) Review and approve minutes of August 14th, 2000

Motion: Brandt/Matthews to approve minutes of August 14, 2000, with no corrections. Motion carried and minutes will be placed on file.

OLD BUSINESS:

Letter was presented from Tim and Julie Codiga requesting the installation of a "Do Not Block Intersection" sign below the stop sign on Illinois Street and Main Street.

Russ Thomas will investigate to determine whether or not a legal sign of this type exists which could be installed.

NEW BUSINESS:

A) Request for speed inhibitor in north and south approaches to Villa Street as it travels under the trestle

Scott Phoenix, 1224 Pennington Drive N, indicated he raised the issue due to his concern for the potential for difficulties to both vehicles and pedestrians. Heading north, Villa Road is quite narrow, narrower than a standard street. There is no ability to park. There is a pedestrian walkway which is delineated by bumps, not a curb. Villa curves at Carole and descends until it reaches a low spot under the trestle, curves at the trestle, and continues to curve as it ascends.

Mr. Phoenix said a reasonable speed for Villa at this point is 20 mph or less, as faster is unsafe. He outlined the following points:

- During periods of darkness or rainy weather, vision is diminished and it is very difficult to see pedestrians and to negotiate that area
- Vehicles are traveling faster through the area now that the center of the trestle has been

- removed;
- There is lots of traffic, and as building continues, traffic will further increase

Based on his concerns, Mr. Phoenix asked that speed humps be installed in both directions on Villa Road. He suggested a speed bump at the crest of Villa Road as it approaches Hess Creek on the left and Park Lane on the right. Scott Phoenix noted that speed humps had been very effective in residential areas as a means of slowing traffic.

Dr. Mary Ann Tack, 1400 N Villa Road, agreed that speeding is an issue, especially since the center partition of the trestle has been removed, noting the area has become a raceway. She cited the following as cause for concern:

- Vehicles do not stay in their lanes, often driving over the centerline into the oncoming traffic
- No speed signs. Makes people think they're in the country, encouraging speeds of 35 or more
- Kids riding on the wrong side of the street
- That stretch of Villa Road is a regular jogging area for adults and students of Newberg High School and George Fox University. Runners often run several abreast, not single file for traffic
- Removal of center divider has opened Villa Road up to truck traffic, which is increasing
- The only speed signs are located far away, near the hospital and north near Crestview.
- The curve under the trestle is a blind area, particularly during times of rain and darkness
- There is a problem with children dropping things off the trestle.

Dr. Tack sees the area as a serious concern for the safety of children and adult pedestrians or bicyclists who use Villa Road.

Dr. Shirl Schieder, 1400 N Villa Road, thanked Mr. Phoenix for his comments, noting that concern for this location was long overdue. She is concerned with safety. Children are in danger and animals are killed on the road on a regular basis. Schieder indicated she has asked the police to patrol the area, offering their driveway to the motor officer to sit. The police has not responded to their request. Joggers jog wherever they want and it is not safe for them. Since the trestle has been removed, Villa Road has become a raceway. People seem to ignore the fact that it is a residential area, treating Villa more like a freeway. Now seeing a lot of truck traffic, which has created more safety issues because they don't stop.

Cindy Young-Bolek, Support Services Manager of Newberg Police Department, suggested a speed strip inquiry. She indicated Motor Officers do periodic patrol. Young-Bolek suggested using the Traffic Speed Form for residents to report offending speeders. Young-Bolek volunteered to send a letter to George Fox University, Newberg High School, Chehalem Park & Recreation, and A-dec asking them to have their joggers run at the side of the road, out of the traffic lanes.

Suggested that one of the School Resource officers talk with the kids at school.

Russ Thomas, Public Works Manager of the City of Newberg, indicated that the trestle project was to be completed in two phases. Phase I has been completed, but Phase II has been put on hold so some of the delineations have not been completed. Thomas said the City can immediately install speed signs, install some reflective markings along the sidelines as well as the centerline. Also, a solid line could be installed because it would identify that the street is not open for passing. Reflectorized delineations could be installed in the middle of the street. Thomas suggested another option would be to install a rumble strip, which is a real attention getter. The City would have to look at drainage, grade, and angle before making a determination.

Thomas continued that Villa Road is designated as a collector street. He said it would be highly dangerous to install speed humps on that portion of Villa Road due to the curvature of the road. Speed humps on curves can cause a driver to possibly lose control of their vehicle due to the fact that there is a change of direction as the vehicle passes over the speed hump. Also, speed humps in that location during periods of ice and snow would make Villa Road impassible.

Responding to a concern regarding drainage on the west side of Villa Road, Russ indicated that the drainage pipe is plugged; the City is aware and taking steps to correct the problem.

Young-Bolek, responding to a question from the audience, indicated that the location cannot be designated as a fines double zone.

"Speed wiggles" were suggested, noting that they were being used in Seattle, Washington. Russ Thomas indicated he would have to research them to see if they were approved for use in the State of Oregon.

Dick Meyer suggested that a speed survey should be done before taking action.

Mr. Phoenix suggested placing the speed strip before anything was done to help determine a pattern, and then to see how long the honeymoon lasted after the speed signs were installed.

Young-Bolek said signs are psychological; once the signs are in their effectiveness dwindles. She noted it will take diligence on the part of the citizens to keep the Traffic Safety commission notified. She suggested the group look at developing a neighborhood partnership to keep revisiting the issue.

Russ Thomas indicated that another warning sign – an SSS curve sign – might provide some additional help, or a directional change sign.

Regarding the request for speed humps, Mr. Phoenix was directed to contact Barton Bierley at the Community Development Office, as the issue in the past had been reviewed by the Newberg Planning Commission and the City Council.

Doris Brandt indicated a preference to install the speed signs as soon as possible.

Ms. Irsik, 2929 N Main, said that Villa Road is unlike any other street in Newberg and should be treated differently. Noting that Villa is narrow and dangerous, Ms. Irsik expressed support for whatever was necessary to create a safer environment for residents and pedestrians/joggers.

Action: Russ Thomas will install the 25 mph speed signs immediately. Any other action was tabled until the speed reports are completed.

B) Request for 25 mph speed limit signs on North Main

Russ Thomas indicated there are no 25 mph speed signs on North Main approaching Foothills Drive. There is an overabundance of "no parking" signs.

Debbie Irsik, 2926 N Main, addressed the Traffic Safety Commission. Ms. Irsik, who lives on Main Street, described the area for commission members. There are 23 "No Parking" signs. There is a stop sign at Columbia and Main, a stop at Mountainview and Main, and at Foothills and Main. She said her main concern is for the numerous children who live or traverse through the neighborhood on their way to the elementary and middle schools. She requested that the two-way stop at Edgewood and Main be converted to a four-way stop. A four-way stop at that location would reduce speed. She attributed the speed to the fact at this section of Main is a wide, straight stretch which encourages speeding. In addition, the area needs speed signs. She has encountered difficulty pulling/backing out of her driveway due to the heavy traffic.

Rodney Storedahl, 3108 N. Main Street, cited the tremendous amount of foot and bike traffic and suggested that too many vehicles are parking on the road.

Responding to a question from Everett Clarkson, Ms. Irsik responded that traffic is not only caused by parents taking their children to and from school. Other sources include people involved with the numerous sporting events, the Chehalem Valley Senior bus, school traffic, and the increased traffic from events held at the Senior Center.

Chris Harper, 102 W Myrtlewood Drive, suggested that the City should require standards for installing signage for new development.

Russ Thomas responded that this area is being addressed with developers to accept the brunt of the initial costs. The City is expected to maintain all traffic control devices once installed. There are five developers developing this particular area. This means the signs are not the same, nor installed the same, and most signs are not installed to standards. Many need to be changed, brought up to grade, fixed and replaced. Their installation has been inconsistent.

Thomas agreed that speed signs needed to be installed and more than one is needed due to the site

distance. Thomas also indicated the City is looking to install crosswalks, although it is the duty of the developers to install the curbs.

Discussion regarding developers responsibilities and possible changes to the requirements.

Ms. Young-Bolek indicated that all development is reviewed by the Planning Commission, public input is heard, and some standards are set at that level. However, lack of planning at that level does create issues which may later be dealt with by the Traffic Safety Commission. Ms. Bolek suggested that the Community Development may want consider not only traffic volume but expected speeds, traffic use and how the streets will be used.

Young-Bolek suggested area residents consider using the Traffic Speed Form in order to accumulate data. The weight of substantive data is needed in order to solve the problem.

Storedahl suggested N. Main, as a new area of development, would be a good trial area for speed humps. Russ explained the cost of speed bumps are in the \$5000 range per bump and currently no funding exist for speed humps. This would be an expenditure which would require Council approval.

Expanding the School Zone down to Mountain View was raised. Mr. Thomas explained that the school zone is based on the pedestrian traffic routes for the schools. Any change in the existing school zone would be in conjunction with school district input. Conceivably, the school zone would be expanded only that distance to accommodate the pedestrian traffic.

In the meantime, Russ Thomas indicated that speed signs could be installed. Plans are underway to install crosswalks at Edgewood, and also at Main and Foothills. Markings for bike path will also be expected.

Motion: Mayfield/Brandt to wait until traffic counts are obtained before making a decision, decision to be made at the meeting following availability of traffic counts.

Cindy Young-Bolek indicated that residents will be noticed of the meeting when traffic counts will be reviewed by the Traffic Safety Commission, most likely the November meeting.

- C) Consider recommendation of ODOT to reduce speed from 55 mph to 45 mph for (1) 0.13 mile south of 2nd Street to Wilsonville Road; and (2) Wilsonville Road to 100 feet south of Adolf Road/Wynooski Road.**

Motion: Brant/Stephens to adopt the recommendation of ODOT to reduce speeds from 55 to 45 as presented for portions of Oregon 219 identified as (1) 0.13 mile south of 2nd Street to Wilsonville Road (Newberg City Limits); and (2) Wilsonville Road to 100 feet south of Adolf Road/Wynooski Road (Newberg City Limits). There was no discussion and the motion passed unanimously.

D) Consider installing a yield sign at the intersection of W Eighth and Garfield Streets

Russ Thomas stated that Staff does not recommend a yield sign at this location. He indicated this intersection does meet the warrants for a stop sign and would make that recommendation to the Traffic Safety Commission.

Motion: Brandt/Stephens to install a stop sign at 8th and Garfield, stopping traffic on Garfield. Motion carried unanimously.

STAFF REPORTS - GENERAL INFORMATION:

A) Chief of Police

Young-Bolek indicated that police had made contact with the owner of the motor home and it had been moved. Will continue to monitor.

Motor Officer John Goad made contact with the tractor-trailer on Fulton Street, advising that continuing to park there would result in a citation. Young-Bolek commented that it does create a traffic hazard, particularly in that area.

B) Engineering

Russ Thomas investigated the "No Parking" signs and markings on Hayes Street and all markings are correct.

"No Outlet" and "Neighborhood Watch" signs were placed on 11th Court, off 11th Street.

In reviewing the list of Traffic Safety Committee actions, all work has been done with the exception of the no parking area in the 700 and 800 blocks of Sheridan Street. Once the map is received from Larry Anderson, this too will be completed.

C) Traffic Safety Committee Sub-Committees:

Dick Meyer appointed Becky Simpson and Dione Baumer to the Community Relations Committee.

1. Community Relations -

Dick Meyer reported on the last Brutscher-to-Main meeting.

2. Pedestrian Safety - No report.

3. Parking Safety (passenger vehicles & trucks) - No report.

4. Traffic Control & Obstructions

Doris Brandt raised the issue of safety in the vicinity of College Park. She suggested the narrowness of Sierra Vista when vehicles are parked on both sides creates a dangerous situation around the park.

Dick Meyer raised the issue of basketball hoops in the right-of-way. Russ Thomas, noting this is not a new issue, indicated that this situation exists all over Newberg and is one which will need to be

addressed by the City Council before any action can be taken.

Citing skateboard ramps as an example, Ms. Simpson asked what a citizen should do when they notice obstacles blocking the street. Ms. Young-Bolek said it would be appropriate to report this to the police so someone could make contact and have the obstacle removed.

REPORTS:

The Oregon Transportation Safety Conference is scheduled for October 18-20, 2000, in Newport, Oregon. Traffic Safety Commission members interested in attending should contact Mary Newell to make arrangements.

COMMUNICATIONS FROM THE FLOOR:

Raised was the issue of increased traffic using Dayton Avenue while the Brutscher-To-Main Street project is underway and what, if any, consideration will be given as how traffic will be monitored.

ADJOURN TO NEXT MEETING: Tentatively, the next meeting is scheduled for October 9, 2000.

There being no further business to come before the Traffic Safety Commission, the meeting adjourned at 8:58 p.m.

Mary Newell, Recording Secretary

Talk to
Kaaren or Neal

City of Newberg

Traffic Safety Commission

August 8, 2016

Meeting Minutes

The meeting was called to order by Chairman Karl Birky at 7:05 p.m..

Roll call was then done.

Those present were...

- Chairman Karl Birky
- Commissioner Dave Hostetler
- Commissioner Ron Johns
- Commissioner Neal Klein
- Commissioner Tony Roos
- Commissioner Jeff Griener
- Commissioner Chis Kelly
- Commissioner
- Mayor Andrews
- Jason Wuertz -Engineering
- NPDP Officer

The Pledge of Allegiance was done.

Public Comment:

-Mr. John Higley who lives on Illinois Street brought up a concern about the number of accidents at Main and Illinois. He states that since he has lived in his current home, which he recently bought, there have been six accidents. He is also concerned about the number of Commercial Trucks which pass by on Illinois and Main and how their air brakes are noisy and the trucks are going to fast.

-Commissioner Roos asked what type of accidents have taken place.

-Mr. Higley stated that there have been...

- two head-on accidents at the curves
- one into a pole
- one sheared a pole and left the scene

-Mayor Andrews asked if the NPDP could obtain accident reports for this area.

-Mr. Higley stated that he appreciated the quick response after his email was submitted.

-Commissioner Kelly asked if ODOT has jurisdiction in this area

- he further suggested that the TSC submit suggestions to ODOT

-one suggestion was for more yellow lines together to give an appearance of moving faster to cars.

-It was then requested of Staff for...

-5 past years of crash reports

-research suggestions for next meeting

-Mayor Andrews asked if the city has an ordinance for Jake Brake restrictions.

-NPDP is to follow-up

-Commissioner Roos asked about the intersection of Illinois, Main St. and Hwy. 240 and was told by staff that some work was being done there.

-Commissioner Klein brought up the point that as with other area of the City, it is a matter of dealing with old infrastructure which was not originally designed to handle the current traffic flows we are experiencing.

Staff from NPDP stated that the radar trailer was set out in that neighborhood in response to Mr. Higley's email.

Commissioner Kelly asked if extra patrols would be better than radar?

-Staff from NPDP stated that after a few stops, traffic slows down for a while only.

-The Department's new Radar units also are able to collect speed data which can later be analyzed.

Chairman Birky then closed the discussion on the subject.

New Business

-Items

-Stop Sign Policy

-Villa Road Parking

-Stop Sign Policy

-Mayor Andrews stated that the policy was passed on May 9th, 2016.

-Mayor Andrews also stated that was approved to extend the yellow curb on Villa Road.

-Staff Wurtz stated that's the last meeting the commission when over the parking change request policy.

? -have that discussion came further discussion on Villa Road.

-currently villa has parking on both sides of the road

-this is not me to City standard

-Villa Road just got white lines no white marking have apart has bikes sharrows

-ideas for open discussion from the commission to give direction to engineering

-all items discussed were voted on need to be budgeted

Personal
Question:
Was this for
data collection?
Results?

-engineering recommendation

-change to make bike lanes in remove parking

-Discussion

-Commissioner Kelly asked what happens if take away ^{we} with Fox having a lot of cars and not much parking. ^{parking}

-staff replied Fox is trying to improve their parking lot

-Commissioner Roos stated he was all for it and asked if you can tie in with Villa Road. ^{project.}

-Mr. Johns stated he wanted to notify the residents to have a discussion

-Commissioner Klein has why the cost would be about \$15,000.

-staff stated that it was because of the type of ^{Paint} paint is and the bike chevron's.

-Chairman Birky stated to the Mayor that he thought it was a bigger project than what TSC could do.

-Mayor Andrews agreed that it is a bigger issue.

-Mayor Andrews suggested that parking only be on the East side of Vill Road. He suggested this as a first step toward no parking on either side of Villa Road.

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Meeting adjourned at 8:25 pm.

City of Newberg

Traffic Safety Commission

August 8, 2016

Meeting Minutes

The meeting was called to order by Chairman Karl Birky at 7:05 p.m..

Roll call was ~~then~~ done.

Those present were...

- Chairman Karl Birky
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- Commissioner Ron Johns
- Commissioner Neal Klein
- Commissioner Tony Roos
- Commissioner Jeff Grieder
- Commissioner Chis Kelly
- Commissioner
- Mayor Andrews
- Jason Wuertz -Engineering
- NPDP Officer

The Pledge of Allegiance was done.

Public Comment:

-Mr. John Higley who lives on Illinois Street brought up a concern about the number of accidents at Main and Illinois. He states that since he has lived in his current home, which he recently bought, there have been six accidents. He is also concerned about the number of Commercial Trucks which pass by on Illinois and Main and how their air brakes are noisy and the trucks are going to fast.

-Commissioner Roos asked what type of accidents have taken place.

- Mr. Higley stated that there have been...
- two head-on accidents at the curves
 - one into a pole
 - one sheared a pole and left the scene

-Mayor Andrews asked if the NPDP could obtain accident reports for this area.

-Mr. Higley stated that he appreciated the quick response after his email was submitted.

- Commissioner Kelly asked if ODOT has jurisdiction in this area
- he further suggested that the TSC submit suggestions to ODOT

-one suggestion was for more yellow lines together to give an appearance of moving faster to cars.

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- research suggestions for next meeting

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-Commissioner Roos asked about the intersection of Illinois, Main St. and Hwy. 240 and was told by staff that some work was being done there.

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-Staff from ~~NPDP~~ stated that the radar trailer was set out in that neighborhood in response to Mr. Higley's email.

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-Items

- Stop Sign Policy
- Villa Road Parking

-Stop Sign Policy

- Mayor Andrews stated that the policy was passed on May 9th, 2016.
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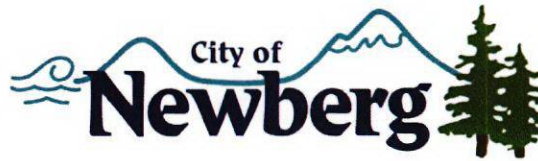
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Jason Wurtz
Sr. Engineer
503.554.1751

Chief of Police
503.538.8321



PO Box 970
Newberg, OR 97132

September 9, 2016

Dear Property Owner:

RE: Limited Traffic Decision (File #TSC-16-002 \ No Parking on Villa Road near Laurel Drive)

The Traffic Safety Commission (TSC) at their meeting on May 9, 2016, made a Limited Decisions to:

Adopt the Engineering recommendation to direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr. north an additional 20' and South from the intersection to the first driveway. This change will mean that no parking will be allowed in these locations.

You are notified as a property owner within 300 feet that you may request the Traffic Safety Commission reconsider their decision and schedule a public hearing on this Limited Traffic Decision by submitting a written request for a hearing within fourteen days of the date of this letter to:

Newberg Traffic Safety Commission
P.O. Box 970, 414 E. First Street
Newberg, OR 97132

If a public hearing is scheduled, a public notice shall be made and a written notice to adjacent property owners shall be given. Those persons submitting a written response at the public hearing may appeal the final decision of the Commission to the Newberg City Council.

For your assistance, §2.15.450 of the Newberg City Code, outlining the appeal process, is enclosed. Please call (503) 537-1273 if you have questions or require additional information. Thank you.

Sincerely,

Kaaren Hofmann
City Engineer
Newberg Traffic Safety Commission
(503) 537-1273

Enclosures
cc: Newberg Public Works

"Working Together For A Better Community-Serious About Service"

"To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

2.15.450 Appeals of decisions.

The decisions of the commission can be appealed to the city council. The commission will have an opportunity to reconsider its decision when a petition for appeal is filed. The following procedure is established for an appeal of a commission decision:

A. Parties Who Can Appeal. Any party appearing before the commission, either in written form or by oral testimony, the city manager, and the chief of police have the authority to appeal the decision of the commission.

B. Petition for Appeal and Time of Filing. Any decision of the commission can be appealed to the city council if such appeal is made within 14 days of the date of the decision. Such appeal will be made upon the petition prescribed for and approved by the commission stating the name of the party, indicating standing of party to appeal, demonstrating where the decision was in error, and what, if any, new evidence is available that was not available at the hearing.

C. Reconsideration. Such petition will immediately be placed upon the next regular meeting of the commission for reconsideration of the decision. The commission may consider any new evidence presented, the record of the decision and any reason stated by the appellant. The commission may set the matter down for further hearing, affirm its previous decision, alter its decision in any manner it deems proper, or take no action.

D. Appeal to the Council. If the decision is reaffirmed or no action is taken, or within 14 days after the commission has altered its decision, and the appealing party is notified of the commission's actions, the party filing the appeal will notify the city if they wish the matter to be appealed to the city council.

E. Effect of Decision While Appeal or Reconsideration Is Pending. The decision of the commission will be held in abeyance pending appeal to the city council. However, this does not affect the ability of the chief of police to enact any decision under the authority granted to him/her under NMC 2.15.470. [Ord. 2743 § 1, 10-3-11; Ord. 2733 Att. A, 2-7-11; Ord. 2427. Code 2001 § 32.27.]

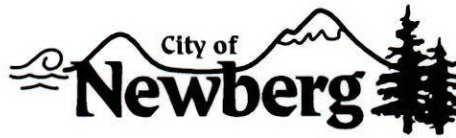
2.15.460 City council decisions.

The city council will consider any appeal of a decision by the commission using the following procedure:

A. Record Before Council and Public Testimony. The city council will hear the appeal based upon the record filed, any written information which will consist of all documents before the commission, plus the minutes of the commission. Written material can be submitted by the appellant or any party prior to the council meeting. The council may, upon the majority of the vote, set the matter down for a public hearing where testimony can be heard.

B. Authority of Council. The city council, after hearing, may reverse the commission's decision and/or completely substitute their judgment for that of the commission, and will have the authority to consider all matters, whether they were specified in the appeal or not, remand the matter back to the commission, or do whatever the council deems proper.

C. Final Decision. The decision of the city council is final. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.28.]



MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

May 9, 2016

To: Newberg Traffic Safety Commission
Cc: Kaaren Hofmann, PE, City Engineer; Brian Casey, PD Chief
From: Jason Wuertz, PE, Civil Engineer
RE: TSC-16-002 / Laurel & Villa No Parking Request

A citizen requested that the sight distance be evaluated at the intersection of Villa Rd and Laurel Dr, due to a safety concern that it was unsafe to turn from Laurel Dr onto Villa Rd. Engineering staff evaluated the intersection sight distance and discovered that the current allowed parking along Villa Road adjacent to the intersection does not allow for sufficient sight distance. Staff has determined that in order to meet intersection sight distance, the curb on the east side of Villa Rd, from Laurel south to the first drive should not allow parking. Additionally, the yellow (no parking) curb on the east side of Villa Rd, from Laurel Dr to the north should extend an additional 20'.

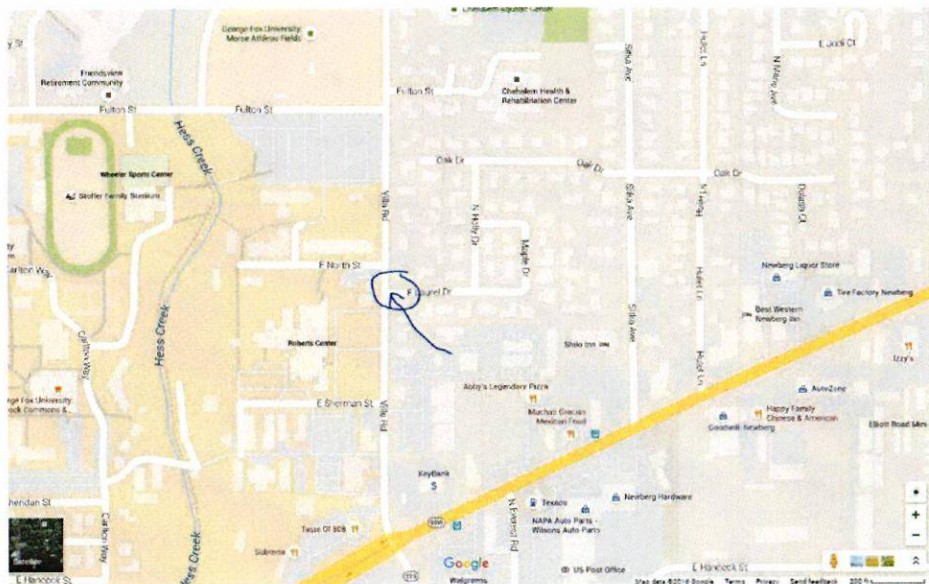


Figure 1 – Vicinity Map

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Figure 2 – Intersection of Laurel Dr & Villa Rd (Looking northeast)



Figure 3 – Intersection of Laurel Dr & Villa Rd (Looking northeast)

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

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2.15.400 Purpose and duties.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. 2743 § 1, 10-3-11; Ord.2427. Code 2001 § 32.22.]

FISCAL IMPACT

The installation of paint will cost the City approximately \$250 initially, and will be required to be maintained periodically. The funds will come from 02-5120-541000 and funds are available, although it will use funds which would otherwise be used for sign and striping maintenance.

ENGINEERING RECOMMENDATION

Direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr north an additional 20' and South from the intersection to the first driveway.

“Working Together for a Better Community – Serious About Service”

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Susan Utterback
PO Box 233
610 Villa Rd.
Newberg, OR 97132

September 13, 2106

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PO Box 970
Newberg, OR 97132

RE: Limited Traffic Decision (File # TSC-16-002)\No Parking on Villa Road near Laurel Drive

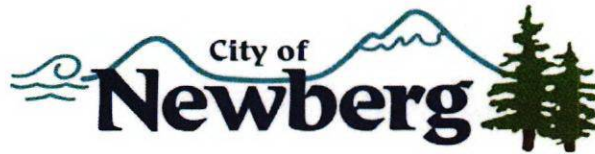
To whom it may concern:

I would like to request there be a public hearing regarding the above mentioned decision. As a property owner on Villa Road I feel this decision will impact my property. This area already has parking issues with the addition of the new dorm at GFU. Taking away parking spaces will only have a negative effect on the property owners on the east side of Villa Rd. If safety is the concern, consider putting a stop sign at this intersection for those on Villa Rd. or enforce the 25mph speed limit. Taking away parking is not the answer.

Sincerely,



Susan Utterback



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, OCTOBER 10, 2016
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

✓Karl Birky	✓Neal Klein	✓Sarah Sand
✓Jeff Grider	✓Daniel Emslie	
✓David Hostetler	Chris Kelley	
✓Ronald Johns	✓Tony Roos	

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

VI. STAFF REPORTS – GENERAL INFORMATION

*Pairing
Elliot Rd
Springbrook*

VII. NEW BUSINESS

- A. Transportation System Plan Update – Jessica Pelz
- B. Pavement Maintenance and Funding Master Plan – Kaaren Hofmann

*Villa Rd
open
Glow in Dark
Halloween
Oregon Impass*

VIII. OLD BUSINESS

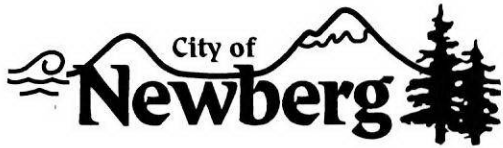
- A. Request for Reconsideration:
Villa Road "No Parking" at Laurel – TSC-16-002– Kaaren Hofmann
- B. Public Hearing:
Villa Road "No Parking" – Jason Wuertz

*email
everyone
rec'd?*

IX. ADJOURNMENT – Next meeting 11/14/16

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Recorder's office of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please dial 711.

Posted: Monday, October 3, 2016



Community Development Department

P.O. Box 970 • 414 E First Street • Newberg, Oregon 97132
503-537-1240 • Fax 503-537-1272 • www.newbergoregon.gov

MEMORANDUM

TO: Newberg Traffic Safety Commission
FROM: Jessica Pelz, Associate Planner
SUBJECT: Transportation System Plan Update
DATE: October 10, 2016

Summary

The Transportation System Plan (TSP) is the 20-year plan for our transportation network, and guides all things related to transportation in the city, including future capacity and non-capacity transportation network improvement projects for streets, intersections, bicycle and pedestrian networks, and transit.

The city began the Transportation System Plan (TSP) update process with Oregon Department of Transportation (ODOT) and consulting firm DKS Associates in 2011. The TSP Update has been a collaborative process among various public agencies, key stakeholders, and the community. The process has included six Citizen Advisory Committee (CAC) meetings, individual meetings with stakeholders at two key stages during the process, workshops with decision makers, and informal conversations with members of the community. In addition, the project team held three community meetings at key stages of the TSP process to give residents an opportunity to learn about the project, advise project staff of their concerns about the transportation system, and provide feedback on possible transportation solutions.

The TSP is adopted as a supporting document to the Newberg Comprehensive Plan, and there are associated Comprehensive Plan and Development Code amendments necessary to implement the updated TSP. The City's Comprehensive Plan includes a set of goals, objectives, and policies that direct development of the City's transportation system. In addition, the City's Development Code includes regulations for development to meet which ensures new development will comply with the requirements for transportation improvements. The proposed Comprehensive Plan and Development Code amendments are included in Volume 2 of the TSP as Memo 12.

The draft TSP is organized in two volumes:

- **Volume 1** – Volume 1 is the actual Plan, compared to Volume 2 which includes the inventory data, analysis, and proposed amendments to the Comprehensive Plan Goals, Objectives and Policies and amendments to the Development Code. Volume 1 includes a comprehensive overview of Newberg's current and future transportation system, typical standards for various street types, and categories, funding, and prioritization of future transportation projects.
- **Volume 2** – Volume 2 is all of the background memos and technical data that is the basis for the TSP:

Memo 1: Public Involvement Plan
Memo 2: Background Document Review
Memo 3: Goals, Objectives, & Evaluation Criteria
Memo 4: Existing Conditions
Memo 5: Future Forecasting
Memo 6: Future Needs Analysis
Memo 7: Stakeholder Interviews #1
Memo 8: Alternatives Evaluation
Memo 9: Stakeholder Interviews #2
Memo 10: Finance Program
Memo 11: Transportation Standards
Memo 12: Code Amendments

You can review the draft Transportation System Plan online here: <http://newbergtsp.org/>.

Adoption Process

A Comprehensive Plan and Development Code amendment is a Type IV application and follows the procedures in Newberg Development Code 15.100.060. The Planning Commission will hold a legislative hearing on the application. The Commission will make a recommendation to the Newberg City Council. Following the Planning Commission's recommendation, the Newberg City Council will hold a legislative hearing to consider the matter. Important dates related to this application are as follows:

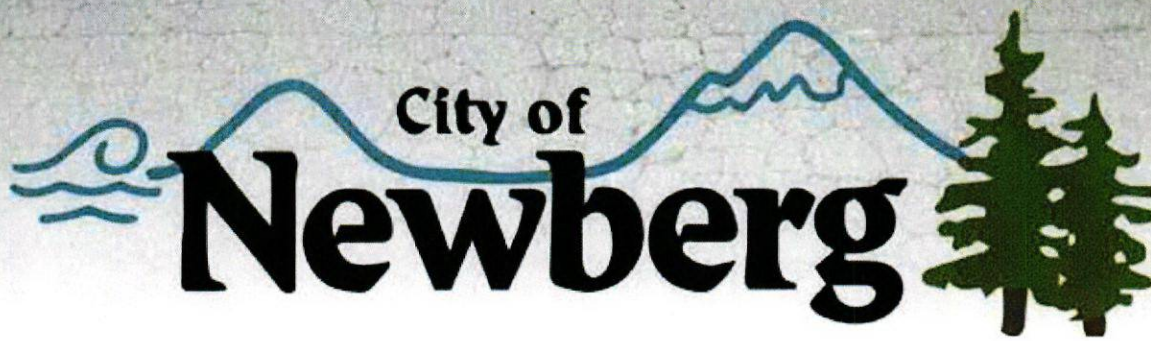
9/21/15: The Newberg City Council initiated amendments to the Newberg Comprehensive Plan and Development Code to adopt the updated Transportation System Plan and associated policies and regulations.

8/19/16: Planning staff placed notice of the public hearing on Newberg's website, and posted notice in four public places. *The Newberg Graphic* published notice of the Planning Commission hearing on 8/31/16.

9/8/16: The Planning Commission continued the hearing on the TSP to October 13, 2016, due to lack of quorum.

10/13/16: The Planning Commission will hold a legislative hearing to consider the amendments.

November/December 2016: The City Council will hold a hearing to consider the amendments.



Pavement Maintenance and Funding Master Plan

Newberg's aging roads are increasingly expensive to maintain and state tax revenues are declining. The City is exploring ways to ensure reliable funding for pavement maintenance into the future.

The city would like to:

- ✓ Gather public feedback on a proposed pavement management approach for maintaining roads into the future
- ✓ Gather public feedback on potential revenue sources to help fund road maintenance

Our Maintenance Challenge

Newberg residents say our roads should be better maintained.

Citizens have repeatedly cited maintenance of roads as a significant issue of concern in Satisfaction Surveys taken in 2000 and 2013.

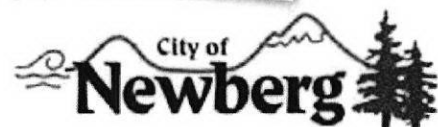
In 2013, **95% of survey responses (541 out of 565) said funding street repairs is of medium to high importance.** Only emergency services and drinking water were seen as higher in importance.

our City still need to be repaired and maintained. We live in district 3 and just a few short weeks ago, we had our street "crack sealed" and it was also done last year. Now we have signs out telling us that we are going to have "slurry" laid down this weekend. Our street is in pretty good repair but 2 blocks over, River street is a mess! I am not sure who makes the decisions to which streets get repaired and which ones don't but the way it looks, doesn't make any sense at all.

Pave more streets so they are nice and smooth! Springbrook between the Alison and 99!

The conditions of the streets need attention. The transportation system including bike and sidewalks need advancement through innovation and development.

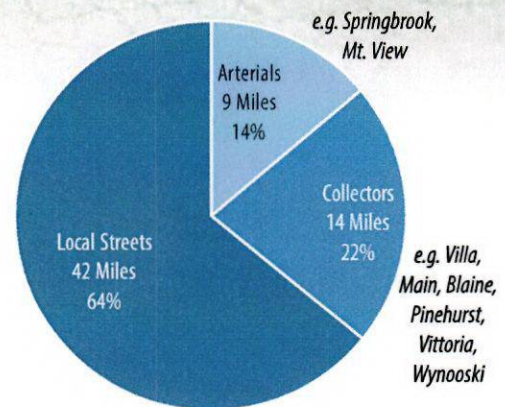
The street repair in my neighborhood has been on the "to do" list for 4 years, and has still not been repaired. We don't have sidewalks on both sides, and in some cases only one side of the street in many areas. I don't know what the pub works dept is doing with their money.



