



## **NOTICE OF PUBLIC MEETING & AGENDA**

### **TRAFFIC SAFETY COMMISSION**

**MONDAY, APRIL 14, 2014**

**PUBLIC SAETY 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**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS**

**V. CONSENT CALENDAR**

A. Review and approve minutes of January 13, 2014

B. Review and approve minutes of February 10, 2014

**VI. NEW BUSINESS**

**IX. STAFF REPORTS – GENERAL INFORMATION**

A. Engineering

B. Police

**X. ADJOURNMENT – Next meeting May 12, 2014**

**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: April 7, 2014

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES**  
**MONDAY, JANUARY 13, 2014 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 Neal Klein called the meeting to order at 7:00 PM.

**II. ADMINISTRATION OF OATHS OF OFFICE**

Mayor Bob Andrews administered Oaths of Office for Commissioners Karl Birky, David Veneable, and Chris Kelly.

**III. ROLL CALL**

Members Present:	Neal Klein, Chair	Karl Birky, Vice-Chair	Shannon Eoff
	David Venable	Tony Roos	Ron Johns
	Kari Lawson	Mayor Bob Andrews, Ex-officio	

Members Absent:	Dianna Cotter (excused)	Austin Christensen, Student (excused)
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Staff Present:	Brian Casey, Chief of Police	Mary Newell, Support Services Manager
	Jason Wuertz, Civil Engineer	Truman Stone, City Attorney
	Nicole Tannler, Minutes Recorder	

Others Present:	Tim McGanty
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**IV. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**V. PUBLIC COMMENTS**

Chair Klein opened and closed the public testimony; no citizens appeared.

**VI. ELECTION OF COMMISSION CHAIR AND VICE-CHAIR**

**A. Nomination and election of Chairperson of the Traffic Safety Commission**

Commissioner Ron Johns nominated Chair Klein to continue to serve as chairperson and Chair Klein accepted the nomination.

**MOTION:** Johns/Lawson approving and closing the nomination. Motion carried (8 Yes/0 No/1 Absent [Cotter]).

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

Commissioner Kari Lawson nominated Commissioner Karl Birky to continue to serve as Vice-Chair and Commissioner Birky accepted the nomination.

**MOTION:** Lawson/Roos approving and closing the nomination Motion carried (8 Yes/0 No/1 Absent [Cotter]).

**VII. CONSENT CALENDAR**

A. Review and approve the Traffic Safety Commission minutes for November 12, 2013.

**MOTION:** Birky/Johns approving the Consent Calendar including the Traffic Safety Commission minutes for November 12, 2013. Motion carried (8 Yes/0 No/1 Absent [Cotter]).

**VIII. NEW BUSINESS**

A. Discussion: Administrative Hearing Process

Mr. Truman Stone, City Attorney, presented the staff report (see official meeting packet for full report).

Chair Klein asked Mr. Stone to go into more detail on conflicts of interest. Mr. Stone said a conflict of interest is if you have a positive or negative economic interest in any way or if you or your family would benefit in any way. If there is potential in the future you can gain some benefit from it, then it is not an absolute abstention; but, best practice is to not take part if there is a question. He also recommended leaving your seat and sitting the audience when abstaining.

Commissioner Johns asked about no parking in front of my house or work place. Mr. Stone said yes, any personal interest. All of the decisions you make affect public roads we all drive on and you all vote on those. He said to just use your best judgment and if it is questionable, he recommended removing yourself.

Commissioner Birky asked how a body like this one deliberates effectively and are there good and appropriate ways to deliberate. Mayor Andrews responded to respect everybody's opinion. You can have deliberations based on a motion, or have an open discussion and the chair can guide what the motions should be. In discussion, you are sharing ideas; if you are pro or con on a motion, there needs to be a motion on the floor. Mr. Stone said deliberation is an advocacy on one way or another and discussion would be more of an open forum for more information.

Mayor Andrews said a discussion is looking at the issues without a statement on how one is going to vote. Once you have any motions on the floor then you deliberate and discuss how you will vote. If you are going to abstain from the vote, you need to clearly state why.

B. Request to review impact of truck traffic on Center Street, between Fulton & North streets

Mr. Tim McGanty, Newberg resident, his concern is about Center Street, which has no sidewalks. The street is not able to take the heavy truck traffic coming down from George Fox University. Patch after patch has been put on and it is not helping. The city said they have looked at bringing everything up to grade, but it is too expensive. The students in the community are parking along our street and are parking as close as they can to where they have to go. Some sort of signage with a load limit for our street would be helpful as well as some repairs on the street. A resident stumbled on a completed patch and almost fell down.

