

**Meeting of the Ad-Hoc Citizen Traffic Advisory Group  
April 26, 2016**

**Lake Forest City Hall  
25550 Commercentre Drive  
Council Chambers  
Lake Forest, California 92630**

**AGENDA ON THE INTERNET:** The Agenda is available through the Internet at [www.lakeforestca.gov](http://www.lakeforestca.gov). You can access the document on the Friday before the meeting on Tuesday.

**AGENDA DOCUMENT REVIEW:** The full Agenda including all back up information is available at City Hall, 25550 Commercentre Dr., Lake Forest, California, on the Friday prior to the Tuesday meeting.

**AGENDA DESCRIPTION:** The Agenda descriptions are intended to give notice to members of the public of a general summary of items of business to be transacted or discussed.

**CALL TO ORDER:**

**7:00 p.m.**

ROLL CALL:      Chair:                      Scott Drapkin  
  
                         Vice Chair:                      John Irish  
  
                         Members:                      Grady Glover  
  
                                                              Tim Redwine  
  
                                                              Donald Stoll  
  
                                                              Derek Wieske

Staff Liaison:                      David Rogers, Traffic Engineering  
                                                              Manager

**PUBLIC COMMENTS:**

At this time, members of the public may address the Ad-Hoc Citizen Traffic Advisory Group regarding any items within the subject matter jurisdiction of the Group. No action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of thirty minutes for the Public Comments portion of the agenda.

Any person wishing to address the Ad-Hoc Citizen Traffic Advisory Group on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to City staff prior to an individual being heard by the Ad-Hoc Citizen Traffic Advisory Group.

**CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless Members of the Group, the public, or staff request specific items be removed from the Consent Calendar for separate action.

1. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE CITIZEN TRAFFIC ADVISORY GROUP HELD ON February 23, 2015, submitted by Public Works staff.

RECOMMENDED ACTION: Approve as submitted.

2. STATUS REPORT ON CTAG TRAFFIC CONCERNS LIST, submitted by Public Works staff.

RECOMMENDED ACTION: Receive and File.

### **DISCUSSION/ACTION ITEMS:**

The following matters are for Commission consideration/discussion/action. Members of the public may have the opportunity to address these items if they wish to do so. Please complete the "Request to Speak" form and give to the Public Works Management Aide.

3. PRESENTATION AND DISCUSSION REGARDING REMAINING CTAG REQUESTS, submitted by Public Works staff.

RECOMMENDED ACTION:

1. Receive a presentation from the Public Works Department regarding the remaining CTAG requests; and
2. Discuss and make findings and recommendations, as appropriate.

4. PRESENTATION AND DISCUSSION REGARDING COMMUNICATION WITH THE PUBLIC AND EFFORTS TO PROVIDE OPPORTUNITIES FOR PUBLIC INPUT/PARTICIPATION ON TRAFFIC AND TRANSPORTATION RELATED ISSUES

RECOMMENDED ACTION:

1. Receive a presentation from the Public Works Department regarding communication with the public and efforts to provide opportunities for public input/participation on traffic and transportation related issues; and
2. Discuss this topic and make findings and recommendations, as appropriate.

## 5. DRAFT RECOMMENDATIONS LIST

RECOMMENDED ACTION: Receive and file.

### ADJOURNMENT:



In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this Meeting, including auxiliary aids or services, you should contact the Public Works Management Aide at (949) 461-3493. Notification 48 hours prior to the Meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The Ad-Hoc Citizen Traffic Advisory Group and agenda back-up materials can be obtained from Public Works Management Aide on the Friday prior to the Ad-Hoc Citizen Traffic Advisory Group meeting. Copies of all Agendas, Staff Reports and Supporting Materials can also be found on the City's website – [www.lakeforestca.gov/services/agendas](http://www.lakeforestca.gov/services/agendas). Agenda and agenda packets, if requested, will be made available in an appropriate alternative format to persons with a disability as required by the Americans With Disabilities Act. Copies of the agenda are provided at no cost and agenda back-up materials are available at the per page copy cost. If you wish to be added to the mailing list to receive a copy of the agenda, request must be provided to staff in writing.

The City of Lake Forest mailing address is 25550 Commercentre Drive, Lake Forest, California 92630.  
Phone: (949) 461-3400. FAX (949) 461-3511.

CERTIFICATION: I, Amber Haston, Public Works Management Aide, of the City of Lake Forest, California, hereby certify that the foregoing Ad-Hoc Citizens Traffic Advisory Group agenda was posted for public review on April 21, 2016, at 6:00 p.m.

MINUTES OF A REGULAR 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 February 23, 2016, at the Lake Forest City Council Chambers, 25550 Commercentre Drive, Lake Forest, California was called to order at 7:05 p.m.

**ROLL CALL:** Chair: Scott Drapkin (Absent)  
Vice-Chair: John Irish  
Members: 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:**

**ACTION:** The Ad-Hoc Citizens Traffic Advisory Group pulled Items 1 through 2 for minor modifications.

**Consent Calendar (Items 1-2)**

1. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE CITIZEN TRAFFIC ADVISORY GROUP HELD ON January 26, 2016.

There was consensus among the Group Members to make one revision: modify the street name from Arctic to Atlantic of Item 2 on the Status Report on CTAG Traffic Concerns List, number 3.

**ACTION:** The Ad-Hoc Citizens Traffic Advisory Group approved the minutes, inclusive of the determined revision to the Item 2.

