

NOTICE OF PUBLIC MEETING & AGENDA

TRAFFIC SAFETY COMMISSION

7:00 p.m., Monday, July 11, 2011

Public Safety Building, 401 E. Third Street, Newberg, OR

"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."

1. **CALL MEETING TO ORDER:**
 - A) Review and approve minutes of June 13, 2011
2. **COMMUNICATIONS FROM THE FLOOR:**
3. **NEW BUSINESS:**
 - A) TAC-11-020: College-Sheridan Crosswalk Request
 - B) General Traffic Order: Temporary Street Closures for "Tunes on Tuesday"
4. **OLD BUSINESS:**
 - A) TSC-11-006: Main-North Crosswalk Request
5. **STAFF REPORTS - GENERAL INFORMATION:**
 - A) Police Update
 - B) Engineering update
6. **ADJOURN TO NEXT MEETING:** August 8, 2011

ACCOMMODATION OF PHYSICAL IMPAIRMENTS:

In order to accommodate persons with physical impairments, please notify the City Recorder's office of any special physical 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 the city recorder, at (503) 537-1283.

For TTY service please call (503) 554-7793

Posted: July 1, 2011

TRAFFIC SAFETY COMMISSION MINUTES
7:00 p.m., Monday, June 13, 2011
Public Safety Building, 401 E. Third Street, Newberg, OR

"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."

CALL MEETING TO ORDER

Chair Neal Klein called the meeting to order at 7:05 PM.

ROLL CALL

Members

Present:	Neal Klein, Chair	Lesley Woodruff, V. Chair	Doris Brandt	Karl Birky
	Dianna Cotter	Shannon Eoff	Ron Johns	Ronald Sult
	Josi Fettig			

Members

Absent: James Oravetz (excused)

Staff

Present:	Brian Casey, Police Chief	Paul Chiu, Senior Engineer
	Mary Newell, Support Services Manager	Jennifer Nelson, Recording Secretary

Ex Officio

Present: Mayor Bob Andrews

Others

Present: Carmen Kaczmarczyk

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

APPROVAL OF MINUTES

A) Review and approve minutes of May 9, 2011

MOTION #1: Brandt/Cotter to approve the Traffic Safety Commission Minutes for May 9, 2011, as amended. (8 Yes/0 No/1 Absent [Oravetz]) Motion carried.

COMMUNICATIONS FROM THE FLOOR

None.

NEW BUSINESS

A) TSC-11-017: Edwards-North Stop Sign request
TIME – 7:07 PM

Mr. Paul Chiu presented the staff report (see official meeting packet for full report).

Mayor Andrews asked if there was a particular time of day that drivers exceeded posted speed limits on the north side based on the traffic data. Staff replied he thought it may have been somewhere in the afternoon, but he will look at that and get an answer back to him.

Commissioner Lesley Woodruff said she did not really notice a cluster of speeders, but there appeared to be one to three every hour within that speed zone. Mr. Chiu spoke of the area between College Street and Edwards Street, referring to page 9 of the report noting one vehicle exceeding speeds between 1:00 and 3:00 PM and one or two per hour during the hours of 2:00 and 6:00 PM.

Chair Klein stated the speeds seemed a lot nicer on this side of town compared to other streets the Traffic Safety Commission (TSC) has looked at that were a lot higher and he agreed with staff's determination that further action was not warranted at this time.

Commissioner Shannon Eoff suggested increasing police presence during the target hours with higher speeds. Staff replied the highest speeds were between 35-40 mph at about one vehicle per day, explaining the numbers were given as averages.

Commissioner Ron Johns did not feel the officers could be asked to waste their time monitoring the area for only a few people, especially when the exact hour this may occur cannot be determined; he felt it would not be a good use of funds to increase enforcement for this. Mr. Chiu stated sometimes police presence for even a short period of time just warns drivers to watch out and can provide a good reminder for drivers to watch their speed.