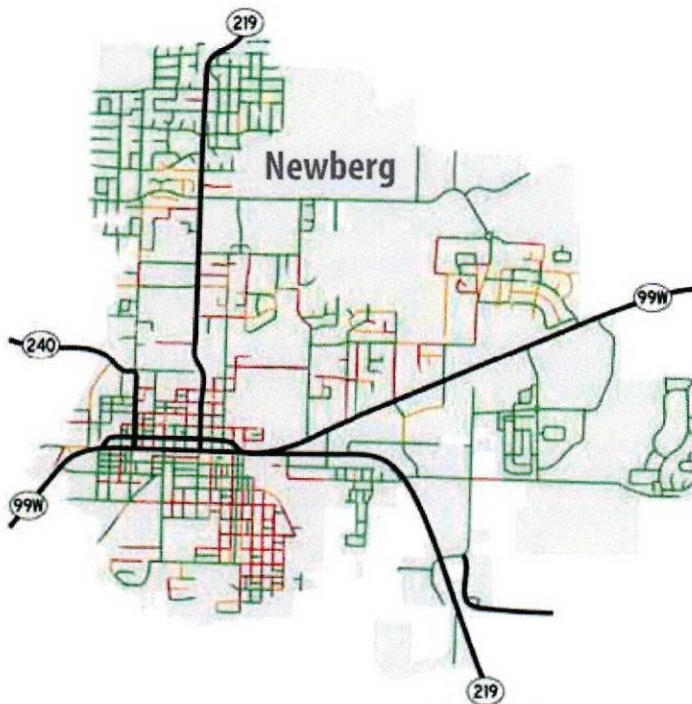
Our Maintenance Challenge

City Pavement Assets

- **65.5 miles** of paved streets
- **4 miles** of gravel roads
- Approximate replacement value of all pavement: **\$150 million**



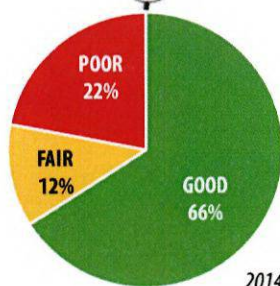
Current Pavement Condition



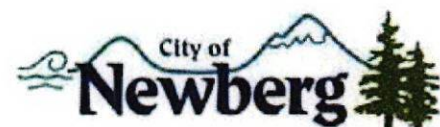
System wide, the city averages a Pavement Condition Index (PCI) of 68.

Average pavement condition is generally "good" but slipping toward "fair" as more roads age and funding does not allow for regular maintenance of our roadway system.

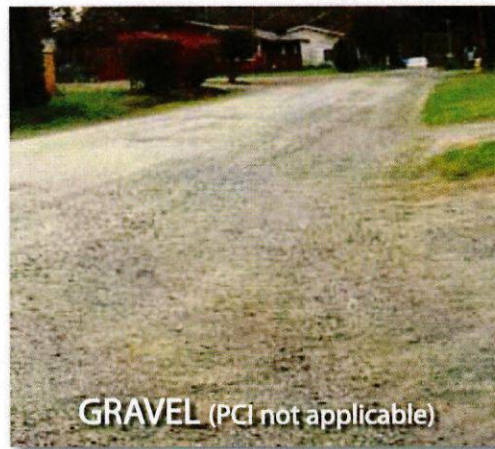
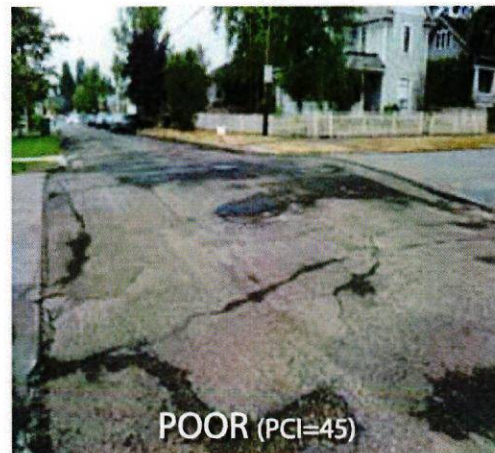
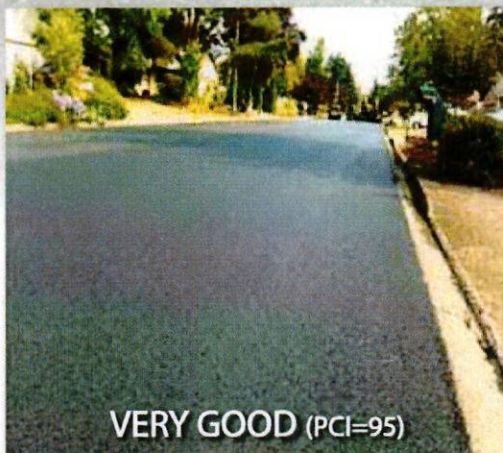
PCI Rating Scale	
■	Good (70 – 100)
■	Fair (55 – 70)
■	Poor (0 – 55)



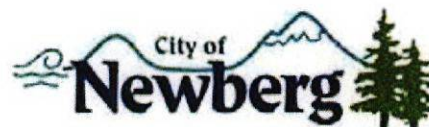
2014



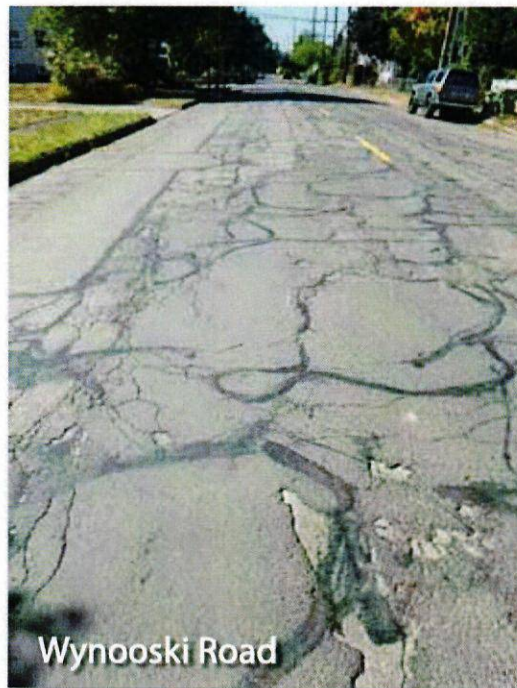
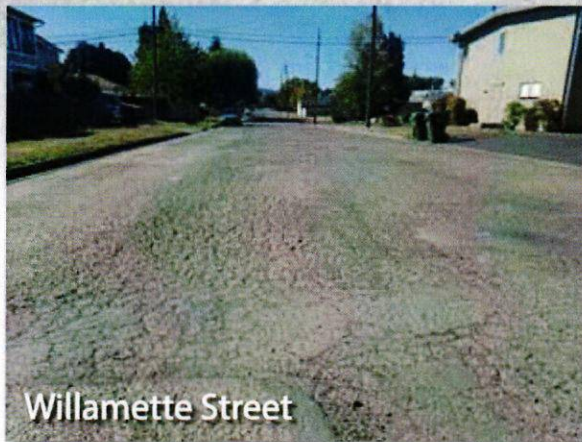
Our Maintenance Challenge



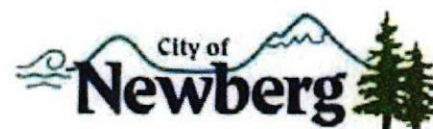
Tell us: How would you describe the condition of the roads that you use frequently?



Our Maintenance Challenge



Tell us: How would you describe the condition of the roads that you use frequently?



Our Maintenance Challenge

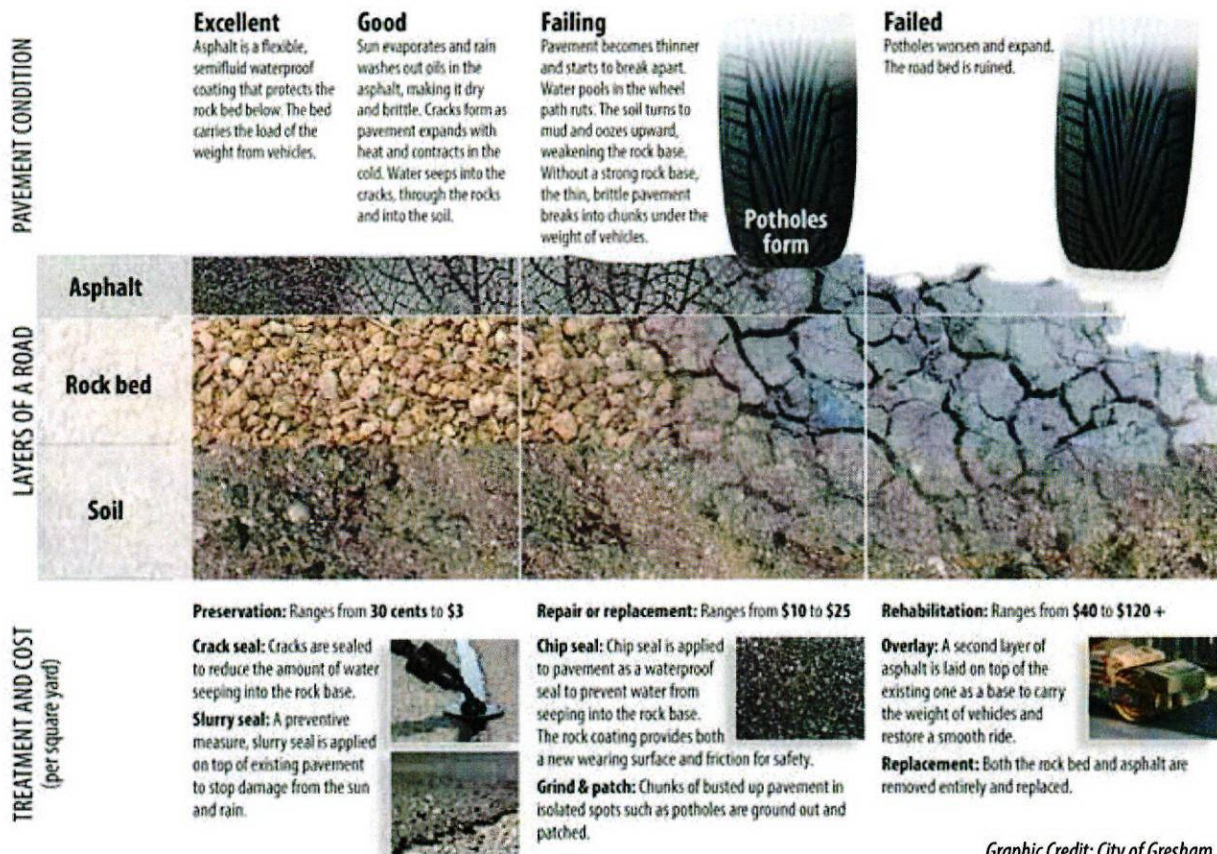
Deferred Maintenance Now Means Higher Costs Later

Our current limited funding means we are only able to react to emergencies (potholes that can damage vehicles) and citizen complaints. **This is not a cost effective way to address maintenance.**

Ideally, the City should be able to plan and schedule maintenance and repairs to the road network to optimize pavement conditions *before* they become serious problems. This would include:

- ✓ *Maintaining an inventory of current pavement conditions*
- ✓ *Assigning priorities to road segments*
- ✓ *Network analysis based on decision criteria*
- ✓ *Scheduling advance maintenance to maintain "good" streets*
- ✓ *Scheduling repairs of "poor" and "fair" streets*

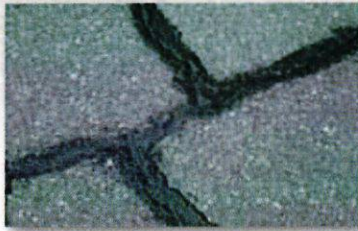
The Life of a Road



Graphic Credit: City of Gresham

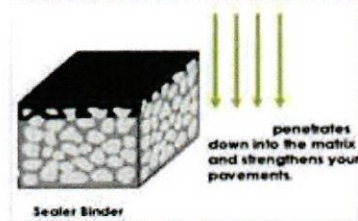
Our Maintenance Challenge

Types of Maintenance



Crack Sealing

- The least expensive treatment
- Crack sealing prevents the majority of moisture from entering the underlying aggregate base rock
- Approximately \$0.80 / linear foot



Fog Sealing

- Rejuvenates the oils in the top layer of asphalt
- Fills small gaps between the aggregate in pavement
- Reduces deterioration of surface
- Approximately \$0.60 / sq. yard



Slurry Sealing/Chip Sealing

- Slurry is mixture of asphalt emulsion, fine aggregate and water spread about 3/8" thick
- Chip is coarser aggregate placed on hot asphalt oil
- Protects pavement from water damage; provides a new surface.
- Approximately \$1.50 (slurry) \$2.50 (chip) / sq. yard

Types of Rehabilitation



Pavement Overlay

- Thin lift overlays, thickness of 1-inch
- Standard overlays are usually 2-inches
- Increases road grade
- Approximately \$12 / sq. yard depending

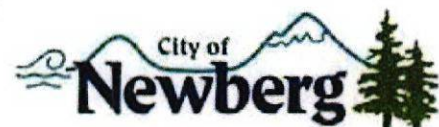


Pavement Grinding and Inlay

- Most common rehabilitation in a city
- Used on distressed pavement
- Grind depth depends on distress types, depths, severity, and road capacity
- Maintains road profile
- Can combine with overlay for increased thickness / strength
- Significant cost variability: \$15 to \$40 / sq. yard

Full Depth Replacement

- Cost varies: \$80 to \$120 / sq. yard



Our Maintenance Challenge

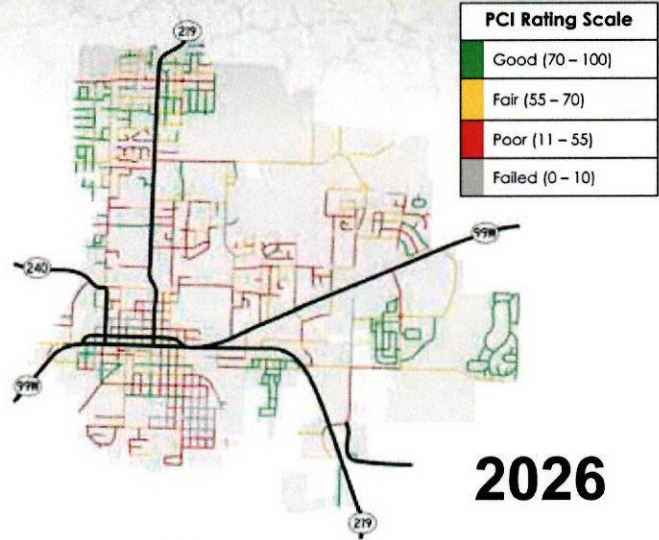
Pavement Condition After 10 Years

Annual expenditures on pavement maintenance activities:

If we continue to spend approximately
\$300,000/year

Estimated 2026 city wide
average PCI =

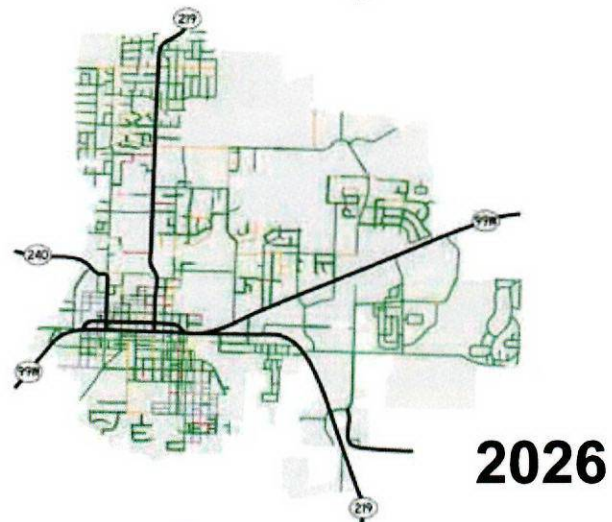
52.4



If we increase spending to
\$2.3 million/year*

Estimated 2026 city wide
average PCI =

78.1

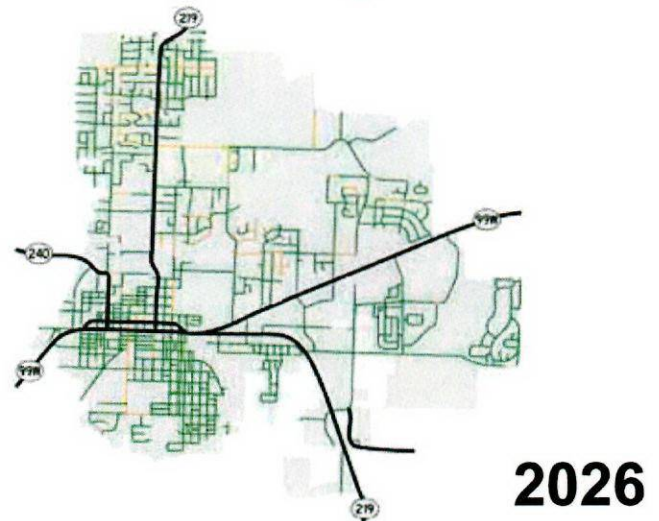


** If we continue funding at this level, all roads will receive surface treatment within 15 years.*

If we increase spending to
\$2.9 million/year**

Estimated 2026 city wide
average PCI =

81.4



*** If we continue funding at this level, all roads will receive surface treatment within 10 years.*

Proposed Approach

The City Needs a Proactive Pavement Maintenance Plan

A maintenance plan would describe which roads need repairs and would provide consistent funding to take care of roadway assets.

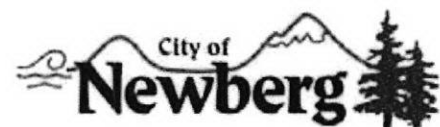
This means not waiting until our roads fall into conditions that drive community complaints.

Maintaining the road network is like maintaining a home. Just as deferring relatively inexpensive household maintenance such as painting or sealing can lead to costly problems in the future, neglecting necessary roadway maintenance today can lead to significant future costs for city residents.

Tell us what you think

Tell us what you think should be considered as the city explores these possible new revenue sources. Some of what we've heard so far:

- *"Equity and fairness are important; everyone who uses the roads should pay their 'fair' share"*
- *"Trucks should pay more"*
- *"Everyone should see benefits"*
- *"Consider temporary funding"*
- *"Hold the city accountable for delivering results: better roads"*

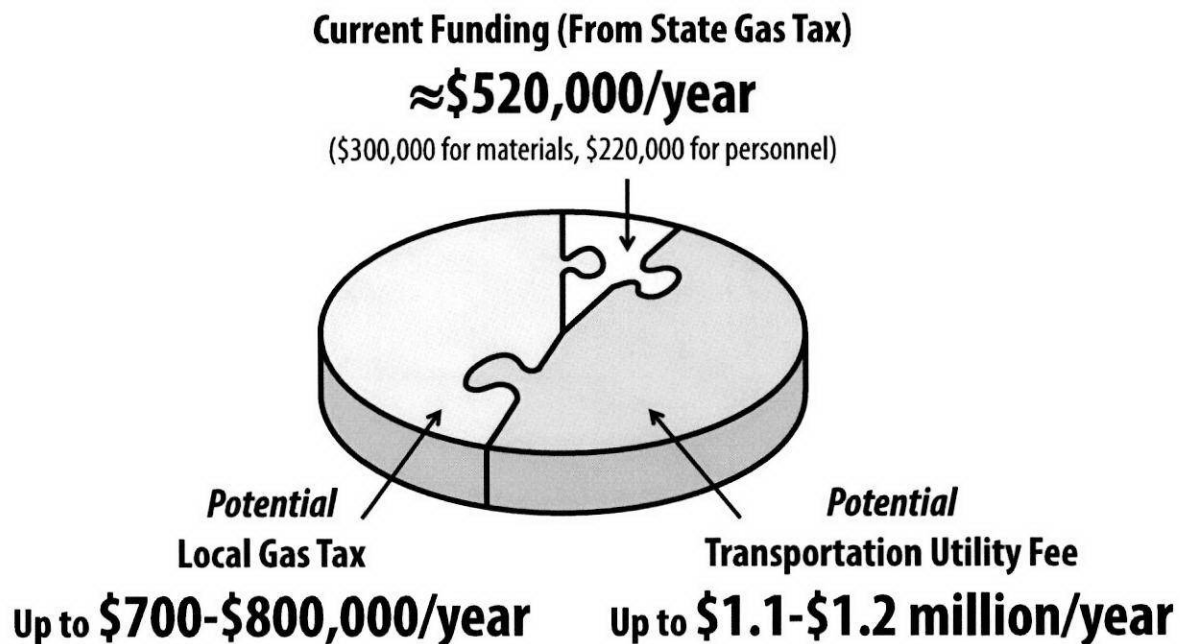


Proposed Approach

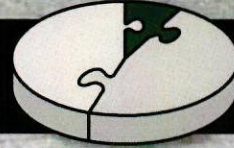
How could we raise up to \$2.3 million annually for road maintenance?

The City estimates that it will need close to \$2.3 million per year to maintain pavement conditions at current (2016) levels and is exploring ways to generate additional revenue. As statewide gas-tax revenues decline, many cities in Oregon are facing similar funding challenges and are turning to **Transportation Utility Fees** and **Local Gas Taxes** as alternatives.

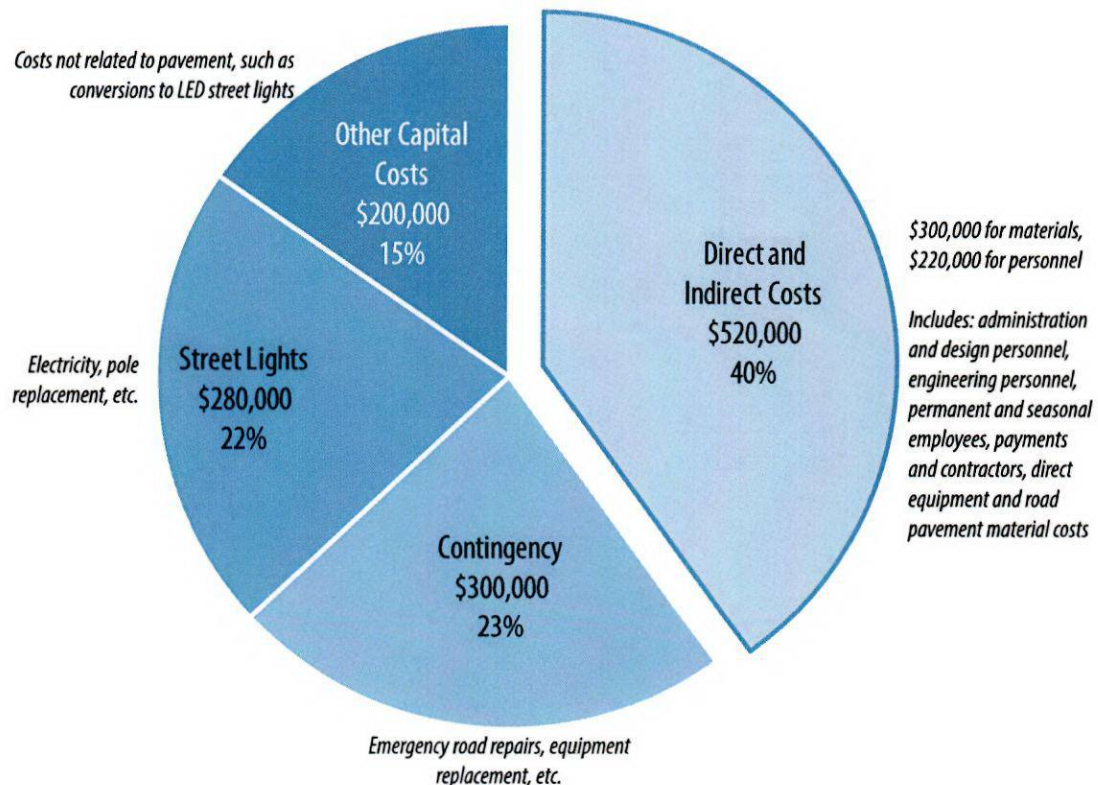
The City is currently exploring new revenue sources:



Current Funding



**Newberg receives about \$1.3 Million/year
from the State Gas Tax ... Only about
\$520,000 benefits pavement.**



Current funding comes from the state gas tax. However the funding available for basic preventative maintenance and repair to streets has not changed much over time. Meanwhile, our roads have been deteriorating, and additional revenue is needed if the City wants to do more.

Transportation Utility Fees



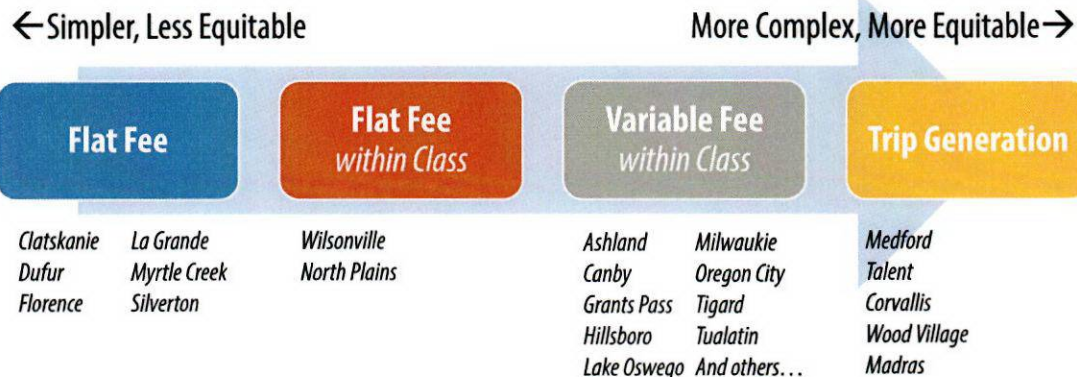
How do Transportation Utility Fees work?

Transportation Utility Fees are a dedicated funding sources and cannot be spent for other purposes outside the original intent.

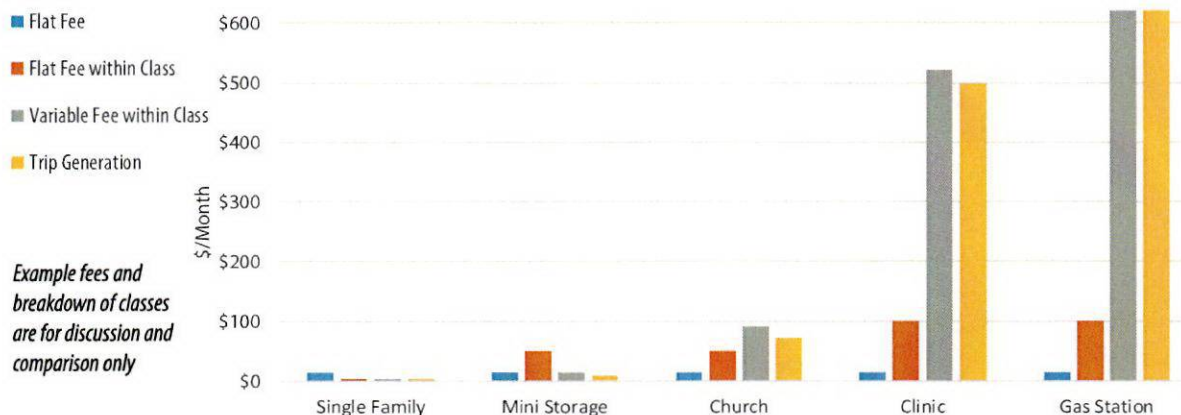
They can include:

- **Flat Fees** where everybody pays the same. A single family home pays the same as Fred Meyer or Climax.
- **Variable Fees** where different types of users pay differently based on assumptions about their use.
- **Trip Generation** where fees are directly linked to road use.

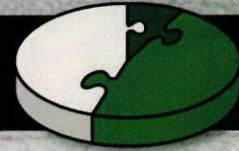
Fees can also be varied by business size or **class**. For example, although in the same "class," a small florist would pay less than a major retailer.



Example Monthly Charges by Fee Type



Transportation Utility Fees



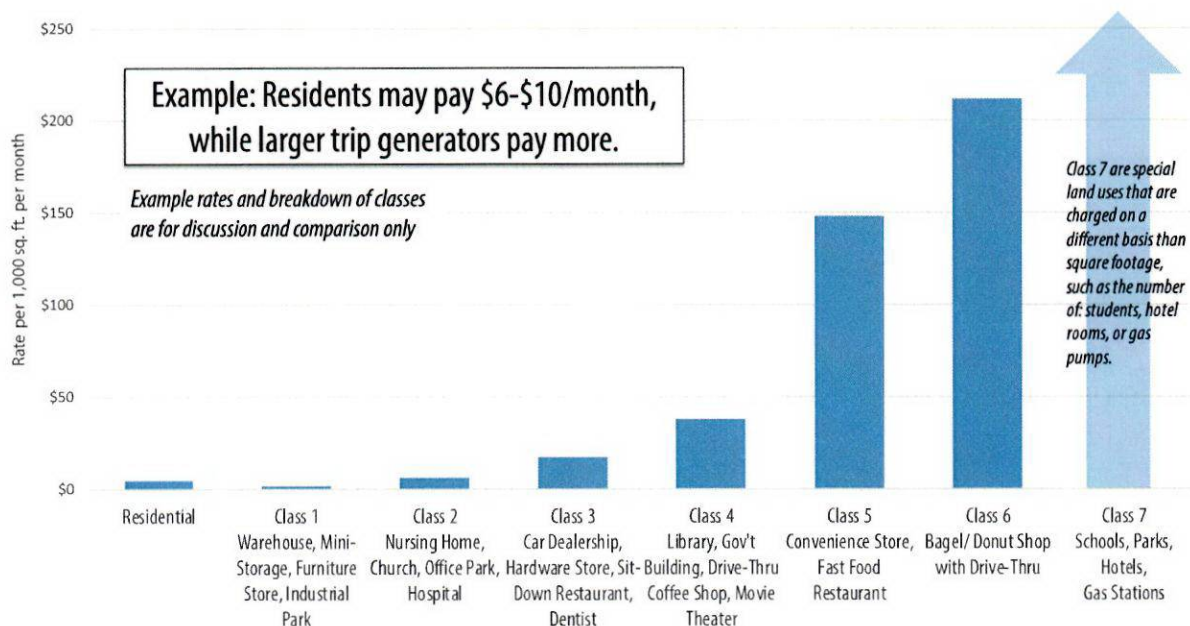
Proposal: Variable Fee Within Class

Other similarly sized cities are finding this utility fee model easy to use. It is more equitable for different types of users because it assesses fees based on multiple factors:

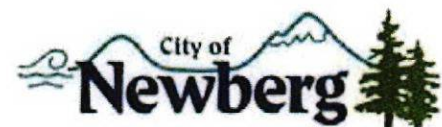
- *Type of business (class)*
- *Size of business*
- *Square footage*
- *Single family vs. multi-family residences*

This type of fee also considers the ease of collecting funds, usually using existing municipal bills to minimize administrative expense.

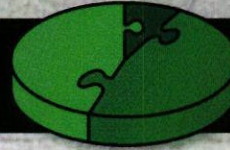
Example Rates by Class



Tell us: What concerns do you have about how fees could be used, calculated, or collected?



Local Gas Tax



City Council is also interested in exploring a local gas tax

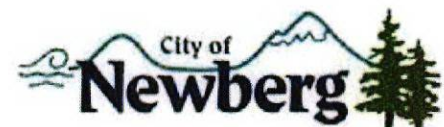
A local gas tax could go on the ballot as early as spring 2017.

- Over **13 million gallons of gas** were purchased in Newberg last year.
- A **\$0.06** tax per gallon would raise between **\$700-\$800,000 per year**.

Other cities and counties are using local gas taxes:

CITY OF WOODBURN	\$.01/gallon	CITY OF NEWPORT (NOVEMBER 1 ST – MAY 31 ST)	\$.01/gallon
CITY OF EUGENE	\$.05/gallon	CITY OF NEWPORT (JUNE 1 ST – OCTOBER 31 ST)	\$.03/gallon
CITY OF SPRINGFIELD	\$.03/gallon	CITY OF HOOD RIVER	\$.03/gallon
CITY OF COTTAGE GROVE	\$.03/gallon	CITY OF TILLAMOOK	\$.015/gallon
CITY OF VENETA	\$.03/gallon	CITY OF THE DALLES	\$.03/gallon
CITY OF DUNDEE	\$.02/gallon	CITY OF STANFIELD	\$.01/gallon
CITY OF TIGARD	\$.03/gallon	CITY OF SANDY	\$.01/gallon
CITY OF MILWAUKIE	\$.02/gallon	CITY OF OAKRIDGE	\$.03/gallon
CITY OF COQUILLE	\$.03/gallon	CITY OF TROUTDALE	\$.01/gallon
CITY OF COBURG	\$.03/gallon	CITY OF PORTLAND (Expires in 2020)	\$.10/gallon
CITY OF ASTORIA	\$.03/gallon	CITY OF REEDSPORT (MAY – OCTOBER)	\$.03/gallon
CITY OF WARRENTON	\$.03/gallon	MULTNOMAH COUNTY	\$.03/gallon
CITY OF CANBY	\$.03/gallon	WASHINGTON COUNTY	\$.01/gallon

Tell us: What are your thoughts on a local gas tax in Newberg?



Schedule and Next Steps



Give us Feedback

We need to hear from you!

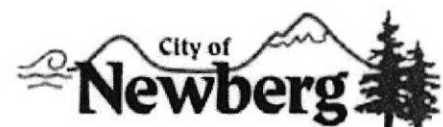
This fall, we'll be reaching out to residents, businesses, community groups, and others to hear what locals think about new revenue sources.

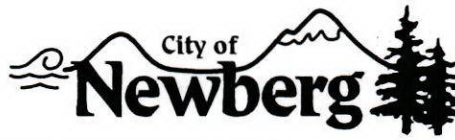
An ad-hoc committee of businesses, residents, non-profits, and other community organizations is helping the City consider all available information and is weighing in on the discussion.

There is still more information to examine about funding options.

Late this fall, staff and consultants will draft a plan for pavement management and funding. City council will review the plan and take action. A new street utility fee and local gas tax could be approved and go into effect later in 2017.

Please give us your comments today.





MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

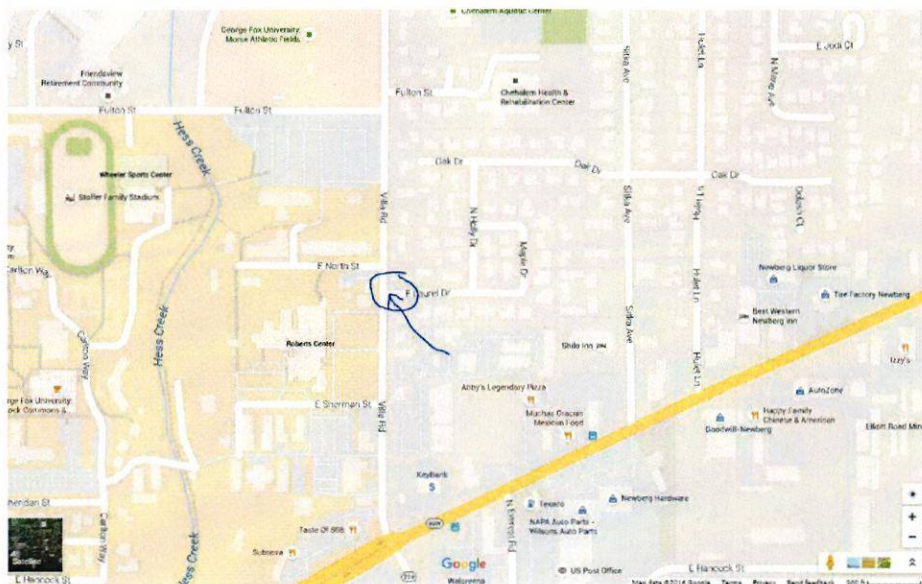
P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

October 3, 2016

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-16-002 / Laurel & Villa No Parking Request

A citizen requested that the sight distance be evaluated at the intersection of Villa Rd and Laurel Dr, due to a safety concern that it was unsafe to turn from Laurel Dr onto Villa Rd. On May 9, 2016, the Traffic Safety Commission decided to "Direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr north an additional 20' and South from the intersection to the first driveway." The decision is attached.



*lose 3.4
spaces*
*Real
moving
Tony and*

Notice was sent out on September 9, 2016 of this decision. One comment was received from Susan Utterback requesting a public hearing on this decision. As only one request for a hearing was received, the Traffic Safety Commission does not have to hold a public hearing but needs to reconsider their decision.

"Working Together for a Better Community – Serious About Service"

"Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

2.15.400 Purpose and duties.

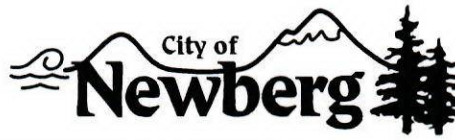
B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. 2743 § 1, 10-3-11; Ord.2427. Code 2001 § 32.22.]

ENGINEERING RECOMMENDATION

Reaffirm the May 9, 2016 decision.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

May 9, 2016

To: Newberg Traffic Safety Commission
Cc: Kaaren Hofmann, PE, City Engineer; Brian Casey, PD Chief
From: Jason Wuertz, PE, Civil Engineer
RE: TSC-16-002 / Laurel & Villa No Parking Request

A citizen requested that the sight distance be evaluated at the intersection of Villa Rd and Laurel Dr, due to a safety concern that it was unsafe to turn from Laurel Dr onto Villa Rd. Engineering staff evaluated the intersection sight distance and discovered that the current allowed parking along Villa Road adjacent to the intersection does not allow for sufficient sight distance. Staff has determined that in order to meet intersection sight distance, the curb on the east side of Villa Rd, from Laurel south to the first drive should not allow parking. Additionally, the yellow (no parking) curb on the east side of Villa Rd, from Laurel Dr to the north should extend an additional 20'.