2. STATUS REPORT ON CTAG TRAFFIC CONCERNS LIST

Discussion ensued regarding the improvement of the intersection operation at Dimension and Commercentre since the signal timing was modified. The Group Members reached consensus to add an additional item to the CTAG Traffic Concerns List: the intersection of Regency and Lake Forest. City staff will look into modifying signal timing in the morning for westbound Lake Forest.

City staff clarified with the Group Members that the no parking signs for Saddleback Ranch Road at Ridgeline installed near the median, which has since been removed, at Ridgeline, will be removed by the City's contractor in accordance with the Final Signage/Striping Plan.

A question arose concerning El Toro Rd. westbound, in the morning, at Toledo Way. Doug Anderson, Traffic Engineering Consultant, explained that the current splits are based on the traffic numbers on El Toro Rd. City staff will continue to monitor the signal timing and make adjustments, as appropriate.

**ACTION:** The Ad-Hoc Citizens Traffic Advisory Group discussed the status of the items on the list of traffic concerns and approved the list, inclusive of one additional item.

## **DISCUSSION/ACTION ITEMS:**

### **3. DRAFT RECOMMENDATIONS LIST**

Dave Rogers, Traffic Engineering Manager, provided an overview of the list of draft recommendations the Group Members had proposed over the last seven meetings. He reminded the Group Members that this is the preliminary review of the recommendations. At the next meeting in March, a draft staff report will be provided finalizing the CTAG's recommendations as it will appear before the City Council.

Concern was expressed that staff's previously expressed focus on signals between Trabuco Rd. and Serrano Rd., going westbound on Lake Forest Dr. was not included on the Draft Recommendations List. Doug Anderson, Traffic Engineering Consultant, explained this separate standalone system that will include the intersections of Trabuco Rd., Chinook Dr., and Serrano Rd. along Lake Forest Dr. Doug explained that the City has purchased the necessary controllers. However, the intersection at Serrano Rd. and Lake Forest Dr. still needs additional modifications. Additionally, there were

some issues with the older, existing equipment. Therefore, some items had to be custom ordered. Despite this setback, a notice to proceed to install everything has been provided to the City's contractor. Once everything is installed, then the controllers can be setup. The project is still on track to be completed by May 2016. Reservations were expressed concerning the potential for this project to overlap with the City's annual Fourth of July Parade.

Interest was also expressed to explore protective permissive with a minimum of one signal. The Group Members agreed to discuss this item with item 4 that included a discussion of the carryover requests from the January meeting.

The Group Members reached consensus to add an additional item to the Draft Recommendations List under the General Plan Meeting: Encourage the City to consider including evacuation plans as part of the Safety Element of the General Plan in consultation with the Orange County Fire Authority and Orange County Sheriff's Department.

Concern was expressed regarding recommendation number 14 on direct access from Lake Forest to Irvine's Great Park. Discussion ensued about various potential access points from Lake Forest to the Great Park. City staff will review the circulation plan and provide the Group Members with this information pertaining to the development currently underway at the Great Park.

Dave Rogers, Traffic Engineering Manager, updated the Group Members about the total project estimate and project development costs for recommendation number 21.

A question arose about staff's current process for reviewing collision records, in accordance with recommendation number 25, and whether there was a distinct difference between the review process for small accidents and fatal accidents. Dave Rogers, Traffic Engineering Manager, indicated that, generally, a further analysis is performed for fatal incidents. On a more comprehensive level, an analysis of the number of fatal incidents citywide is also performed.

**ACTION:** The Ad-Hoc Citizens Traffic Advisory Group reviewed the draft recommendations list from the first six meetings and reached consensus on the list of recommendations, with the inclusion of one additional recommendation: Encourage the City to consider including evacuation plans as part of the Safety

Element of the General Plan in consultation with the Orange County Fire Authority and Orange County Sheriff's Department.

4. PRESENTATION AND DISCUSSION REGARDING CARRYOVER CTAG REQUESTS FROM JANUARY 26, 2016, MEETING

Dave Rogers, Traffic Engineering Manager, provided the Group Members with an overview of protective permissive left turn phasing (PPLTP). He discussed his experience in the City of Laguna Niguel with PPLTP. Laguna Niguel converted about 6 traffic signals to PPLTP, and due to the increase in traffic collisions, the PPLTP was removed from these intersections.

Doug Anderson, Traffic Engineering Consultant, provided the Group Members with an overview of how the City of Tustin fared with 8 locations converted to PPLTP. Due to an increase in traffic collisions all but two were later removed.

Dave Rogers, Traffic Engineering Manager, concluded with the Group Members that most residents in South Orange County have had no experience with PPLTP and do not understand its operation. Furthermore, the collision reports from Laguna Niguel indicated that many drivers assumed that it was simply another form of fully protected left turns.

Group Member Wieske recommended that a pilot project still proceed and be limited to no more than one intersection to start. Discussion ensued among the Group Members about various alternative traffic modifications along with potential locations for PPLTP.

The Group Members reached consensus on staff's proposed recommendations, with the understanding that staff will track and monitor the extension of PPLTP in South Orange County to consider implementing, where appropriate:

- a. Based on staff's prior experience; the OCTEC guidelines that suggest that most locations in the City may not be good candidates; the general lack of familiarity with PPLTP in South Orange County; and the potential for an increase in vehicle/vehicle and vehicle/pedestrian collisions, the CTAG would not recommend the use of PPLTP in Lake Forest at this time.
- b. The CTAG does recommend that, where appropriate, modifications to traffic signal operations or timing be considered in place of PPLTP

to partially address some of the concerns associated with fully protected left turn phasing.