MOTION #2: Johns/Cotter to deny **TSC-11-017** requesting the installation of stop signs at the intersection of Edwards Street and North Street; stop signs are not warranted by the traffic study. (8 Yes/0 No/1 Absent [Oravetz]) Motion carried.

B) TSC-11-019: Third-Second Request for No Parking
TIME – 7:24 PM

Mr. Paul Chiu, Senior Engineer, presented the staff report (see official meeting record for full report).

Ms. Carmen Kaczmarczyk testified she has been living in this area and commuting to work and is concerned with the parked cars there because drivers cannot see oncoming traffic until they are right in front of each other. Drivers have to slow to dead stop to let others pass and several have come extremely close to hitting children riding bikes. If a big truck is coming towards a driver in the opposite direction and someone has to stop to let the vehicle pull through, there is not always enough room; and some people are not as courteous as others and they just drive through without considering if other vehicles are coming from the other direction. She said the proposal is to install a yellow line at least in the visibility area; it does not really matter on 2nd street, but it does on 3rd Street.

Commissioner Eoff noted the drawing provided by staff on the board was a bit misleading because there is an angle that makes it hard to view oncoming traffic and drivers must maneuver around parked cars; it is not a direct straight line. Staff adjusted the sample drawing of the area.

Chair Klein stated this same area was discussed year ago and there were conversations about what areas were considered city property and an owner on an adjacent property building a shed in the area where this road is narrow. Staff spoke of the property there and sidewalks, but said the structure should not pose any visual impact to this area; they are currently just waiting for maintenance crews to complete about 25 feet of yellow painting and there will be some parking still allowed there.

Chair Klein said the motion was already rescinded last time so they will leave it the way it is and staff can give a status report at the next meeting.

Ms. Kaczmarczyk asked if staff will double check that maintenance is going all the way around with the yellow paint this time. Staff agreed and pointed out what is planned to be painted on the drawing; he added it will always be a challenge if a large truck or SUV is parked there, but it will be better than otherwise.

Ms. Mary Newell, Support Services Manager, clarified the portion on 3rd Street is the only portion needing to be painted. Mr. Chiu said this was correct; the part on 2nd Street was already painted.

Chair Klein asked staff to monitor the situation and come back with an update if the solution is not working.

OLD BUSINESS

Mr. Chiu spoke about the marked crosswalk at Crestview Drive and the homeowner there being very upset about the decision to go ahead with it. The homeowner missed their opportunity to file an appeal to the decision and the public works director is working with him. Based on the last phone call today he wants the crosswalk to be at a 45 degree angle, but for safety it will not happen to his desire. Maintenance staff will proceed with the installation of the marked crosswalk and may need some help if the situation comes to a potential confrontational point. It does take some time with matters like this to make sure we are listening to the resident's concerns.

Chair Klein asked if it will be completed by the time school starts in the fall. Staff replied he believes it will.

Chair Klein announced the receipt of the 2011-12 Building Safer Communities Mini-Grant program application today and suggested applying for this to purchase an additional traffic counter for engineering staff to conduct traffic studies with more diversity. Staff discussed the issues with current traffic counters and the benefits of having an additional to assist with more accurate comparison data; he did not have any cost estimates for the equipment at this time as he was unaware of this suggestion prior to the meeting.

Mayor Bob Andrews asked staff what \$5,000.00 would buy in terms of traffic counters. Mr. Chiu guessed it may buy a couple of counters but he did not have an exact dollar amount of the purchase costs. Chair Klein stated he did not give staff time to prepare for this and suggested bringing this up at the August meeting keeping in mind the application would need to be submitted by September 9, 2011.

Ms. Newell made copies of the grant details and distributed so the commissioners could see what was allowed and not allowed for use with the grants money; she noted the grants require the monies to be used for something with a significant educational component.

Mr. Chiu stated some cities purchase speed radar guns to be loaned out for use by city residents to monitor speeds in their neighborhoods; they would not have enforcement power, but it is used as a form of education for citizens.