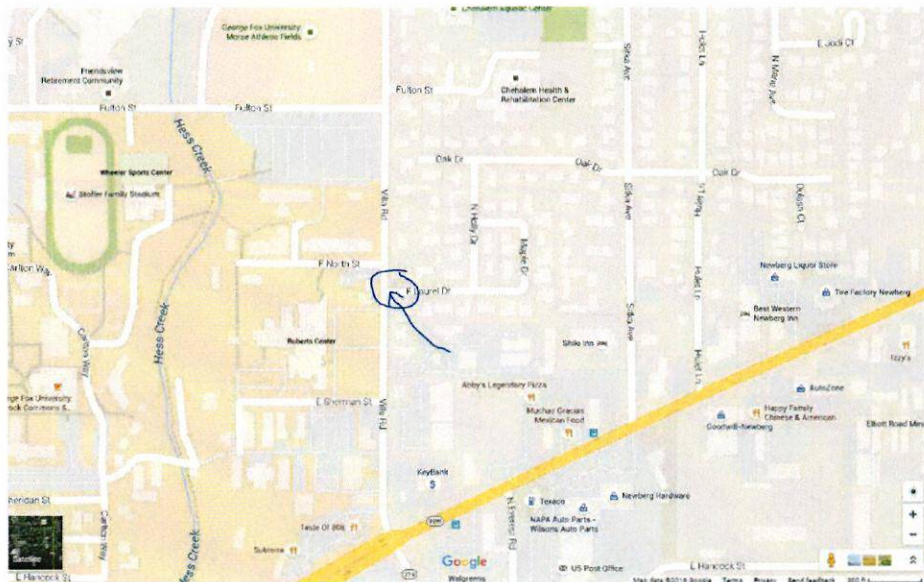


Figure 1 – Vicinity Map

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Figure 2 – Intersection of Laurel Dr & Villa Rd (Looking northeast)



Figure 3 – Intersection of Laurel Dr & Villa Rd (Looking northeast)

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

2.15.400 Purpose and duties.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. 2743 § 1, 10-3-11; Ord.2427. Code 2001 § 32.22.]

FISCAL IMPACT

The installation of paint will cost the City approximately \$250 initially, and will be required to be maintained periodically. The funds will come from 02-5120-541000 and funds are available, although it will use funds which would otherwise be used for sign and striping maintenance.

ENGINEERING RECOMMENDATION

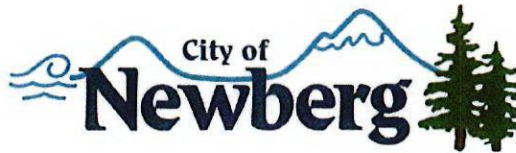
Direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr north an additional 20' and South from the intersection to the first driveway.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

Jason Wuertz
Sr. Engineer
503.554.1751

Chief of Police
503.538.8321



PO Box 970
Newberg, OR 97132

September 9, 2016

Dear Property Owner:

RE: Limited Traffic Decision (File #TSC-16-002 \ No Parking on Villa Road near Laurel Drive)

The Traffic Safety Commission (TSC) at their meeting on May 9, 2016, made a Limited Decisions to:

Adopt the Engineering recommendation to direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr. north an additional 20' and South from the intersection to the first driveway. This change will mean that no parking will be allowed in these locations.

You are notified as a property owner within 300 feet that you may request the Traffic Safety Commission reconsider their decision and schedule a public hearing on this Limited Traffic Decision by submitting a written request for a hearing within fourteen days of the date of this letter to:

Newberg Traffic Safety Commission
P.O. Box 970, 414 E. First Street
Newberg, OR 97132

If a public hearing is scheduled, a public notice shall be made and a written notice to adjacent property owners shall be given. Those persons submitting a written response at the public hearing may appeal the final decision of the Commission to the Newberg City Council.

For your assistance, §2.15.450 of the Newberg City Code, outlining the appeal process, is enclosed. Please call (503) 537-1273 if you have questions or require additional information. Thank you.

Sincerely,


Kaaren Hofmann
City Engineer
Newberg Traffic Safety Commission
(503) 537-1273

Enclosures
cc: Newberg Public Works

"Working Together For A Better Community-Serious About Service"

"To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

2.15.450 Appeals of decisions.

The decisions of the commission can be appealed to the city council. The commission will have an opportunity to reconsider its decision when a petition for appeal is filed. The following procedure is established for an appeal of a commission decision:

A. Parties Who Can Appeal. Any party appearing before the commission, either in written form or by oral testimony, the city manager, and the chief of police have the authority to appeal the decision of the commission.

B. Petition for Appeal and Time of Filing. Any decision of the commission can be appealed to the city council if such appeal is made within 14 days of the date of the decision. Such appeal will be made upon the petition prescribed for and approved by the commission stating the name of the party, indicating standing of party to appeal, demonstrating where the decision was in error, and what, if any, new evidence is available that was not available at the hearing.

C. Reconsideration. Such petition will immediately be placed upon the next regular meeting of the commission for reconsideration of the decision. The commission may consider any new evidence presented, the record of the decision and any reason stated by the appellant. The commission may set the matter down for further hearing, affirm its previous decision, alter its decision in any manner it deems proper, or take no action.

D. Appeal to the Council. If the decision is reaffirmed or no action is taken, or within 14 days after the commission has altered its decision, and the appealing party is notified of the commission's actions, the party filing the appeal will notify the city if they wish the matter to be appealed to the city council.

E. Effect of Decision While Appeal or Reconsideration Is Pending. The decision of the commission will be held in abeyance pending appeal to the city council. However, this does not affect the ability of the chief of police to enact any decision under the authority granted to him/her under NMC 2.15.470. [Ord. 2743 § 1, 10-3-11; Ord. 2733 Att. A, 2-7-11; Ord. 2427. Code 2001 § 32.27.]

2.15.460 City council decisions.

The city council will consider any appeal of a decision by the commission using the following procedure:

A. Record Before Council and Public Testimony. The city council will hear the appeal based upon the record filed, any written information which will consist of all documents before the commission, plus the minutes of the commission. Written material can be submitted by the appellant or any party prior to the council meeting. The council may, upon the majority of the vote, set the matter down for a public hearing where testimony can be heard.

B. Authority of Council. The city council, after hearing, may reverse the commission's decision and/or completely substitute their judgment for that of the commission, and will have the authority to consider all matters, whether they were specified in the appeal or not, remand the matter back to the commission, or do whatever the council deems proper.

C. Final Decision. The decision of the city council is final. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.28.]

Susan Utterback
PO Box 233
610 Villa Rd.
Newberg, OR 97132

September 13, 2106

City of Newberg
PO Box 970
Newberg, OR 97132

RE: Limited Traffic Decision (File # TSC-16-002)\No Parking on Villa Road near Laurel Drive

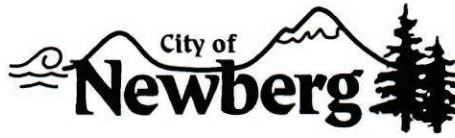
To whom it may concern:

I would like to request there be a public hearing regarding the above mentioned decision. As a property owner on Villa Road I feel this decision will impact my property. This area already has parking issues with the addition of the new dorm at GFU. Taking away parking spaces will only have a negative effect on the property owners on the east side of Villa Rd. If safety is the concern, consider putting a stop sign at this intersection for those on Villa Rd. or enforce the 25mph speed limit. Taking away parking is not the answer.

Sincerely,



Susan Utterback



MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg,
Oregon 97132
Tel 503.537.1240 • Fax 503.537.1277

October 10, 2016

To: Newberg Traffic Safety Commission
Cc: Kaaren Hofmann, PE, City Engineer; Brian Casey, PD Chief
From: Jason Wuertz, PE, Civil Engineer
RE: TSC-16-003 / Villa Parking Standards

At a recent Traffic Safety Commission meeting, it was brought up that Villa Road currently allows for parking. Villa Road is classified as a major collector road and the City of Newberg standard street section for a major collector road does not allow for parking, and instead would have bike lanes.

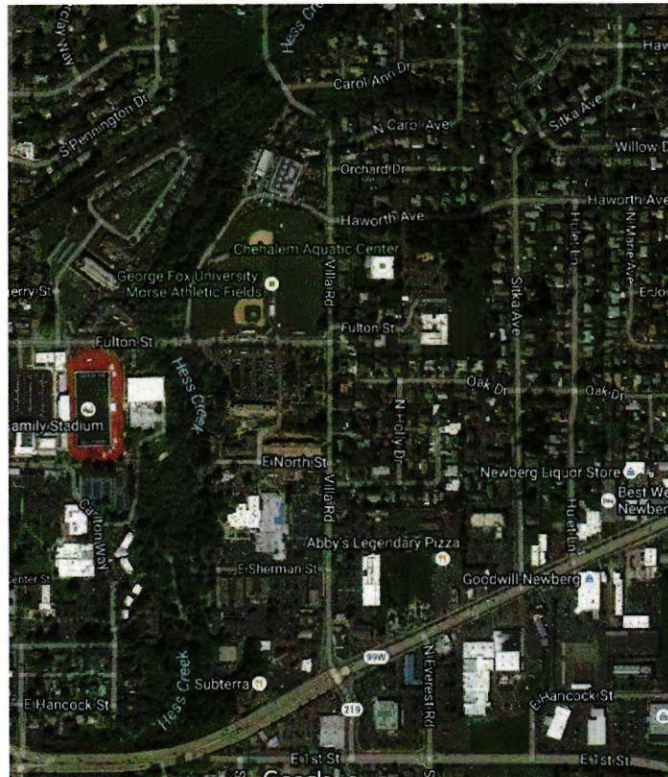


Figure 1 – Vicinity Map

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

The following chart shows the development code standards for different types of roadways within Newberg:

Table 15.505.060

Street Design Standards

Type of Street	Right-of-Way Width	Curb-to-Curb Pavement Width	Motor Vehicle Travel Lanes	Center Turn Lane	Striped Bike Lane (Both Sides)	On-Street Parking
Arterial Streets						
Expressway	**	**	**	**	**	**
Major arterial	85 – 100 feet	74 feet	4 lanes	Yes	Yes	No*
Minor arterial	60 – 80 feet	46 feet	2 lanes	Yes*	Yes	No*
Collectors						
Major	60 – 80 feet	34 feet	2 lanes	No*	Yes	No*
Minor	56 – 65 feet	34 feet	2 lanes	No*	No*	Yes*
Local Streets						
Local residential	54 – 60 feet	32 feet	2 lanes	No	No*	Yes
Limited residential, parking both sides	44 – 50 feet	28 feet	2 lanes	No	No	Yes
Limited residential, parking one side	40 – 46 feet	24 feet	2 lanes	No	No	One side
Limited residential, no parking	36 – 42 feet	20 feet	2 lanes	No	No	No
Local commercial/ industrial	56 – 65 feet	34 feet	2 lanes	No*	No*	No*
* May be modified with approval of the director. Modification will change overall curb-to-curb and right-of-way width.						
** All standards shall be per ODOT expressway standards.						

Figure 2 – Development Code Street Design Standards

Villa Road between HWY 99 and Haworth Ave currently has 36' between the existing curbs. The development code requires 34 feet curb to curb width, with 2 – 12' travel lanes and 2 – 5' bike lanes. The code does allow for parking on a major collector with approval of the director.

The traffic safety commission has requested information to help decide if Villa Road, between HWY 99 and Haworth Ave, should remain as it is today with parking on both sides, or if parking should not be permitted. There are three scenarios that are explored in this memo.

1. Do Nothing – Allow parking on both sides, no bike lane
2. Eliminate parking on west side, no bike lane

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2. Eliminate parking on west side, no bike lane
3. Eliminate parking on both sides, install two 6' bike lanes

The photos below show the existing road conditions, however some areas have more cars parked on a regular basis than is depicted in the images.



Figure 3 – Villa Road near HWY 99 – Looking North

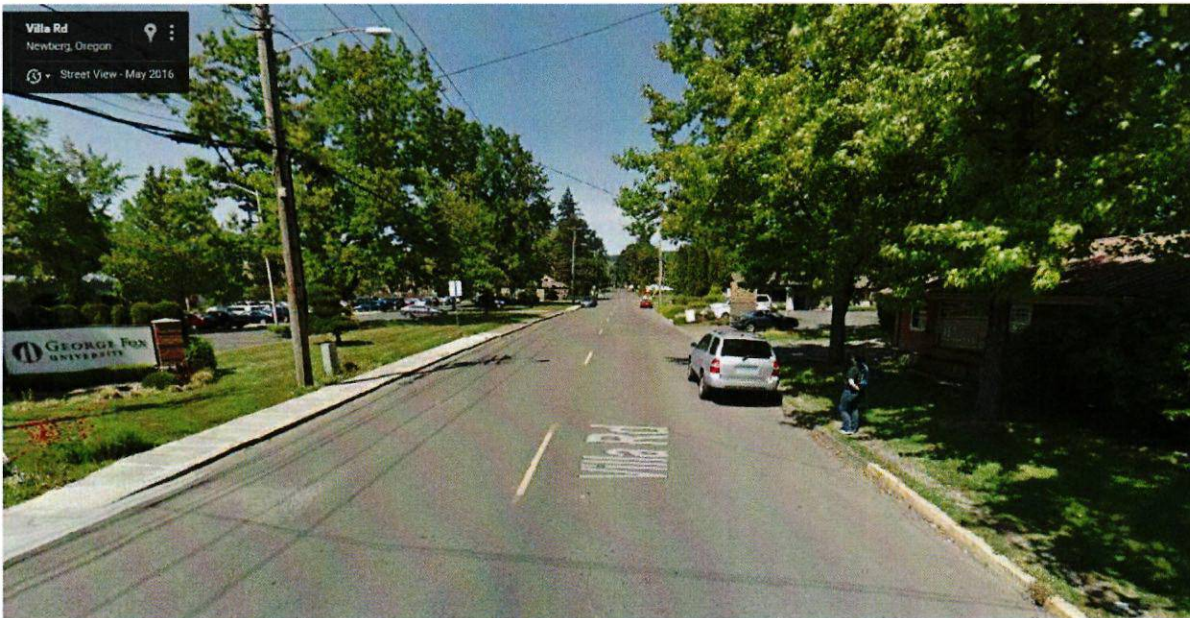


Figure 4 – Villa Road near Sherman St – Looking North

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Figure 5 – Villa Road near North St – Looking North



Figure 6 – Villa Road near Haworth Ave – Looking North

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The three options that are explored are shown in the following cross sections.

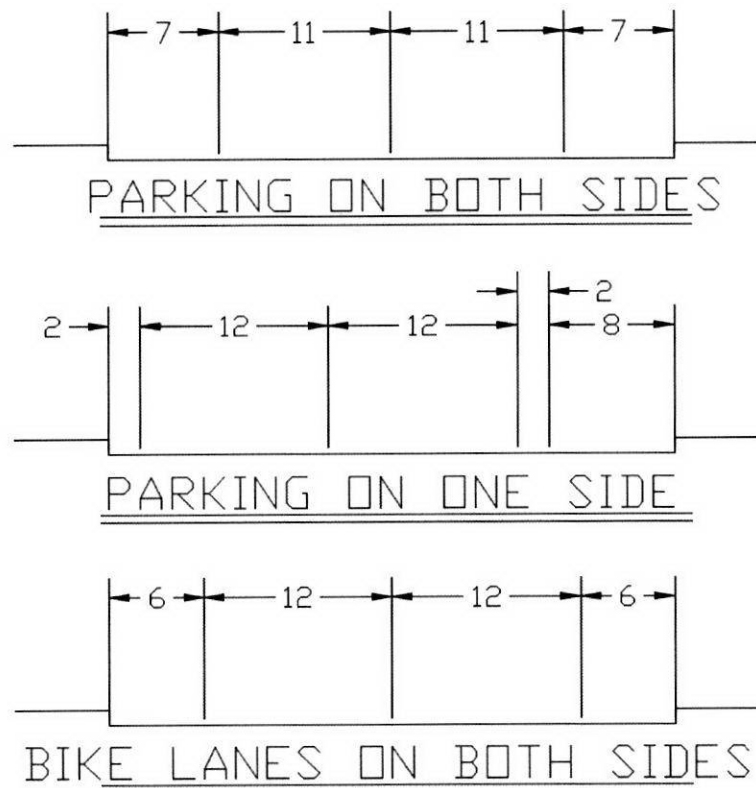


Figure 7 – Cross Section Options

Option 1 – Parking on both sides, no bike lanes

This option leaves Villa Road unchanged. Currently parking is allowed on both sides of the road. In areas near the new dorm on the George Fox University Campus, there are vehicles consistently parking on both sides. Depending on the size of the vehicles parked, and the size of the vehicles traveling along the road, this can make for a narrow travel way. This can also impede sight distance for turning vehicles at adjoining intersections.

Additionally, because there are no bike lanes, bicyclists and vehicles are required to share the lane. This is a typical scenario for a less traveled local street, however, major collectors are intended to efficiently move the users of the road between residential areas and arterials such as HWY 99.

The development code requires 12' travel lanes and no parking on major collector roads. Parking is allowed only with director approval. If parking is allowed, the parking lane shall be 8' wide. The current road section does not have sufficient room for two 12' travel lanes and two 8' parking lanes.

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Option 2 – Parking on one side, no bike lanes

This option would eliminate parking on the west side of the street. With the exception of one residence, the entire west side of Villa Road is zoned as institutional or commercial. These uses were required to provide on-site parking per the development code. Most of the east side of the street is residential. This option would keep parking on the east side to allow for street parking next to the residences.

There are no restrictions for on-street parking that would limit the use of the parking to the local residents. One consequence of this change could displace those parking on the west side, who would then park on the east side next to the residents homes. Similarly to option one, this also could impede sight distance for turning vehicles at adjoining intersections.

If this option is chosen, a 2' buffer could be provided between the parking and the travel lane. Additionally, a 2' buffer could be provided between the west curb and the travel lane. These adjustments bring the travel lanes to the standard 12' width, and provide a separated 8' parking area.

Option 3 – Bike lanes on both sides – no parking

The third option would eliminate parking on both sides and bike lanes would be installed. There is sufficient width on Villa Road to install 6' bike lanes and 12' standard travel lanes. This option brings Villa Road up to the most current development code standards.

Because there are residents occupying the east side of the road, eliminating parking would require these individuals to park completely off street on their property, or park a long distance away and walk. There are limited sidewalks on the east side.

It is possible that either option 2 or option 3 would cause an increase in speeds along Villa Road. The narrow travel lanes and parking on both sides provide a natural traffic calming effect. Opening up the travel lanes and eliminating parking, while providing a safer travel corridor, could also increase speeds.

All three options are allowable by the development code. Options 1 and 2 are only allowed with director approval. However, Villa Road is an existing road, and would be considered an existing non-conforming road. The city code does not necessitate this change.

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

2.15.400 Purpose and duties.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. 2743 § 1, 10-3-11; Ord.2427. Code 2001 § 32.22.]

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FISCAL IMPACT

The installation of 4200 lineal feet of bike lane paint will cost the City approximately \$15,000 initially, and will be required to be maintained periodically. The funds for this have not been budgeted, and would need to be allocated through the budgeting process.

CITIZEN COMMENT

Several letters have been received providing comment, and they are included below:

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

Jason Wuertz

From: Kaaren Hofmann
Sent: Monday, October 03, 2016 1:29 PM
To: Jason Wuertz; Brittney Jeffries
Subject: FW: Villa Road

From: Melby, Kathy [mailto:Kathy.Melby@xerox.com]
Sent: Monday, October 03, 2016 1:25 PM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Subject: Villa Road

Hi Kaaren,

I believe that you were the point person I was working with some months ago when I requested parking be blocked in front of the address at 514 Villa Road as it's unsafe pulling out from Laurel onto Villa with cars blocking the view. The first phase of the request was successful and you were waiting for the second approval as I understood it.

I've received notice of a public hearing about removing parking from both sides of Villa Road and I want to tell you that I am 100% in favor of this, as long as the parking associated to the George Fox University does not encroach into the neighborhoods beyond Villa. It's very frustrating to me that a school that is growing as fast as George Fox is hasn't provided adequate parking for their students and employees. It's a real hazard driving in the area, even during a normal school day and horrible when they are having a sports event.

Is there a requirement that they provide adequate parking for the school, or is what I see normal for on street parking?

Thank you!
Kathy

Jason Wuertz

From: Kaaren Hofmann
Sent: Monday, October 03, 2016 8:16 AM
To: Jason Wuertz; Brittney Jeffries
Subject: FW: Public Hearing - Villa Road

-----Original Message-----

From: Amy Brownell [mailto:ameliab75@hotmail.com]
Sent: Sunday, October 02, 2016 10:43 AM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Subject: Public Hearing - Villa Road

Good Morning-

I am not able to attend the meeting, but wanted to voice my opinions. My home is near Park, which directly across the street from the Martel development. Due to the high density development, I am in favor of bike lanes and NO street parking.

I know your agenda does not include discussion of the trees, but I wanted to plea for rethinking of cutting down the 2 majestic trees between the train and Park. These trees are so beautiful. I see people walking by and taking photos. When the plan is make a tree lined street - why not save what is already there. Years of growth and maturity should not be embraced in development vs. destroyed.

Thank you for your consideration of my opinions/concerns.

Thank you-
Amy Brownell
1600 Villa Road

Sent from my iPhone

Jason Wuertz

From: Kaaren Hofmann
Sent: Wednesday, September 28, 2016 10:54 AM
To: 'Jim McMaster'
Cc: Don Clements ; Jason Wuertz
Subject: RE: Villa Road parking

Thanks for your comments, Jim.

I will make sure they get to the Commission for their consideration.

Kaaren

From: Jim McMaster [mailto:jmcmaster@cprdnewberg.org]
Sent: Wednesday, September 28, 2016 10:52 AM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Cc: Don Clements <dclements@cprdnewberg.org>
Subject: Villa Road parking

The Chehalem Park and Recreation District is opposed to removing parking from both sides of the street on Villa Ave. The district would be open to closing one side only for a bike lane.

Jim McMaster
Parks & Recreation Supervisor
Chehalem Park & Recreation District
(503)209-2222
www.cprdnewberg.org

Brittney Jeffries

From: Kaaren Hofmann
Sent: Thursday, October 06, 2016 6:26 PM
To: Jason Wuertz; Brittney Jeffries
Subject: Fwd: Comments for Traffic Safety Commission public hearing

We'll need to make copies to take Monday night.

Sent from my T-Mobile 4G LTE Device

----- Original message -----

From: Rob Felton <rfelton@georgefox.edu>
Date: 10/6/16 5:50 PM (GMT-08:00)
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Cc: Clyde Thomas <cthomas@georgefox.edu>, Dan Schutter <dschutte@georgefox.edu>, Ted Allen <tallen@georgefox.edu>
Subject: Comments for Traffic Safety Commission public hearing

Written comments for Traffic Safety Commission public hearing on Oct. 10:

George Fox University objects to removing parking from both sides of Villa Road. The proposed segment of Villa Road is nearly entirely bordered on the west by the university. The proposal would affect around 90 total parking spots (50+ on the university's side) and would impose a hardship upon the university's ability to conduct business and serve students.

We object to the change for the following reasons:

- 1. George Fox University and local business parking needs.** The university relies upon street parking on Villa Road for our overflow commuter student parking, some employee parking around our Plant Services building and for event parking (softball, graduation, etc..). Local businesses on the east side also make use of the parking.
- 2. Removing parking could increase traffic speed.** Narrower lanes have a "calming" effect on traffic and lead to slower speeds. The absence of parked cars likely will lead to potential higher speeds in a high-traffic, high-pedestrian area.
- 3. New Chehalem Aquatic & Fitness Center parking needs.** CPRD received a code adjustment approving 49 fewer on-site parking spots than code requires. During peak usage of the facility, Villa Road likely will provide needed parking spaces.

The university is working to address its parking needs and recently lost a lot to the new Habitat for Humanity construction. Two additional lots are being opened on campus this winter, but street parking is still vital for handling parking needs during peak usage. George Fox remains committed to being a good neighbor and has developed a policy of policing student off-campus parking in residential areas.

Additionally, George Fox would request the city remove the yellow no-park curbing on the west side of Villa between North and Sherman Street. This would add 6 to 9 parking spots. This is immediately in front of the Roberts Center (the old hospital) and the no-parking zone is a remnant of the old hospital's need for emergency vehicle access.

Thank you for your consideration,

Rob

--

Rob Felton
Director of Marketing Communications
Director of Public Information
George Fox University
rfelton@georgefox.edu
503-554-2129



Brittney Jeffries

From: Kaaren Hofmann
Sent: Monday, October 10, 2016 12:05 PM
To: Jason Wuertz; Brittney Jeffries
Subject: FW: Villa Road proposal to remove parking/ install bike lanes comments

Follow Up Flag: Follow up
Flag Status: Flagged

Let's print for tonight.

-----Original Message-----

From: SG [mailto:sfgdmd@gmail.com]
Sent: Monday, October 10, 2016 12:03 PM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Subject: Villa Road proposal to remove parking/ install bike lanes comments

To the Traffic Safety Commission,

We are property owners of professional office spaces at 504 Villa Road for the past 34 years. We are NOT in favor of the Villa Road proposal based upon our following observations of parking usage over the years and up to the present.

The last week of September I counted from 23 to 25 cars parked in the afternoon on 3 separate days on Villa between HWY 99 and E. Fulton Street. I have observed an increase in the number of parked cars on Villa ever since George Fox University has converted the old hospital to classrooms plus built a new dormitory plus built a new dining hall facility. During the week at times all of the George Fox parking lots are full so students and Fox employees park on Villa Road. What happens to this overflow of cars during the work week if no parking on Villa Road? Where will these cars park? Who will this change affect?

Let me bring to your attention that there exists along Villa Road about 34 health care practitioners and professionals serving hundreds of patients per week. These offices are located in the Newberg Medical and Dental Center and the adjacent Manka Medical Offices. These 2 complexes are the 2nd largest concentration of health services in Newberg after the Providence Hospital. These offices and our patients are challenged at times because their own parking lots are full and the only overflow alternative is street parking.

Our concern is where will the cars presently using the parking on Villa Road go if parking is discontinued on this road? We believe it will spill into our own professional office parking lots that we provide our patients and into neighborhood streets. We believe this would result in a disservice and burden to our patients seeking healthcare if they find our private parking lots already full, perhaps by George Fox cars seeking parking.

In conclusion, we object to the proposal to closing Villa Road to street parking from the intersections of HWY 99 to E. Fulton Road.

Sincerely,

Stephen and Glenda Gilroy

Sent from my iPad

Brittney Jeffries

From: Kaaren Hofmann
Sent: Monday, October 10, 2016 1:14 PM
To: Brittney Jeffries; Jason Wuertz
Subject: FW: Villa Road Bike lanes

Follow Up Flag: Follow up
Flag Status: Flagged

From: Paul Fodge [mailto:pbfodge@msn.com]
Sent: Monday, October 10, 2016 1:11 PM
To: Engineering Department <EngineeringDepartment@newbergoregon.gov>
Subject: Villa Road Bike lanes

We received the notice of the hearing to consider objections to proposed bike lanes on Villa Road and the removal of parking. My husband and I own a rental property at 400 Villa Road and depend on the 2 spaces of on street parking in front of the house to meet the needs of the college students we rent to. We recently applied for and received permits to complete significant upgrades to this property. There was no indication at the time that anything like this was being considered. We are strongly opposed to the proposed loss of street parking on Villa as it would affect us negatively.

Villa Road may not be the best choice for bike lanes. Before the current construction on Villa Road there was a bike/pedestrian lane used by many. Bikes were going very fast by the time they reached the train trestle and some veered into traffic lanes before going up the other side. I used to walk this way as well but became concerned for my safety as many cars going north under the trestle cut the corner at the bottom and came into the bike lane. Meridian already has the bike markings on the street, does not have a big hill, goes in about the same direction and perhaps has less traffic.

We also wonder if the proposed changes are in any way related to the Martell Commons development. Neighbors who spoke before the city council had serious concerns about how increased traffic on Villa Road would be negatively impacted by this development, especially at the Villa Road/99W intersection. The city council voted to allow the zone change for Martell Commons even in the face of this very valid concern. Property owners right next to this development will already be negatively affected with increased traffic, loss of property value and parking congestion on side streets. The loss of parking on all of Villa Road would widen the negative impact. Again, we strongly oppose the loss of street parking on Villa Road.

Paul and Becky Fodge

Sent from [Mail](#) for Windows 10

Kaaren Hofmann

From: Janelle Baugh <jbaugh@georgefox.edu>
Sent: Monday, October 10, 2016 5:20 PM
To: Kaaren Hofmann
Subject: RE: Comments for Public Hearing on Removing Parking on Villa Rd

I realized I made an east/west error in my previous email. Please update our comments as follows. My apologies!

As homeowners at 1004, 1006 and 1008 Villa Road, we want to register our concern if parking is allowed only on the east side of Villa. If that is the decision, we would want curbs painted yellow (no parking) protecting driveways and mailboxes. Cars routinely park in front of our mailboxes and too close to driveways, which would likely only get worse if parking is only allowed on the **east** side of the street.

Thanks for your consideration.

Janelle and David Baugh

From: Janelle Baugh [mailto:jbaugh@georgefox.edu]
Sent: Monday, October 10, 2016 4:48 PM
To: 'kaaren.hofmann@newbergoregon.gov'
Subject: Comments for Public Hearing on Removing Parking on Villa Rd

As homeowners at 1004, 1006 and 1008 Villa Road, we want to register our concern if parking is allowed only on the east side of Villa. If that is the decision, we would want curbs painted yellow (no parking) protecting driveways and mailboxes. Cars routinely park in front of our mailboxes and too close to driveways, which would likely only get worse if parking is only allowed on the west side of the street.

Thanks for your consideration.

Janelle and David Baugh

TSC NOTES

10/10/16

Defer Action til next mtg on Minutes.

Move Stf Comments to lead

SP - TSP Comments.

NO questions -
Kare. What happens to complet in 20 yrs.

TR - Pavement Maint.

Neil Klein. ? Why asphalt vs. concrete
Karl Birky. What we can do as Commission.
Sarah Sandi. Gas Tax vs. BUF

Villa Rd/Laurel

Neal moved } VOTED 8.0
Tony and } passed

Villa.

- Explained Options =>
- Jeff - upgrade to Villa Rd?
 - Neal. Villa noted as collector?
 - Paul Fodge. Knows. Gravel down/dining hole parking
 - Tony - Open other options
 - Dave - accidents.

Jessie Spencer 708 Villa Rd. > Students.
Stun

snarrows instead
opposed to 'no parking'

Susan Utterback. 610 Villa
opposed to 'no parking'

Mary Ann Take. 1400 Villa.
no safety on road
9000 ADT capacity.
4500 today.
"parking permit program"
removed on side?

8:25 Close hearing.

Ron. in favor leaving as is
Tony. in favor of removing parking
Neal. as is
need to have a discussion w/ GFC

Daniel. agree w/ GFC issue
leave as

Dave. as is

Jeff. parking on one side. to work towards
Sarah. agrees w/ Tony
Karl. agrees w/ Tony
Jeff.

Neal. more info on GFC
Tony.
Neal.

Tony. request a safety audit of
entire roadway

Jeff. this is inevitable

Created by GFCU:
think on it a little more

Brian Casey. where did it come from?
concerned w/ speed

Jasm.
Neal.

In clude Meridian: Fulton li hui.
more data - GFCU

Planning

Tony. safety is best.

path forward to check intersections.
Shared use path done by GFCU

Neal. move - Keep parking.

Dan and

Tony. friendly amendment. safety

John
Sarah:

Neal. 6 months.

8-0 passed.

Chief. Complaints in Fernwood. Speed studies.

Skate Park. 16 mph
move away from motorcycle officers
Bypass.



PROJECT

Date _____
By _____
Page _____ of _____

Job #

Email

Neal. newburgongon - send to personal

Kare. Thank you to PD. one Neal.

Karen
Cheryl
Marty

G.O passed.

Sarah. needs to do bike lanes, crosswalks.

Daniel.

Tony

Ron - move to adjor 9:18pm.

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION
PUBLIC COMMENT REGISTRATION CARD**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

PLEASE STATE YOUR NAME ONLY PRIOR TO SPEAKING.

(Agendas available at entrance)

Agenda Item No.: _____ **FILE No.:** _____ **Meeting Date:** _____

If you wish to make ORAL COMMENTS at this meeting, or submit written comments, please **provide all of the information requested below**. The agenda item numbers and project names are printed on the agenda. If you are attending the meeting to observe, you do not need to fill out a Registration Card.

Please check one:

- ☐ PROPONENT (For)
☒ OPPONENT (Against)
☐ UNDECIDED (Testify during either Proponent or Opponent testimony)
☐ WRITTEN COMMENT (oral testimony not required)

****If you don't raise an issue, either orally or in writing, you may be precluded from appealing****

Please print legibly:

Name STEPHEN BOLING **Phone Number** 537-0702

Professional Standing (if representing someone) _____

Mailing Address (including Zip Code) 708 VILVA

SLBj
Signature

THANK YOU FOR COMPLETING THIS! These cards help us spell your name correctly for the permanent record and assist the Planning Commission Chair in determining time limits if there are many residents present.

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION
PUBLIC COMMENT REGISTRATION CARD**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

PLEASE STATE YOUR NAME ONLY PRIOR TO SPEAKING.

(Agendas available at entrance)

Agenda Item No.: B FILE No.: _____ Meeting Date: 10/10/16

If you wish to make ORAL COMMENTS at this meeting, or submit written comments, please **provide all of the information requested below**. The agenda item numbers and project names are printed on the agenda. If you are attending the meeting to observe, you do not need to fill out a Registration Card.

Please check one:

- ☐ PROponent (For)
- ☐ OPponent (Against)
- ☐ UNDECIDED (Testify during either Proponent or Opponent testimony)
- ☐ WRITTEN COMMENT (oral testimony not required)

****If you don't raise an issue, either orally or in writing, you may be precluded from appealing****

Please print legibly:

Name Mary Ann Tuck Phone Number 503 537 0703
Professional Standing (if representing someone) _____
Mailing Address (including Zip Code) _____

Mary Ann Tuck
Signature

THANK YOU FOR COMPLETING THIS! These cards help us spell your name correctly for the permanent record and assist the Planning Commission Chair in determining time limits if there are many residents present.

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION
PUBLIC COMMENT REGISTRATION CARD**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

PLEASE STATE YOUR NAME ONLY PRIOR TO SPEAKING.

(Agendas available at entrance)

Agenda Item No.: VIII B FILE No.: _____ Meeting Date: 10/10/11

If you wish to make ORAL COMMENTS at this meeting, or submit written comments, please **provide all of the information requested below**. The agenda item numbers and project names are printed on the agenda. If you are attending the meeting to observe, you do not need to fill out a Registration Card.

Please check one:

- ☐ PROPONENT (For)
☒ OPPONENT (Against)
☐ UNDECIDED (Testify during either Proponent or Opponent testimony)
☐ WRITTEN COMMENT (oral testimony not required)

****If you don't raise an issue, either orally or in writing, you may be precluded from appealing****

Please print legibly:

Name Susan Utterback Phone Number 503-784-4955

Professional Standing (if representing someone) _____

Mailing Address (including Zip Code) PO Box 233 Newberg OR 97132

Susan Utterback

Signature

THANK YOU FOR COMPLETING THIS! These cards help us spell your name correctly for the permanent record and assist the Planning Commission Chair in determining time limits if there are many residents present.

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION
PUBLIC COMMENT REGISTRATION CARD**

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(Agendas available at entrance)

Agenda Item No.: _____ **FILE No.:** _____ **Meeting Date:** _____

If you wish to make ORAL COMMENTS at this meeting, or submit written comments, please **provide all of the information requested below**. The agenda item numbers and project names are printed on the agenda. If you are attending the meeting to observe, you do not need to fill out a Registration Card.