The Group Members determined that the City's best interest is focusing on the future with adaptive controllers and radar capability, which would substitute for PPLTP.

Group Member Wieske provided the Group Members and staff with an overview of the history of the t-intersection of Shasta Lake Rd. at Serrano Rd. In response to the community's past concerns of insufficient sight distance, the City previously installed a dedicated right turn lane on eastbound Serrano Rd., shifted the center line north, and provided warning signs in both directions for Serrano Rd. approaching Shasta Lake Rd. While these modifications have mitigated part of the concerns, Group Member Wieske indicated that there are still secondary concerns presenting a need to convey to residents through signage the need to lower their speed and be understanding of the conditions.

City staff explained that the sight distance meets the minimum required and there is minimal collision history, which suggests that there are no unusual conditions at this intersection.

Consensus was reached among the Group Members for City staff to review additional signage as well as the possibility of adding mounting ramps for westbound bicyclists to use the sidewalk at Shasta Lake Rd. at Serrano Rd.

**ACTION:** The Ad-Hoc Citizen Traffic Advisory Group received a presentation from the Public Works Department regarding the carryover CTAG requests from January; and discussed and recommended:

1. Based on staff's prior experience; the OCTEC guidelines that suggest that most locations in the City may not be good candidates; the general lack of familiarity with PPLTP in South Orange County; and the potential for an increase in vehicle/vehicle and vehicle/pedestrian collisions, the CTAG does not recommend the use of PPLTP in Lake Forest at this time.
2. The CTAG does recommend that, where appropriate, modifications to traffic signal operations or timing be considered in place of PPLTP to partially address some of the concerns associated with fully protected left turn phasing.

3. The CTAG recommends that City staff review additional signage as well as the possibility of adding ramps for westbound bicyclists to use the sidewalk at Shasta Lake Rd. at Serrano Rd.

**ADJOURNMENT:**

The Ad-Hoc Citizen Traffic Advisory Group Adjourned the February 23 Ad-Hoc Citizen Traffic Advisory Group Meeting at 9:21 p.m.

Respectfully submitted:

APPROVED:

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AMBER HASTON  
PUBLIC WORKS MANAGEMENT AIDE

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DAVE ROGERS  
TRAFFIC ENGINEERING MANAGER



## **Ad-Hoc Citizen Traffic Advisory Group Agenda Report**

**Meeting Date:** April 26, 2016

**Department:** Public Works

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### **SUBJECT:**

STATUS REPORT ON CTAG TRAFFIC CONCERNS LIST

### **RECOMMENDED ACTION(S):**

Receive and File.

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### **DISCUSSION:**

At the August 25, 2015 CTAG meeting, the members provided staff with an initial list of traffic and transportation topics and issues to cover and address as part of future meetings. In subsequent meetings, the Group added and deleted items from the list. The current list of 50 issues is attached.

The topics and issues range from concerns about traffic signal operations at individual intersections to broad topics, such as the status of the gap closure for Portola Parkway between Lake Forest and Irvine. Some of the items were referred to the City's contractors and consultants for review. Others have been reviewed and addressed in previous meetings. The remaining six (6) items will be discussed at tonight's (April 26) meeting.

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### **ATTACHMENTS:**

CTAG Traffic Concerns List

Initiated By: David Rogers, P.E., T.E., Traffic Engineering Manager  
Reviewed By: Carlo Tomaino, Assistant to the City Manager  
Approved By: Thomas E. Wheeler, P.E., Director of Public Works/City Engineer



## CTAG TRAFFIC CONCERNS

<b>TO BE DISCUSSED</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
10	SHASTA LAKE RD. AT SERRANO RD. SIGHT DISTANCE AND TRAFFIC PATTERN CONCERNS	WIESKE	TO BE DISCUSSED	TO BE REVIEWED AT APRIL 2016 MEETING
42	T INTERSECTION SIGN FOR NB COMMERCENTRE AT LARKSPUR	GLOVER	TO BE DISCUSSED	TO BE REVIEWED AT APRIL 2016 MEETING
44	ATLANTIC OCEAN- REVIEW POSSIBILITY OF ON STREET PARKING BY SKATING RINK	GLOVER	TO BE DISCUSSED	TO BE REVIEWED AT APRIL 2016 MEETING
46	CONSTRUCTION OF FREE RIGHT LANE FOR E/B RIDGELINE @EL TORO	GLOVER	TO BE DISCUSSED	TO BE REVIEWED AT APRIL 2016 MEETING
48	STATUS OF PROPOSED BIKE PATH ON RAILROAD TRACKS	WIESKE	TO BE DISCUSSED	TO BE REVIEWED AT APRIL 2016 MEETING
49	POTENTIAL SIGNAL AT JERONIMO/LAURELWOOD/HEROES PARK	WIESKE	TO BE DISCUSSED – REVIEWED COLLISION DATA	TO BE REVIEWED AT APRIL 2016 MEETING



