

**MINUTES OF A SPECIAL MEETING OF THE LAKE FOREST  
AD-HOC CITIZEN TRAFFIC ADVISORY GROUP**

The meeting of the Lake Forest Ad-Hoc Citizen Traffic Advisory Group which was held November 24, 2015, at the Lake Forest City Council Chambers, 25550 Commercentre Drive, Lake Forest, California was called to order at 7:00 p.m.

**ROLL CALL:**

Chair:	Scott Drapkin
Vice-Chair:	John Irish
Members:	Mark Armando
	Grady Glover
	Tim Redwine
	Donald Stoll
	Derek Wieske

**ALSO PRESENT:** Tom Wheeler, Director of Public Works/City Engineer  
David Rogers, Traffic Engineering Manager  
Doug Anderson, Traffic Engineering Consultant  
Amber Haston, Public Works Management Aide

**PUBLIC COMMENTS:**

There were no Public comments.

**CONSENT CALENDAR:**

1. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE CITIZEN TRAFFIC ADVISORY GROUP HELD ON OCTOBER 27, 2015.

Suggestions were considered regarding the meeting minutes specificity with member's comments and motions.

There was consensus among the Group Members to make two revisions to Item 4, Presentation and Discussion Regarding Traffic Modeling: modify the discussion summary to reflect the Group's suggestion of incorporating an Orange County Fire Authority evacuation plan within the Safety Element of the General Plan and amend the action of this item to reflect the Group's support of the City's efforts to revise the General Plan and the Circulation Element.

**ACTION:** Members of the Ad-Hoc Citizen Traffic Advisory Group approved the minutes, inclusive of the two determined revisions to Item 4.

2. UPDATE ON THE SADDLEBACK RANCH ROAD TRAFFIC CALMING PROJECT

**ACTION:** The Ad-Hoc Citizens Traffic Advisory Group received and filed the written report.

**DISCUSSION/ACTION ITEMS:**

3. STATUS REPORT ON CTAG TRAFFIC CONCERNS LIST

Doug Anderson, Traffic Engineering Consultant, provided updates for specific items on the Traffic Concerns List.

The Group Members received an update on Items 30 and 31 pertaining to the intersection of Muirlands and Dylan and Muirlands and Ridge Route. These intersections are part of a joint Traffic Signal Synchronization Project between the City of Lake Forest, City of Irvine and Orange County Transportation Authority that is nearing completion.

The Group Members also received an update concerning Item 34 on the intersection of Chinook and Serrano and Item 35 at the intersection of Sunflower and Alton. Item 34 has a new coordination timing being implemented and is on track to be completed in spring of 2016. The sensitivity on the bicycle loop has been adjusted for Item 35.

The Group Members discussed Item 12 and noticed the possible similarity in the sight distance concern at Sterling Drive/Lake Forest Drive and intersections on Saddleback Ranch Road. Staff will continue to review and monitor the conditions based on the County sight distance standards. These sight distance standards will be discussed at a future meeting. Staff was complimented for its prompt efforts in resolving the Groups concerns.

Discussion ensued regarding Item 8 and the concern with the intersection of eastbound Bake Parkway and Trabuco Road.

There was further discussion regarding the number of meetings left and to separate the meeting topics to encompass all major areas of traffic engineering. Staff informed the Group that they will prepare a proposed schedule to include the remaining discussion points. With the limited time available to the Ad-Hoc Citizen Traffic Advisory Group, the Group Members

briefly discussed the potential for City Council to establish a Traffic Commission in the future.

Questions arose concerning whether transportation permits are required for Item 14 on Skyridge Development. Item 39 on widening Bake Parkway was also discussed and will be included with the Capital Improvement Program discussion.

**ACTION:** The Ad-Hoc Citizens Traffic Advisory Group received a presentation from the Public Works Department and discussed the status of the items on the list of traffic concerns.