Please check one:

- ☐ PROPONENT (For)
☒ OPPONENT (Against)
☐ UNDECIDED (Testify during either Proponent or Opponent testimony)
☐ WRITTEN COMMENT (oral testimony not required)

****If you don't raise an issue, either orally or in writing, you may be precluded from appealing****

Please print legibly:

Name Jesse Spencer **Phone Number** _____

Professional Standing (if representing someone) _____

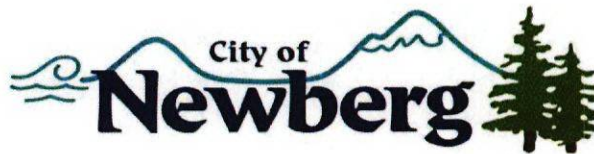
Mailing Address (including Zip Code) 708 Ullrich Rd

Newberg OR 97132

J. Spencer
Signature

THANK YOU FOR COMPLETING THIS! These cards help us spell your name correctly for the permanent record and assist the Planning Commission Chair in determining time limits if there are many residents present.

6:45 - 8:10



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, JANUARY 9, 2017
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. OATHS

III. ROLL CALL

Karl Birky	Neal Klein
Jeff Grider	Daniel Emslie
Mark Carleton	Chris Kelley
Ronald Johns	Tony Roos

Sarah Sand
Norma Yazmin Uribe

*That's what she
likes to go by.*

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC COMMENTS

VI. ELECT CHAIR AND VICE CHAIR

VII. CONSENT CALENDAR

- a. November 14, 2016 Meeting Minutes
- b. 2017 Meeting Dates

VIII. STAFF REPORTS & GENERAL INFORMATION

IX. NEW BUSINESS

- a. Code Revisions – Kaaren Hofmann
- b. 2017 Work Plan – Karl Birky/Kaaren Hofmann

X. OLD BUSINESS

XI. COMMISSIONER COMMENTS

XII. ADJOURNMENT – February 13, 2017

**Bicycle Safety Prog.
*Alternate Safety Belt
School Program
*Traffic Safety School
*Speed Watch &
Speed Trailer Prog.
*Construction Zone
Safety*

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, NOVEMBER 14, 2016 7:00 PM
Public Safety Building, 401 E. Third Street, Newberg

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present:	Karl Birky, Chair	Daniel Emslie	Neal Klein
	David Hostetler	Sarah Sand	Tony Roos
	Jeff Grider		

Members Absent: Ronald Johns and Chris Kelley

Staff Present: Jason Wuertz, Senior Engineer
Gwen Johns??, Police Sergeant
Bob Andrews, Mayor

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS – Mark ??, Newberg resident, was interested in getting involved with the City. He thought representatives from ODOT should attend these meetings. Newberg was unique in Yamhill County as it was bisected by State highways. To have relevant conversations about the conditions of the roads and traffic safety issues, ODOT representatives needed to be here.

Mayor Andrews suggested he fill out an application at City Hall. Chair Birky said ODOT came once or twice a year when there were issues for them to discuss. ODOT was very responsive when the City posed questions.

Robert Soppe, Newberg resident, said his home was at the corner of College and Sheridan and there were many safety issues at that intersection. Vehicles heading east on Sheridan could not see northbound College Street traffic and several accidents had occurred. A few years ago a right turn only sign for certain afternoon hours was installed and had improved safety dramatically when the sign was honored. The problem persisted, however, because the sign was often ignored. Crashes due to cars not following the sign were still occurring. He requested the Commission direct the Police Department to enforce the regulation imposed by the sign. At the October Traffic Safety Commission meeting, the Commission discussed the parking impact of George Fox and how they planned to review the issue in the future. This issue had not been properly addressed. There had been many inconsistencies between City codes with regard to parking and how they had been interpreted for George Fox. He gave examples and discussed how the code did not allow the interpretations that had been used.

There was discussion regarding options for the intersection of College and Sheridan and how College was in ODOT's jurisdiction. Mr. Soppe said the problem only occurred during peak hours for three hours per day, five days a week.

V. CONSENT CALENDAR

- A. August 8, 2016 Meeting Minutes
- B. October 10, 2016 Meeting Minutes

MOTION: Roos/Grider moved to approve the August 8 and October 10, 2016 minutes. Motion carried (7 Yes/ 0 No).

VI. NEW BUSINESS

A. TSC – 16-004 CS Lewis Academy School Zone

Civil Engineer Jason Wuertz said CS Lewis Academy had moved all of their activities to a new location on College Street. Their previous location on Wynyoski was no longer being used for school activities and did not need to be designated as a school zone. The school zone signs had been removed and staff was asking the Commission to ratify the decision to remove the school zone in that area.

MOTION: Roos/Grider moved ratify the decision to remove the school zone on Wynyoski. Motion carried (7 Yes/ 0 No).

VII. OLD BUSINESS

A. Parking Change Policy

CE Wuertz said the Parking Change Policy and the Stop Sign Policy had been discussed and approved by the Commission previously, but no minutes had been taken at those meetings and there was no record of the approvals. A decision that night would add these policies into the record. The process language had been changed in the Parking Change Policy. Previously the Police Chief was listed as the person documents were submitted to, and it was changed to the City Engineer. The City Attorney and City Engineer were working on amending the code to reflect the changes. Other than that, the policy remained the same.

Mayor Andrews suggested clarifying the language that stated the City Engineer would approve or disapprove the request. He thought the code stated that was the responsibility of the police, not the City Engineer. He thought they should defer any action on this policy until the code and policy aligned.

Commissioner Hostetler said some of the wording that was supposed to be edited last time was still not changed. He pointed out some spelling errors as well.

Commissioner Klein clarified if someone wanted a parking change, the process was to submit the request to engineering and the City Engineer would make the decision. Was there a time limit for making the decision? He wanted to make sure there was nothing in the code stating the Traffic Safety Commission made these determinations, not the City Engineer. He suggested if someone disagreed with the decision that was made, they could appeal it to the Traffic Safety Commission.

CE Wuertz said there was not a time limitation for making a decision, but it could be included. He discussed how these types of requests were handled.

Mayor Andrews thought these requests should also be signed off and endorsed by the Police Department as part of the policy.

CE Wuertz would correct the clerical errors and would bring the policy back to the Commission after the code revisions were made.

MOTION: Roos/Grider moved to table the Parking Change Policy until the code was amended. Motion carried (7 Yes/ 0 No).

B. Stop Sign Policy

Commissioner Sand asked how the Stop Sign Policy had changed. CE Wuertz explained the differences were clerical corrections and changing the point person from the Police Chief to the City Engineer. When people requested a stop sign, staff met with them, a study was performed if needed, and a report was prepared. The report was brought to the Commission to make a decision. This policy would formalize the current process.

Commissioner Sand wanted to make sure the policy did not hinder people from requesting a stop sign if one was needed.

MOTION: Roos/Grider moved to table the Stop Sign Policy until the code was amended. Motion carried (7 Yes/ 0 No).

VIII. STAFF REPORTS – GENERAL INFORMATION

Sgt. Johns?? discussed successful stop signs in the City. She would let the Police Department know about enforcing the sign on College and Sheridan. Corporal Linck received a Distinguished Service Award at the Oregon Police Officer Association Dinner last month.

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There was discussion regarding the improvements to Villa Road as well as speeding and parking issues.

Mayor Andrews said the Council had been discussing pavement maintenance funding. A street fee coupled with other funding options was being considered. There had been progress on the bypass and the initial utility work was being completed. He explained the next steps for construction of the bypass and how ODOT was working on funding the purchase of right-of-way for the next phase of the bypass. There was an issue with the light at the Dundee fishhook, which was being worked on.

Commissioner Roos discussed possible funding for the second phase of the bypass through the State and how people should contact their legislators to encourage keeping the momentum going.

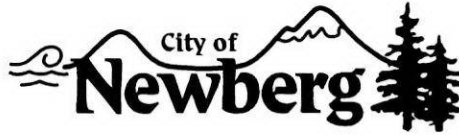
IX. ADJOURNMENT

The meeting was adjourned at 8:07 PM.

Approved by the Newberg Traffic Safety Commission on this ??th day of January 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair



MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

January 9, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Motion on Meeting Dates and Location for 2017

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission make a motion setting the meeting location for 2017 as the Public Safety Building unless otherwise noted and that the meeting dates are as follows: February 13, 2017; April 10, 2017; July 10, 2017; and October 9, 2017.

EXECUTIVE SUMMARY:

The Newberg Municipal Code states:

2.15.390 Meetings, quorum, and official action.

Meetings of the commission will be called and conducted in the following manner:

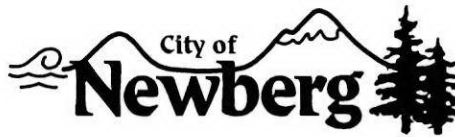
A. Regular Meetings. The commission will hold regular meetings at a time and place designated by the commission. The commission will meet whenever business warrants but, in no event, not less than quarterly. Notice of meetings and the agenda will be published in accordance with Oregon Public Meetings Law.

In the past, the meetings of the Commission have been schedule monthly with a great number being cancelled due to a lack of business. The Code indicates that the Commission must meet quarterly and can meet more often.

Staff believes that setting a quarterly schedule with a dedicated work plan is the best way to accomplish the mission of the Commission. If there becomes enough call, additional meetings can be scheduled.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

January 9, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Proposed Code Revisions

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission review, discuss and provide comments on the proposed revisions to the NMC as it relates to the Commission and its duties.

EXECUTIVE SUMMARY:

Since the staff liaison to the Traffic Safety Commission is now the City Engineer rather than the Police Chief, it was determined that the Code language should be updated. The updated language will be provided on Monday.

“Working Together for a Better Community – Serious About Service”

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MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

January 9, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Work Plan for 2017

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission review, discuss and provide comments on the proposed work plan for 2017.

EXECUTIVE SUMMARY:

The Newberg Municipal Code states:

2.15.400 Purpose and duties.

A. The purpose of the commission is to promote traffic safety through investigation, study and analysis of traffic safety programs; to conduct educational efforts among the public in the matters of public safety; to consider all traffic safety programs which are referred to them for recommendation by the city council and to make reports to the city council on matters of traffic safety and traffic safety programs.

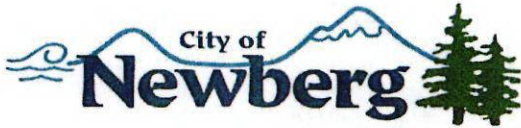
B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community.

In order to fulfill the purpose and duties, a list of ideas for a proposed work plan has been attached to this memorandum. It includes policy discussions, educational opportunities and other traffic safety programs.

Once the Commission has discussed the ideas, Staff will consolidate the work plan into appropriate commission meetings. The final approval of this work plan is expected to occur at the February 9, 2017 meeting.

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“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



TRAFFIC SAFETY COMMISSION
WORK PLAN IDEAS FOR DISCUSSION
January 9, 2017

Citizen Requests:

As necessary

Policy Adoption:

- Application process improvements. Develop a Traffic Safety Commission application packet (request submittal form, process flowchart, request timeline, internal tracking etc.).
- Stop sign installation/warrants policy. Mostly complete.
- Sight distance and vision clearance standards.
- No parking zones (School areas, industrial, etc.). – Mostly complete.
- Traffic calming devices policy
- School Zones Policy
- Truck route locations, signage, and enforcement

**Education/Training Opportunities:
For both the Commission and the Citizens**

- Distracted Driving
- Work Zone Safety
- Traffic signs, size, reflectivity, location
- Speed Zones and How they work
- Photo red light (education/policy)
- High School accident reconstruction education
- Safe Routes to school improvements & grant opportunities

Other:

- George Fox University parking program review
- Bypass Tour

Mayer - Really likes the idea of a tour of the bypass

- * Distracting driving *
- Campaign it to paper, website
- Get visible
- Safe Routes to School

*** Photo Red Light

* Portland State
Students study
for Safe Routes
to School

* Connectivity

* Workshops.

* Briefing on attending
issues freight route
corridor

* Wesley Woodruff came
back.

* Speakers to go
to to listen

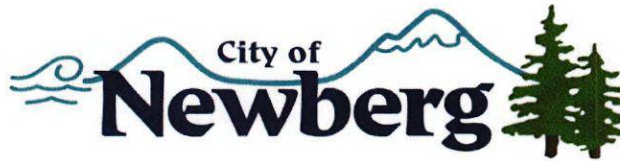
Emoji

* presentations to
Commissions

* programs

The National Road Safety Foundation

Need Klem Traffic Calming



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, JANUARY 9, 2017
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

— Karl Birky	Neal Klein	Sarah Sand
Jeff Grider	Daniel Emslie	✦ Norma Yazmin Uribe
✦ Mark Carleton	Chris Kelley	
Ronald Johns	Tony Roos	

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

- A. November 14, 2016 Meeting Minutes
- B. 2017 Meeting Dates

VI. NEW BUSINESS

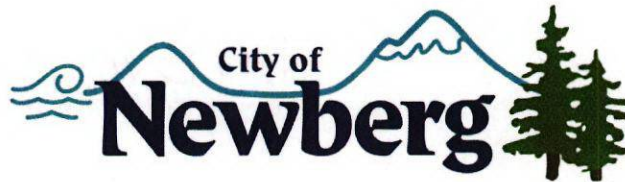
- A. Code Revisions – Kaaren Hofmann
- B. 2017 Work Plan – Karl Birky/Kaaren Hofmann

VII. OLD BUSINESS

VIII. STAFF & COMMISSIONER COMMENTS

IX. ADJOURNMENT – February 13, 2017

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NOTICE OF PUBLIC MEETING & AGENDA

Jan 9,
2017

TRAFFIC SAFETY COMMISSION MONDAY, FEBRUARY 9, 2015

PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ADMINISTER OATHS OF OFFICE

III. ROLL CALL

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC COMMENTS

VI. ELECTION OF COMMISSION CHAIR AND VICE CHAIR

A. Nomination and election of Chairperson for the ~~Traffic Safety Commission~~

B. Nomination and election of Vice-Chair for the ~~Traffic Safety Commission~~

VII. CONSENT CALENDAR

✓A. Approval of minutes from the ~~December 8, 2014 Traffic Safety Meeting~~

✓B. ~~Set Time & place of TSC meeting~~ 2.15.200

VIII. NEW BUSINESS

A. ~~TSC 15-0001 / Howard Street Limited Parking Request - Library~~

✓B. ~~Code Revisions~~

IX. OLD BUSINESS

X. STAFF REPORTS – GENERAL INFORMATION

A. Engineering

B. Police ~~housekeeping/lemaire contact~~
~~housekeeping~~ Oregonimpair.org

Feb 13th
April 10th
July 10th
Oct. 9th
7 pm PSB

C. Commissioners

Feb 13, 2017

XI. ADJOURNMENT – Next meeting ~~March 9, 2015~~

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Recorder's office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than two business days prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please dial 711.

Posted: ~~February 2, 2015~~

modified

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, NOVEMBER 14, 2016 7:00 PM
Public Safety Building, 401 E. Third Street, Newberg

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present:	Karl Birky, Chair	Daniel Emslie	Neal Klein
	David Hostetler	Sarah Sand	Tony Roos
	Jeff Grider		

Members Absent: Ronald Johns and Chris Kelley

Staff Present: Jason Wuertz, ^{Senior} Civil Engineer
Gwen Johns??, Police Sergeant
Bob Andrews, Mayor

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS – Mark ??, Newberg resident, was interested in getting involved with the City. He thought representatives from ODOT should attend these meetings. Newberg was unique in Yamhill County as it was bisected by State highways. To have relevant conversations about the conditions of the roads and traffic safety issues, ODOT representatives needed to be here.

Mayor Andrews suggested he fill out an application at City Hall. Chair Birky said ODOT came once or twice a year when there were issues for them to discuss. ODOT was very responsive when the City posed questions.

Robert Soppe, Newberg resident, said his home was at the corner of College and Sheridan and there were many safety issues at that intersection. Vehicles heading east on Sheridan could not see northbound College Street traffic and several accidents had occurred. A few years ago a right turn only sign for certain afternoon hours was installed and had improved safety dramatically when the sign was honored. The problem persisted, however, because the sign was often ignored. Crashes due to cars not following the sign were still occurring. He requested the Commission direct the Police Department to enforce the regulation imposed by the sign. At the October Traffic Safety Commission meeting, the Commission discussed the parking impact of George Fox and how they planned to review the issue in the future. This issue had not been properly addressed. There had been many inconsistencies between City codes with regard to parking and how they had been interpreted for George Fox. He gave examples and discussed how the code did not allow the interpretations that had been used.

There was discussion regarding options for the intersection of College and Sheridan and how College was in ODOT's jurisdiction. Mr. Soppe said the problem only occurred during peak hours for three hours per day, five days a week.

V. CONSENT CALENDAR

- A. August 8, 2016 Meeting Minutes
- B. October 10, 2016 Meeting Minutes

MOTION: Roos/Grider moved to approve the August 8 and October 10, 2016 minutes. Motion carried (7 Yes/ 0 No).

VI. NEW BUSINESS

A. TSC – 16-004 CS Lewis Academy School Zone

Civil Engineer Jason Wuertz said CS Lewis Academy had moved all of their activities to a new location on College Street. Their previous location on Wynooski was no longer being used for school activities and did not need to be designated as a school zone. The school zone signs had been removed and staff was asking the Commission to ratify the decision to remove the school zone in that area.

MOTION: Roos/Grider moved ratify the decision to remove the school zone on Wynooski. Motion carried (7 Yes/ 0 No).

VII. OLD BUSINESS

A. Parking Change Policy

CE Wuertz said the Parking Change Policy and the Stop Sign Policy had been discussed and approved by the Commission previously, but no minutes had been taken at those meetings and there was no record of the approvals. A decision that night would add these policies into the record. The process language had been changed in the Parking Change Policy. Previously the Police Chief was listed as the person documents were submitted to, and it was changed to the City Engineer. The City Attorney and City Engineer were working on amending the code to reflect the changes. Other than that, the policy remained the same.

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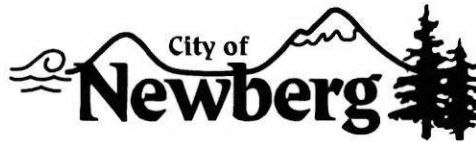
IX. ADJOURNMENT

The meeting was adjourned at 8:07 PM.

Approved by the Newberg Traffic Safety Commission on this ??th day of January 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair



MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

January 9, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Motion on Meeting Dates and Location for 2017

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission make a motion setting the meeting location for 2017 as the Public Safety Building unless otherwise noted and that the meeting dates are as follows: February 13, 2017; April 10, 2017; July 10, 2017; and October 9, 2017.

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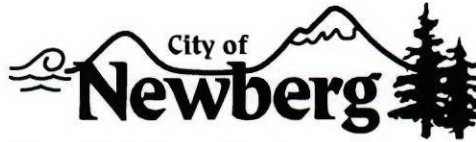
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MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

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97132

Tel 503.537.1240 • Fax 503.537.1277

January 9, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Proposed Code Revisions

RECOMMENDATION:

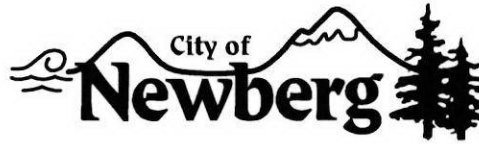
Staff recommends that the Traffic Safety Commission review, discuss and provide comments on the proposed revisions to the NMC as it relates to the Commission and its duties.

EXECUTIVE SUMMARY:

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MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

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97132

Tel 503.537.1240 • Fax 503.537.1277

January 9, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Work Plan for 2017

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission review, discuss and provide comments on the proposed work plan for 2017.

EXECUTIVE SUMMARY:

The Newberg Municipal Code states:

2.15.400 Purpose and duties.

A. The purpose of the commission is to promote traffic safety through investigation, study and analysis of traffic safety programs; to conduct educational efforts among the public in the matters of public safety; to consider all traffic safety programs which are referred to them for recommendation by the city council and to make reports to the city council on matters of traffic safety and traffic safety programs.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community.

In order to fulfill the purpose and duties, a list of ideas for a proposed work plan has been attached to this memorandum. It includes policy discussions, educational opportunities and other traffic safety programs.

Once the Commission has discussed the ideas, Staff will consolidate the work plan into appropriate commission meetings. The final approval of this work plan is expected to occur at the February 9, 2017 meeting.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



TRAFFIC SAFETY COMMISSION
WORK PLAN IDEAS FOR DISCUSSION
January 9, 2017

Citizen Requests:

As necessary

Policy Adoption:

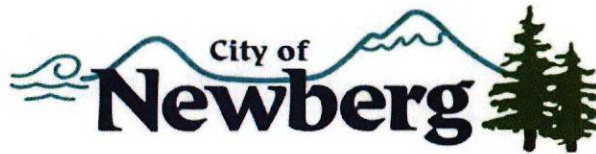
- a. Application process improvements. Develop a Traffic Safety Commission application packet (request submittal form, process flowchart, request timeline, internal tracking etc.).
- b. Stop sign installation/warrants policy. Mostly complete.
- c. Sight distance and vision clearance standards.
- d. No parking zones (School areas, industrial, etc.). – Mostly complete.
- e. Traffic calming devices policy
- f. School Zones Policy
- g. Truck route locations, signage, and enforcement

Education/Training Opportunities:
For both the Commission and the Citizens

- a. Distracted Driving
- b. Work Zone Safety
- c. Traffic signs, size, reflectivity, location
- d. Speed Zones and How they work
- e. Photo red light (education/policy)
- f. High School accident reconstruction education
- g. Safe Routes to school improvements & grant opportunities

Other:

- a. George Fox University parking program review
- b. Bypass Tour



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, FEBRUARY 13, 2017
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

Karl Birky ✓
Jeff Grider ✓
Mark Carleton ✓
Ronald Johns x

Neal Klein x
Daniel Emslie x
Chris Kelley x
Tony Roos ✓

Sarah Sand ✓
Norma Yazmin Uribe x

Mayor, Police Chief, Josa Vuerke

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. ELECT CHAIR AND VICE CHAIR

VI. CONSENT CALENDAR

- a. January 09, 2017 Meeting Minutes

*- Citizens Issue Log
- Decision Log
- ped crosswalk downtown*

VII. STAFF REPORTS & GENERAL INFORMATION

VIII. NEW BUSINESS

- a. Code Revisions
b. Photo Red Light Presentation

*have C.A. make changes, show changes
and send back out to TSC ASAP*

IX. OLD BUSINESS

X. COMMISSIONER COMMENTS

XI. ADJOURNMENT – April 10, 2017

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, JANUARY 9, 2017 7:00 PM
Public Safety Building, 401 E. Third Street, Newberg

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. OATHS

Mayor Andrews administered the oath of office to Karl Birky, Norma Yazmin Uribe and Mark Carleton.

III. ROLL CALL

Members Present: Karl Birky, Chair Daniel Emslie Neal Klein
Ronald Johns Chris Kelley
Norma Yazmin Uribe *Norma* Mark Carleton

Members Absent: Jeff Grider, Sarah Sand, Tony Roos

Staff Present: Kaaren Hoffman, City Engineer
Brian Casey, Police Chief
Bob Andrews, Mayor

IV. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

V. PUBLIC COMMENTS – None.

VI. ELECT CHAIR AND VICE CHAIR

MOTION: Johns/Kelley moved to nominate Karl Birky for Chair. Motion carried ⁶~~8~~ Yes/ 0 No).

MOTION: Kelley/Klein moved to nominat Ron Johns for Vice Chair. Motion carried ⁶~~8~~ Yes/ 0 No.

VII. CONSENT CALENDAR

A. November 14, 2016 Meeting Minutes

B. 2017 Meeting Dates

There was clarification that Police Sergeant Gwen Johns was in attendance at the November meeting and the question marks in the minutes could be removed.

MOTION: Johns/Carleton moved to approve the November 14, 2016, minutes as amended. Motion carried (8 Yes/ 0 No).

Chair Birky explained the proposed 2017 meeting dates for the Commission were February 13, April 10, July 10, and October 9. More meetings may be scheduled as needed.

MOTION: Johns/Emslie moved to approve the proposed 2017 meeting dates. Motion carried (8 Yes/ 0 No).

VIII. STAFF REPORTS & GENERAL BUSINESS

Police Chief Brian Casey reported that he, the Mayor, and City Manager met to discuss photo red lights and reinstalling cameras in Newberg in areas that were warranted. New Year's Eve was busy but uneventful. While the Bypass construction traffic had been heavy and cluttered in the Springbrook area, there had been few problems. There were four Newberg officers at the incident where Trooper Cederberg was shot. Fortunately the Trooper survived and no other officers were injured.

Chair Birky asked PC Casey's opinion on eliminating parking on Villa Road. PC Casey said having cars parked on both sides of the street narrowed the lanes of traffic and slowed traffic down. There had been no parking complaints and he thought it should be left as it was.

City Engineer Kaaren Hoffman said there had been a lot of questions about using City email. The Commission had to use City email in order to comply with public records laws. Villa Road Phase 1 was completed. Staff was working on Phase 2 to be constructed this summer. The railroad gave approval to build sidewalks and bike lanes underneath the trestle. Council sent the pavement maintenance fee package back to the ad hoc committee to look into a few issues. Staff was working on a list of projects for the fee. The City received a grant to work on Crestview between Springbrook and the City limits to the east. She had been in contact with three citizens regarding speeding and no parking issues. Mr. Soppe came to the last Commission meeting and spoke about issues regarding the right turn only sign at the intersection of Collage and Sheridan. He sent an email with information about a crash that occurred on December 29 which reiterated the need for police enforcement at the intersection.

IX. NEW BUSINESS

A. Code Revisions

CE Hoffman said there had been a transition recently where Engineering would be the staff liaison for the Commission, although they would continue to work closely with the Police Department. The Municipal Code had to be changed to address the transition. She asked the Commission to review the proposed revisions. They would be on the next Commission meeting agenda for approval. The revisions would then be taken to the City Council for final adoption.

B. 2017 Work Plan

CE Hoffman said the purposes of the Commission were to promote traffic safety through investigation, study, and analysis of traffic safety programs and to conduct educational efforts. In order to fulfill these duties, she suggested creating a work plan. Some of the items on the proposed work plan were policy adoptions, educational training opportunities, George Fox parking program review, and tour of the Bypass.

Mayor Andrews suggested adding the road diet downtown and connectivity between neighborhoods to the work plan. He thought the Commission should get a briefing on freight corridors.

Mr. Klein suggested adding the traffic calming devices policy to the work plan.

There was discussion regarding the types of educational programs the Commission should pursue and possible speakers to make presentations. Issues to address were distracted driving, safe routes to schools, and photo red lights.

The work plan would be revised and brought back to the next meeting.

X. OLD BUSINESS – None

XI. COMMISSIONER COMMENTS

Mayor Andrews reminded the Chair that there would be a Mayor's Cabinet meeting on January 24. The upcoming legislative session would be working on a transportation package which might be beneficial for the City. The Mid-Willamette Area Committee on Transportation was an advisory body to the Oregon Transportation Commission. They had approved a 2018-2021 STIP and included in that was funding for the design work for the second phase of the Bypass. The Transient Lodging Tax was being looked at as to how the funding would be spent and some of it would have to do with where signage would be placed for directing people through the City. There might be a buyer for the West Rock site and an ad hoc committee would be put together to discuss the future development of the riverfront area. A bus shelter would be put in near the intersection of Springbrook and 99W. The pavement maintenance fee ad hoc committee would be giving a recommendation to the Council on revisions to the package.

Mr. Emslie thought there should be more education on photo red light enforcement and how they were not being used as money makers. People needed to know how they were financed and who maintained them.

Mr. Carleton agreed with Mr. Emslie's comments. Public relations work needed to be done as many people thought these were only used to make money for the City and not for the safety of citizens. He was in favor of any educational opportunity for the Commission to make more learned decisions.

PC Casey concurred public awareness for photo red lights was important. He discussed how the current system did not issue citations unless the violator's tires entered the crosswalk while the light was red. The violator could go on a website and view in real time the violation on video. It had been a success and he thought there was community support.

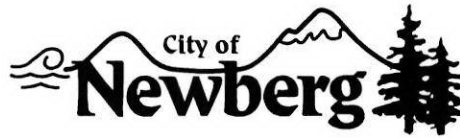
XII. ADJOURNMENT

The meeting was adjourned at 8:08 PM.

Approved by the Newberg Traffic Safety Commission on this ??th day of February 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair



MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

February 6, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Jason Wuertz, PE, Senior Engineer
RE: Proposed Code Revisions

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission recommend City Council approval of the proposed revisions to the Newberg Municipal Code (NMC) as it relates to the Commission and its duties.

EXECUTIVE SUMMARY:

Since the staff liaison to the Traffic Safety Commission is now the City Engineer rather than the Police Chief, it was determined that the Code language should be updated. See attached.

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TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

LOCATION column

City Engineer's Office
Tel: 503.537.1273
www.newbergoregon.gov

Date Received	Citizen Name	Contact Info	Issue Description	Status
10/13/2016	Laura Farb	503-537-3066	Evertest Street - No Parking Canyon Ridge Apartments	This road is a County Road. The County Engineer is looking into this
12/5/2016	Jennifer Yahn	jennifer.yahn@aig.com	Concern about the amount of traffic on Meridian due to new construction(21 new homes being built), residents, and Veritas School. The amount of traffic seems to have doubled and the speeds in which the vehicles are traveling down the road are dangerous.	Speed trailer was placed and it was determined that speeding is not an issue.
12/2/2016	Linda Miller	mochafreeze55@icloud.com	Stop Sign request at Sitka & Cherry to slow traffic	Waiting for further information from resident.
1/9/2017	Robert Soppe	rs@compprobsolv.com	There is a significant safety problem at this intersection that persists when drivers don't follow the "Right Turn Only" sign. (ROSS STREETS)	Received
1/18/2017	Laura Farb	503-537-3066	Typres Gardens Apartments No Parking Zone Request (Haworth)	Received
			wrong way on Howard by Library	

Showed changes

Blaze & emergency to close road - authority

Amendments to Article V. Traffic Safety Commission Code

(NMC 2.15.330-2.15.380)

add ability for TSC to call public hearing @ any time, for any reason

2.15.330 Establishment.

There is established a Newberg traffic safety commission ("commission") for the City of Newberg. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.15.]

2.15.340 Membership.

The commission shall consist of nine voting members who are not officials or employees of the city. The mayor, city manager, chief of police, city engineer and student from one of the local high schools will serve as ex officio nonvoting members of the commission. The chief of police and city engineer may designate a person in their department to serve in their capacity. The members, including the student member, will be appointed by the mayor, subject to the confirmation by the city council. [Ord. 2790 § 2, 11-2-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.16.]

2.15.350 Terms of office.

The members of the commission will serve for a term of three consecutive calendar years. The terms will begin January 1st of the first calendar year and end December 31st of the last calendar year. The terms of the members will be established in approximately equal expiration of terms each year. The term of the student members will begin June 1st of each calendar year and end May 31st of succeeding calendar year with reappointment not to exceed three years. Members of the commission will continue after expiration of the term until such time as their successors are appointed. [Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.17.]

2.15.360 Appointment and qualifications.

The procedure and qualifications for appointment to positions on the commission are as follows:

- A. The city will give public notice of any vacancy of the commission and accept such applications for vacancies.
 - B. The application for membership on the commission will state the principal occupation, residence of the applicant, and other information or qualifications the city may deem necessary.
 - C. All members will have their principal place of residency in the City of Newberg, except two members may have their residency outside the city limits, but within the urban growth boundary of the city.
- [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.18.]

2.15.370 Vacancies and removals.

The city will fill vacancies and remove commissioners as follows:

- A. Any vacancy on the commission will be filled by appointment by the mayor with the consent of the city council for the unexpired term of the predecessor.
- B. A member of the commission may be removed by recommendation of the mayor with consent of the city council after hearing for misconduct or nonperformance of duty.
- C. When a commission member has failed to attend three consecutive commission meetings or has three or more unexcused absences from meetings during a calendar year, the member will be rebuttably presumed to be in nonperformance of duty, and the chairperson will notify the mayor of such situation.
[Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.19.]

2.15.380 Presiding members.

At the commission's first meeting of each calendar year, the commission will elect a chair and a vice chair. The chair will preside at all meetings of the commission. The vice chair will preside in the absence of the chair. An election will be held thereafter on the first meeting of each calendar year for the purpose of electing a chair and a vice chair of the commission. The city engineer, or designee, will act as secretary to the commission. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.20.]

2.15.390 Meetings, quorum, and official action.

Meetings of the commission will be called and conducted in the following manner:

- A. Regular Meetings. The commission will hold regular meetings at a time and place designated by the commission. The commission will meet whenever business warrants but, in no event, not less than quarterly. Notice of meetings and the agenda will be published in accordance with Oregon Public Meetings Law.
- B. Special and Emergency Meetings. A special meeting of the commission may be called by the chair, upon its own motion, or the city engineer, upon his/her own motion, or at the request of the majority of the members of the commission. Notice of the meeting will be given in accordance with the Oregon Public Meetings Law. An emergency meeting of the commission may be called in the same manner as a special meeting. The facts constituting the emergency will be placed upon the record as the first order of business of that meeting.
- C. Quorum. A majority of the voting members (five members) of the commission will constitute a quorum. A quorum is required to be present at meetings in order to conduct official business.
- D. Official Action. A vote of the majority of the quorum will be necessary to take any official action by the commission.

E. Public Meetings. The meetings of the commission will be open to the public and subject to the Oregon Public Meetings Law. Meetings other than regularly scheduled meetings may be announced at a prior meeting. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.21.]

2.15.400 Purpose and duties.

A. The purpose of the commission is to promote traffic safety through investigation, study and analysis of traffic safety programs; to conduct educational efforts among the public in the matters of public safety; to consider all traffic safety programs which are referred to them for recommendation and to make reports to the city council on matters of traffic safety and traffic safety programs.

B. The commission's duties include, but are not limited to:

1. Reviewing proposals related to major traffic matters within the city.
2. Making recommendations to the city council on issues pertaining to traffic safety, traffic planning and design, and general traffic matters.
3. Promulgating standards and policies relating to neighborhood traffic management.
4. Researching, developing and implementing coordinated traffic safety programs which meet local needs.
5. Promoting public acceptance of official programs proposed or instigated by the city.
6. Fostering public knowledge and support of traffic law enforcement, transportation planning and traffic engineering issues.
7. Coordinating with the public and private school systems of the city to promote traffic safety aids in the schools and public education on traffic safety.
8. Holding public hearings on traffic issues, as provided in NMC 2.15.040 to decide upon locations designated for parking, crosswalks, safety zones and traffic control signs within the community.

2.15.410 Authority.

A. Limited Traffic Decisions. Limited traffic decisions are traffic decisions which affect and are confined to one particular location.

1. The city engineer will make an initial decision based on city policies. Notice of the decision will be mailed to property owner(s) within 300 feet of the subject location if more than one property owner is affected by the decision. The notice will include information on how to appeal the decision.

2. Request for Public Hearing. A public hearing will be held before the traffic safety commission upon written request by two or more affected property owners. Notice of the hearing will be given to property owners within 300 feet of the subject location in a manner reasonably calculated to notify affected property owners.

3. Notice of the decision by the traffic safety commission will be mailed to all property owners within 300 feet of the subject location within 10 business days of the decision.

4. Appeal. Limited traffic decisions of the traffic safety commission may be appealed to the Newberg city council within 30 days of the notice of the decision. A notice of appeal and council hearing date will be mailed to property owners within 300 feet of the subject Location as provided in NMC 2.15.450.

B. General Traffic Decisions. General traffic decisions are decisions which affect the entire community, or a number of locations. Such decisions are truck routes, general parking policies, parking for one-way grids affecting more than one block, general signage policies, traffic safety hazard policies and traffic safety programs. Such decisions will be made in the following manner:

1. Notice will be given in a method reasonably calculated to give all interested parties notice.

2. Such notice will state the following:

a. The time, date and place of the hearing.

b. The recommended decision to be made.

c. The criteria to be used in making the decision.

d. That public testimony will be taken at the hearing.

e. Written comments can be made and the location where such comments can be delivered, mailed, or emailed.

3. The commission will meet at the time and date to conduct a hearing pursuant to the process adopted by the commission.

4. When the commission has made a decision, reasonable notification of the decision will be given and the right of any party making an appearance in the hearing by either written form or by oral testimony will be informed of their right to appeal. Notice of the decision may be done by announcing the decision and the right to appeal at the hearing where the decision is made.