Chari Klein asked where the trucks are going. Mr. McGanty said they are turning on his street instead of taking Meridian Street, which is made for heavy trucks. Commissioner Lawson asked if he has talked to George Fox about having them change the routes for the trucks. Mr. McGanty said he was not sure who to contact; he has mentioned some things to people and he does not get anywhere. Commissioner Birky said we may want to send a copy of the letter to George Fox University and start there.

Commissioner Tony Roos said Center Street is not a major collector, so he is not sure why the trucks are using it. He believes the delivery drivers need to be told where to go. Commissioner Johns said he has driven on the street and it is not good; a lot of people are parking there and he can see the concerns.

Mr. Wuertz said he could not speak specifically to that street, but, they are currently doing a study for all streets throughout the city. The needs are high and the funding is not there.

Commissioner David Venable said it could be caused by the need for alternate routes during the construction over last few years. Mayor Andrews asked if there was any kind of data of any issues that came to the city prior to the construction. Chair Klein directed staff to gather data on past complaints and contact George Fox to have them talk to their delivery contractors.

## **VIII. STAFF REPORTS – GENERAL INFORMATION**

### **A. Police Update**

Police Chief Brian Casey reported ODOT wants to remove the photo camera at Hwy 99W and Springbrook Road because it is not meeting state criteria. He will meet with the Mayor next week to discuss his concerns with enforcement. Over the last month, there have been a string of burglaries downtown and they caught the suspect from a shoeprint. New Years' Eve was a mess and two men were beat up and taken to the hospital

Commissioner Roos asked if a letter of support from the Traffic Safety Commission (TSC) would help with the photo camera on Hwy 99W. Chief Casey agreed their support would help.

### **B. Engineering Update**

Mr. Wuertz said Sheridan Street has been under construction for a couple of months and should open up at the end of the month as well as pedestrian flow from library and cultural center. We are collecting traffic data on Morris Street and Natalie Drive for discussion at the next meeting.

### **C. Commissioner Updates**

Chair Klein said next month we will have a discussion with the planning department about Terrace Estates.

## **IX. ADJOURNMENT**

The meeting adjourned at 8:19 PM.

**Approved** by the Newberg Traffic Safety Commission on this \_\_\_ day of March, 2014.

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**Nicole Tannler**  
**Minutes Recorder**

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**Neal S. Klein**  
**Traffic Safety Commission Chair**

**CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES**  
**MONDAY, FEBRUARY 10, 2014 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 Neal Klein called the meeting to order at 7:00 PM.

**II. ADMINISTRATION OF OATH OF OFFICE**

The administration of the Oath of Office was performed after agenda item VII.A.

**III. ROLL CALL**

Members Present:	Neal Klein, Chair	Karl Birky, Vice Chair	Shannon Eoff
	David Venable	Tony Roos	Kari Lawson
	Chris Kelly (arrived 8:20pm)	Austin Christensen, Student Commissioner	
	Dianna Cotter		

Members Absent:	Ron Johns (excused)	Mayor Bob Andrews, Ex-officio
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Staff Present:	Chris Bolek, Police Captain	Mary Newell, Support Services Manager
	Jason Wuertz, Civil Engineer	Jessica Pelz, Assistant Planner
	Nicole Tannler, Minutes Recorder	

Others Present:	Joshua Kraner, Ciaran Hynes, Shaun Sahli, Joan Shew, Crista Eberle, Dana Klingler, Paul Shew, Cynde Odam, Jason Mullaney, Jane Greller, and David Reitz
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**IV. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**V. PUBLIC COMMENTS**

Chair Klein opened and closed the public testimony; no citizens appeared.

**VI. CONSENT CALENDAR**

A. Review and approve minutes of January 13, 2014

The minutes were pulled from Consent Calendar and moved to next meeting.

## VII. PUBLIC HEARINGS

### A. Appeal of Limited Decision to limit parking on Tukwila Street

Chair Klein called for any conflicts of interest or abstentions. Commissioner Cotter abstained from voting on this public hearing until her Oath of Office was administered.

Mr. Jason Wuertz, Civil Engineer, presented the staff report including a PowerPoint slideshow (see official meeting packet for full report).