#### 4. PRESENTATION AND DISCUSSION REGARDING TRAFFIC MODELING

Dave Rogers, Traffic Engineering Manager, provided the Group Members with an overview of how traffic modeling impacts the City's Capital Improvement Program.

Daryl Zerfass, P.E., P.T.P., Stantec Consulting Services Inc., provided the Group Members with an overview of traffic modeling and the Portola Gap Closure case study.

The Group Members discussed the potential for development to have impacts on traffic congestion.

The Portola Parkway Gap Closure case study was reviewed to demonstrate how traffic modeling can identify advantages and potential implications of a change to the transportation network. Councilman Dr. Jim Gardner indicated that the City Council reviewed this report in late 2014, and the majority deemed that this project was not a priority and concluded that the benefits were not worth the costs at the time.

Staff informed the Group Members that the City's model uses the information that is included in the Orange County Transportation's Model, especially pertaining to the areas outside of the City's boundaries. The Orange County Transportation Model is derived from the input of Lake Forest's adjacent cities and is, therefore, relying on each city's involvement for accuracy.

Dave Rogers, Traffic Engineering Manager, discussed the LFTM projects with the Group. The Group Members further discussed the LFTM projects in connection with the series of goals provided to the Group for consideration. The Group discussed that some projects may potentially require the City Council to proceed with obtaining portions of private property.

Staff confirmed with the Group Members that prior to taking their cumulative recommendations on all of the topics they have reviewed to the City Council, the recommended goals will be brought to them for a final review.

The Group Members expressed budgetary concerns with the proposed second goal of annually reviewing the LFTM program and prioritization of the projects. Tom Wheeler, Director of Public Works, received the Group's approval on his suggestion of changing this to a once every 2 year review. Staff reminded the Group Members of City Council's prerogative of approving the City's proposed budget and the existing budget for this goal.

Dave Rogers, Traffic Engineering Manager, suggested an additional goal for the Group Members to consider recommending: that the City review possible modifications to existing projects or substitute projects and improvements within the framework of the Lake Forest Traffic Mitigation for projects that have a potential significant impact on residential properties.

Consensus was also reached among the Group Members to add an additional goal of monitoring the potential traffic issues in the City of Irvine pertaining to the development in and around the Great Park.

**ACTION:** The Ad-Hoc Citizen Traffic Advisory Group received a presentation from the Public Works Department regarding the City's traffic model and discussed this topic and recommended that the City Council consider 5 goals:

- 1) That the City continue to update the Lake Forest Traffic Mitigation, as appropriate, and continue to use the latest modeling processes and techniques to insure that the Lake Forest Traffic Mitigation represents the most accurate depiction of the City's traffic condition.
- 2) a. That the City continue to review and monitor the mitigation program and update the prioritization of the projects, as appropriate, every 2 years.

- b. That the City considers conducting biennial peak hour traffic counts at the intersections in the program and other select locations to help track and identify changing conditions. This will assist in the project prioritization process in the years between the full Lake Forest Traffic Mitigation updates (usually conducted once every 5 years).
- 3) That the City considers entering into a master funding and project implantation agreement with the City of Irvine to help expedite project delivery.
- 4) That the City reviews possible modifications to existing projects or substitute projects and improvements within the framework of the Lake Forest Traffic Mitigation for projects that have a potential significant impact on residential properties.
- 5) That the City monitors potential traffic issues in the City of Irvine pertaining to the development in and around the Great Park.

**ADJOURNMENT:**

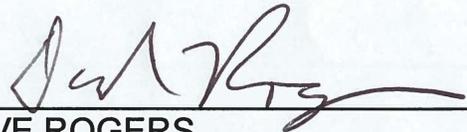
The Ad-Hoc Citizen Traffic Advisory Group Adjourned the November 24 Ad-Hoc Citizen Traffic Advisory Group Meeting at 9:42 p.m.

Respectfully submitted:

APPROVED:



AMBER HASTON  
PUBLIC WORKS MANAGEMENT AIDE



DAVE ROGERS  
TRAFFIC ENGINEERING MANAGER