C. Decisions of Commission. All decisions of the commission will be final unless such decision is appealed by parties having the right to appeal such decision to the city council in accordance with NMC 2.15.450. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.23.]

2.15.420 Final decisions – Enactment.

Final decisions will be forwarded to the city manager or designee to enact the decision and do all necessary work to carry out the decisions of the commission. Such work will be performed under the direction of the city manager or designee. Specific action taken in carrying out the final decisions will be the responsibility of the city manager or designee. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.24.]

2.15.430 Log of decisions.

Decisions made by the commission will be set out in a schedule in chronological date order and in accordance with the type of decision, the date of the decision, the brief description of the decision made and the date in which the action was taken for the decision. The chief of police or designee will have the authority to update the schedule. Such schedule, as soon as reasonably possible, but in no event later than quarterly, will be presented to the commission for its review and comment. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.25.]

2.15.440 Development permit process decisions.

Repealed by Ord. 2743. [Ord. 2427. Code 2001 § 32.26.]

2.15.450 Appeals of decisions.

The decisions of the commission can be appealed to the city council. The commission will have an opportunity to reconsider its decision when a petition for appeal is filed. The following procedure is established for an appeal of a commission decision:

A. Parties Who Can Appeal. Any party appearing before the commission, either in written form or by oral testimony, the city manager, and the city engineer have the authority to appeal the decision of the commission.

B. Petition for Appeal and Time of Filing. Any decision of the commission can be appealed to the city council if such appeal is made within 14 days of the date of the decision. Such appeal will be made upon the petition prescribed for and approved by the commission stating the name of the party, indicating standing of party to appeal, demonstrating where the decision was in error, and what, if any, new evidence is available that was not available at the hearing.

C. Effect of Decision While Appeal or Reconsideration Is Pending. The decision of the commission will be held in abeyance pending appeal to the city council. However, this does not affect the ability of the chief of police to enact any decision under the authority granted to him/her under NMC 2.15.470. [Ord. 2743 § 1, 10-3-11; Ord. 2733 Att. A, 2-7-11; Ord. 2427. Code 2001 § 32.27.]

2.15.460 City council decisions.

The city council will consider any appeal of a decision by the commission using the following procedure:

A. Record Before Council and Public Testimony. The city council will hear the appeal based upon the record filed, any written information which will consist of all documents before the commission, plus the minutes of the commission. Written material can be submitted by the appellant or any party prior to the council meeting. The council may, upon the majority of the vote, set the matter down for a public hearing where testimony can be heard.

B. Authority of Council. The city council, after hearing, may reverse the commission's decision and/or completely substitute their judgment for that of the commission, and will have the authority to consider all matters, whether they were specified in the appeal or not, remand the matter back to the commission, or do whatever the council deems proper.

C. Final Decision. The decision of the city council is final. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.28.]

2.15.470 Authority of city engineer. + Police Chief?

The city engineer will have the authority to make traffic decisions as follows:

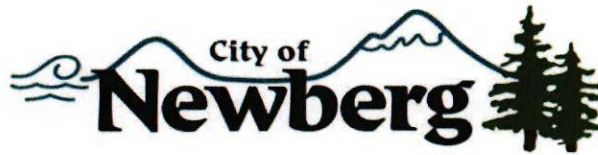
A. General Authority. The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.

B. Appeal to Commission. At the next regularly scheduled meeting, the city engineer will ratify, affirm, alter or change the action. *use old language* C. The chief of police and/or designee will have authority to make decisions on all temporary street closures or other temporary traffic changes due to special events, such as Old Fashioned Festival (parade) and other public functions.

C. Permits for closure of the Newberg cultural district festival street are issued under NMC 12.05.245. [Ord. 2779 § 3, 2-17-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.29.]

2.15.480 Legal advice.

The commission has the authority to request legal advice from the city attorney. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.30.]



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, APRIL 10, 2017
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

✓ Karl Birky	Neal Klein	✓ Sarah Sand
✓ Jeff Grider	Daniel Emslie	✓ Norma Yazmin Uribe
✓ Mark Carleton	✓ Chris Kelley	Bob Andrews
✓ Ronald Johns	Tony Roos	Karen Hofmann
		Brian Casey

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

- a. February 13, 2017 Meeting Minutes

VI. STAFF REPORTS & GENERAL INFORMATION

- a. Police
 - i. Red Light Camera Survey Results
- b. Engineering
 - i. Log of Decisions
 - ii. Speed Zones

1) Bypass
2)

VII. NEW BUSINESS

- a. TSC17-001 Fulton Mid-Block Crosswalk
- b. Traffic Calming Presentation & Discussion

VIII. OLD BUSINESS

- a. Code Changes

OK to table for now.

IX. COMMISSIONER COMMENTS

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.



X. ADJOURNMENT – July 10, 2017

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, FEBRUARY 13, 2017 7:00 PM
Public Safety Building, 401 E. Third Street, Newberg

“Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present: Karl Birky, Chair
Tony Roos

Jeff Grider
Sarah Sand

Mark Carleton

Members Absent: Chris Kelley, Ronald Johns, Daniel Emslie, Neal Klein, and Norma Yazmin Uribe

Staff Present: Brian Casey, Police Chief
Jason Wuertz, Civil Engineer
Bob Andrews, Mayor

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS – None.

V. ELECT CHAIR AND VICE CHAIR

This item was done at the last meeting.

VI. CONSENT CALENDAR

A. January 9, 2017 Meeting Minutes

There was discussion regarding the number of members who voted on the motions. The motions should have carried 6 Yes/0 No.

There was consensus to approve the January 9, 2017, minutes as amended.

VII. STAFF REPORTS & GENERAL INFORMATION

Police Chief Brian Casey reported that since December 1, the Police Department had responded to 4,600 calls for service, made 1,285 traffic stops, arrested 11 drunk drivers, issued 768 warnings, wrote 557 traffic citations, arrested 146 adults and 12 juveniles, responded to 12 overdose calls, broke up a fight near City Hall, and there was a bank robbery. It had been a busy few months.

Chair Birky asked what the top traffic problems were in the City. PC Casey thought the downtown pedestrian crosswalk safety issue was one, speeding on long stretches of road, such as on collector streets was another, people running red lights, and distracted driving.

There was discussion regarding addressing parking on the wrong side of the street around George Fox.

City of Newberg: Traffic Safety Commission Minutes (February 13, 2017)

Page 1 of 3

Civil Engineer Jason Wuertz said staff created an issue log to track complaints and concerns from citizens and also created a decision log. Both of these would be included in the Commission meeting packets.

There was discussion regarding a request for a stop sign on Sitka and Cherry and the grassroots effort to help with the pedestrian crosswalk issue downtown.

Commissioner Roos suggested adding a location column on the complaints log.

VII. NEW BUSINESS

A. Code Revisions

CE Wuertz said the proposed changes had to do with the old Code referring to the Police Chief and new Code referred to the City Engineer. There were no significant changes. He reviewed the changes that were being proposed.

There was discussion regarding whether or not the new language took away the Commission's ability to identify a problem and request a public hearing on it. Previously limited traffic decisions did not require hearings, but the Commission was not precluded from holding a hearing.

CE Wuertz would tell the City Attorney that the Commission wanted to ensure they had the opportunity to call a public hearing at any time for whatever reason and make sure the wording allowed it.

There was discussion regarding what issues would be staff decisions and what decisions would come to the Commission.

CE Wuertz said in the Code, the City Engineer had the authority to make changes to traffic control devices, and these decisions would go to the Commission to be ratified.

There was consensus to add that the Chief of Police had the authority to close a road in emergency situations.

Mayor Andrews wanted to elevate one of the Commission's purposes, to promote traffic safety through investigation, study, and analysis of traffic safety programs. This was a public relations and education piece.

CE Wuertz would bring the Code revisions back to the next meeting with the changes suggested.

B. Photo Red Light Presentation

PC Casey said the City started using photo red light in 2005 on Springbrook and 99W. It was removed by ODOT as the intersection was redesigned for the Bypass. A light could not be put back up until two to three years after the Bypass was completed. More photo red lights could be put up on other intersections, and eight intersections would be surveyed with temporary cameras. If they were justified, staff would get Council approval before any cameras were installed. Photo red lights would not be put on right hand turns.

Mayor Andrews said the job of photo red lights was for traffic safety, not to be a cash cow.

IX. OLD BUSINESS – None.

X. COMMISSIONER COMMENTS

Mayor Andrews said completion of the Bypass was getting more press. The legislative package on transportation had not taken shape yet. The Transportation Use Fee ad-hoc committee was still working on the fee and he hoped the Commission would be in support of it.

Commissioner Carleton attended the Town Hall on the Bypass and thought there was overwhelming support to complete it. Commissioner Roos encouraged everyone to call their legislators to push for the project.

XI. ADJOURNMENT

The meeting was adjourned at 8:33 PM.

Approved by the Newberg Traffic Safety Commission on this ??th day of March 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

City Engineer's Office
 Tel: 503.537.1273
 www.newbergoregon.gov

Date Received	Citizen Name	Contact Info	Issue Description	Status
10/13/2016	Laura Farb	503-537-3066	Everest Street - No Parking Canyon Ridge Apartments	This road is a County Road. The County Engineer is looking into this. Update - The County is unable to install no parking signs but would like the City to take jurisdiction of the roadway. The County Counsel and City Attorney are speaking.
12/5/2016	Jennifer Yahn	jennifer.yahn@aig.com	Concern about the amount of traffic on Meridian due to new construction(21 new homes being built), residents, and Veritas School. The amount of traffic seems to have doubled and the speeds in which the vehicles are traveling down the road are dangerous.	Speed trailer was placed and it was determined that speeding is not an issue.
12/2/2016	Linda Miller	mochafreeze55@icloud.com	Stop Sign request at Sitka & Cherry to slow traffic	Waiting for further information from resident.
1/9/2017	Robert Soppe	rs@compprobsolv.com	There is a significant safety problem at this intersection that persists when drivers don't follow the "Right Turn Only" sign.	Received
1/18/2017	Laura Farb	503-537-3066	Typres Gardens Apartments No Parking Zone Request (Haworth)	Received - Same issue as Everest Street
3/17/2017	Bill Madison	bmadison@friendsview.org	Mid-Block Crossing on Fulton - additional visibility needed	Received - TSC17-001

25 mph sign - Illinois
 ODOT - flashing yellow right turn @ 9aw/Elliott

From: Brian Casey
Sent: Tuesday, April 04, 2017 11:36 AM
To: Kaaren Hofmann
Subject: Survey results

If you have any questions please let me know.

Newberg, OR Video Survey Results 03/28/17							
12 hour survey							
City	Date	Approach	Direction	LT	Through	RT	Total
Newberg, OR	03/14/17	Pacific Hwy (1st St) & Main St	EB	0	3	1	4
	03/14/17	Pacific Hwy (1st St) & College St	EB	1	3	1	5
	03/14/17	Pacific Hwy (Hancock St) & College St	WB	1	10	17	28
	03/14/17	Portland Rd (Hwy 99w) & Providence Dr	EB	0	6	23	29
	03/14/17	Portland Rd (Hwy 99w) & Providence Dr	WB	2	6	0	8
	03/14/17	Portland Rd (Hwy 99w) & St. Paul Hwy (OR 219)	EB	0	1	1	2
	03/14/17	Portland Rd (Hwy 99w) & St. Paul Hwy (OR 219)	WB	0	2	19	21
	03/14/17	St. Paul Hwy (OR 219) & Portland Rd (Hwy 99w)	NB	7	0	7	14

Thank you,

Anamaria Man | Video Survey Coordinator | **Redflex Traffic Systems Inc.**

T +1 623 207 2567 | E aman@redflex.com

5651 West Talavi Boulevard, Suite 200, Glendale AZ 85306-1893, United States

Confidentiality Note: This e-mail, and any attachments, is intended only for the use of the individual(s) or entity named on the e-mail, and may contain confidential or proprietary information (including copyrighted material). If the reader of this e-mail is not an authorized recipient, you are hereby notified that reading or further distributing it (other than to the author or the intended recipient) is prohibited and is potentially an infringement of the rights of the sender or intended recipient. If you have received this e-mail in error, please immediately contact it to the sender and delete it from your system. Thank you.



SPEED ZONES

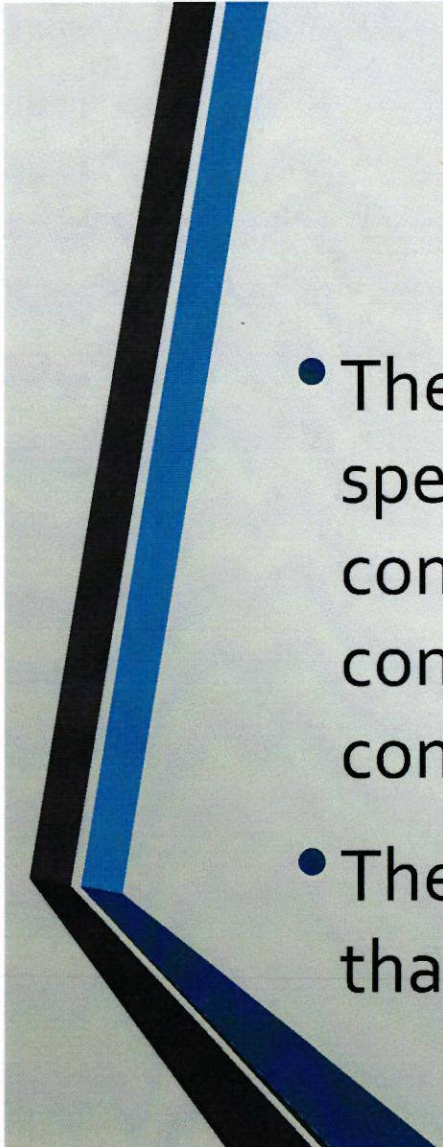
TRAFFIC SAFETY COMMISSION

APRIL 10, 2017

Speed Zones

- Setting speed zones on Oregon's highways and streets is often a controversial and emotional issue
- Many citizens believe that lowering the speed will improve traffic safety
- Speed zones that are unrealistic are often disregarded





The Basic Rule

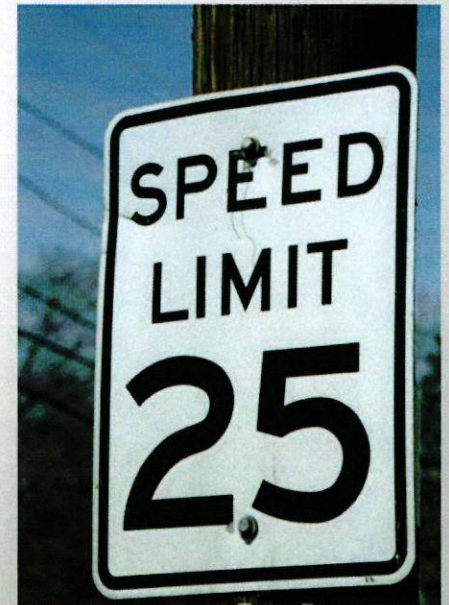
- The Rule states that a motorist must drive at a speed that is reasonable and prudent at all times considering other traffic, road and weather conditions, dangers at intersections and any other conditions that affect safety and speed.
- The Rule does not allow motorists to drive faster than the posted speed.

Speed Zone Standards

- In the absence of posted speed limits
 - 15 mph – Alleys, narrow residential streets
 - 20 mph – Business districts, school zones
 - 25 mph – Residential districts, public parks, ocean shores
 - 55 mph – Open and rural highways, trucks on interstate highways
 - 65 mph – Autos on interstate highways

Speed Zone Changes

- The ODOT has the responsibility to investigate most public roads at the request of the road authority.
- The speed at or below which 85 percent of the drivers travel is proven as a fair and objective indication of safe and reasonable speeds.

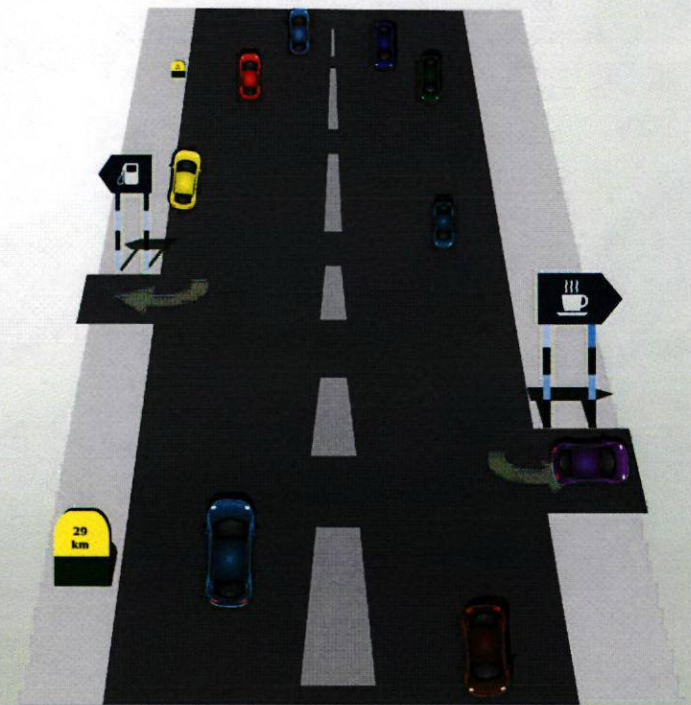


Traffic Study

When a City or County asks ODOT to review and speed zone, an engineering study is started.

The road is surveyed for:

- Lane and shoulder widths
- Signals and stop signs
- Intersections and access locations
- Roadside development
- Parking and bicycle lanes
- Volume of vehicles
- Volume of pedestrians and cyclists
- Crash history
- Speed checks

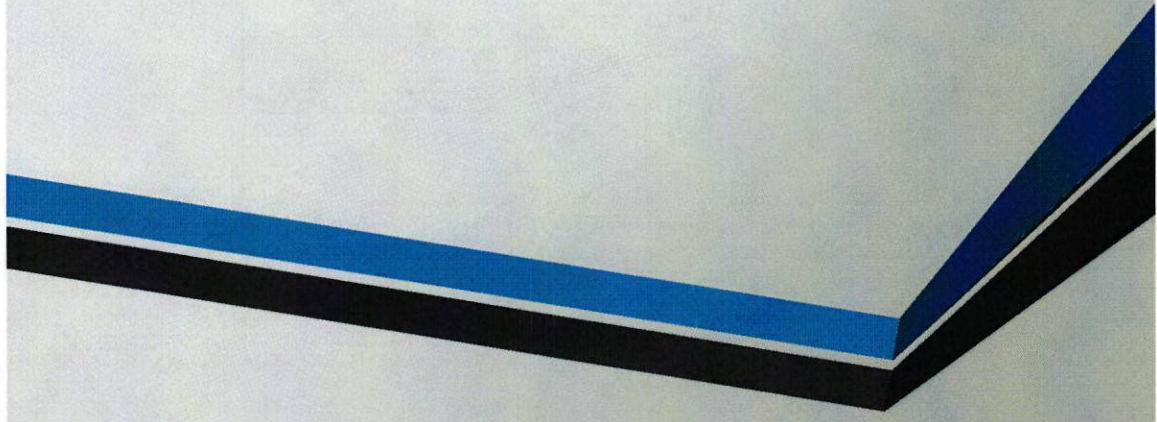


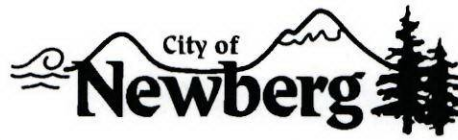
Next Steps

(After the traffic study)

- When the investigation is complete, a report is prepared.
- The report is sent to the road authority for review.
- If the road authority agrees, the speed zone is established.
- If not, ODOT reviews the objection and if possible comes to mutual agreement.
- If mutual agreement can't be reached, the case is referred to the Speed Zone Review Panel.

Questions?





MEMORANDUM

ENGINEERING SERVICES

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

April 10, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-17-001 / Mid-Block Crossing on Fulton

Friendsview Retirement Community has requested that the existing mid-block crossing on Fulton Street be upgraded with additional pedestrian signage. Friendsview feels that there have been too many near misses and pedestrian involved accidents at this crosswalk. Staff has researched the accident data and no accident has occurred here since 2010.

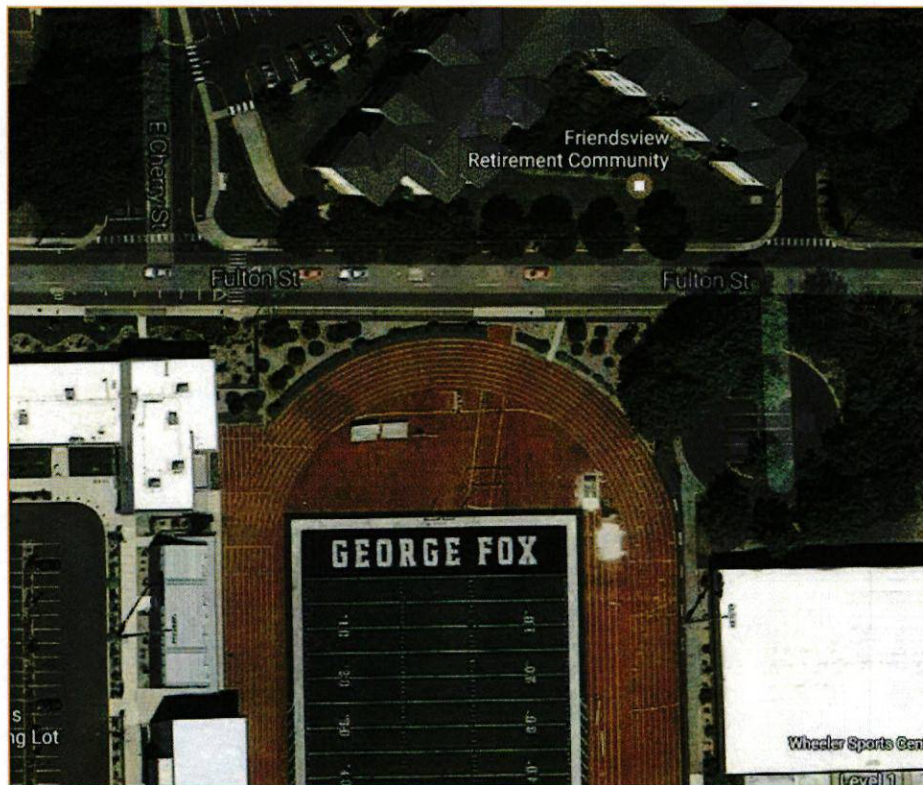


Figure 1 – Vicinity Map

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Figure 2 – Mid Block Crossing on Fulton (looking east)

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices.

There is currently no policy in place for the criteria for when and where to install a mid-block crossing or the tiers of improvement. This mid-block crossing has been in place for some time and was approved by the City. The existing crosswalk is well lit, has high visibility striping and signage. The next tier for this type of application would be to install some type of lighted sign.

The proposal is to install one of two examples shown below. Both signs will be solar powered and both would be operated by a push button system.



Example 1 – LED Flashing pedestrian sign

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Example 2 – Rapid Flashing Beacon

FISCAL IMPACT

Friendsview is not asking the City to help pay for this project, Friendsview will be paying for the project, we will be asking George Fox College if they would like to be part of the program and help raise the funds.

The signs will be required to be maintained periodically and replaced at end of life. The funds will come from 02-5120-541000 and funds are available, although it will use funds which would otherwise be used for sign and striping maintenance.

ENGINEERING RECOMMENDATION

Direct the Public Works Department to work with Friendsview on the proper installation of Example 1 at the mid-block pedestrian crossing on Fulton.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

Neal -
motion
Ron - 2nd
don't wait
to
street
7-0

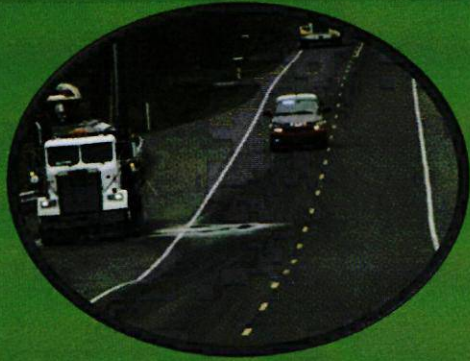
Friends
view
willing
to help
w/ up-keep

Traffic Calming

TRAFFIC SAFETY COMMISSION

APRIL 10, 2017

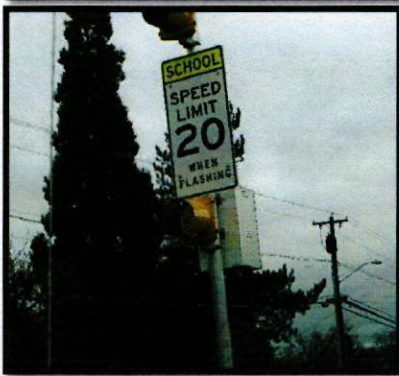




Understanding the Problem

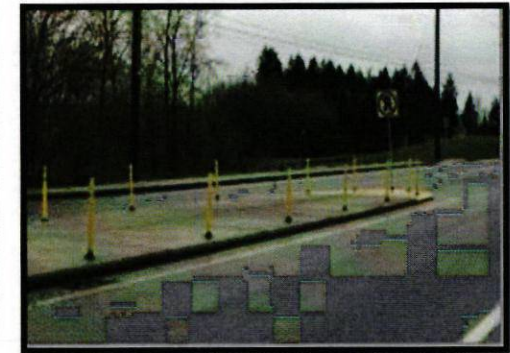
- Local residential streets in the City are designed and constructed to serve neighborhood traffic.
- As collector or arterial streets experience congestion, local residential streets report an increase in cut through traffic.
- Benefits of reasonable traffic calming measures (TCM) that may restore livability and enhance traffic and pedestrian safety.
- TCM, on the other hand, may adversely affect emergency response time for fire and rescue if they are not properly applied.

Understanding the Problem

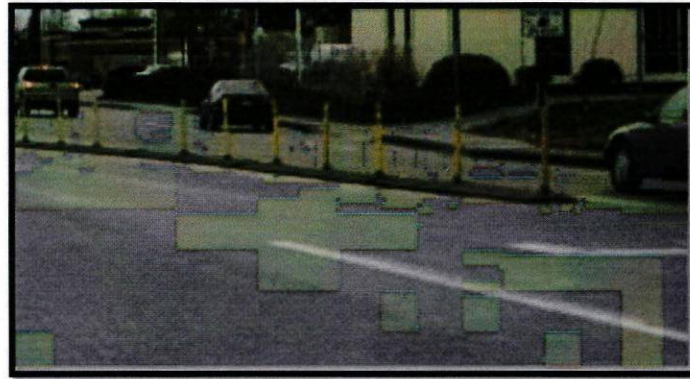
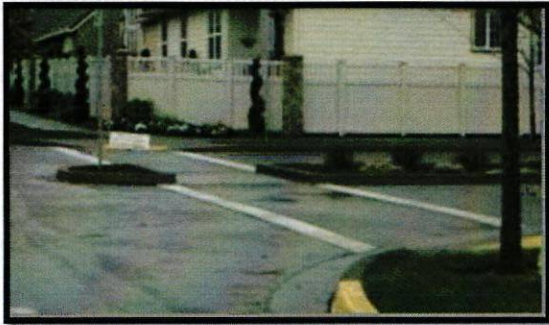


- Listening to citizens' complaints is essential for each traffic issue. By listening, root problems or causes may be isolated from perceptions.
- Visits to problematic areas may identify certain site issues such as lack of visibility due to vegetative growth that may be easily corrected.
- Often, traffic data such as speed and volume has to be collected and crash information evaluated for a traffic study.

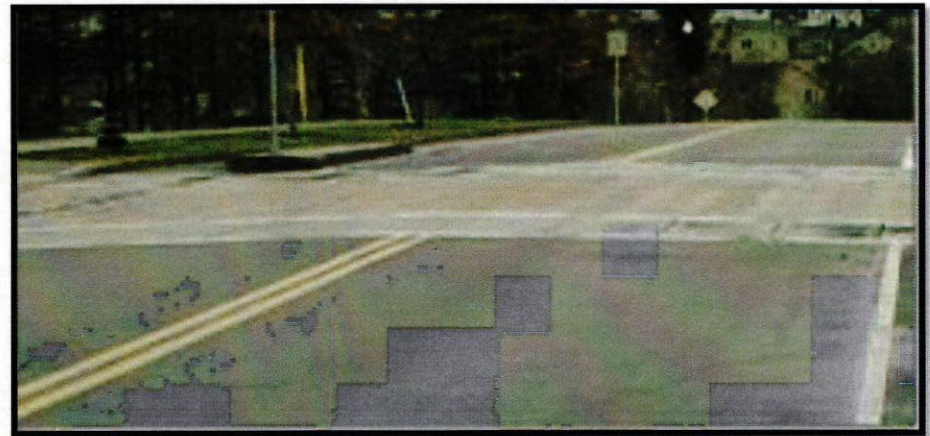
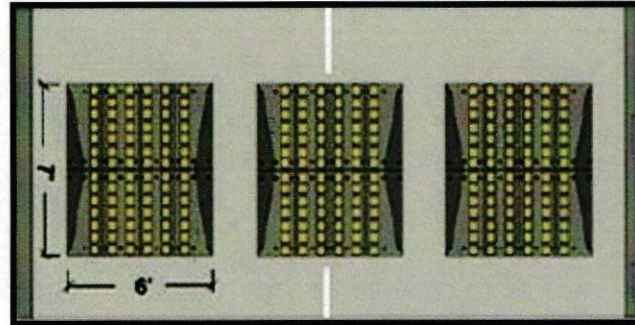
Horizontal Deflection



Obstruction



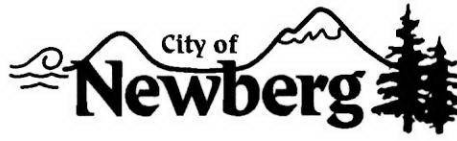
Vertical Deflection





<https://www.youtube.com/watch?v=-ROf1nj7oeM>





MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

April 10, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Proposed Code Revisions

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission recommend City Council approval of the proposed revisions to the Newberg Municipal Code (NMC) as it relates to the Commission and its duties.

EXECUTIVE SUMMARY:

The Traffic Safety Commission held a significant amount of discussion at the 2/13/17 meeting on this issue. The concerns that were raised included:

- Verifying that the Commission could hold a public hearing at any time; and
- Making sure that the Chief of Police could make traffic control decisions in an emergency situation.

Staff spoke with the City Attorney and..... A revised track changes version is attached.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

Amendments to Article V. Traffic Safety Commission Code

(NMC 2.15.330-2.15.380)

2.15.330 Establishment.

There is established a Newberg traffic safety commission ("commission") for the City of Newberg. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.15.]

2.15.340 Membership.

The commission shall consist of nine voting members who are not officials or employees of the city. The mayor, city manager, chief of police, city engineer and student from one of the local high schools will serve as ex officio nonvoting members of the commission. The chief of police and city engineer may designate a person in their department to serve in their capacity. The members, including the student member, will be appointed by the mayor, subject to the confirmation by the city council. [Ord. 2790 § 2, 11-2-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.16.]

2.15.350 Terms of office.

The members of the commission will serve for a term of three consecutive calendar years. The terms will begin January 1st of the first calendar year and end December 31st of the last calendar year. The terms of the members will be established in approximately equal expiration of terms each year. The term of the student members will begin June 1st of each calendar year and end May 31st of the succeeding calendar year with reappointment not to exceed three years. Members of the commission will continue after expiration of the term until such time as their successors are appointed. [Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.17.]

2.15.360 Appointment and qualifications.

The procedure and qualifications for appointment to positions on the commission are as follows:

- A. The city will give public notice of any vacancy of the commission and accept such applications for vacancies.
- B. The application for membership on the commission will state the principal occupation, residence of the applicant, and other information or qualifications the city may deem necessary.
- C. All members will have their principal place of residency in the City of Newberg, except two members may have their residency outside the city limits, but within the urban growth boundary of the city. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.18.]

2.15.370 Vacancies and removals.

The city will fill vacancies and remove commissioners as follows:

A. Any vacancy on the commission will be filled by appointment by the mayor with the consent of the city council for the unexpired term of the predecessor.

B. A member of the commission may be removed by recommendation of the mayor with consent of the city council after hearing for misconduct or nonperformance of duty.

C. When a commission member has failed to attend three consecutive commission meetings or has three or more unexcused absences from meetings during a calendar year, the member will be rebuttably presumed to be in nonperformance of duty, and the chairperson will notify the mayor of such situation. [Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.19.]

2.15.380 Presiding members.

At the commission's first meeting of each calendar year, the commission will elect a chair and a vice chair. The chair will preside at all meetings of the commission. The vice chair will preside in the absence of the chair. An election will be held thereafter on the first meeting of each calendar year for the purpose of electing a chair and a vice chair of the commission. The city engineer, or designee, will act as secretary to the commission. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.20.]

2.15.390 Meetings, quorum, and official action.

Meetings of the commission will be called and conducted in the following manner:

A. Regular Meetings. The commission will hold regular meetings at a time and place designated by the commission. The commission will meet whenever business warrants but, in no event, not less than quarterly. Notice of meetings and the agenda will be published in accordance with Oregon Public Meetings Law.

B. Special and Emergency Meetings. A special meeting of the commission may be called by the chair, upon its own motion, or the city engineer, upon his/her own motion, or at the request of the majority of the members of the commission. Notice of the meeting will be given in accordance with the Oregon Public Meetings Law. An emergency meeting of the commission may be called in the same manner as a special meeting. The facts constituting the emergency will be placed upon the record as the first order of business of that meeting.

C. The commission, from time to time, may hold a study session at a location to be determined based on facility availability. The purpose of the study session is to explore and analyze issues, as well as to confer with staff or other experts. The study session is intended for discussion and no decisions or actions will be taken on the items. These study sessions are open to the public and the public is welcome to attend. Public input will not be taken except with specific permission of the commission.

C. Quorum. A majority of the voting members (five members) of the commission will constitute a quorum. A quorum is required to be present at meetings in order to conduct official business.

D. Official Action. A vote of the majority of the quorum will be necessary to take any official action by the commission.

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DRAFT

E. Public Meetings. The meetings of the commission will be open to the public and subject to the Oregon Public Meetings Law. Meetings other than regularly scheduled meetings may be announced at a prior meeting. [Ord. 2743 § 1, 10-3-11; Ord. 2427, Code 2001 § 32.21.]

2.15.400 Purpose and duties.

A. The purpose of the commission is to promote traffic safety through investigation, study and analysis of traffic safety programs; to conduct educational efforts among the public in the matters of public safety; to consider all traffic safety programs which are referred to them for recommendation and to make reports to the city council on matters of traffic safety and traffic safety programs.

B. The commission's duties include, but are not limited to:

1. Reviewing proposals related to major traffic matters within the city.
2. Making recommendations to the city council on issues pertaining to traffic safety, traffic planning and design, and general traffic matters.
3. Promulgating standards and policies relating to neighborhood traffic management.
4. Researching, developing and implementing coordinated traffic safety programs which meet local needs.
5. Promoting public acceptance of official programs proposed or instigated by the city.
6. Fostering public knowledge and support of traffic law enforcement, transportation planning and traffic engineering issues.
7. Coordinating with the public and private school systems of the city to promote traffic safety aids in the schools and public education on traffic safety.
8. Holding public hearings on traffic issues, as provided in NMC 2.15.040 410 to decide upon
locations designated for parking, crosswalks, safety zones and traffic control signs within the community.

2.15.410 Authority.

A. Limited Traffic Decisions. Limited traffic decisions are traffic decisions which affect and are confined to one particular location.

1. The city engineer will make an initial decision based on city policies. Notice of the decision will be mailed to property owner(s) within 300 feet of the subject location if more than one property owner is affected by the decision. The notice will include information on how to appeal the decision.

2. Request for Public Hearing. A public hearing will be held before the traffic safety commission upon written request by two or more affected property owners. Notice of the hearing will be given to property owners within 300 feet of the subject location in a manner reasonably calculated to notify affected property owners.

3. Notice of the decision by the traffic safety commission will be mailed to all property owners within 300 feet of the subject location within 10 business days of the decision.

4. Appeal. Limited traffic decisions of the traffic safety commission may be appealed to the Newberg city council within 30 days of the notice of the decision. A notice of appeal and council hearing date will be mailed to property owners within 300 feet of the subject Location as provided in NMC 2.15.450.