## CTAG TRAFFIC CONCERNS

<b>COMPLETE</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
1	EB LAKE FOREST DR. INTO MIMI'S – SIGNAL TIMING EXCESSIVE DELAY	STOLL	COMPLETE	ADJUSTMENTS MADE ON SEPT 15
2	EB LAKE FOREST DR. TO 241 TOLL ROAD TRAFFIC SIGNAL ISSUE (LOOP DOES NOT DETECT MOTORCYCLE)	ARMANDO	COMPLETE	FORWARDED TO CALTRANS FOR ADJUSTMENT
3	SB ALISO PARK, LEFT TURN TO GO EB ON EL TORO RD. TRAFFIC SIGNAL ISSUE (LOOP DOES NOT DETECT MOTORCYCLE)	ARMANDO	COMPLETE	ADJUSTMENT MADE ON SEPT 15
4	EL TORO RD. WB AT TOLEDO WAY (NEEDS TO STAY GREEN LONGER)	REDWINE	COMPLETE	SIGNAL TIMING WAS ADJUSTED ON 9/8/15
5	EB EL TORO RD. ON SERRANO ( SCHOOL TIME – DEMAND EXCEEDS THE LENGTH)	STOLL	COMPLETE	SIGNAL TIMING WAS ADJUSTED ON 9/8/15
6	EL TORO HIGH SCHOOL TRAFFIC –CONCERN ABOUT GENERAL SCHOOL TRAFFIC	STOLL	COMPLETE	WILL BE INCLUDED WITH NEXT ANNUAL SCHOOL REVIEW
7	PROTECTED/PERMISSIVE	WIESKE	COMPLETE	REVIEWED IN FEBRUARY 2016
8	EB BAKE PKWY. AT TRABUCO RD.	STOLL	COMPLETE	CTAG RECOMMENDED 3 THRU LANES & DEDICATED RIGHT
9	SB TOLEDO WAY AT SERRANO RD. (POSSIBLE USE OF PROTECTED PERMISSIVE)	WIESKE	COMPLETE	REVIEWED IN FEBRUARY 2016
11	NB TOLEDO WAY NEEDS DUAL LEFT ONTO WB BAKE PKWY.	STOLL	COMPLETE	NO CHANGE RECOMMENDED
12	STERLING SIGHT DISTANCE	IRISH	COMPLETE	SIGHT DISTANCE IS ADEQUATE WORKING WITH HOA TO MODIFY LANDSCAPING



## CTAG TRAFFIC CONCERNS

<b>COMPLETE</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
13	SADDLEBACK RANCH RD. – REVIEW BIKE SAFETY/PORKCHOPS/PARKING NEAR CONCOURSE PARK	GLOVER	COMPLETE	INFORMATION PROVIDED 11/24/15
14	SKYRIDGE DEVELOPMENT	GLOVER	COMPLETE	INFORMATION PROVIDED 11/24/15
15	BIKE SAFETY/TRAIL ALONG RAILROAD/MULTI MODAL STREETS	WIESKE/DRAPKIN	COMPLETE	INCLUDED WITH GENERAL PLAN
16	ROUND ABOUTS	WIESKE	COMPLETE	REVIEWED IN JANUARY 2016
17	PORTOLA GAP CLOSURE	WIESKE	COMPLETE	INFORMATION PROVIDED 11/24/15
19	ACCIDENT/SAFETY DATA INFORMATION	WIESKE/DRAPKIN	COMPLETE	CTAG RECOMMENDED AN ANNUAL COLLISION REVIEW
20	STRATEGIC PLAN BACKLOG PROJECTS	WIESKE	COMPLETE	INCLUDED WITH CAPITAL PROJECT DISCUSSION ON 12/22/15
21	GENERAL PLAN CIRCULATION ELEMENTS	DRAPKIN & WIESKE	COMPLETE	INFORMATION PROVIDED 10/27/15
22	MONITORING DEVELOPMENT IN ADJACENT CITIES	DRAPKIN	COMPLETE	INFORMATION WAS INCLUDED WITH TRAFFIC MODELING DISCUSSION IN NOVEMBER 2015
23	ALL TRAFFIC SIGNALS ESPECIALLY ON ARTERIALS – TOO LONG RED OR GREEN LIGHTS DURING NON-PEAK TRAFFIC PERIODS	GROUP VIA JIM RICHERT	COMPLETE	CYCLE LENGTHS ARE USUALLY REDUCED BUT GREEN LIGHTS WILL