Chair Klein reminded the commission they are still working with items purchased with the bike grant they already received and since the event planned with the monies did not have the turnout they expected they were considering renting and staffing a booth at the Newberg Old Fashioned Festival. They would need to coordinate with the TSC and ACTS Oregon to see if they would have enough volunteers to cover rotating shifts throughout the festival or they could do something during the Chehalem Cultural Center's Tunes on Tuesday events. Commissioners Cotter and Woodruff stated they were willing to assist if there were other groups involved with the project. Discussion followed about the various groups to consider as possibilities for cooperation with this and Chair Klein said he would follow up with some of them to see if it was feasible.

Mayor Andrews suggested distributing material to the community or extended public relations during the activities for the upcoming Oregon State Special Olympics games being held in Newberg.

Mr. Chiu gave an updated on the matter of a speed reduction request for Zimri Drive stating he received an email from ODOT. They have until the end of the month to decide if the speed stays at 45 mph or if they would like to pursue and appeal to the speed zone board in Salem. Discussions followed about what needed to be done to make the appeal and if there had been communications from representatives at The Allison, the original requestors of the speed reduction. They considered the best approach to the matter to support the appeal; as single members of the TSC or as a single body.

Commissioner Karl Birky made points about core policies and the purposes for highways and allowing businesses to have driveways on highways. He asked the TSC to consider why we build streets or bypasses and the original intents of the roads. He felt a balance needed to be considered regarding speed limits otherwise reducing the speeds everywhere in an attempt to regulate drivers could end up causing more problems regarding the accessibility and the usefulness of the roads we have.

Chair Klein and Commissioner Dianna Cotter expressed concerns for the visibility of oncoming traffic and response time of drivers when pulling out of The Allison, especially in wet conditions. Commissioner Johns and Birky spoke of the requirements being met according city standards on speeds and stopping distance when the driveway was installed; Commissioner Birky felt uncomfortable coming back after the fact to say the original standards that were approved are no longer safe although nothing has changed since the approval of the plans.

Commissioner Woodruff felt it would be best to have a representative from The Allison present to discuss the matter and possible solutions and felt it would be nice to have communication with the original requestor and/or other residents to get their opinion. Staff replied they only had until the end of the month to make a decision as the traffic data from the study conducted by ODOT would expire then and they do not wish to conduct another study to use if an appeal will be submitted.

Commissioner Doris Brandt did not think changing the speed limit would really slow people down because this is a road that drivers have grown accustomed to driving at that speed and they are already exceeding the posted limit, what would prevent them from doing the same even with a lower limit.

Commissioner Cotter suggested looking into other traffic calming measures to resolve the problem. Staff replied this is difficult because there are not a lot of options for such a narrow road and rumble strips would create too much noise for residents and guess at the hotel.

Commissioner Birky said if the speed limit should be 40 mph, then they should ask for that, but the speeders will always overdrive standards and this must be taken into account. He said that north driveway could either be closed or made into a right in, right out only alternative so the road is never crossed; but he still did not agree with changes the original standards after something was built.

Discussions continued about other examples of roads being changed and the need to educate the public about those changes and change perceptions and contacting The Allison for further discussion as they are the biggest stakeholders in the matter.

MOTION #3: Brandt/Cotter to keep the posted speed limits as they are on Zimri Drive and direct staff to research and report on possible signage or traffic measures to alert people of the hazard. (8 Yes/0 No/1 Absent [Oravetz]) Motion carried.

STAFF REPORTS - GENERAL INFORMATION

A) Police Update

Police Chief Brian Casey informed the commission Sergeant Tim Weaver's upcoming retirement and preparations for the upcoming Old Fashioned Festival and Special Olympics.

B) Engineering Update

Mr. Chiu announced Public Works Day would be held at the library this Thursday from 11:00 AM to 1:00 PM, the Crestview Drive project is in the contract phase with NW Natural starting to relocate some gas lines last week.