B. General Traffic Decisions. General traffic decisions are decisions which affect the entire community, or a number of locations. Such decisions are truck routes, general parking policies, parking for one-way grids affecting more than one block, general signage policies, traffic safety hazard policies and traffic safety programs. Such decisions will be made in the following manner:

1. Notice will be given in a method reasonably calculated to give all interested parties notice.

2. Such notice will state the following:

- a. The time, date and place of the hearing.
- b. The recommended decision to be made.
- c. The criteria to be used in making the decision.
- d. That public testimony will be taken at the hearing.
- e. Written comments can be made and the location where such comments can be delivered, mailed, or emailed.

3. The commission will meet at the time and date to conduct a hearing pursuant to the process adopted by the commission.

4. When the commission has made a decision, reasonable notification of the decision will be given and the right of any party making an appearance in the hearing by either written form or by oral testimony will be informed of their right to appeal. Notice of the decision may be done by announcing the decision and the right to appeal at the hearing where the decision is made.

C. Decisions of Commission. All decisions of the commission will be final unless such decision is appealed by parties having the right to appeal such decision to the city council in accordance with NMC 2.15.450. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.23.]

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2.15.420 Final decisions – Enactment.

Final decisions will be forwarded to the city manager or designee to enact the decision and do all necessary work to carry out the decisions of the commission. Such work will be performed under the direction of the city manager or designee. Specific action taken in carrying out the final decisions will be the responsibility of the city manager or designee. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.24.]

2.15.430 Log of decisions.

Decisions made by the commission will be set out in a schedule in chronological date order and in accordance with the type of decision, the date of the decision, the brief description of the decision made and the date in which the action was taken for the decision. The ~~chief of police~~ city engineer or designee will have the authority to update the schedule. Such schedule, as soon as reasonably possible, but in no event later than quarterly, will be presented to the commission for its review and comment. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.25.]

2.15.440 Development permit process decisions.

Repealed by Ord. 2743. [Ord. 2427. Code 2001 § 32.26.]

2.15.450 Appeals of decisions.

The decisions of the commission can be appealed to the city council. The commission will have an opportunity to reconsider its decision when a petition for appeal is filed. The following procedure is established for an appeal of a commission decision:

A. Parties Who Can Appeal. Any party appearing before the commission, either in written form or by oral testimony, the city manager, and the city engineer have the authority to appeal the decision of the commission.

B. Petition for Appeal and Time of Filing. Any decision of the commission can be appealed to the city council if such appeal is made within 14 days of the date of the decision. Such appeal will be made upon the petition prescribed for and approved by the commission stating the name of the party, indicating standing of party to appeal, demonstrating where the decision was in error, and what, if any, new evidence is available that was not available at the hearing.

C. Effect of Decision While Appeal or Reconsideration Is Pending. The decision of the commission will be held in abeyance pending appeal to the city council. However, this does not affect the ability of the chief of police to enact any decision under the authority granted to him/her under NMC 2.15.470. [Ord. 2743 § 1, 10-3-11; Ord. 2733 Att. A, 2-7-11; Ord. 2427. Code 2001 § 32.27.]

2.15.460 City council decisions.

The city council will consider any appeal of a decision by the commission using the following procedure:

A. Record Before Council and Public Testimony. The city council will hear the appeal based upon the record filed, any written information which will consist of all documents before the commission, plus the minutes of the commission. Written material can be submitted by the appellant or any party prior to the council meeting. The council may, upon the majority of the vote, set the matter down for a public hearing where testimony can be heard.

B. Authority of Council. The city council, after hearing, may reverse the commission's decision and/or completely substitute their judgment for that of the commission, and will have the authority to consider all matters, whether they were specified in the appeal or not, remand the matter back to the commission, or do whatever the council deems proper.

C. Final Decision. The decision of the city council is final. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.28.]

2.15.470 Authority of city engineer.

The city engineer will have the authority to make traffic decisions as follows:

A. General Authority. The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.

B. Appeal to Commission. At the next regularly scheduled meeting, the ~~city engineer~~ Commission will ratify, affirm, alter or change the action.

C. The chief of police and/or designee will have authority to make decisions on all temporary street closures or other temporary traffic changes due to special events, such as Old Fashioned Festival (parade), emergencies and other public functions.

C. Permits for closure of the Newberg cultural district festival street are issued under NMC 12.05.245. [Ord. 2779 § 3, 2-17-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.29.]

2.15.480 Legal advice.

The commission has the authority to request legal advice from the city attorney [Ord 2743 § 1, 10-3-11,
Ord 2427 Code 2001 § 32 30.]

MEETING SIGN-IN SHEET

Project: Traffic Safety Commission

Meeting Date: 4/10/2017

Facilitator: Newberg Engineering Department

Place/Room: PSB Training Room

[illegible]

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION
PUBLIC COMMENT REGISTRATION CARD**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

PLEASE STATE YOUR NAME ONLY PRIOR TO SPEAKING.

(Agendas available at entrance)

Agenda Item No.: VII TSC-17-001 FILE No.: 4 Meeting Date: 3/11/17

If you wish to make ORAL COMMENTS at this meeting, or submit written comments, please **provide all of the information requested below**. The agenda item numbers and project names are printed on the agenda. If you are attending the meeting to observe, you do not need to fill out a Registration Card.

Please check one:

- ☒ PROPONENT (For)
☐ OPPONENT (Against)
☐ UNDECIDED (Testify during either Proponent or Opponent testimony)
☐ WRITTEN COMMENT (oral testimony not required)

Please approve

****If you don't raise an issue, either orally or in writing, you may be precluded from appealing****

Please print legibly:

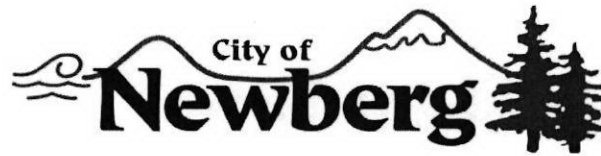
Name Anthony P. [Signature] Phone Number (503) 320-4828
320-

Professional Standing (if representing someone) _____

Mailing Address (including Zip Code) 1301 E Fulton St.
Newberg OR 97132

[Signature]
Signature

THANK YOU FOR COMPLETING THIS! These cards help us spell your name correctly for the permanent record and assist the Planning Commission Chair in determining time limits if there are many residents present.



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, APRIL 10, 2017
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

Karl Birky	Neal Klein	Sarah Sand
Jeff Grider	Daniel Emslie	Norma Yazmin Uribe
Mark Carleton	Chris Kelley	
Ronald Johns	Tony Roos	

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

- a. February 13, 2017 Meeting Minutes

VI. STAFF REPORTS & GENERAL INFORMATION

- a. Police
 - i. Red Light Camera Survey Results
- b. Engineering
 - i. Log of Decisions
 - ii. Speed Zones

VII. NEW BUSINESS

- a. TSC17-001 Fulton Mid-Block Crosswalk
- b. Traffic Calming Presentation & Discussion

VIII. OLD BUSINESS

- a. Code Changes

IX. COMMISSIONER COMMENTS

X. ADJOURNMENT – July 10, 2017

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, FEBRUARY 13, 2017 7:00 PM
Public Safety Building, 401 E. Third Street, Newberg

“Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present: Karl Birky, Chair
Tony Roos

Jeff Grider
Sarah Sand

Mark Carleton

Members Absent: Chris Kelley, Ronald Johns, Daniel Emslie, Neal Klein, and Norma Yazmin Uribe

Staff Present: Brian Casey, Police Chief
Jason Wuertz, Civil Engineer
Bob Andrews, Mayor

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS – None.

V. ELECT CHAIR AND VICE CHAIR

This item was done at the last meeting.

VI. CONSENT CALENDAR

A. January 9, 2017 Meeting Minutes

There was discussion regarding the number of members who voted on the motions. The motions should have carried 6 Yes/0 No.

There was consensus to approve the January 9, 2017, minutes as amended.

VII. STAFF REPORTS & GENERAL INFORMATION

Police Chief Brian Casey reported that since December 1, the Police Department had responded to 4,600 calls for service, made 1,285 traffic stops, arrested 11 drunk drivers, issued 768 warnings, wrote 557 traffic citations, arrested 146 adults and 12 juveniles, responded to 12 overdose calls, broke up a fight near City Hall, and there was a bank robbery. It had been a busy few months.

Chair Birky asked what the top traffic problems were in the City. PC Casey thought the downtown pedestrian crosswalk safety issue was one, speeding on long stretches of road, such as on collector streets was another, people running red lights, and distracted driving.

There was discussion regarding addressing parking on the wrong side of the street around George Fox.

Civil Engineer Jason Wuertz said staff created an issue log to track complaints and concerns from citizens and also created a decision log. Both of these would be included in the Commission meeting packets.

There was discussion regarding a request for a stop sign on Sitka and Cherry and the grassroots effort to help with the pedestrian crosswalk issue downtown.

Commissioner Roos suggested adding a location column on the complaints log.

VII. NEW BUSINESS

A. Code Revisions

CE Wuertz said the proposed changes had to do with the old Code referring to the Police Chief and new Code referred to the City Engineer. There were no significant changes. He reviewed the changes that were being proposed.

There was discussion regarding whether or not the new language took away the Commission's ability to identify a problem and request a public hearing on it. Previously limited traffic decisions did not require hearings, but the Commission was not precluded from holding a hearing.

CE Wuertz would tell the City Attorney that the Commission wanted to ensure they had the opportunity to call a public hearing at any time for whatever reason and make sure the wording allowed it.

There was discussion regarding what issues would be staff decisions and what decisions would come to the Commission.

CE Wuertz said in the Code, the City Engineer had the authority to make changes to traffic control devices, and these decisions would go to the Commission to be ratified.

There was consensus to add that the Chief of Police had the authority to close a road in emergency situations.

Mayor Andrews wanted to elevate one of the Commission's purposes, to promote traffic safety through investigation, study, and analysis of traffic safety programs. This was a public relations and education piece.

CE Wuertz would bring the Code revisions back to the next meeting with the changes suggested.

B. Photo Red Light Presentation

PC Casey said the City started using photo red light in 2005 on Springbrook and 99W. It was removed by ODOT as the intersection was redesigned for the Bypass. A light could not be put back up until two to three years after the Bypass was completed. More photo red lights could be put up on other intersections, and eight intersections would be surveyed with temporary cameras. If they were justified, staff would get Council approval before any cameras were installed. Photo red lights would not be put on right hand turns.

Mayor Andrews said the job of photo red lights was for traffic safety, not to be a cash cow.

IX. OLD BUSINESS – None.

X. COMMISSIONER COMMENTS

Mayor Andrews said completion of the Bypass was getting more press. The legislative package on transportation had not taken shape yet. The Transportation Use Fee ad-hoc committee was still working on the fee and he hoped the Commission would be in support of it.

Commissioner Carleton attended the Town Hall on the Bypass and thought there was overwhelming support to complete it. Commissioner Roos encouraged everyone to call their legislators to push for the project.

XI. ADJOURNMENT

The meeting was adjourned at 8:33 PM.

Approved by the Newberg Traffic Safety Commission on this ??th day of March 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

City Engineer's Office
Tel: 503.537.1273
www.newbergoregon.gov

Date Received	Citizen Name	Contact Info	Issue Description	Status
10/13/2016	Laura Farb	503-537-3066	Everest Street - No Parking Canyon Ridge Apartments	This road is a County Road. The County Engineer is looking into this. Update - The County is unable to install no parking signs but would like the City to take jurisdiction of the roadway. The County Counsel and City Attorney are speaking.
12/5/2016	Jennifer Yahn	jennifer.yahn@aig.com	Concern about the amount of traffic on Meridian due to new construction(21 new homes being built), residents, and Veritas School. The amount of traffic seems to have doubled and the speeds in which the vehicles are traveling down the road are dangerous.	Speed trailer was placed and it was determined that speeding is not an issue.
12/2/2016	Linda Miller	mochafreeze55@icloud.com	Stop Sign request at Sitka & Cherry to slow traffic	Waiting for further information from resident.
1/9/2017	Robert Soppe	rs@compprobsolv.com	There is a significant safety problem at this intersection that persists when drivers don't follow the "Right Turn Only" sign.	Received
1/18/2017	Laura Farb	503-537-3066	Typres Gardens Apartments No Parking Zone Request (Haworth)	Received - Same issue as Everest Street
3/17/2017	Bill Madison	bmadison@friendsview.org	Mid-Block Crossing on Fulton - additional visibility needed	Received - TSC17-001

From: Brian Casey
Sent: Tuesday, April 04, 2017 11:36 AM
To: Kaaren Hofmann
Subject: Survey results

If you have any questions please let me know.

Newberg, OR Video Survey Results 03/28/17								
12 hour survey								
City	Date	Approach	Direction	LT	Through	RT	Total	
Newberg, OR	03/14/17	Pacific Hwy (1st St) & Main St	EB	0	3	1	4	
	03/14/17	Pacific Hwy (1st St) & College St	EB	1	3	1	5	
	03/14/17	Pacific Hwy (Hancock St) & College St	WB	1	10	17	28	
	03/14/17	Portland Rd (Hwy 99w) & Providence Dr	EB	0	6	23	29	
	03/14/17	Portland Rd (Hwy 99w) & Providence Dr	WB	2	6	0	8	
	03/14/17	Portland Rd (Hwy 99w) & St. Paul Hwy (OR 219)	EB	0	1	1	2	
	03/14/17	Portland Rd (Hwy 99w) & St. Paul Hwy (OR 219)	WB	0	2	19	21	
	03/14/17	St. Paul Hwy (OR 219) & Portland Rd (Hwy 99w)	NB	7	0	7	14	

Thank you,

Anamaria Man | Video Survey Coordinator | **Redflex Traffic Systems Inc.**

T +1 623 207 2567 | E aman@redflex.com

5651 West Talavi Boulevard, Suite 200, Glendale AZ 85306-1893, United States

Confidentiality Note: This e-mail, and any attachment to it, is intended only for the use of the individual(s) or entity named on the e-mail, and may contain confidential or proprietary information (including copyrighted materials). If the reader is not an authorized recipient, you are hereby notified that reading it or further distributing it (other than to the author or the intended recipient) is prohibited and is potentially an infringement of the rights of the sender or intended recipient. If you have received this e-mail in error, please immediately return it to the sender and delete it from your system. Thank you.

An abstract graphic on the left side of the page, featuring several parallel black lines of varying thicknesses that converge towards the bottom left corner, creating a sense of perspective and movement, reminiscent of road lane markings.

SPEED ZONES

TRAFFIC SAFETY COMMISSION

APRIL 10, 2017

Speed Zones

- Setting speed zones on Oregon's highways and streets is often a controversial and emotional issue
- Many citizens believe that lowering the speed will improve traffic safety
- Speed zones that are unrealistic are often disregarded



The Basic Rule

- The Rule states that a motorist must drive at a speed that is reasonable and prudent at all times considering other traffic, road and weather conditions, dangers at intersections and any other conditions that affect safety and speed.
- The Rule does not allow motorists to drive faster than the posted speed.

Speed Zone Standards

- In the absence of posted speed limits
 - 15 mph – Alleys, narrow residential streets
 - 20 mph – Business districts, school zones
 - 25 mph – Residential districts, public parks, ocean shores
 - 55 mph – Open and rural highways, trucks on interstate highways
 - 65 mph – Autos on interstate highways

Speed Zone Changes

- The ODOT has the responsibility to investigate most public roads at the request of the road authority.
- The speed at or below which 85 percent of the drivers travel is proven as a fair and objective indication of safe and reasonable speeds.

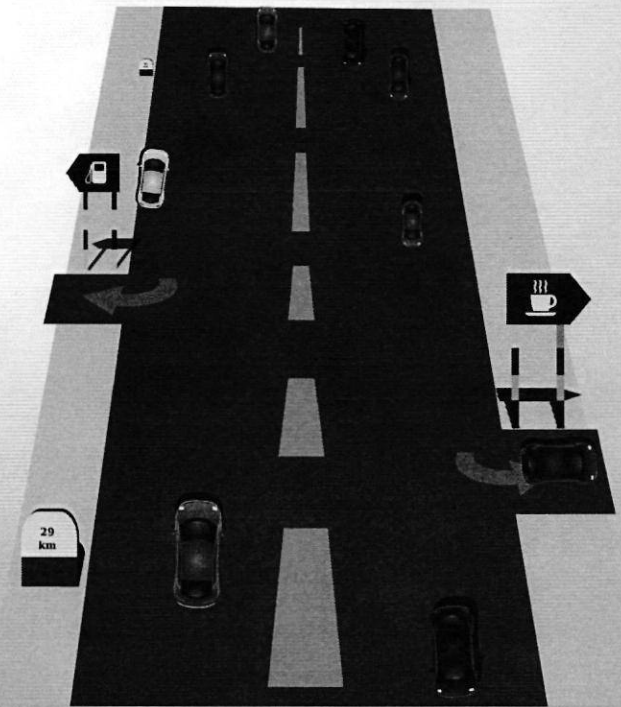


Traffic Study

When a City or County asks ODOT to review and speed zone, an engineering study is started.

The road is surveyed for:

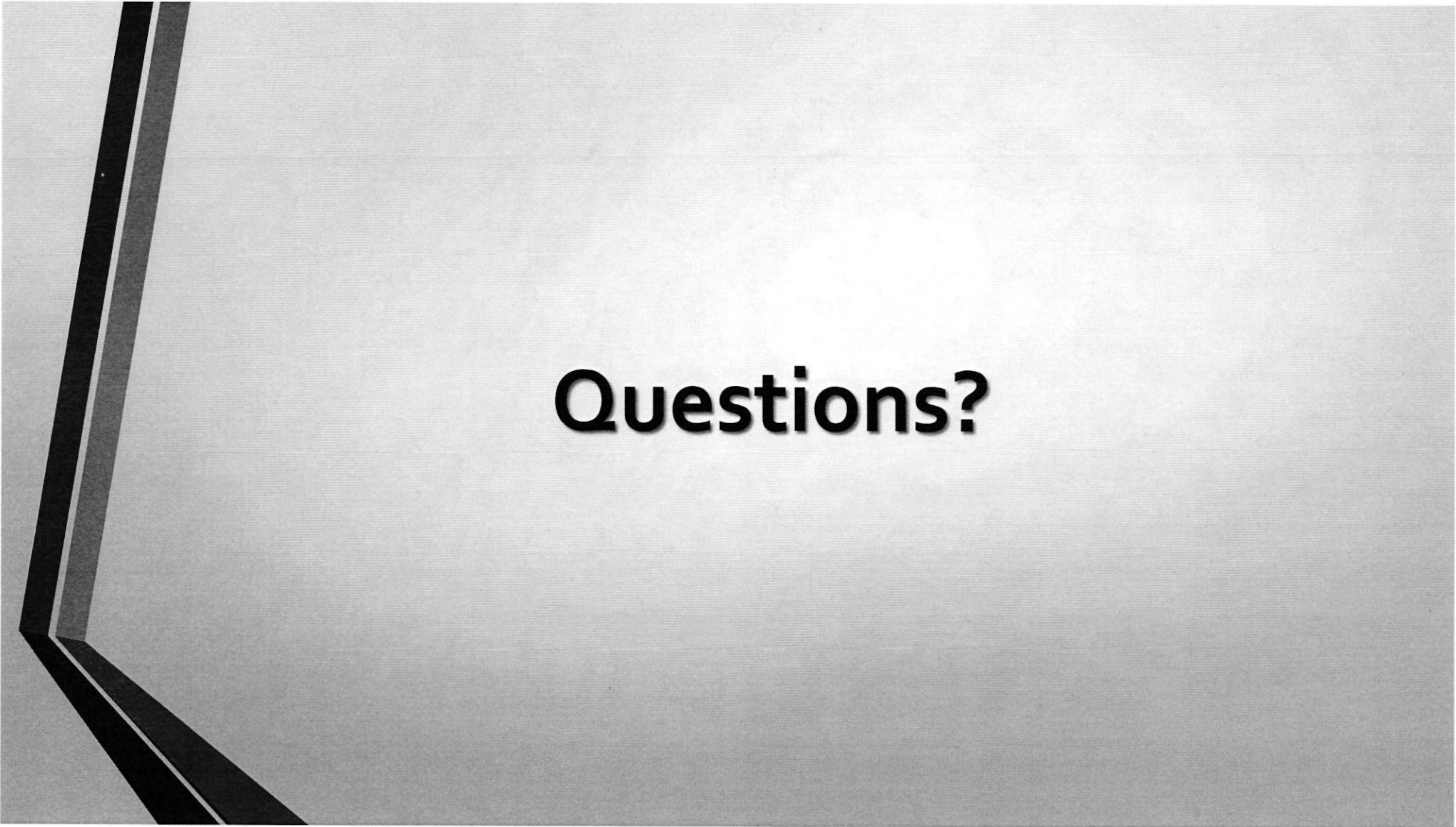
- Lane and shoulder widths
- Signals and stop signs
- Intersections and access locations
- Roadside development
- Parking and bicycle lanes
- Volume of vehicles
- Volume of pedestrians and cyclists
- Crash history
- Speed checks



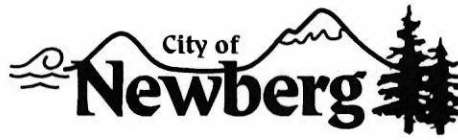
Next Steps

(After the traffic study)

- When the investigation is complete, a report is prepared.
- The report is sent to the road authority for review.
- If the road authority agrees, the speed zone is established.
- If not, ODOT reviews the objection and if possible comes to mutual agreement.
- If mutual agreement can't be reached, the case is referred to the Speed Zone Review Panel.



Questions?



MEMORANDUM

ENGINEERING SERVICES

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

April 10, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-17-001 / Mid-Block Crossing on Fulton

Friendsview Retirement Community has requested that the existing mid-block crossing on Fulton Street be upgraded with additional pedestrian signage. Friendsview feels that there have been too many near misses and pedestrian involved accidents at this crosswalk. Staff has researched the accident data and no accident has occurred here since 2010.

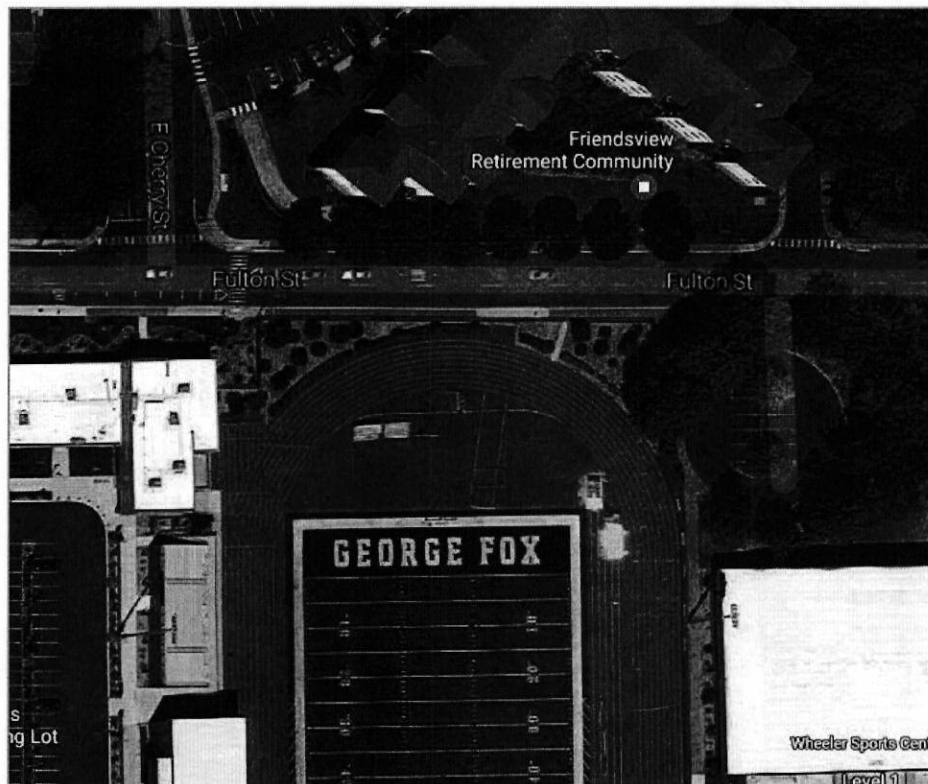


Figure 1 – Vicinity Map

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Figure 2 – Mid Block Crossing on Fulton (looking east)

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices.

There is currently no policy in place for the criteria for when and where to install a mid-block crossing or the tiers of improvement. This mid-block crossing has been in place for some time and was approved by the City. The existing crosswalk is well lit, has high visibility striping and signage. The next tier for this type of application would be to install some type of lighted sign.

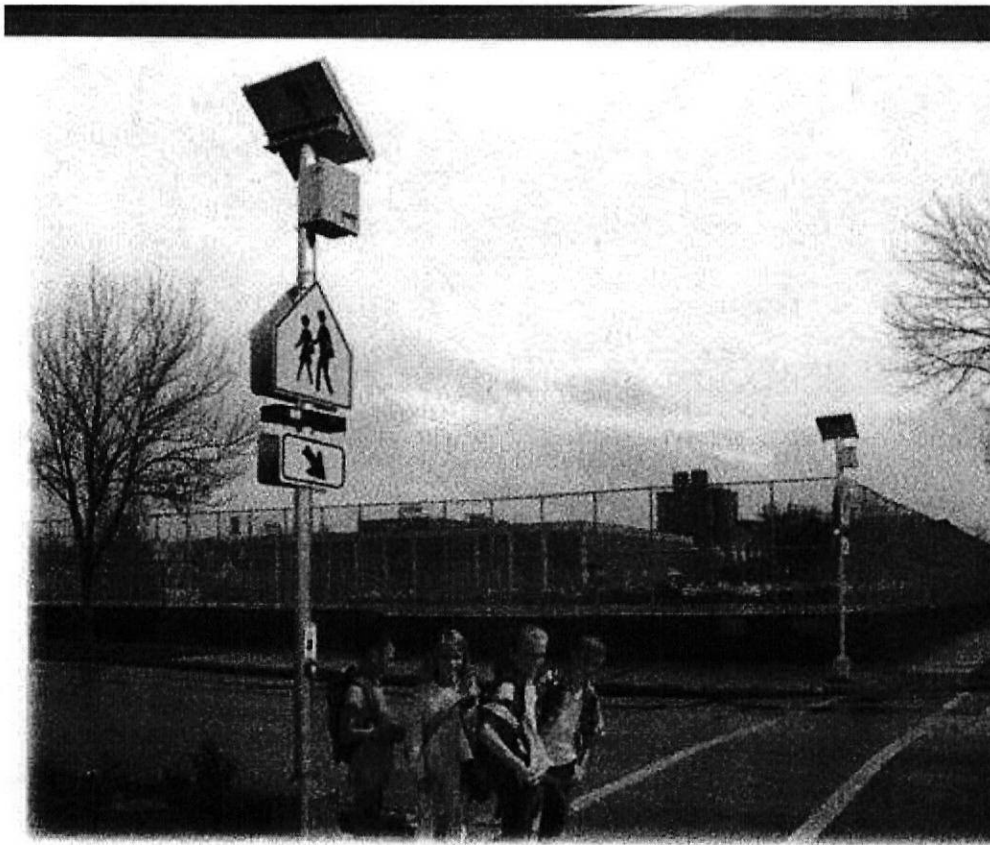
The proposal is to install one of two examples shown below. Both signs will be solar powered and both would be operated by a push button system.



Example 1 – LED Flashing pedestrian sign

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Example 2 – Rapid Flashing Beacon

FISCAL IMPACT

Friendsview is not asking the City to help pay for this project, Friendsview will be paying for the project, we will be asking George Fox College if they would like to be part of the program and help raise the funds.

The signs will be required to be maintained periodically and replaced at end of life. The funds will come from 02-5120-541000 and funds are available, although it will use funds which would otherwise be used for sign and striping maintenance.

ENGINEERING RECOMMENDATION

Direct the Public Works Department to work with Friendsview on the proper installation of Example 1 at the mid-block pedestrian crossing on Fulton.

“Working Together for a Better Community – Serious About Service”

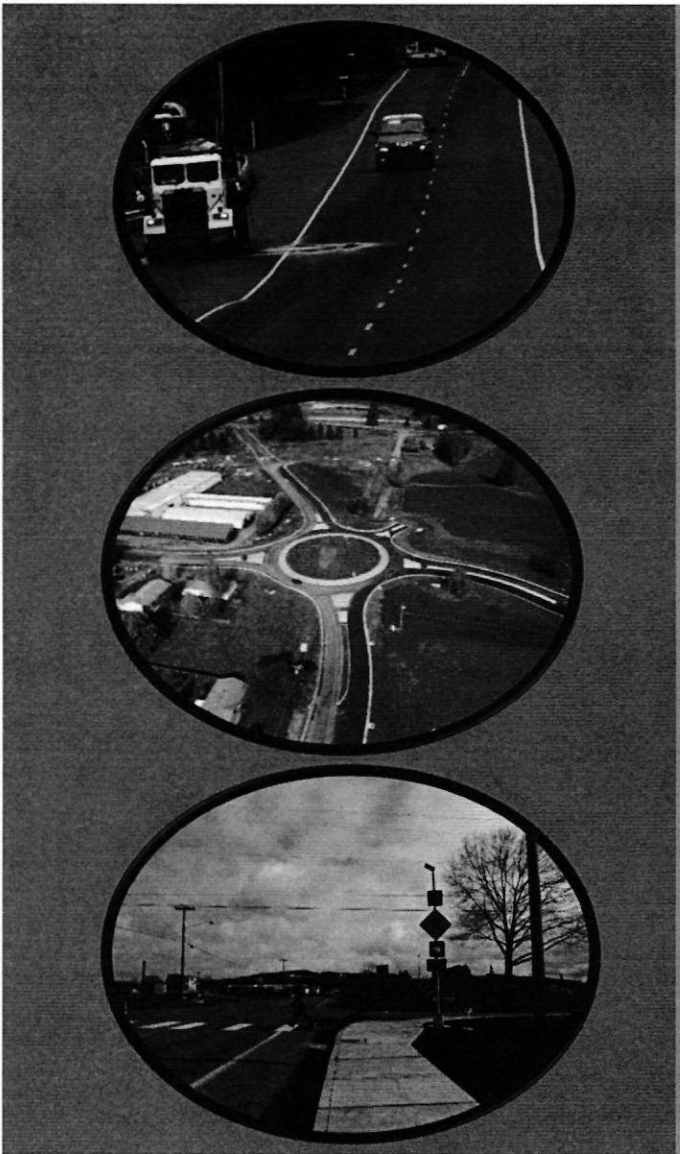
“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

Traffic Calming

TRAFFIC SAFETY COMMISSION

APRIL 10, 2017

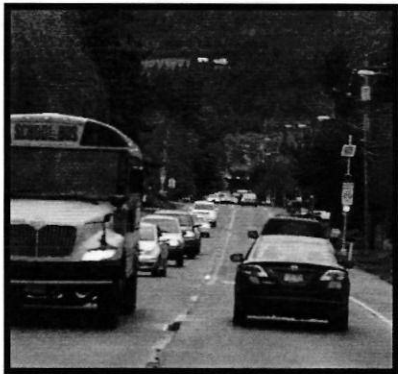




Understanding the Problem

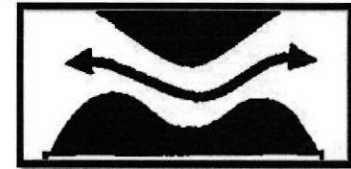
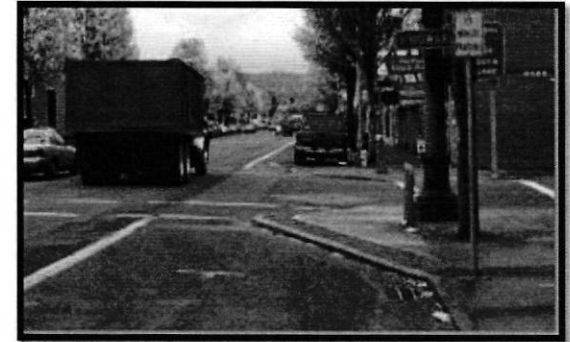
- Local residential streets in the City are designed and constructed to serve neighborhood traffic.
- As collector or arterial streets experience congestion, local residential streets report an increase in cut through traffic.
- Benefits of reasonable traffic calming measures (TCM) that may restore livability and enhance traffic and pedestrian safety.
- TCM, on the other hand, may adversely affect emergency response time for fire and rescue if they are not properly applied.

Understanding the Problem

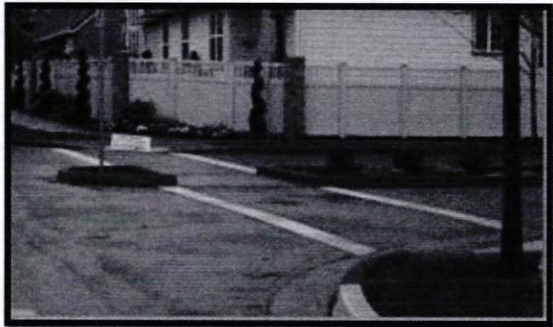


- Listening to citizens' complaints is essential for each traffic issue. By listening, root problems or causes may be isolated from perceptions.
- Visits to problematic areas may identify certain site issues such as lack of visibility due to vegetative growth that may be easily corrected.
- Often, traffic data such as speed and volume has to be collected and crash information evaluated for a traffic study.

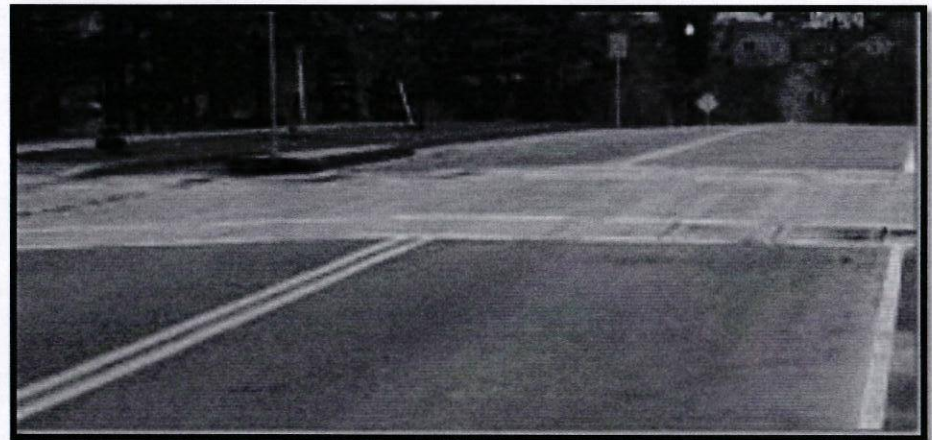
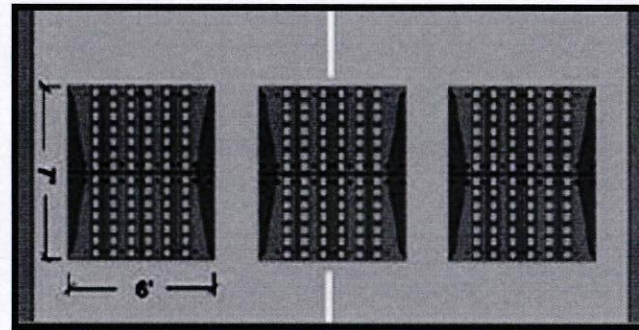
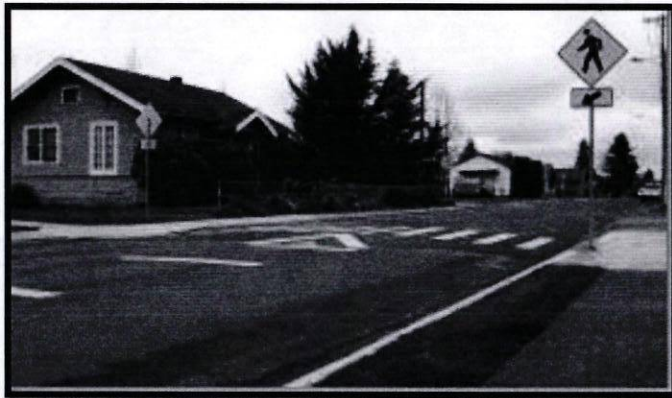
Horizontal Deflection



Obstruction



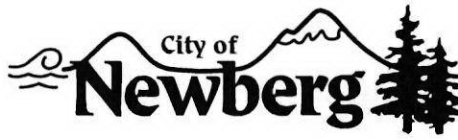
Vertical Deflection





<https://www.youtube.com/watch?v=-ROf1nj7oeM>





MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

April 10, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Proposed Code Revisions

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission recommend City Council approval of the proposed revisions to the Newberg Municipal Code (NMC) as it relates to the Commission and its duties.