## CTAG TRAFFIC CONCERNS

<b>COMPLETE</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
				EXTEND WITH MINIMAL TRAFFIC
24	NORTHBOUND BAKE AT TRABUCO – RIGHT LANE ON BAKE HAS BOTH RIGHT TURN AND STRAIGHT AHEAD ABILITY – LARGE TRAFFIC BACKUP	GROUP VIA JIM RICHERT	COMPLETE	FUTURE CAPITAL PROJECT TO ADD DEDICATED RIGHT TURN LANE
25	SERRANO AND LAKE FOREST – WESTBOUND ON SERRANO CROSSING LAKE FOREST – LEFT TURN LIGHT ONTO LF IS ALWAYS GREEN EVEN WITH NO LEFT TURN TRAFFIC	GROUP VIA JIM RICHERT	CLOSED – PROJECT UNDER CONSTRUCTION	THIS IS CURRENTLY A SPLIT PHASE INTERSECTION FOR SERRANO. CITY IS MODIFYING TO INSTALL PROTECTED LEFTTURNS MAY 2016
26	WESTBOUND TOLEDO AT BAKE – RIGHT LANE BACKUP ON TOLEDO DUE TO NO RIGHT TURN LANE	GROUP VIA JIM RICHERT	COMPLETE	DEDICATED RIGHT NOT JUSTIFIED BASED ON TRAFFIC MODEL
27	SOUTHBOUND LAKE FOREST AT TRABUCO – RIGHT LANE BACKUP ON LAKE FOREST DUE TO NO RIGHT TURN LANE ONTO TRABUCO	GROUP VIA JIM RICHERT	COMPLETE	DEDICATED RIGHT NOT JUSTIFIED BASED ON TRAFFIC MODEL
28	HOME DEPOT ENTRANCE ON RANCHO PARKWAY IN FOOTHILL RANCH – LEFT TURN LIGHT ON RANCHO PARKWAY INTO HOME DEPOT IS NOT NEEDED DUE TO VERY LOW TRAFFIC VOLUME ON RANCHO PARKWAY	GROUP VIA JIM RICHERT	COMPLETE	PROTECTED LEFT IS JUSTIFIED
29	BAKE PARKWAY BETWEEN TRABUCO AND 241 – TRAFFIC CONGESTION ON BAKE – WILL BE EVEN WORSE WITH 4000 NEW HOMES	GROUP VIA JIM RICHERT	COMPLETE	SIGNAL COORDINATION PROJECT UNDERWAY. TRAFFIC MODEL DOES NOT CALL FOR ADDITIONAL MITIGATIONS/WIDENING



## CTAG TRAFFIC CONCERNS

<b>COMPLETE</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
30 30	MUIRLANDS AND RIDGE ROUTE- AT RUSH HOUR, EASTBOUND TRAFFIC ON MUIRLANDS BACKS UP TO DYLAN	GROUP VIA JIM RICHERT	CLOSED – PROJECT UNDER CONSTRUCTION	TRAFFIC SIGNAL SYNCHRONIZATION PROJECT TO BE COMPLETED IN EARLY 2016
31	MUIRLANDS AND DYLAN – RED LIGHT FOR MUIRLANDS TRAFFIC AT DYLAN EVEN THOUGH NO CROSS TRAFFIC ON DYLAN	GROUP VIA JIM RICHERT	CLOSED – PROJECT UNDER CONSTRUCTION	TRAFFIC SIGNAL SYNCHRONIZATION PROJECT TO BE COMPLETED IN EARLY 2016
32	EL TORO AND ARBOR – GREEN LIGHT FOR ARBOR TRAFFIC IS VERY LONG – EL TORO ROAD TRAFFIC DELAYED NEEDLESSLY	GROUP VIA JIM RICHERT	COMPLETE	PEDESTRIANS ARE COMMON AT THIS LOCATION. PEDESTRIANS REQUIRE EXTENDED TIMES TO CROSS THIS WIDE SECTION OF EL TORO. OVERALL GREEN IS AT MINIMAL NECESSARY
33	EL TORO AT BRIDGER – TRAFFIC BACKS UP ON EL TORO AS THERE IS NO DEDICATED RIGHT TURN LANE ONTO BRIDGER	GROUP VIA JIM RICHERT	COMPLETE	DEDICATED RIGHT NOT JUSTIFIED BASED ON TRAFFIC MODEL
34	CHINOOK AND SERRANO LIGHT COORDINATION – A REAL TRAFFIC MESS – CHINOOK AND SERRANO LIGHTS ALWAYS RED FOR LAKE FOREST TRAFFIC	GROUP VIA JIM RICHERT	CLOSED – PROJECT UNDER CONSTRUCTION	CONTRACTOR ORDERING EQUIPMENT; TO BE COMPLETED 3/2016
35	SUNFLOWER AND ALTON – SUNFLOWER GETS GREEN LIGHT EVEN WHEN THERE IS NO TRAFFIC EXITING SUNFLOWER ONTO ALTON	GROUP VIA JIM RICHERT	COMPLETE	BICYCLE LOOP SENSITIVITY ADJUSTED.



## CTAG TRAFFIC CONCERNS

<b>COMPLETE</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
36	TRABUCO BETWEEN BAKE AND EL TORO – GREEN LIGHT DURATION ALONG TRABUCO IS WAY TOO LONG DURING PEAK VOLUME TIMES DUE TO NEW SYNCHRONIZATION PROGRAM	GROUP VIA JIM RICHERT	COMPLETE	LONGER GREEN TIMES FOR THRU MOVEMENT IS TYPICAL FOR COORDINATED SYSTEMS
37	LAKE FOREST AT JERONIMO – LEFT TURN LIGHT FROM SOUTHBOUND LAKE FOREST ONTO EASTBOUND JERONIMO IS TOO SHORT	GROUP VIA JIM RICHERT	COMPLETE	BACKUP OCCURS ONLY DURING SCHOOL AM AND PM PEAKS. MAXIMUM TIME ALREADY ALLOTTED
38	REVIEW SERRANO CREEK UNDERCROSSING ON TRABUCO FOR BIKERS AND HIKERS	WEISKE	COMPLETE	STAFF WILL ASK COUNTY TO CONDUCT A FEASIBILITY STUDY
39	WIDEN BAKE PARKWAY	GLOVER	COMPLETE	INCLUDED WITH CAPITAL PROJECT DISCUSSION ON 12/22/15
40	ADD TRAFFIC DELINEATORS TO NB TRABUCO, NORTH OF EL TORO	ARMANDO	COMPLETE	STAFF TO WORK WITH PROPERTY OWNER TO IMPROVE SIGNAGE
41	TRABUCO/VIA DEL RIO, SIGNAL CYCLING INCORRECTLY	REDWINE	COMPLETE	CYCLE LENGTH CHECKED & ADJUSTED PER SYNCHRONIZATION PLAN
43	LARGE BOX TRUCKS ON PITTSFORD S/O LAKE FOREST – TOO NARROW	ARMANDO	COMPLETE	REFERRED TO OCSD FOR ENFORCEMENT