Mayor Andrews asked about some yellow painting being stripped off of curbs on the south side of town and asked if staff was aware of any decisions to permanently remove the painting of any yellow curbs around town. Staff replied he was not aware of any permanent removal of yellow curb painting anywhere in town.

Chair Klein recessed at 8:38 PM for ten minutes before reconvening in Executive Session.

C) Items from Commissioners

Discussions were held regarding the distribution of material for packets and preferences for receipt of the packets as hardcopies vs. electronically and the inclusion of entire traffic reports vs. summaries from staff. The commissioners were polled as to their likings.

EXECUTIVE SESSION

- A) Executive Session pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

TIME – 8:50 PM

The Executive Session was held and digitally recorded. No decisions were made.

ADJOURN TO NEXT MEETING

The meeting adjourned at 9:34 PM until July 11, 2011.

Approved by the Newberg Traffic Safety Commission this 11th day of July, 2011.

Jennifer L. Nelson
Recording Secretary

Neal S. Klein
Traffic Safety Commission Chair

MEMORANDUM

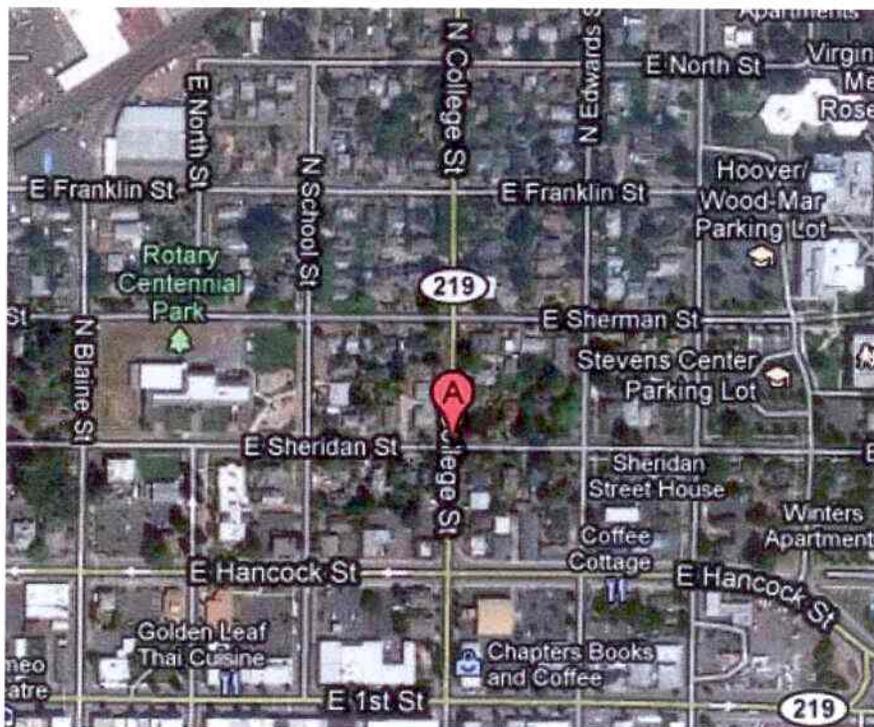


June 30, 2011

To: Newberg Traffic Safety Commission
From: Paul Chiu, PE, Senior Engineer *PC*

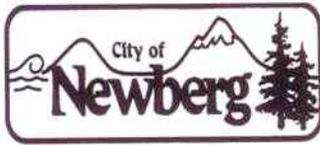
RE: TSC-11-020 \Request for a Marked Crosswalk across N. College Street at Sheridan

On May 23, 2011, staff received a call from Mr. Donald Callas. Mr. Callas lives on the 600 block of East Sheridan Street in Newberg. He has expressed his concerns regarding the lack of a marked crosswalk across N. College Street at the intersection with Sheridan Street. His request is to see a marked crosswalk be installed at this location. In the map below, location A is at the intersection of N. College and E. Sheridan Streets.