EXECUTIVE SUMMARY:

The Traffic Safety Commission held a significant amount of discussion at the 2/13/17 meeting on this issue. The concerns that were raised included:

- Verifying that the Commission could hold a public hearing at any time; and
- Making sure that the Chief of Police could make traffic control decisions in an emergency situation.

Staff spoke with the City Attorney and..... A revised track changes version is attached.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

**Amendments to Article V. Traffic Safety Commission Code
(NMC 2.15.330-2.15.380)**

2.15.330 Establishment.

There is established a Newberg traffic safety commission ("commission") for the City of Newberg. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.15.]

2.15.340 Membership.

The commission shall consist of nine voting members who are not officials or employees of the city. The mayor, city manager, chief of police, city engineer and student from one of the local high schools will serve as ex officio nonvoting members of the commission. The chief of police and city engineer may designate a person in their department to serve in their capacity. The members, including the student member, will be appointed by the mayor, subject to the confirmation by the city council. [Ord. 2790 § 2, 11-2-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.16.]

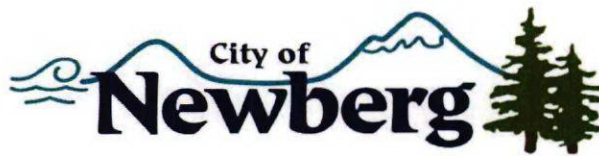
2.15.350 Terms of office.

The members of the commission will serve for a term of three consecutive calendar years. The terms will begin January 1st of the first calendar year and end December 31st of the last calendar year. The terms of the members will be established in approximately equal expiration of terms each year. The term of the student members will begin June 1st of each calendar year and end May 31st of the succeeding calendar year with reappointment not to exceed three years. Members of the commission will continue after expiration of the term until such time as their successors are appointed. [Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.17.]

2.15.360 Appointment and qualifications.

The procedure and qualifications for appointment to positions on the commission are as follows:

- A. The city will give public notice of any vacancy of the commission and accept such applications for vacancies.
- B. The application for membership on the commission will state the principal occupation, residence of the applicant, and other information or qualifications the city may deem necessary.
- C. All members will have their principal place of residency in the City of Newberg, except two members may have their residency outside the city limits, but within the urban growth boundary of the city. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.18.]



NOTICE OF PUBLIC MEETING & AGENDA

TRAFFIC SAFETY COMMISSION

7:00 PM, MONDAY, JULY 10, 2017

PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

✓ Karl Birky	✓ Neal Klein	✓ Sarah Sand
✓ Jeff Grider	✓ Daniel Emslie	✓ Capri Wheaton
✓ Mark Carleton	✓ Chris Kelley	
✓ Ronald Johns	Tony Roos	

Mayor Karen

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

a. April 10, 2017 Meeting Minutes

VI. STAFF REPORTS & GENERAL INFORMATION

- ✓ a. Police *No police*
- ✓ b. Engineering
 - i. Active Issues Log

VII. NEW BUSINESS

- ✓ a. Pedestrians/Bicycles Safe Streets Presentation
- ✓ b. Removal of No Parking on Villa Road

VIII. OLD BUSINESS

- ✓ a. George Fox Parking Discussion – George Fox
- b. Traffic Calming Policy – *email PC's document*

IX. COMMISSIONER COMMENTS

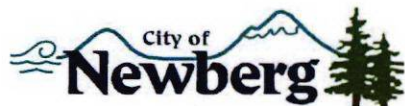
X. ADJOURNMENT – October 9, 2017

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

*Barbara Falbey
Sierra Vista ~
College Park
concerned on the
safety.
→ 1 way WB
btwn College
& Main
Park Ln.
1 way
or close*

*need a
motion*

*next mtg
Downtown Coalition
Newberg 2030*



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

City Engineer's Office
 Tel: 503.537.1273
www.newbergoregon.gov

Date Received	Citizen Name	Contact Info	Issue Description	Status
10/13/2016	Laura Farb	503-537-3066	Everest Street - No Parking Canyon Ridge Apartments	This road is a County Road. The County Engineer is looking into this. Update - The County is unable to install no parking signs but would like the City to take jurisdiction of the roadway. The County Counsel and City Attorney are speaking.
12/5/2016	Jennifer Yahn	jennifer.yahn@aig.com	Concern about the amount of traffic on Meridian due to new construction(21 new homes being built), residents, and Veritas School. The amount of traffic seems to have doubled and the speeds in which the vehicles are traveling down the road are dangerous.	Speed trailer was placed and it was determined that speeding is not an issue.
12/2/2016	Linda Miller	mochafreeze55@icloud.com	Stop Sign request at Sitka & Cherry to slow traffic	Waiting for further information from resident.
1/9/2017	Robert Soppe	rs@compprobsolv.com	There is a significant safety problem at this intersection that persists when drivers don't follow the "Right Turn Only" sign.	Received
1/18/2017	Laura Farb	503-537-3066	Typres Gardens Apartments No Parking Zone Request (Haworth)	Received - Same issue as Everest Street
3/17/2017	Bill Madison	bmadison@friendsview.org	Mid-Block Crossing on Fulton - additional visibility needed	Received - TSC17-001 - Traffic Safety Commission moved to work with Friendsview in installing the mid-block crossing



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

City Engineer's Office
Tel: 503.537.1273
www.newbergoregon.gov

4/6/2017	Rob Felton	rfelton@georgefox.edu	Removal of yellow curb/no parking on Villa Road	Received - TSC17-002 <i>Passed ~ 7-10 add yellow on all driveways</i>
5/12/2017	Nancy Manson	5034764532	Signs on Springbrook for no trucks going north	Called back but haven't connected yet.
6/19/2017	Nina Thatch	5038886070	Speeding on Mountainview	Called back but haven't connected yet.

*Barbara
Falberg*

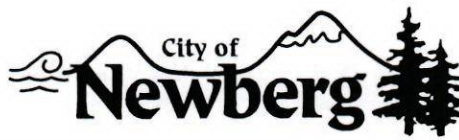
*Sierra Vista / Park Lane
1 Way Safety
Concerns*

STATUS

Received

Pending Investigation

Completed



MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132
Tel 503.537.1240 • Fax 503.537.1277

July 10, 2017

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-17-002 / Villa Parking Request

George Fox University has submitted a request to remove yellow painted curb on the west side of Villa Road along the frontage of their property to allow for more parking.



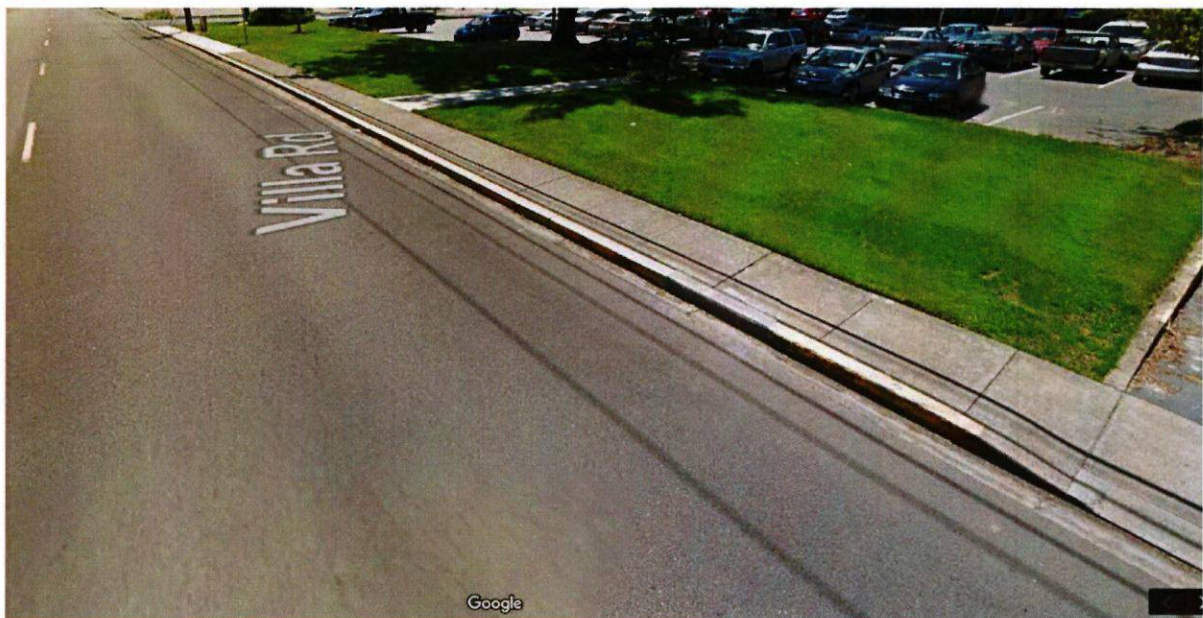
Vicinity Map

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”



Villa Road Northbound



Villa Road Southbound

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

Although a portion of the yellow can be removed, according to the City's Development Code a vision clearance triangle needs to be maintained from all driveways. That means that 25' on either side of the driveway should remain No Parking.

Adding parking in this location will also contradict that Commission's stated desire to see bike lanes installed on Villa Road at some future date.

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

2.15.400 Purpose and duties.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.22.]

ENGINEERING RECOMMENDATION

Direct Public Works Maintenance to remove that portion of the yellow paint that is outside of the 25' required on either side of the driveway to maintain a vision clearance area.

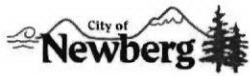
Kare against
Neal "
Caphi- asked question - encourage multimodal?
Sarah. std.
Jeff. allow ~~25'~~ on

Jeff moved
Sarah and
⇒ add yellow on either
side of
driveway.
7-1-0

will force
them to
register
their
cars

"Working Together for a Better Community – Serious About Service"

"Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."



Neighborhood Traffic Calming Policy

Engineering Services & Newberg-Dundee Police Department

1. INTRODUCTION AND PURPOSE

The purpose of this Neighborhood Traffic Calming Plan (NTCP) is to establish a set of consistent standards offering the City of Newberg's approach to potential traffic calming requests by the public, City staff, Newberg Traffic Safety Commission, and others.

Local residential streets in the City are designed and constructed to serve neighborhood traffic. As collector or arterial streets experience congestion, local residential streets report an increase in cut through traffic. This increase can be attributed to population growth in the City which averages around three percent each year over the last decade. Other growth related traffic issues are higher traffic volumes that reduce roadway capacity and excessive speed beyond the posted limits. These traffic problems have been brought to the attention of Newberg Traffic Safety Commission for consideration in accordance with the Municipal Code §2.15.070 through §2.15.220.

The City of Newberg recognizes the benefits of reasonable traffic calming measures (TCM) that may restore livability and enhance traffic and pedestrian safety. TCM, on the other hand, may adversely affect emergency response time for fire and rescue if they are not properly applied. This NTCP is created to provide a unified response in addressing speed, volume, and cut through traffic problems that are often expressed by local residents. Upon adoption by Newberg Traffic Safety Commission and the Newberg City Council, NTCP will provide guidance to the public and staff on traffic calming implementation.

2. EVALUATION PROCESS

Although requests for TCM are often initiated by local residents, the City can also request it proactively. Careful consideration must be given to the applicability, location and design of TCM based upon a set of established traffic engineering principles.

The *Manual on Uniform Traffic Control Devices* (MUTCD), 2009 Edition or the latest as revised, offers authoritative principles on certain TCM. *U.S. Traffic Calming Manual*, published by APA Planners Press and American Society of Civil Engineers, 2009, provides practical guidance only on when and how to implement TCM and not all listed TCM are acceptable to the City of Newberg. See Section 5 for acceptable TCM on city streets.

2.1 Involving the Community & Understanding the Problems

Listening to citizens' complaints is essential for each traffic issue. By listening, root problems or causes may be isolated from perceptions. This will include visits to problematic areas which may identify certain site issues such as lack of visibility due to vegetative growth that may be easily corrected.

2.4 Developing and Analyzing Options

Data that is collected for a TCM consideration would typically be reviewed by City staff within 30 days of its collection. Recommendations that meet Federal Highway Administration Rules as set forth in the current MUTCD edition and the Oregon Supplement to MUTCD may follow.

City staff will provide a recommended solution and depending on the solution additional public outreach and consensus may be required. A staff report will be written and the proposed mitigation request will go to the Traffic Safety Commission for consideration. Assuming the Commission grants the mitigation measure, implementation will then occur.

3. FUNDING

Normally community neighborhoods will fund 100% of TCM projects. The City may participate in funding when TCM for certain streets is deemed critical from the City's perspective. Funding options must be reviewed and determined before planning for design and construction occurs. Cost of the design, construction permits, etc. of any TCM projects must be developed and sources of funding determined prior to implementation.

3.1 Determining Eligibility for Funding

Each street or intersection will be given a score to determine eligibility for City funding according to the point system in the following table. Proposed TCM project would be eligible for partial City funding when street scoring reaches at least 50 points, with full City funding at 100 points.

Table A: Street Scoring for Subsidy

Category	Points	Basis for Point Assignment
85 th Percentile Speed	Max 40	10 points for every mph greater than 5 mph over the posted speed limit.
Average Daily Traffic Volume	Max 20	2 points for every 100 vehicles.
Sidewalks	Max 20	10 points for missing sidewalk on one side; 20 points for no sidewalks at all.
Pedestrian Generators	Max 20	10 points for each school, church, library, community center, park or playground.
Total Scoring	Max 100	

3.2 Exploring Funding Options

The City may explore grant opportunities or in-kind donations for implementing TCM on city streets. When neighborhood funding is able to support 100% of the construction cost, the City will offer a TCM construction plan at no cost to the neighbors, provided at least 60% of households in the calming area support the cause.

Getting community support is crucial for the success of TCM. Input from all stakeholders including decision makers is essential in building support for a sustainable TCM. Newberg-Dundee Police Department and Newberg Engineering Services Department offer staff support in the TCM process. Approval from Tualatin Valley Fire & Rescue is also required.

2.2 Collecting Data

Often, traffic data such as speed and volume has to be collected and crash information from Newberg-Dundee Police Department records evaluated for a traffic study.

2.3 Criteria Used to Determine Options

Tualatin Valley Fire & Rescue has identified the following routes as primary to their fire and paramedic responses:

Main Street, College Street, Meridian Street, Villa Road, Springbrook Road, Blaine Street, River Street, Wynooski Road, Haworth Avenue, Mountainview Drive, Vittoria Way, Brutscher Street, Hayes Street/Providence Drive, and Fernwood Road.

Consequently, traffic calming on these routes requires special review and must demonstrate no loss in emergency response time. Horizontal deflection devices such as roundabouts may be the only calming measure approvable in these circumstances. Joint approvals from Police, Fire and Engineering Services Departments will be required prior to implementation of any TCM projects.

City streets of *local* or *minor collector* classifications per current edition of *Newberg Transportation System Plan* (other than the above emergency routes) may receive full consideration for TCM.

The Average Daily Traffic (ADT) is defined as the total traffic volume on a street during a given time period (in whole days), greater than 1 day and less than 1 year, divided by the number of days in that time period. The 85th percentile speed is the speed under which 85 percent of traffic is traveling in a free flowing condition. This should be a good indicator for the posted speed. TCM solutions are best used when the 85th percentile speed is more than 5 mph higher than the posted speed limit and the ADT exceeds 1,000 vehicles. Speeds are best controlled by law enforcement actions when these criteria are not met.

A post-implementation evaluation will be performed by City staff following each TCM project. This should identify all impacts to the citywide transportation system. Although TCM may address a speeding or volume issue on a single street or at a single intersection, only an analysis will determine if the real issue has been fully mitigated and not simply shifted to the neighboring streets. TCM must not be installed if they generate other traffic hazards.

The neighbors can also petition for the formation of a local improvement district per Newberg Municipal Code Chapter 3.15.

4. DESIGN AND CONSTRUCTION

Construction plans require review by all affected City Departments prior to construction and must comply with Federal and State regulations and requirements. The City will install TCM per the approved plan.

Complete Struts

Mark Carleton. peas/bikes
sidewalk connectivity
issues.

Capri Wheaton. nice or nothing.
had to get letter.

Daniel - downtown. had to make
safe for peas

Near - hodgepodge. everybody on
the same page.

Jeff - highway had more access

Kare - if not us who?

Capri - encourage bike/pea w/ signs
like inspirational.

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, April 10, 2017 7:00 PM
Public Safety Building, 401 E. Third Street, Newberg

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present:	Karl Birky, Chair	Jeff Grider	Mark Carleton
	Neal Klein (arrived late)	Sarah Sand	Norma Yazmin Uribe
	Chris Kelley	Ronald Johns	

Members Absent: Tony Roos and Daniel Emslie

Staff Present: Brian Casey, Police Chief
Kaaren Hofmann, City Engineer
Bob Andrews, Mayor

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS – None.

V. CONSENT CALENDAR

A. February 13, 2017 Meeting Minutes

There was consensus to approve the February 13, 2017, minutes as presented.

VI. STAFF REPORTS & GENERAL INFORMATION

Police Chief Brian Casey reported on the red light camera survey results. The only light that would be justified to have a photo red light camera was westbound on Hancock and College for straight thru violations. There were right hand turn violations that qualified for the photo red lights as well. He was suspicious of the Hancock and College violations in the study as there were 10 in a 12 hour period, and that seemed too high. He was going to look into it further. Installing the red light cameras would be a Council decision. The new intersection at the Fred Meyer did not qualify for a light for a few years after the construction was done per ODOT. He anticipated that intersection would have some problems.

PC Casey stated a citizen requested a 25 mph speed sign posted northbound at Illinois and Main. An officer had approached him about putting a flashing yellow light on 99W and Elliot. He would be looking into these requestes. Since January 1, 2017, the Police Department had responded to 6,256 calls for service, arrested 247 adults, and issued 846 citations and 1,180 warnings. They had arrested a bank robber today who robbed the Chase Bank at Fred Meyer. He discussed the recent wind storm issues.

There was discussion regarding the red light cameras and how the interesection of Hancock and College was difficult to enforce. PC Casey would not be opposed to installing the cameras at that intersection.

City Engineer Kaarin Hofmann discussed the log of decisions and speed zones. The log was in the Commission's packet. She announced the Bypass was moving forward and the road closures would begin mid-April. The other capital improvement projects that could affect traffic were I & I work in the Aquarius area, Blaine Street stormline, and Villa Road construction. Jason Wuertz left the City to work for AKS Engineering. Setting speed zones was a controversial and emotional topic. Speeding was a concern for pedestrian safety and many citizens believed lowering speeds would improve traffic safety. However sometimes speed zones were unrealistic and disregarded and became even more of a safety issue. The 25 mph vehicle speed felt fast for pedestrians, so there were times when pedestrians thought people were speeding but they weren't. The basic rule was a motorist must drive the speed that was reasonable and prudent and the rule did not allow motorists to drive faster than the posted speed. If there was no posted speed, the basic rule applied. She read the standard speed limits set by State Statute. The City could not set or change a speed zone on City roads as that was ODOT's jurisdiction. Speeds at or below 85% of what people were traveling was a fair indication of what was fair and reasonable. Upon request for a change of speed, ODOT would do a traffic study of the street and look at the crash history and access locations. ODOT would prepare a report and send it to the City. If the City agreed with the report and suggested speed limit, the speed zone would be established. If the City did not agree, the City would make an objection and ODOT would review it. If there was still no agreement, the case could be referred to the Speed Zone Review Panel. Even if there were no speed zones posted, residential zones were always 25 mph and the City could post those signs if they so chose. The reason this was an ODOT decision was to keep consistency across the state. She explained how minor and major collectors and arterials were established through the TSP and how each hierarchy was a little faster and moved more traffic and had less access points.

There was discussion regarding the speeds on the highway in residential and downtown areas and the ingress and egress issues at the Newell addition across from Fred Meyer.

VII. NEW BUSINESS

A. TSC17-001 Fulton Mid-Block Crosswalk

Bill Madison, representing the Friendsview Retirement Community, said there had been incidents at this intersection. Staff had done some research and there had not been major accidents or fatalities there for several years, although there had been many near misses. The Friendsview residents as well as other pedestrians and children were constantly going back and forth across the street. Drivers were not paying attention and there were many near misses. Friendsview was proposing to pay for and install a flashing sign that would grab drivers' attention. They would also help contribute to maintain it.

Mayor Bob Andrews emphasized the need to educate Friendsview residents to use the crosswalk and not cut across the street.

Commissioner Klein said the crosswalk was a partnership with the City and Friendsview. He thought that partnership should continue and the City should contribute to the installation and maintenance of the sign as well.

CE Hofmann stated the cost for installation would be about \$10,000 to \$15,000.

Commissioner Klein suggested talking to George Fox about partnering as well since their stadium had increased traffic in this area.

Chair Birky brought up the speed hump issue and whether or not it was time to take it out as it was prohibitive to first responders.

CE Hofmann said after reviewing the visibility of the street, which had a lot of lighting already, she looked at whether there was anything else that could be done to improve pedestrian visibility. She agreed that a flashing light would be the next step. It would not be a stop light and cars would not automatically stop when they saw it. It would provide more visibility for the intersection and the crosswalk. There had been no reported accidents since 2010. No money had been budgeted for this project. She recommended the Commission direct staff to work with Friendsview for the proper installation of the sign.

Mayor Andrews expressed his appreciation for the Friendsview crossing guards during events. He thought the crossing guards needed to be more visible.

PC Casey asked how many signs they would install. CE Hofmann said two signs, one east and one west on Fulton at the crosswalk.

PC Casey thought some pedestrian education was needed as well to make sure people were looking both ways before crossing.

Commissioner Sand suggested putting in a pedestrian island. CE Hofmann said to put in the traffic island there needed to be a third lane to allow enough room and Fulton was probably not the right location to put one in. ODOT had committed to installing a signal at Highway 219 and Everest assuming the warrants were met.

Commissioner Klein moved to direct staff to work with Friendsview and George Fox for the installation of the proposed signage. The motion was seconded by Commissioner Johns and passed unanimously.

B. Traffic Calming Presentation & Discussion

CE Hofmann explained local streets were designed to serve neighborhood traffic and collector and arterial streets were busier and had more congestion which led to cut through traffic on local streets. Traffic calming measures could help with traffic and pedestrian safety, but could also have adverse effects to emergency response times. The root issue had to be determined and speed, volume, and crash information had to be collected. She discussed the different traffic calming options, such as horizontal deflection, curb bump outs, median islands, street trees, and roundabouts. Other types of obstructions included keeping traffic from making left turns, bike lanes, and pedestrian islands. Vertical deflections included speed humps, raised crosswalks, and speed cushions. She played a video that explained traffic calming measures.

Commissioner Klein discussed how going over speed humps in an ambulance was miserable. They were also terrible on fire engines as they increased maintenance costs and slowed down response times. Putting in speed humps with dividers that a fire engine could go straight through and other vehicles could not made sense along major roads. He was in favor of speed humps done correctly.

Commissioner Kelley asked how the speed humps affected police cars. PC Casey stated they were not as affected as fire apparatus. In Newberg there were a limited amount of speed humps, and his preference was not to have more.

Mayor Andrews asked about the anticipated cost for the speed cushions as opposed to speed humps. Had staff looked into using portable speed humps? CE Hofmann said the cost was about the same. The portable speed humps damaged the pavement as they were nailed down into the asphalt. They could work in certain instances.

Mayor Andrews asked if the Commission wanted to use these measures on a case by case basis. Chair Birky thought it should be a case by case basis and to limit the use of speed humps.

Commissioner Carleton asked about horizontal deflection and bump outs, how much did they cost? CE Hofmann stated they were about the same price as a speed hump. They did provide additional pedestrian safety and better visibility, however sometimes they caused storm drainage issues. She agreed these should be done on a case by case basis. She also recommended that if the Commission wanted to use speed humps, to not allow them on arterials, major collectors, and emergency response routes. They should be strictly limited to local residential streets.

Commissioner Klein thought they should create a policy for using traffic calming devices and what was and was not allowed so new development or people calling in with complaints would know what the standards were.

Commissioner Klein moved to direct staff to bring back a recommendation for a traffic calming policy. The motion was seconded by Commissioner Johns and passed unanimously.

VIII. OLD BUSINESS

A. Code Changes

CE Hofmann said the code changes in front of the Commission were based on the feedback from the last Commission meeting. The City Attorney had some questions about the changes, and she thought more discussion was needed before the changes were adopted.

Chair Birky would work with CE Hofmann and would bring back the changes to the Commission.

IX. COMMISSIONER COMMENTS

None.

X. ADJOURNMENT

The meeting was adjourned at 8:30 PM.

Approved by the Newberg Traffic Safety Commission on this ??th day of July 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair

MEETING SIGN-IN SHEET

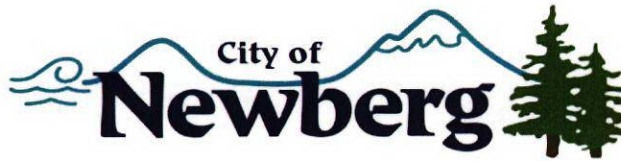
Project: Traffic Safety Commission

Meeting Date: 7/10/2017

Facilitator: Newberg Engineering Department

Place/Room: PSB Training Room

[illegible]



FYE

**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, OCTOBER 9, 2017
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

II. ROLL CALL

Karl Birky	Neal Klein	Sarah Sand
Jeff Grider	Daniel Emslie	Capri Wheaton
Mark Carleton	Chris Kelley	
Ronald Johns	Tony Roos	

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

- a. July 10, 2017 Meeting Minutes ✓

VI. STAFF REPORTS & GENERAL INFORMATION

- a. Police
b. Engineering
i. Active Issues Log ✓

VII. NEW BUSINESS

- a. Newberg 2030/Downtown Plan Presentation
b. Discussion about other Educational Opportunities for Commission and public
- Outreach
c. Parking on Red Oak Street – TSC17-004

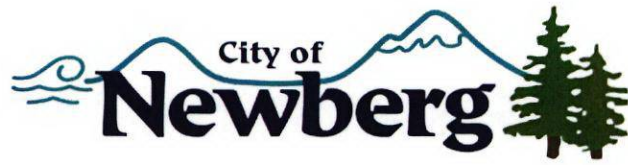
*Memo
Needed*

VIII. OLD BUSINESS

*Memo
Needed*

- a. Neighborhood Traffic Patterns – Park Lane – TSC17-003
b. Traffic Calming Policy – Discussion/Comments ✓
c. Proposed Code Revisions ✓

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.



- IX. COMMISSIONER COMMENTS
- X. ADJOURNMENT – January 8, 2018

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES

MONDAY, July 10, 2017 7:00 PM

Public Safety Building, 401 E. Third Street, Newberg

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

I. CALL MEETING TO ORDER

Chair Karl Birky called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present:	Karl Birky, Chair	Daniel Emslie	Mark Carleton
	Neal Klein	Sarah Sand	Jeff Grider
	Chris Kelley	Ronald Johns	Capri Wheaton

Members Absent: Tony Roos

Staff Present: Kaaren Hofmann, City Engineer
Bob Andrews, Mayor

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS

Barbara Falby??, Newberg resident, was concerned about the the traffic in the College Park area. Sierra Vista between Meridian and College was a narrow, unpaved street with no sidewalks and it was a path many took to the park including children. Cars were turning off of College onto Meridian and there were pedestrians on the street. She suggested that area be made a one way going westbound between Meridan and College. She was also concerned about College Park. It was a neighborhood park on Sierra Vista and it was being used more and more. She was concerned about the new community off Park Lane that Sierra Vista would be used more in an area where there were a lot of pedestrians crossing the street. She recommended something be done to make Park Lane either one way or a no through street to reduce the number of cars going onto Sierra Vista.

City Engineer Kaaren Hofmann stated Sierra Vista was on the list of the Transportation Utility Fee pavement maintenance projects. She did not know where Sierra Vista was as far as priority and when it would be improved.

The Commission agreed this area was a problem, especially with the increased traffic and growth. There was consensus to have staff do some research and bring it back as a future agenda item.

V. CONSENT CALENDAR

A. April 10, 2017 Meeting Minutes

Chair Birky said there were some minor errors including spelling that would need to be corrected.

MOTION: Carleton/Johns moved to approve the April 10, 2017, minutes as amended. Motion carried (8 Yes/0 No).

VI. STAFF REPORTS & GENERAL INFORMATION

CE Hofmann said the Police Department was busy on the Fourth of July, but she did not know of any traffic safety issues. She reviewed the Active Issues Log. There had been a lot of detours for the Bypass construction, and there had been several complaints. They were still on track to open the Bypass in December. The ADA ramps on 99W, Hancock, and First were being measured. ODOT settled a lawsuit recently with ADA advocates who thought ODOT was not following ADA rules. ODOT was inventorying all of the ramps on their systems and they had to come up with a plan to have them all fixed. Villa Road would be under construction on August 1. There would be a five month road closure for the work, although she did not know when it would begin. There would be pavement maintenance projects on 8th Street, Elliot Road, and Main Street.

Commissioner Sand asked about adding ramps and sidewalks to the pavement maintenance projects. CE Hofmann stated they were required to put in ADA ramps for any projects that were more than a slurry seal, but they did not have the funding to add sidewalks.

Commissioner Sand discussed putting a stop sign on 8th Street.

VII. NEW BUSINESS

A. Pedestrians/Bicycles Safe Streets Presentation

Chair Birky said the Commission needed to decide what they wanted Newberg to be. What were their expectations for handicapped, elderly, bicycles, pedestrians, and cars?

Commissioner Sand said Newberg was not a small town like Carlton anymore. They needed to consider what a city their size should look like. They were the size of Wilsonville who had curbs, sidewalks, and a public transit system.

Commissioner Carleton said the smaller the community the fewer opportunities there were to walk to different locations. He moved to Newberg to be closer to work, and it was frustrating that he lived two miles from work but there was no safe way to walk or bike there. There was a connectivity issue in the City.

Commissioner Wheaton had observed that in Newberg there were either nice paved sidewalks or dangerous roads for pedestrians with no walking room.

Commissioner Emslie stated Newberg had something Wilsonville did not, a nice historic downtown. He would like Newberg's downtown to look like McMinnville's with street trees and benches. They needed to take more advantage of downtown.

Commissioner Klein said there had been numerous discussions regarding the hodge-podge transportation designs in the City. There needed to be buy in with the Planning Commission and Council to change it over time. It would be good for the livability of the City to be able to walk or bike to different locations in the City.

Commissioner Johns was in favor of better access for bicycles and pedestrians.

Chair Birky said if they didn't do something about this, then who would. There was difficulty in funding projects and making this a priority in the community.

Commissioner Kelley pointed out that McMinnville's downtown did not have a state highway going through it like Newberg's did. The Bypass would help, but it would always be there.

Commissioner Klein thought with the Bypass going in, it was a crucial time to create cross section standards for what they wanted streets to look like that the Planning Commission could use when reviewing applications.

Chair Birky said the problem was often those standards were not followed.

CE Hofmann said the Council adopted the Transportation System Plan in December which did have standard cross sections. The Downtown Plan had also been recently adopted and they were working on getting funding to implement it. There were things in place and Council had made sidewalks a priority in their Council goals. The Traffic Safety Commission could put together a policy document about where this group thought they should be going. Villa Road was going to be rebuilt from Park Lane to Haworth adding bike lanes, sidewalks, and straightening the curves. There were two White Oak trees that would have to be removed for this work, and there were people in the community that were against putting in bike lanes and sidewalks to save the trees. That was in contrast to what the Commission was saying, and these priorities needed to be made known. The Commission could create a policy document that stated they wanted complete streets going forward and bring it before the Planning Commission and Council.

Mayor Andrews was an advocate of neighborhood connectivity, but the question was how they funded it. He thought the Downtown Plan needed to be explained to the Commission as well as the 2030 vision to see how they could play a part in bringing these plans to fruition.

Chair Birky said they did not need to come to a decision that night, but needed to agree these issues were important and be a source of pressure and vision for the community.

Commissioner Klein was in favor of having the presentations as suggested by the Mayor so the Commission could be part of the collaborative effort.

Chair Birky sent the Commission the Complete Streets document for review of what other cities were doing.

B. Removal of No Parking on Villa Road

Brad Lau, Vice President for Student Life at George Fox University, discussed the need for college parking. This year George Fox spent more than \$750,000 to improve parking at the campus. Two small lots and two larger lots would be added and they had leased a lot on 99W and Hancock. They had lost some parking due to the new student activity center which was currently being constructed. From fall of 2016 to fall of 2017, they would have added 171 spaces. They did not anticipate significant growth in the undergraduate level in the near term. Most of the growth would be on the graduate level. They were requesting removal of the no parking on Villa Road by the old hospital. He thought the no parking was due to the emergency vehicle use. Four to six parking spaces could be made from that area. He did support the 25 feet of no parking in front of the entrance the City recommended. He explained how the college strongly discouraged students from bringing cars and if they did bring cars, they might have to park in lots that were further away from campus. The college currently had 1,500 spaces and 2,700 students. Due to class schedules, there were usually open spots throughout the day and there were a number of commuters who walked or rode their bikes.

Chair Birky was hesitant to remove the no parking as Villa Road was a major arterial and the Development Code limited parking on arterials.

Commissioner Klein agreed with Chair Birky. There was a medical facility across the street and it was busy with a lot of people coming in and out. Villa Road was narrow and had a lot of traffic and this

request would narrow it more. It would be harder for people to get in and out of the medical facilities. They were already asking too much of Villa Road and he could not support doing more.

Commissioner Wheaton asked how they could guarantee this would be used for student parking. Mr. Lau said the college did not plan to regulate it. There were businesses and the new pool users that might utilize it. They were trying to keep cars out of the nearby neighborhoods by maximizing what they had.

There was discussion regarding the potential growth of George Fox and parking needs as well as adding more traffic on Villa Road.

Clyde Thomas, Director of Planned Services, did not think their new graduate programs would cause a lot more traffic. They were looking at building the programs in about three years. When they were built, there would not be a need to park on Villa Road. Certain groups of students who were currently parking in the neighborhood would be required to register their cars this year and would pay to park on campus.

Commissioner Sand clarified currently there was parking on both sides of Villa Road. Chair Birky said that violated City Code.

Commissioner Grider thought it made sense to standardize the yellow curb area and whatever was left to let people park there. Eventually Villa Road would be updated and there would be no parking.

Commissioner Wheaton asked if there were incentives for students who lived close to campus to either walk or bike to school instead of drive and park. Mr. Lau said there were students who biked to school. He had looked into a bike loan program, there was a car share program, and he had promoted using transit services.

Chair Birky said staff recommended removing the portion of the yellow paint that was outside of the 25 feet required for either side of the driveway to maintain a clear vision.

Mr. Thomas said there were three entrances to the parking lot and he planned to submit a proposal to the City to close the middle entrance. That way people would either enter on the far end where the ambulance entry used to be or enter on a private driveway. In doing so, they would get 12 more spaces for the lot and it would make it safer.

MOTION: Grider/Sand moved to approve staff's recommendation with the addition of making all three entrances uniform to fit the standards. Motion passed (7 Yes/1 No [???]).
--

VIII. OLD BUSINESS

A. George Fox Parking Discussion

Mr. Lau said they planned to demolish two of the wings on the Lewis apartments to build a new student activity center. That was a loss of 69 parking spaces, 20 of which they would get back. This was factored into the 171 new parking spaces this year.

There was discussion regarding the handicapped access to Canyon Commons and parking for the football stadium.

B. Traffic Calming Policy

CE Hofmann provided the Commission with a draft Traffic Calming Policy. She explained the changes she had made to the previous policy and how the document was organized. For speed hump or stop sign requests, staff would provide a recommended solution to the Commission and depending on the solution additional public outreach would be required. If the Commission agreed to the solution, implementation

would occur. There was no City funding for those elements, but staff had ideas for how they could become eligible on a priority scale rating. Minor improvements should not be a problem, but if there were significant projects the neighborhood might need to contribute. Design and construction would need to follow federal and state requirements.