## CTAG TRAFFIC CONCERNS

<b>COMPLETE</b>				
NO.	TRAFFIC CONCERNS	CTAG MEMBER	STATUS	COMMENTS
45	STANDING WATER AT DRAIN NEAR DRINKING AT DOG PARK	ARMANDO	COMPLETE	REFERRED TO MAINTENANCE TO ADDRESS THE CONDITION
47	DIMENSION/COMMERCENTRE- REVIEW SIGNAL TIMING/ OPERATION FOR N/B LEFT TURN	STOLL/IRISH	COMPLETE	SIGNAL OPERATIONS TO BE MODIFIED
50	LAKE FOREST/REGENCY- SIGNAL TIMING FOR WESTBOUND LEFT TURN	REDWINE	COMPLETE	TIMING REVIEWED BY CONSULTANT



## Ad-Hoc Citizen Traffic Advisory Group Agenda Report

Meeting Date: April 26, 2016

Department: Public Works

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### **SUBJECT:**

PRESENTATION AND DISCUSSION REGARDING REMAINING CTAG REQUESTS

### **RECOMMENDED ACTION(S):**

1. Receive a presentation from the Public Works Department regarding the remaining CTAG requests; and
  2. Discuss and make findings and recommendations, as appropriate.
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### **DISCUSSION:**

Over the past 8 months, the CTAG has asked staff to review a total of 50 items of concern. As of the end of February, staff has reviewed and responded to 44 of the requests. The remaining six (6) are discussed below.

#### 1. Shasta Lake Road at Serrano Road

Group Member Wieske described his concerns about this location at the February meeting. He stated that the basic issue of sight distance has largely been addressed, but that he still had two other related concerns.

He noted that the centerline on Serrano is shifted to the north to provide improved sight distance, but that this does not leave sufficient room for a westbound through vehicle to pass a vehicle stopped to make a left turn onto Shasta Lake. He also noted that this same condition makes it difficult for a bike and vehicle to travel side by side through the intersection.

Currently there is a t-intersection warning sign in the westbound direction on Serrano. This is intended to inform drivers that there may be turning vehicles ahead and to drive appropriately. However, the use of a shifted centerline is not common and therefore might be categorized as an unexpected condition. In these types of cases additional warning may be justified. Staff is recommending that a "Roadway Narrows" sign also be installed for westbound Serrano

approaching Shasta Lake. Staff is also recommending that the City install “sharrow” pavement markings and signs to inform drivers that cyclists can use the full lane where the travel lane narrows to 14 feet through the intersection. This should provide additional warning to drivers about the specific conditions at the intersection.

Recommendation:

That a “Roadway Narrows” sign be installed for westbound Serrano approaching Shasta Lake and that the City install “sharrow” pavement markings and signs to inform drivers that cyclists can use the full lane where the travel lane narrows to 14 feet.

## 2. T – Intersection Sign for Northbound Commercentre at Larkspur

Member Glover suggested that a t-intersection warning sign be considered for northbound Commercentre approaching Larkspur, since there is now an increasing amount of traffic turning into and out of Larkspur as a result of the residential development in the area. The use of t-intersection warning signs is usually limited to locations where an intersection may not be readily apparent to drivers due to curvature or other conditions. In this case, the intersection is visible at a more than adequate distance for the conditions. In addition, the increased traffic will create a new normalized condition that drivers will become accustomed too, especially once the other leg of the intersection is constructed and the striping on Commercentre is modified. Staff will continue to monitor this location as development continues.

## 3. Additional Parking for Ice Skating Facility on Atlantic Ocean

Currently there is an ice skating facility located on Atlantic Ocean in one of the large commercial buildings near the intersection of Bake Parkway and Dimension. Member Glover asked staff to look into the possibility of allowing parking on Atlantic Ocean in front of the facility. Atlantic Ocean is 44 feet wide and has a 12 foot wide continuous two-way left turn lane down the middle of the street and a 16 foot wide lane in each direction. The 16 foot lane is not wide enough to allow for a travel lane and parking (a minimum 18 feet is required and 20 feet is preferred in commercial industrial areas). Therefore, there is not enough room to accommodate street parking. Staff discussed the request with the Development Services Department that is responsible for reviewing and approving development on private property. According to them, the use was approved with conditions that required all the parking to be on-site and for operations to be adjusted, as necessary, to meet the condition. If the business

owners want to request the use of on-street parking, they would have to go through a process administered by the Development Services Department to formally consider the request. Fortunately, there is on-street parking available on Barents Sea Circle (the cul de sac street directly across from the ice skating facility) as well as other cul de sacs in the general area to help accommodate any overflow parking. In the interim, the City could investigate if this is an on-going issue and check for non-compliance with the use permits.