Mr. Joshua Kraner, Tukwila resident, brought in photos of his street full of parked cars and one bus. There were also some of kids walking across the street where there is no cross walk. He said he is not opposed to other options, but said talking with the school has not worked so far. He suggested a resident only sign.

Commissioner Lawson asked how long drivers are parking there and if they are leaving their cars. Mr. Kraner replied 10-15 minutes and some of them do leave their cars to get their kids.

Mr. Ciaran Hyne, Tukwila resident, said he is a parent of three young children on Tukwila and there is clearly a safety issue. He agrees with the motion to restrict the parking on this street, but is open to other options. He said the safety issue is compounded when there are cars parked on the street and other cars using the street to avoid the stop sign.

Mr. Shaun Sahli, Tukwila resident, said he works mostly the night shift and doesn't always see the problem, but he is in favor of the motion for a no parking sign. He is also open to other options if there are some that can help the problem.

Ms. Joan Shew, Tukwila resident, said she has not seen that traffic bears any worse than any other public school areas in the city. She believes education or other options would be a better option. Since there is not parking on Main Street, there will not be much parking for family and friends. She thought working with the school district should help.

Ms. Crista Eberle, Tukwila resident, said she opposed this, but understood the issues and concerns. She has a feeling if parking is restricted in one area, it will move the problem to other areas in the neighborhood. They need to get help from the school and find ways to encourage them not use the street for parking and crossing.

Ms. Dana Klingler, Tukwila resident, said she was also opposed to this and it seems like this type of problem goes in and out. She would like to work with the school to see if there is a different way to work it out. It seems like something this could cost the city money and has the potential to open up a can of worms. She has ten drivers and does not want to have to worry about where they are going to park.

Mr. Paul Shew, Tukwila resident, said the parking directly in front of their house is a bike lane and they only have about two places to park. He is opposed to this proposal and would like to see more education from the school. It seems like this is just shifting the problem.

Mr. Jason Wuertz recommended the Traffic Safety Commission (TSC) reconsider the decision and explore other avenues, such as an educational outreach to the school.

Chair Klein said emails went out to the principals and they have not really seen a problem.

Ms. Cynde Odam, Tukwila resident, said she has an in-home business with a one chair hair salon and she needs places for her clients to park. She does not see a problem and feels parents have been doing a good job with what they are doing. She hoped the TSC would reconsider this motion.

Commissioner David Venable acknowledged four of the seven homes are opposed and three are proponents. It seems almost everyone has suggested trying something else first and he thought they should go back and try something else.

Commissioner Tony Roos said most the homes were bought when parking was allowed on the street. These homes were also bought knowing there was a school across the street.

Commissioner Birky said he does not like people parking in front of his house either and it seems like a reasonable request; but, his opinion would not be to install a “no parking” sign on the street.

**MOTION: Birky/Venable** to rescind the limited decision to limit parking on Tukwila Street Motion carried (5 Yes/0 No/2 Absent [Kelly, Johns]/1 Abstain [Cotter]).

Commissioner Birky suggested letting the school know what the decision is and he things communicating with them would be in the best interest.

Commissioner Lawson thought the school could remind parents of “responsible behavior”.

Chair Klein said they cannot tell people where they can park because Tukwila is a public street. Further conversations with the school will have to occur.

## II. ADMINISTRATION OF OATH OF OFFICE

Chair Klein administered the Oath of Office for Commissioner Dianna Cotter.

## VII. PUBLIC HEARINGS

B. Consider installing stop signs at the Natalie Drive/Morris Street intersection, and potential improvements to the Terrace Drive/College Street intersection, including potential right-of-way expansion.

Mr. Wuertz and Ms. Jessica Pelz, Assistant Planner, presented the staff report including a PowerPoint slideshow (see official meeting packet for full report).

Commissioner Cotter asked if any forecasting was done on other new developments and how many lots will be developed. Ms. Pelz replied about 44 lots.

Mr. David Reitz, local resident, stated someone drove down College Street and took out a tree. They were lucky they did not take out the concrete wall behind it. Other cars have come up the sidewalk, some across the bark dust, and there was an accident last week on Foothills Drive and College Street. No one has talked about the speed on this road.

Chair Klein asked if realignment would prevent that type of problem. Mr. Reitz said it would those turning left a better chance to get across the road.