Commissioner Klein wanted to make sure the document would provide continuity across the board. He wanted to make sure it would be something the Traffic Safety Commission, Planning Commission, and Council would follow for future developments.

Chair Birky thought this would be a guideline document.

Commissioner Klein thought it was important for the Planning Commission and Council to be on board and would follow the document. It should be what everyone wanted streets to look like and what they wanted traffic calming to look like.

CE Hofmann said this policy was designed for existing streets, not for new streets. It was a problem they were trying to solve, not anticipating a problem. If it was not in the Development Code, the Planning Commission could not make it happen. This policy could lead to Development Code changes, but the policy by itself could not be enforced by the Planning Commission. They could add in criteria for new development in the policy and present it to the Planning Commission and the Planning Commission could ask to have it added to the Development Code.

There was consensus to table this issue and for staff to email the previous policy to the Traffic Safety Commission to review along with the proposed policy. This item would be discussed at the next meeting.

IX. COMMISSIONER COMMENTS

CE Hofmann said a new Senior Engineer had been hired and would begin work on August 7.

Mayor Andrews discussed the recruitment for the current vacancy on the City Council.

Commissioner Johns discussed the Special Olympics state games in Corvallis and how he helped pass out medals.

CE Hofmann said the next Commission meeting would be October 9.

X. ADJOURNMENT

The meeting was adjourned at 9:15 PM.

Approved by the Newberg Traffic Safety Commission on this 9th day of October 2017.

Minutes Recorder

Karl Birky
Traffic Safety Commission Chair



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

City Engineer's Office
 Tel: 503.537.1273
www.newbergoregon.gov

Date Received	Citizen Name	Contact Info	Issue Description	Status
10/13/2016	Laura Farb	503-537-3066	Everest Street - No Parking Canyon Ridge Apartments	This road is a County Road. The County Engineer is looking into this. Update - The County is unable to install no parking signs but would like the City to take jurisdiction of the roadway. The County Counsel and City Attorney are speaking.
12/5/2016	Jennifer Yahn	jennifer.yahn@aig.com	Concern about the amount of traffic on Meridian due to new construction(21 new homes being built), residents, and Veritas School. The amount of traffic seems to have doubled and the speeds in which the vehicles are traveling down the road are dangerous.	Speed trailer was placed and it was determined that speeding is not an issue.
12/2/2016	Linda Miller	mochafreeze55@icloud.com	Stop Sign request at Sitka & Cherry to slow traffic	Waiting for further information from resident.
1/9/2017	Robert Soppe	rs@compprobsolv.com	There is a significant safety problem at this intersection that persists when drivers don't follow the "Right Turn Only" sign.	Received <i>← What Intersection</i>
1/18/2017	Laura Farb	503-537-3066	Typres Gardens Apartments No Parking Zone Request (Haworth)	Received - Same issue as Everest Street
3/17/2017	Bill Madison	bmadison@friendsview.org	Mid-Block Crossing on Fulton - additional visibility needed	Received - TSC17-001 - Traffic Safety Commission moved to work with Friendsview in installing the mid-block crossing



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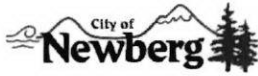
4/6/2017	Rob Felton	rfelton@georgefox.edu	Removal of yellow curb/no parking on Villa Road	Received - TSC17-002 - TSC approved removal of paint except for 25' on either side of driveways - PWM will take care of
				Called back but haven't connected yet. - No response
5/12/2017	Nancy Manson	5034764532	Signs on Springbrook for no trucks going north	
				Called back but haven't connected yet. - No response
6/19/2017	Nina Thatch	5038886070	Speeding on Mountainview	
	Barbara Falbey		Rework Neighborhood Traffic Patterns on Park, Aldersgate, etc.	TSC17-003
8/6/2017	Nikki Lopez	nikkilo268@gmail.com	Parking along both sides of Red Oak Street - near stop sign	TSC17-004
9/28/2017	Rick Rogers		Parking directly adjacent to Restore driveways on Meridian causing a sight distance issue.	PWM will paint 25' on either side of the driveway per OVC.
7/31/2017	Karl Birky		Concern about stop sign at 6th and River	Looking into issues
9/16/2017	Steve Rosenberger		Speeding on Wynooski, big trucks on Wynooski	CM is preparing a response, Chief has indicated that we will do speed counts once the construction is complete



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

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9/13/2017	Pierre Zreik		Speeding on Zimri Drive near The Allison	Chief requested increased enforcement and mobile traffic speed radar be deployed
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Neighborhood Traffic Calming Policy

Engineering Services & Newberg-Dundee Police Department

1. INTRODUCTION AND PURPOSE

The purpose of this Neighborhood Traffic Calming Plan (NTCP) is to establish a set of consistent standards offering the City of Newberg's approach to potential traffic calming requests by the public, City staff, Newberg Traffic Safety Commission, and others.

Local residential streets in the City are designed and constructed to serve neighborhood traffic. As collector or arterial streets experience congestion, local residential streets report an increase in cut through traffic. This increase can be attributed to population growth in the City which averages around three percent each year over the last decade. Other growth related traffic issues are higher traffic volumes that reduce roadway capacity and excessive speed beyond the posted limits. These traffic problems have been brought to the attention of Newberg Traffic Safety Commission for consideration in accordance with the Municipal Code §2.15.070 through §2.15.220.

The City of Newberg recognizes the benefits of reasonable traffic calming measures (TCM) that may restore livability and enhance traffic and pedestrian safety. TCM, on the other hand, may adversely affect emergency response time for fire and rescue if they are not properly applied. This NTCP is created to provide a unified response in addressing speed, volume, and cut through traffic problems that are often expressed by local residents. Upon adoption by Newberg Traffic Safety Commission and the Newberg City Council, NTCP will provide guidance to the public and staff on traffic calming implementation.

2. EVALUATION PROCESS

Although requests for TCM are often initiated by local residents, the City can also request it proactively. Careful consideration must be given to the applicability, location and design of TCM based upon a set of established traffic engineering principles.

The *Manual on Uniform Traffic Control Devices* (MUTCD), 2009 Edition or the latest as revised, offers authoritative principles on certain TCM. *U.S. Traffic Calming Manual*, published by APA Planners Press and American Society of Civil Engineers, 2009, provides practical guidance only on when and how to implement TCM and not all listed TCM are acceptable to the City of Newberg. See Section 5 for acceptable TCM on city streets.

2.1 Involving the Community & Understanding the Problems

Listening to citizens' complaints is essential for each traffic issue. By listening, root problems or causes may be isolated from perceptions. This will include visits to problematic areas which may identify certain site issues such as lack of visibility due to vegetative growth that may be easily corrected.

Getting community support is crucial for the success of TCM. Input from all stakeholders including decision makers is essential in building support for a sustainable TCM. Newberg-Dundee Police Department and Newberg Engineering Services Department offer staff support in the TCM process. Approval from Tualatin Valley Fire & Rescue is also required.

2.2 Collecting Data

Often, traffic data such as speed and volume has to be collected and crash information from Newberg-Dundee Police Department records evaluated for a traffic study.

2.3 Criteria Used to Determine Options

Tualatin Valley Fire & Rescue has identified the following routes as primary to their fire and paramedic responses:

Main Street, College Street, Meridian Street, Villa Road, Springbrook Road, Blaine Street, River Street, Wynooski Road, Haworth Avenue, Mountainview Drive, Vittoria Way, Brutscher Street, Hayes Street/Providence Drive, and Fernwood Road.

Consequently, traffic calming on these routes requires special review and must demonstrate no loss in emergency response time. Horizontal deflection devices such as roundabouts may be the only calming measure approvable in these circumstances. Joint approvals from Police, Fire and Engineering Services Departments will be required prior to implementation of any TCM projects.

City streets of *local* or *minor collector* classifications per current edition of *Newberg Transportation System Plan* (other than the above emergency routes) may receive full consideration for TCM.

The Average Daily Traffic (ADT) is defined as the total traffic volume on a street during a given time period (in whole days), greater than 1 day and less than 1 year, divided by the number of days in that time period. The 85th percentile speed is the speed under which 85 percent of traffic is traveling in a free flowing condition. This should be a good indicator for the posted speed. TCM solutions are best used when the 85th percentile speed is more than 5 mph higher than the posted speed limit and the ADT exceeds 1,000 vehicles. Speeds are best controlled by law enforcement actions when these criteria are not met.

A post-implementation evaluation will be performed by City staff following each TCM project. This should identify all impacts to the citywide transportation system. Although TCM may address a speeding or volume issue on a single street or at a single intersection, only an analysis will determine if the real issue has been fully mitigated and not simply shifted to the neighboring streets. TCM must not be installed if they generate other traffic hazards.

2.4 Developing and Analyzing Options

Data that is collected for a TCM consideration would typically be reviewed by City staff within 30 days of its collection. Recommendations that meet Federal Highway Administration Rules as set forth in the current MUTCD edition and the Oregon Supplement to MUTCD may follow.

City staff will provide a recommended solution and depending on the solution additional public outreach and consensus may be required. A staff report will be written and the proposed mitigation request will go to the Traffic Safety Commission for consideration. Assuming the Commission grants the mitigation measure, implementation will then occur.

3. FUNDING

Normally community neighborhoods will fund 100% of TCM projects. The City may participate in funding when TCM for certain streets is deemed critical from the City's perspective. Funding options must be reviewed and determined before planning for design and construction occurs. Cost of the design, construction permits, etc. of any TCM projects must be developed and sources of funding determined prior to implementation.

3.1 Determining Eligibility for Funding

Each street or intersection will be given a score to determine eligibility for City funding according to the point system in the following table. Proposed TCM project would be eligible for partial City funding when street scoring reaches at least 50 points, with full City funding at 100 points.

Table A: Street Scoring for Subsidy

Category	Points	Basis for Point Assignment
85 th Percentile Speed	Max 40	10 points for every mph greater than 5 mph over the posted speed limit.
Average Daily Traffic Volume	Max 20	2 points for every 100 vehicles.
Sidewalks	Max 20	10 points for missing sidewalk on one side; 20 points for no sidewalks at all.
Pedestrian Generators	Max 20	10 points for each school, church, library, community center, park or playground.
Total Scoring	Max 100	

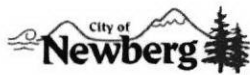
3.2 Exploring Funding Options

The City may explore grant opportunities or in-kind donations for implementing TCM on city streets. When neighborhood funding is able to support 100% of the construction cost, the City will offer a TCM construction plan at no cost to the neighbors, provided at least 60% of households in the calming area support the cause.

The neighbors can also petition for the formation of a local improvement district per Newberg Municipal Code Chapter 3.15.

4. DESIGN AND CONSTRUCTION

Construction plans require review by all affected City Departments prior to construction and must comply with Federal and State regulations and requirements. The City will install TCM per the approved plan.



Neighborhood Traffic Calming Plan

Engineering Services Department & Newberg-Dundee Police Department

1. INTRODUCTION AND PURPOSE

The purpose of this Neighborhood Traffic Calming Plan (NTCP) is to establish a set of consistent standards offering the City of Newberg's approach to potential traffic calming requests by the public, City staff, Newberg Traffic Safety Commission, and others.

Local residential streets in the City are designed and constructed to serve neighborhood traffic. As collector or arterial streets experience congestion, local residential streets report an increase in cut through traffic. This increase can be attributed to population growth in the City which averages around three percent each year over the last decade. Other growth related traffic issues are higher traffic volumes that reduce roadway capacity and excessive speed beyond the posted limits. These traffic problems have been brought to the attention of Newberg Traffic Safety Commission for consideration in accordance with the Municipal Code §2.15.070 through §2.15.220.

The City of Newberg recognizes the benefits of reasonable traffic calming measures (TCM) that may restore livability and enhance traffic and pedestrian safety. TCM, on the other hand, may adversely affect emergency response time for fire and rescue if they are not properly applied. This NTCP is created to provide a unified response in addressing speed, volume, and cut through traffic problems that are often expressed by local residents. Upon adoption by Newberg Traffic Safety Commission and the Newberg City Council, NTCP will provide guidance to the public and staff on traffic calming implementation.

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Although requests for TCM are often initiated by local residents, the City can also request it proactively. Careful consideration must be given to the applicability, location and design of TCM based upon a set of established traffic engineering principles.

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2.1 Involving the Community

Getting community support and adequate funding is crucial for the success of TCM. Input from all stakeholders including decision makers is essential in building support for a sustainable TCM. Newberg-Dundee Police Department and Newberg Engineering Services Department offer staff support in the TCM process. Approval from Newberg Fire Department is also required.

2.2 Understanding the Problems

Listening to citizens' complaints is essential for each traffic issue. By listening, root problems or causes may be isolated from perceptions.

2.3 Visiting Problem Areas and Collecting Data

Visits to problematic areas may identify certain site issues such as lack of visibility due to vegetative growth that may be easily corrected. Often, traffic data such as speed and volume has to be collected and crash information from Newberg-Dundee Police Department records evaluated for a traffic study. Details of crash information are now available through the City's Geographic Information System.

2.4 Developing and Analyzing Options

Data that is collected for a TCM consideration would typically be reviewed by City staff within 30 days of its collection. Recommendations that meet Federal Highway Administration Rules as set forth in the current MUTCD edition and the Oregon Supplement to MUTCD may follow.

Newberg Fire Department has identified the following routes as primary to their fire and paramedic responses:

Main Street, College Street, Meridian Street, Villa Road, Springbrook Road, Blaine Street, River Street, Wynooski Road, Haworth Avenue, Mountainview Drive, Vittoria Way, Brutscher Street, Hayes Street/Providence Drive, and Fernwood Road.

Consequently, traffic calming on these routes requires special review and must demonstrate no loss in emergency response time. Horizontal deflection devices such as roundabouts may be the only calming measure approvable in these circumstances. Joint approvals from Police, Fire and Engineering Services Departments will be required prior to implementation of any TCM projects.

City streets of *local* or *minor collector* classifications with a posted speed limit of 25 MPH or less per current edition of *Newberg Transportation System Plan* (other than the above emergency routes) may receive full consideration for TCM.

The Average Daily Traffic (ADT) is defined as the total traffic volume on a street during a given time period (in whole days), greater than 1 day and less than 1 year, divided by the number of days in that time period. The 85th percentile speed is the speed under which 85 percent of traffic is traveling in a free flowing condition. This should be a good indicator for the posted speed. TCM solutions are best used when the 85th percentile speed is more than 5 mph higher than the posted speed limit and the ADT exceeds 1,000 vehicles. Speeds are best controlled by law enforcement actions when these criteria are not met.

A post-implementation evaluation will be performed by City staff following each TCM project. This should identify all impacts to the citywide transportation system. Although TCM may address a speeding or volume issue on a single street or at a single intersection, only an analysis will determine if the real issue has been fully mitigated and not simply shifted to the neighboring streets. TCM must not be installed if they generate other traffic hazards.

3. FUNDING

Normally community neighborhoods will fund 100% of TCM projects. The City may participate in funding when TCM for certain streets is deemed critical from the City's perspective. Funding options must be reviewed and determined before planning for design and construction occurs. Cost of the design, construction permits, etc. of any TCM projects must be developed and sources of funding determined prior to implementation.

3.1 Determining Eligibility for Funding

Each street or intersection will be given a score to determine eligibility for City funding according to the point system in the following table. Proposed TCM project would be eligible for partial City funding when street scoring reaches at least 50 points, with full City funding at 100 points.

Table A: Street Scoring for Subsidy

Category	Points	Basis for Point Assignment
85 th Percentile Speed	Max 40	10 points for every mph greater than 5 mph over the posted speed limit.
Average Daily Traffic Volume	Max 20	2 points for every 100 vehicles.
Sidewalks	Max 20	10 points for missing sidewalk on one side; 20 points for no sidewalks at all.
Pedestrian Generators	Max 20	10 points for each school, church, library, community center, park or playground.
Total Scoring	Max 100	

3.2 Setting Funding Level

The City intends to subsidize TCM projects based on budget allowance for design and construction according to the following levels of participation:

Table B: Funding from the City

Points	Subsidy Level
49 or less	None
50	50% of total cost up to a maximum of \$5,000
60	60% of total cost up to a maximum of \$6,000
70	70% of total cost up to a maximum of \$7,000
80	80% of total cost up to a maximum of \$8,000
90	90% of total cost up to a maximum of \$9,000
100	100% of total cost up to a maximum of \$10,000

The City's contribution is limited and will be based on budgetary constraints and available funding for requests that meet NTCP criteria.

3.3 Exploring Funding Options

The City may explore grant opportunities or in-kind donations for implementing TCM on city streets. When neighborhood funding is able to support 100% of the construction cost, the City will offer a TCM construction plan at no cost to the neighbors, provided at least 60% of households in the calming area support the cause.

The neighbors can also petition for the formation of a local improvement district per Newberg Municipal Code Chapter 3.15.

4. DESIGN AND CONSTRUCTION

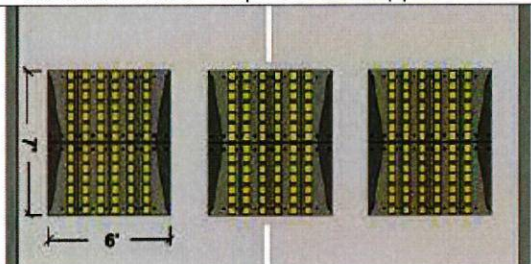
Construction plans require review by all affected City Departments prior to construction and must comply with Federal and State regulations and requirements. The City will install TCM per the approved plan.

5. TRAFFIC CALMING MEASURES

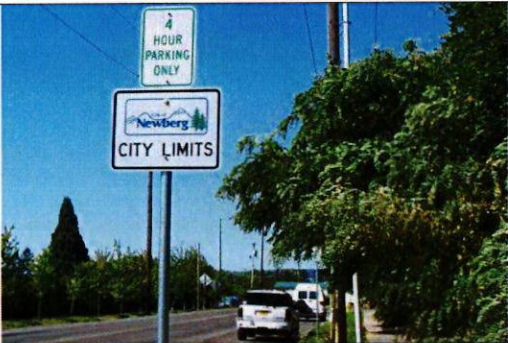
This section identifies TCM that are in use by the City of Newberg. Some are listed for information and not allowed for use at this time.

**Table C: Legend for key words in the "Comments" column
of Traffic Calming Measures:**

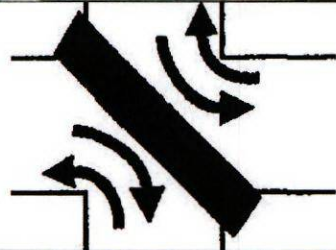
Key Words	Meaning
Allowed	The described device is permitted. Use when designed in accordance with generally accepted engineering principles and practices.
Cautioned	The described device may be allowed under certain conditions. Use when approved and designed in accordance with generally accepted engineering principles and practices.
Restricted	The described device is restricted due to <i>side effect</i> and is therefore not likely approved for use.
Not Allowed	The described device is not permitted.
Not Recommended	The described device reduces flexibility in traffic flow and is therefore discouraged for use.

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Vertical Deflection Techniques	Speed Hump	Cautioned	
	Speed Table	Cautioned	"A long raised speed hump with a flat section in the middle and ramps on both approaches"
	Speed Cushion	Allowed	 Designed as several small speed humps installed across the width of the street with spaces between them for the wider axle of emergency vehicles such as fire engines and ambulances to straddle them without slowing down or increasing the response time
	Raised Crosswalk	Cautioned (at bus shelters or on critical pedestrian routes but not always – Must be engineered to the posted speed)	 Same as "speed table" but with crosswalk marking
	Textured Crosswalk	Cautioned (on critical pedestrian routes but not always)	
	Rumble Strips	Restricted (due to noise creation)	"Raised parallel strips of material placed on pavement that transmits an audible rumbling through the wheels when travel on"
	Raised Intersection	Restricted	"A flat raised area covering an entire intersection, with ramps on all approaches"

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Horizontal Deflection Techniques	Curb Extension	Allowed	
	Crosswalk Bulb Out	Allowed	
	Traffic Circle (controlled by stop signs)	Allowed (but must accommodate fire/garbage trucks and school buses)	"A raised island, placed in an intersection, around which traffic circulates"
	Roundabout (with yield control)	Allowed	
	Raised Median Island	Cautioned	
	Chicane	Not recommended	
	Choker	Not recommended	"A curb extension on both sides of the street"

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Horizontal Deflection Techniques	On-street Parking	Allowed (per code)	

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Obstruction Techniques	Right-in/Right-out	Restricted (use only when warranted)	
	Raised Median Through Intersection	Allowed (but must accommodate fire/garbage trucks and school buses)	
	Intersection Channelization	Cautioned	

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Obstruction Techniques	Bike Lane Channelization	Cautioned	
	Diverter	Not recommended	
	Full Closure	Not recommended	

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Signage (for traffic calming purposes)	Traffic Calming Neighborhood	Cautioned	
	Playground (not truly a traffic calming signage)	Allowed (per code) but not typically effective	

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Signage (for traffic calming purposes)	Local Traffic Only (cannot be enforced on public streets)	Cautioned	
	One Way Street	Not recommended	
	Speed Limit	Allowed (per code)	
	Right Turn Only	Restricted (no left turn)	
	Yield	Allowed (per code)	
	Stop	Not recommended (for traffic calming as problems shift to other areas)	

Traffic Calming Measures			
Devices		Comments See Table C	Photos and/or Descriptions
Other Techniques	Speed Radar	Cautioned http://www.trafficlogix.com	
	Crossing Flags	Not allowed http://pedflags.com/ http://www.seattle.gov	

6. REFERENCES

For additional information on traffic calming, see the following websites:

- <http://www.trafficcalming.org>, Traffic Calming by Fehr & Peers Transportation Consultants.
- <http://www.ite.org>, Institute of Transportation Engineers.
- http://safety.fhwa.dot.gov/speedmgt/traffic_calm.cfm, U.S. Department of Transportation, Federal Highway Administration.

~~10/13/16~~ Amendments to Article V. Traffic Safety Commission Code
(NMC 2.15.330-2.15.380)

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2.15.330 Establishment.

There is established a Newberg traffic safety commission ("commission") for the City of Newberg. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.15.]

2.15.340 Membership.

The commission shall consist of nine voting members who are not officials or employees of the city. The mayor, city manager, chief of police, city engineer, and student from one of the local high schools will serve as ex officio nonvoting members of the commission. The chief of police and city engineer may designate a person in their department to serve in their capacity. The members, including the student member, will be appointed by the mayor, subject to the confirmation by the city council. [Ord. 2790 § 2, 11-2-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.16.]

2.15.350 Terms of office.

The members of the commission will serve for a term of three consecutive calendar years. The terms will begin January 1st of the first calendar year and end December 31st of the last calendar year. The terms of the members will be established in approximately equal expiration of terms each year. The term of the student members will begin June 1st of each calendar year and end May 31st of succeeding calendar year with reappointment not to exceed three years. Members of the commission will continue after expiration of the term until such time as their successors are appointed. [Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.17.]

2.15.360 Appointment and qualifications.

The procedure and qualifications for appointment to positions on the commission are as follows:

- A. The city will give public notice of any vacancy of the commission and accept such applications for vacancies.
- B. The application for membership on the commission will state the principal occupation, residence of the applicant, and other information or qualifications the city may deem necessary.

C. All members will have their principal place of residency in the City of Newberg, except two members may have their residency outside the city limits, but within the urban growth boundary of the city.

[Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.18.]

2.15.370 Vacancies and removals.

The city will fill vacancies and remove commissioners as follows:

A. Any vacancy on the commission will be filled by appointment by the mayor with the consent of the city council for the unexpired term of the predecessor.

B. A member of the commission may be removed by recommendation of the mayor with consent of the city council after hearing for misconduct or nonperformance of duty.

C. When a commission member has failed to attend three consecutive commission meetings or has three or more unexcused absences from meetings during a calendar year, the member will be rebuttably presumed to be in nonperformance of duty, and the chairperson will notify the mayor of such situation.

[Ord. 2743 § 1, 10-3-11; Ord. 2690 § 2(A), 2-4-08; Ord. 2427. Code 2001 § 32.19.]

2.15.380 Presiding members.

At the commission's first meeting of each calendar year, the commission will elect a chair and a vice chair. The chair will preside at all meetings of the commission. The vice chair will preside in the absence of the chair. An election will be held thereafter on the first meeting of each calendar year for the purpose of electing a chair and a vice chair of the commission. The city engineer, or designee, will act as secretary to the commission. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.20.]

2.15.390 Meetings, quorum, and official action.

Meetings of the commission will be called and conducted in the following manner:

A. Regular Meetings. The commission will hold regular meetings at a time and place designated by the commission. The commission will meet whenever business warrants but, in no event, not less than quarterly. Notice of meetings and the agenda will be published in accordance with Oregon Public Meetings Law.

B. Special and Emergency Meetings. A special meeting of the commission may be called by the chair, upon its own motion, or the city engineer, upon his/her own motion, or at the request of the majority of the members of the commission. Notice of the meeting will be given in accordance with the Oregon Public Meetings Law. An emergency meeting of the commission may be called in the same manner as a special meeting. The facts constituting the emergency will be placed upon the record as the first order of business of that meeting.

C. Quorum. A majority of the voting members (five members) of the commission will constitute a quorum. A quorum is required to be present at meetings in order to conduct official business.

D. Official Action. A vote of the majority of the quorum will be necessary to take any official action by the commission.

E. Public Meetings. The meetings of the commission will be open to the public and subject to the Oregon Public Meetings Law. Meetings other than regularly scheduled meetings may be announced at a prior meeting. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.21.]

2.15.400 Purpose and duties.

A. The purpose of the commission is to promote traffic safety through investigation, study and analysis of traffic safety programs; to conduct educational efforts among the public in the matters of public safety; to consider all traffic safety programs which are referred to them for recommendation and to make reports to the city council on matters of traffic safety and traffic safety programs.

B. The commission's duties include but are not limited to:

~~1. Hold public hearings on traffic issues.~~

2. Reviewing proposals related to major traffic matters within the city.

3. ~~Making Advise and make~~ recommendations to the city council on issues pertaining to traffic safety, traffic planning and design, and general traffic matters.

4. Promulgating standards and policies relating to neighborhood traffic management.

5. Researching, developing and implementing coordinated traffic safety programs which meet local needs.

6. Promoting public acceptance of official programs proposed or instigated by the city.

7. Fostering public knowledge and support of traffic law enforcement, transportation planning and traffic engineering issues.

8. Coordinating with the public and private school systems of the city to promote traffic safety aids in the schools and public education on traffic safety.

~~9. Holding public hearings on traffic issues, as provided in NMC 2.15.040 to decide upon locations designated for parking, crosswalks, safety zones and traffic control signs within the community.~~

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2.15.410 Authority.

~~The commission will conduct hearings to consider and make decisions regarding its duties and to decide upon locations designated for parking, crosswalks, safety zones and traffic control signs within the community using the following procedure:~~

A. Limited Traffic Decisions. ~~The commission will make~~ Limited traffic decisions, ~~which~~ are traffic decisions which affect and are confined to one particular location, ~~in the following manner:~~

~~1. The engineering department will research any complaint or other traffic issues brought forward prior to making a decision by gathering input from the engineering department, the police department and the planning and maintenance departments.~~

~~21. The city engineer will make an initial decision based on city policies adopted by the traffic safety commission. Notice of the decision [?] will be mailed to property owner(s) within 300 feet of the subject location if more than one property owner is affected by the decision. The notice will include information on how to appeal the decision.~~

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~~42. Request for Public Hearing. A public hearing will be held before the traffic safety commission upon written request by two or more adjacent affected property owners within the subject area. Reasonable Notice of the hearing will be given to property owners within 300 feet of the subject location in a manner reasonably calculated to notify affected property owners. property.~~

~~3.5. Notice of the decision by the traffic safety commission will be mailed to all property owners within 300 feet of the subject property location within 10 business days of the decision.~~

~~64. Appeal. Limited traffic decisions of the traffic safety commission may be appealed to the Newberg city council by submitting a written request for appeal to the traffic safety commission [within 30 days of the notice of the decision.] A notice of appeal and council hearing date will be mailed to property owners within 300 feet of the subject property location as provided in NMC 2.15.450.~~

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~~75. Notice of the city council's final decision will be mailed to all property owners within 300 feet of the subject property.~~

B. General Traffic Decisions. General traffic decisions are decisions which affect the entire community, or ~~are decisions which affect~~ a number of locations. Such decisions are truck routes, general parking policies, parking for one-way grids affecting more than one block, general signage policies, traffic safety hazard policies and traffic safety programs. Such decisions will be made in the following manner:

1. Notice will be given in a method reasonably calculated to give all interested parties notice.

2. Such notice will state the following:

- a. The time, date and place of the hearing.
- b. The recommended decision to be made.
- c. The criteria to be used in making the decision.

d. That public testimony will be taken at the hearing.

e. Written comments can be made and the location where such comments can be delivered, mailed, or emailed.

3. The commission will meet at the time and date to conduct a hearing pursuant to the process adopted by the commission.

4. When the commission has made a decision, reasonable notification of the decision will be given and the right of any party making an appearance in the hearing by either written form or by oral testimony will be informed of their right to appeal. Notice of the decision may be done by announcing the decision and the right to appeal at the hearing where the decision is made.

C. Decisions of Commission. All decisions of the commission will be final unless such decision is appealed by parties having the right to appeal such decision to the city council in accordance with NMC 2.15.450. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.23.]

2.15.420 Final decisions – Enactment.

Final decisions will be forwarded to the city manager or designee to enact the decision and do all necessary work to carry out the decisions of the commission. Such work will be performed under the direction of the city manager or designee. Specific action taken in carrying out the final decisions will be the responsibility of the city manager or designee. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.24.]

2.15.430 Log of decisions.

Decisions made by the commission will be set out in a schedule in chronological date order and in accordance with the type of decision, the date of the decision, the brief description of the decision made and the date in which the action was taken for the decision. The ~~chief of police~~city engineer or designee will have the authority to update the schedule. Such schedule, as soon as reasonably possible, but in no event later than quarterly, will be presented to the commission for its review and comment. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.25.]

2.15.440 Development permit process decisions.

Repealed by Ord. 2743. [Ord. 2427. Code 2001 § 32.26.]

2.15.450 Appeals of decisions.

The decisions of the commission can be appealed to the city council. The commission will have an opportunity to reconsider its decision when a petition for appeal is filed. The following procedure is established for an appeal of a commission decision:

A. Parties Who Can Appeal. Any party appearing before the commission, either in written form or by oral testimony, the city manager, and the city engineer have the authority to appeal the decision of the commission.

B. Petition for Appeal and Time of Filing. Any decision of the commission can be appealed to the city council if such appeal is made within 14 days of the date of the decision. Such appeal will be made upon the petition prescribed for and approved by the commission stating the name of the party, indicating standing of party to appeal, demonstrating where the decision was in error, and what, if any, new evidence is available that was not available at the hearing.

C. Effect of Decision While Appeal or Reconsideration Is Pending. The decision of the commission will be held in abeyance pending appeal to the city council. However, this does not affect the ability of the chief of police to enact any decision under the authority granted to him/her under NMC 2.15.470. [Ord. 2743 § 1, 10-3-11; Ord. 2733 Att. A, 2-7-11; Ord. 2427. Code 2001 § 32.27.]

2.15.460 City council decisions.

The city council will consider any appeal of a decision by the commission using the following procedure:

A. Record Before Council and Public Testimony. The city council will hear the appeal based upon the record filed, any written information which will consist of all documents before the commission, plus the minutes of the commission. Written material can be submitted by the appellant or any party prior to the council meeting. The council may, upon the majority of the vote, set the matter down for a public hearing where testimony can be heard.

B. Authority of Council. The city council, after hearing, may reverse the commission's decision and/or completely substitute their judgment for that of the commission, and will have the authority to consider all matters, whether they were specified in the appeal or not, remand the matter back to the commission, or do whatever the council deems proper.

C. Final Decision. The decision of the city council is final. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.28.]

2.15.470 Authority of city engineer.

The city engineer will have the authority to make traffic decisions as follows:

A. General Authority. The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.

B. Appeal to Commission. At the next regularly scheduled meeting, the city engineer will ratify, affirm, alter or change the action. C. The chief of police and/or designee will have authority to make decisions on all temporary street closures or other temporary traffic changes due to special events, such as Old Fashioned Festival (parade) and other public functions.

D. Permits for closure of the Newberg cultural district festival street are issued under NMC 12.05.245. [Ord. 2779 § 3, 2-17-15; Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.29.]

2.15.480 Legal advice.

The city attorney shall give legal advice to the commission. The commission has the authority to request legal advice from the city attorney. [Ord. 2743 § 1, 10-3-11; Ord. 2427, Code 2001 § 32.30.]

MEETING SIGN-IN SHEET

Project: Traffic Safety Commission

Meeting Date: 10/9/2017

Facilitator: Newberg Engineering Department

Place/Room: PSB Training Room

[illegible]

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION
PUBLIC COMMENT REGISTRATION CARD**

"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."

PLEASE STATE YOUR NAME ONLY PRIOR TO SPEAKING.

(Agendas available at entrance)

Agenda Item No.: VIII 2 FILE No.: TSC 17-003 Meeting Date: 10/9/17

If you wish to make ORAL COMMENTS at this meeting, or submit written comments, please **provide all of the information requested below**. The agenda item numbers and project names are printed on the agenda. If you are attending the meeting to observe, you do not need to fill out a Registration Card.

Please check one:

- ☐ [] PROONENT (For)
 - ☐ [] OPPONENT (Against)
 - ☐ [] UNDECIDED (Testify during either Proponent or Opponent testimony)
 - ☐ [] WRITTEN COMMENT (oral testimony not required)
-
-
-
-
-
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-
-

****If you don't raise an issue, either orally or in writing, you may be precluded from appealing****

Please print legibly:

Name Barbara Falvey Phone Number 503-538-2139

Professional Standing (if representing someone) _____

Mailing Address (including Zip Code) _____

Signature

THANK YOU FOR COMPLETING THIS! These cards help us spell your name correctly for the permanent record and assist the Planning Commission Chair in determining time limits if there are many residents present.

From: **Barbara Falbey** barbara.heart2heart@gmail.com
Subject: traffic proposals and arterial roads
Date: October 9, 2017 at 6:12 PM
To: TrafficSafety@newbergoregon.gov

I continue to be concerned about the traffic through the neighborhoods in Newberg. The new R3 housing planned for the corner of Park Lane and Villa of course is near me, but I am sure there are other such plans in Newberg that will affect traffic within neighborhoods. I only use this project as an example of things I hope the traffic safety committee is considering.

1. If the entrance in and out of this project is to be on Park Lane, it will push traffic through a neighborhood where the roads were not constructed for this increased amount of traffic. These streets do not have traffic lanes marked, parking areas marked or bike lanes marked. Many of them are already worse for wear, and this will increase with the addition of at least 550 trips per day added. (This is less than half of the anticipated 1120 additional trips for this project.) There are stop signs, but no traffic signals, and increased street parking will make it more difficult to see traffic, with the likely result of more "fender benders" if not more serious collisions.

2. Another proposal is to have the entrance to the project be a "right turn only" in and out of the complex from Villa. I wonder if the project couldn't devote property to adding turn lanes on to Villa. Having the entrance on Villa will promote traffic on to arterial, improved roads, such as Crestview, Mountainview and Fulton. These streets all have lanes marked and sidewalks. Mountainview as it is however is not safe for walking or biking in my opinion.

3. If the project is to have the entrance/exit on Park Lane, could there at least be a three way stop at the corner of Park Lane and Villa?

I am still very concerned about Sierra Vista and Pennington, which both provide access to a neighborhood park, College Park, and to Jaquith Park. I am concerned that something be done before there is a tragic accident involving children or pedestrians in the area. Sierra Vista, between College and Meridian is in disrepair and dangerous. Adding traffic there would be terrible. After discussion at the last traffic safety committee meeting I attended, I have come to the conclusion that the best thing to do with that section of Sierra Vista is to close it completely to through traffic. It could be open to pedestrians and bikes, but should not be open to cars except those in the neighborhood. This seems like it would be the least costly and efficient way to handle this part of Sierra Vista.

I encourage you as our traffic committee to consider thoughtfully the impact of increased housing anywhere in the city and the affect it will have on the streets in the area in terms of safety and upkeep.

Thank you for your consideration.

Sincerely,
Barbara Falbey