#### 4. Free Right Turn Lane for Eastbound Ridgeline at El Toro

Member Glover asked staff to look into the possibility of adding a free right turn lane from eastbound Ridgeline to southbound El Toro. This t-intersection serves as one of two main ingress and egress points for about 300 homes on Ridgeline. This would equate to about 3,000 total trips per day from these homes (1,500 inbound and 1,500 outbound). Even if all 1,500 outbound trips turned right from Ridgeline to El Toro, this volume would be far less than what would normally justify consideration of a free right turn lane. Free right turn lanes are designed to move large volumes of traffic at higher speeds than traditional right turn lanes. They are generally reserved for large intersections where the conditions justify the additional costs. Examples in Lake Forest include the southbound to westbound free right turn at El Toro and Rockfield and the future southbound to westbound free right at Saddleback and Glenn Ranch.

Staff estimates that the cost to install a free right at Ridgeline/El Toro would be in excess of \$750,000, which would include hard construction, right-of-way acquisition, design and other construction management costs and contingencies. In addition to the concerns about cost, there are engineering concerns about introducing a high speed merge into a single through lane and crossing a heavily used bike lane. These concerns include the fact that there would be no opportunity to move into an adjacent lane, if the merging movement was not executed properly. Staff would not recommend this project at this time, since there are other higher priority projects with greater overall benefit (such as the dedicated right turn lane at Bake/Trabuco) that should be considered/constructed first and due to the traffic safety concerns.

#### 5. Bike Path on OCTA Railroad Right-of -Way

Member Wieske asked staff to gather some information on a possible bike path on the OCTA railroad right-of-way. Member Wieske indicated that this had been discussed at some point in the past as part of the regional bikeway system. Staff contacted representatives of OCTA and reviewed the latest regional bikeway maps. OCTA staff indicated that this was discussed at one time, but due to

several reasons, including the need for expensive bridge widenings, the project did not move forward. In addition, the latest District 5 Bikeways Feasibility Study (Oct 2015) does not include a proposed bikeway on the railroad right of way.

#### 6. Traffic Signal at Jeronimo/Laurel Wood/Heros Park

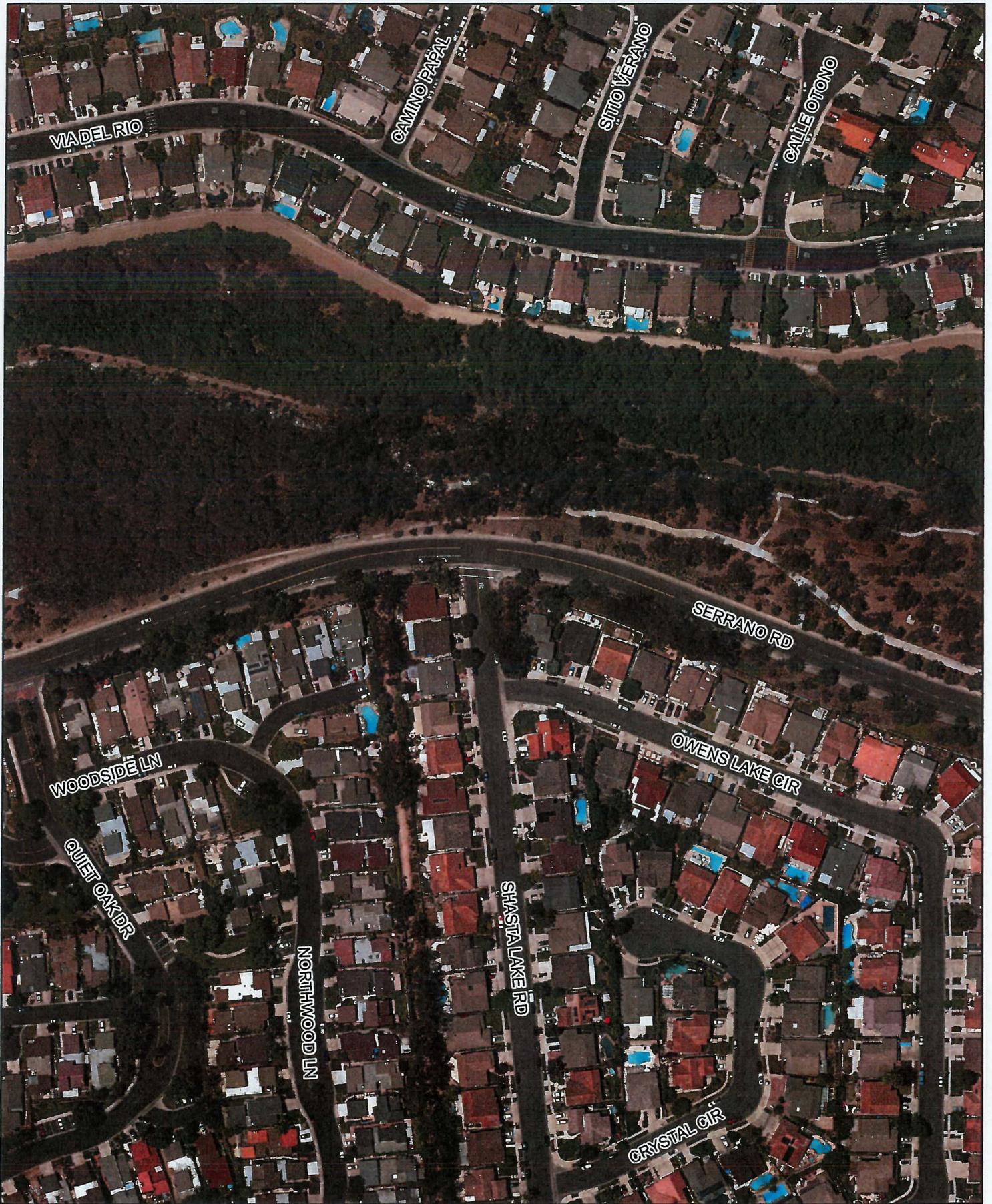
Member Wieske asked staff to review the possible installation of a traffic signal at Jeronimo Road/Laurel Wood/Heros Park. The most common warrants (justifications) for the installation of traffic signals include minimum traffic volumes and collision totals. Staff's initial review indicates that the volumes are well under what would be necessary to consider a traffic signal. In addition, a review of the latest three (3) year collision history indicates that there have been no reported collisions in this time frame. Overall, there does not appear to be justification at this time to consider the installation of a traffic signal. One of the CTAG recommendations is to conduct a traffic signal master plan review once every 2-3 years to determine if any new traffic signals should be considered. This intersection can be included on the list of study locations when the review is conducted.