Ms. Jane Grellar, local resident in the Terrace Heights subdivision, said they are appealing this subdivision and are concerned about the process. The testimony she sent did not get into your packet and she does not think it

should take seven months to get on the agenda. She was told staff will be referring this to the TSC in October, 2013; it is now February, 2014. A traffic safety issue was identified, but the issue and the mitigation is unknown. The left-hand turn was not addressed and should not be ignored. The Oregon Department of Transportation (ODOT) needs to be part of this conversation because it is a state highway. She has spent \$1,200.00 just to be heard and it is still trying to be figured out.

Chair Klein said he is a proponent in getting this information to the appropriate people. They are focused on what has come from city council and what she is asking is not something the TSC can do. Ms. Grellar asked what the information is on the traffic safety issue that was identified and mitigated. She said they are not getting answers to their questions. Commissioner Klein replied she can go before the commission at any time, but the issue tonight is to look at what city council has asked us to address. That is the scope.

Mr. Jason Mullany, local resident, stated these issues have already been brought to city council and the planning department. They have gone through the proper channels and it is frustrating to not have answers. The reality is this entire neighborhood has nothing to stop or inhibit traffic. An increase of 44 more houses translates into 99 vehicles and he cannot, in good faith, have someone tell him one house makes one trip a day. There is not a good line-of-sight on Highway 219 and Terrace Drive. The conditions of approvals need TSC's approval and it seems this body has power with these conditions. He said there is nothing to slow down traffic and asked why they would not be proactive and put in these stop signs now.

Ms. Pelz said they wanted to keep traffic and land-use issues separate and she believes the safety issue Ms. Grellar was addressing is the Terrace Drive and Hwy 219 intersection. The condition of approval says to coordinate with ODOT and the county, so they have to do that regardless. The traffic counts on Natalie Drive and Morris Street were done and at most there are 13 cars at the peak PM hour. The majority of speeds are pretty low.

Chair Klein asked how much street is being added and how much will be a straight-away without stop signs. Commissioner Venable said there are three entrances to the subdivision and that will make a difference.

**MOTION: Venable/Birky** to adopt the recommendation from engineering staff that a stop sign is not warranted at Morris Street and Natalie Drive at this point. Motion carried (8 Yes/0 No/1 Absent [Johns]).

Commissioner Venable stated Terrace Drive and College Street is a dangerous intersection and they should try to get it realigned. Commissioner Cotter said there has been visible evidence on Hwy 219 and if nothing is done, then it is going to remain a problem. He recommended they take engineering's advice. Commissioner Birky also agreed with the staff recommendation.

**MOTION: Birky/Cotter** to adopt the recommendation from the engineering department to have city staff begin the process of looking into the feasibility of right-of-way acquisition for a future intersection realignment. Motion carried (8 Yes/0 No/1 Absent [Johns]).

Mr. Wuertz said there is currently a condition to extend the culvert. Commissioner Lawson asked how far up College the extension would go. Staff estimated ten feet, just enough to keep people from going in the ditch.

Commissioner Cotter asked if adding things to the list would be appropriate. Mr. Wuertz said it needs to fall within the general categories in the conditions of approval. Commissioner Cotter said she would like to recommend new signage that is visible. Commissioner Birky said they must ask ODOT, as they are their signs.

**MOTION: Birky/Venable** to recommend the developer extends the culvert and fills the ditch to fulfill the conditions of approval. Motion carried (8 Yes/0 No/1 Absent [Johns]).

## **VIII. NEW BUSINESS**

None.

## **IX. STAFF REPORTS – GENERAL INFORMATION**

### **A. Police Update**

Captain Bolek reported the snow caused 16 crashes on Thursday afternoon alone and the computer crimes unit is working on a few cases.

### **B. Engineering Update**

Mr. Wuertz reported all streets closures made during the storm have been reopened. There was some damage from the storm to the plants and signs; there will also likely be more pot holes showing up from the freezing. Early in the storm, the sanding machine broke down; but, people have been very pleased with police, fire, and public works through the storm.

### **C. Commissioner Updates**

Chair Klein reminded everyone the committee volunteer training will be held on Monday, February 24, 2014, at the Public Library at 6:30 PM and encouraged all to attend.

## **IX. ADJOURNMENT**

The meeting adjourned at 10:02 PM.

**Approved** by the Newberg Traffic Safety Commission on this \_\_\_\_ day of March, 2014.

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**Nicole Tannler**  
**Minutes Recorder**

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**Neal S. Klein**  
**Traffic Safety Commission Chair**