



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

### **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
- VIII. NEW BUSINESS**
  - A. TSC-15-0001 / Howard Street Limited Parking Request - Library
- IX. OLD BUSINESS**
- X. STAFF REPORTS – GENERAL INFORMATION**
  - A. Engineering
  - B. Police

C. Commissioners

**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



we should try to be consistent on these kinds of things.

**OLD BUSINESS** TSC-14-004 \ Stop sign request at 5<sup>th</sup> Street and S Meridian Street

CE Wuertz said he met with the resident living at the NE corner of 5<sup>th</sup> and Meridian and spoke with them about the decision that was made. He also was seeing what their willingness was to remove their fence. They did not want to remove the fence, but were fine with the tree being removed due to the fact that it was at the near end of its life.

**VIII. STAFF REPORTS – GENERAL INFORMATION**

A. Engineering

Mr. Jason Wuertz reported we are going to host a training session on traffic engineering which will be put on by a professor from the university. This is something that would be very valuable for this commission as well as those in the community that are interested in traffic safety.

DRAFT

B. Police

Chief Casey reported this time of the year is busy for the police department because of more alcohol consumption. The city received a grant for increased DUII patrol. We have had quite a few car prowls and Fred Meyer has had many shop lifting calls to us for significant amounts. We have two of our investigators on the stabbing the occurred in McMinnville. In February we are starting our citizens' police academy and it seems to be a pretty popular event.

C. Commissioners

Mayor Andrews extended appreciation to Mr. Grider for joining the commission, and also discussed the new city councilors that will be joining the team next year.

**IX. ADJOURNMENT**

The meeting adjourned at 7:45 PM.

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

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**Minutes Recorder**

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

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## MEMORANDUM

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ENGINEERING SERVICES  
DEPARTMENT

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

January 5, 2015

**To: Newberg Traffic Safety Commission**  
**Cc: Kaaren Hofmann, PE, City Engineer; Brian Casey, PD Chief; Mary Newell, PD Support Services Manager**  
**From: Jason Wuertz, PE, Civil Engineer**  
**RE: TSC-15-001 / Howard Street Limited Parking Request - Library**

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Leah Griffith, Newberg Library Director, has requested that the traffic safety commission consider restricting the 15 parking spaces on Howard Street, in front of the library, to become limited to two hour parking between the hours of 8am and 6pm. This is consistent with other limited parking zones within the downtown core. There has been an increase in vehicles parking all day, limiting library patrons access to the library. Ms. Griffith has spoken with the Cultural District board, and they are in support of this restriction.



*Figure 1 - Vicinity Map*

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

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**“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 signs will cost the City approximately \$750. The funds will come from 02-5120-541000 and funds are available.

**ENGINEERING RECOMMENDATION**

Direct the Public Works Department to install limited parking signs in compliance with the Manual of Uniform Traffic Control Devices, and restrict parking to two hours between the hours of 8am and 6pm, on N Howard Street between E Hancock Street and E Sheridan Street.