Sheridan Street is the first east-west city street parallel to and north of Highway 99W. This route appears to serve people who choose to walk to George Fox University 3 blocks on the east and the local library 2 blocks west of Highway 219. Staff has forwarded this request to the Oregon Department of Transportation (ODOT) for consideration and will report to the Traffic Safety Commission any findings from ODOT in the near future.

Please contact staff member if you have any questions or comments. Thank you.



**GENERAL TRAFFIC ORDER
OF TRAFFIC SAFETY COMMISSION
ON JULY 11, 2011**

Temporary Street Closures for “*Tunes on Tuesday*”

Recitals:

1. Newberg City Code Section 2.15.470 authorizes the Chief of Police to establish, maintain, remove or alter any traffic control device. Additionally, this section of the Code requires that such orders by the Chief of Police be submitted to the Traffic Safety Commission for ratification after the reasons for the finding or order is reported to the Traffic Safety Commission.
2. The Chehalem Valley Chamber of Commerce hosts the “*Tunes on Tuesday*” community events. On June 08, 2011, the Newberg-Dundee Police Department via Capt. Chris Bolek received the following request for street closures from Ms. Jessica Lane of the Chehalem Valley Chamber of Commerce:
 - **E. Sherman St.** - between N. Blaine St. and N. School St.
 - **N. School St.** - between E. Sheridan St and E. Sherman St.

For the following dates and time only:

- **July 12, 19 and 26, 2011.**
- **August 2, 9, 16, 23, 2011.**
- For each date, the authorized closure times will be from **4:30 pm – 9:30 pm.**

3. Capt. Bolek spoke to Public Works Superintendent Russ Thomas who agreed to provide Type III barricades to accomplish these closures.
4. Chehalem Valley Chamber of Commerce staff or designees will be responsible for the placement and removal of the barricades for each date.
5. Capt. Bolek spoke to Police Chief Brian Casey. Chief Casey wishes to order these temporary street closures for this community event, altering the present traffic control devices, for the dates and times indicated.

THE NEWBERG TRAFFIC SAFETY COMMISSION DECIDES AS FOLLOWS:

1. **Decision:** The city streets of:
 - **E. Sherman St.** - between N. Blaine St. and N. School St.
 - **N. School St.** - between E. Sheridan St and E. Sherman St.

Shall be temporarily closed for the following specific and dates and times:

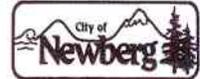
- **July 12, 19 and 26, 2011.**
- **August 2, 9, 16, 23, 2011.**
- For each date, the authorized closure times will be from **4:30 pm – 9:30 pm.**

2. Additional Conditions:

1. Notice - The Chehalem Valley Chamber of Commerce shall, in writing, make the area residents affected by the temporary closures aware of the dates and time of the closures not less than 14 days prior to the first event date (July 12, 2011).
2. Signage – A minimum of four (4) signs will be posted at the four street entrance locations to the venue reminding attendees that their method of parking should not block any driveway. City administration is empowered with the authority to determine what signage is appropriate.

ADOPTED by the Traffic Safety Commission of the City of Newberg, Oregon, on July 11, 2011:

Neil Klein
Traffic Safety Commission Chair



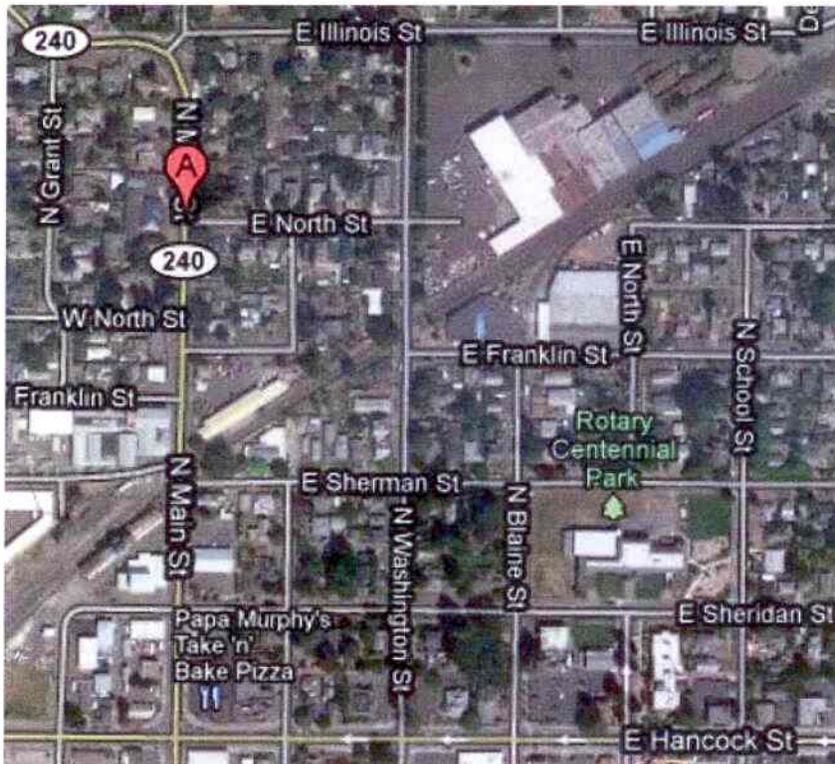
MEMORANDUM

June 30, 2011

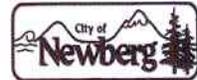
To: Newberg Traffic Safety Commission
From: Paul Chiu, PE, Senior Engineer *PC*

RE: TSC-11-006 \Request for a Marked Crosswalk across N Main Street at E North

On February 14, 2011, staff presented the request from Mr. Dave Jeffery for a marked crosswalk across N. Main Street (also known as Highway 240) at the intersection with E. North Street. This section of Highway 240 has an annual average daily traffic volume around 10,000 vehicles per ODOT traffic data. In the map below, location A is at the intersection of N. Main and E. North Streets.



This request was forwarded to the Oregon Department of Transportation (ODOT) for consideration and the following response (on the next page) was received by staff:



MEMORANDUM

I had a chance to do a field investigation on March 8, 2011 of your proposed crosswalk at OR-240 (Main) and North St. It is important to note that every road intersection is a legal crosswalk whether marked or not and low speeds and low volumes in this area suggest that crossing the street should not normally be a challenge. We acknowledge the possibility of an increase in pedestrian traffic due to weddings, conferences and Sunday worship at the newly opened Historic Stone Church at this intersection, therefore our Region 2 office would support a marked crosswalk under the following conditions:

1. It is placed on the North leg of OR-240 (Main) where there is existing sidewalk on the east and west sides of OR-240. As an fyi, this alignment will most likely place the northwest end of the crosswalk on the south edge of an existing driveway for a business property.
2. ADA compliant ramps are installed leading from the crosswalk to the existing sidewalks on the east and west sides of OR-240.
3. On the west side, the gravel shoulder is paved leading up to the ADA compliant ramp and sidewalk.

Please see the attached drawing for a rough schematic of the proposed improvements listed above.

If the City is willing to install these improvements, we feel confident we could get approval from the State Traffic Engineer for a marked crosswalk.

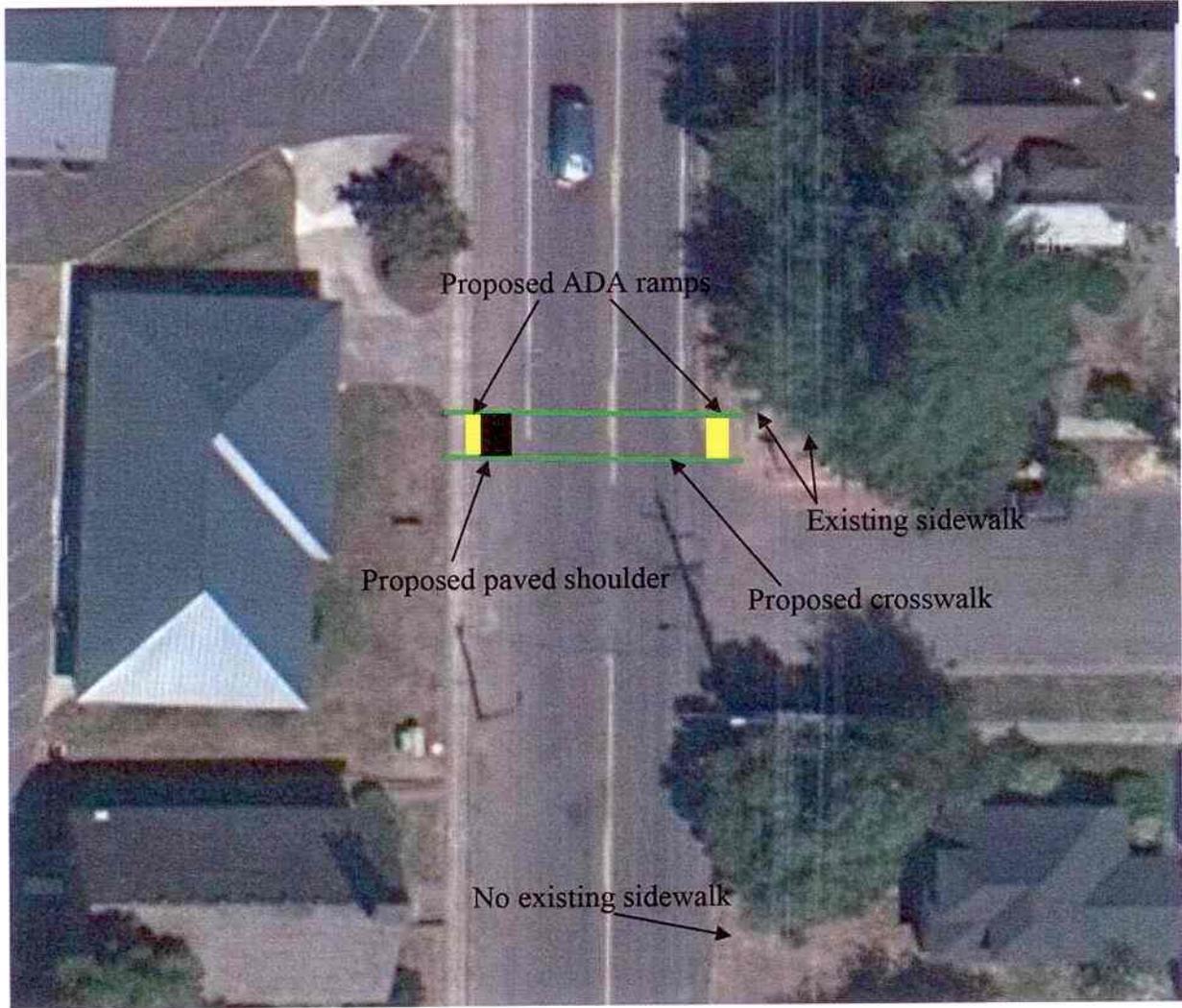
The City would also be responsible for the design, construction and funding for this crosswalk and improvements, as well as ongoing maintenance through agreement with the ODOT District office.

Please contact me if you have any more questions.

Amanda Westmoreland
R2 Senior Traffic Investigator

An additional exhibit which shows the proposed work is attached. The only concern that staff has is about the funding. The cost for the work would be around \$3,500 per Maintenance. This would not include the suggested paving as depicted by the exhibit. Discussion for any creative funding would be much appreciated from the Traffic Safety Commission as the ODOT email suggested the need for the marked crosswalk come mostly from the proposed business activities and we do want to be pro-business.

Please contact staff member if you have any questions or comments. Thank you.



Proposed ADA ramps

Proposed paved shoulder

Existing sidewalk

Proposed crosswalk

No existing sidewalk