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#### **ATTACHMENTS:**

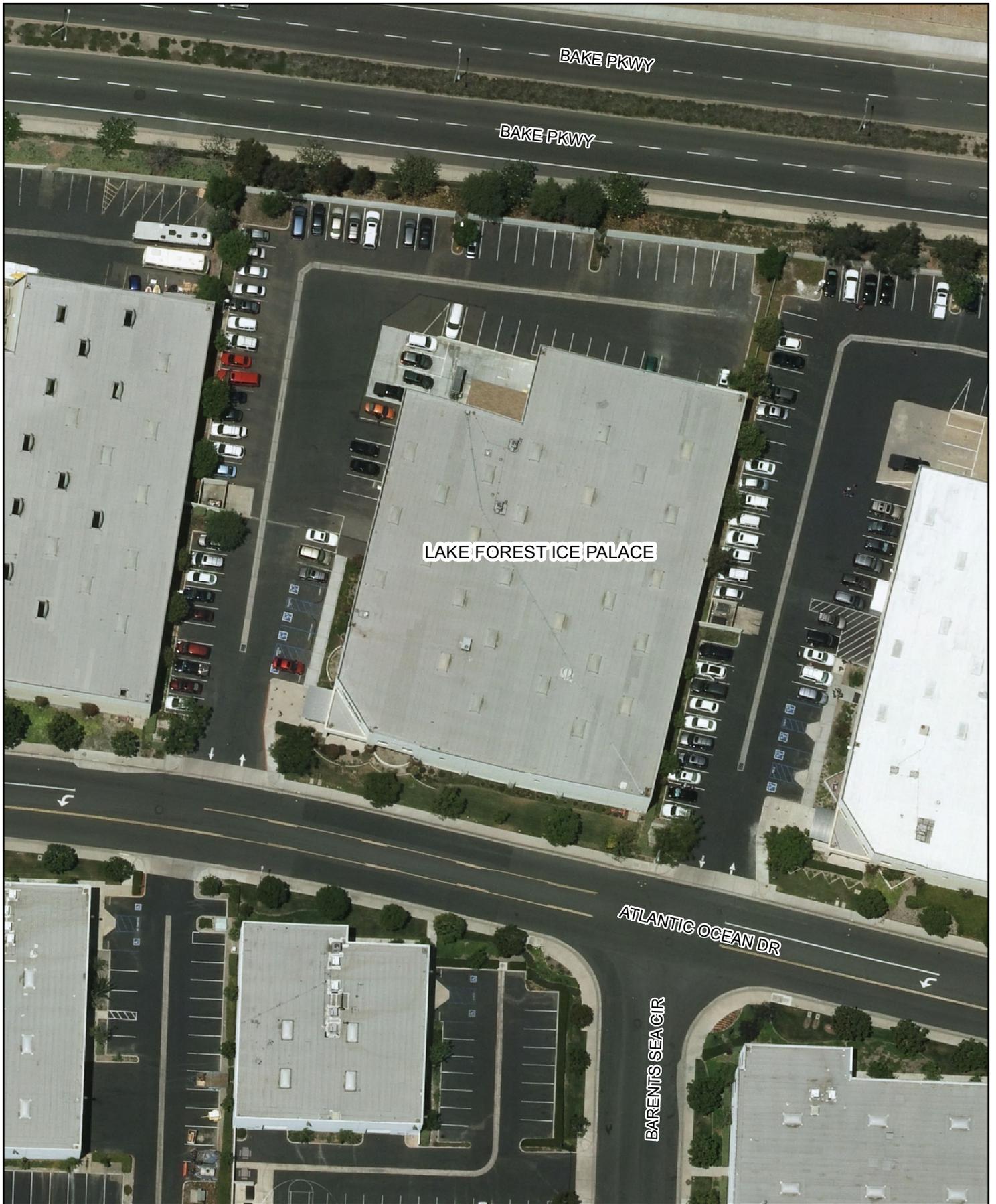
1. Shasta Lake/Serrano – Aerial
2. Atlantic Ocean Drive – Aerial
3. El Toro/ Ridgeline – Aerial

Initiated By: David Rogers, P.E., T.E., Traffic Engineering Manager  
Reviewed By: Thomas E. Wheeler, P.E., Director of Public Works/City Engineer  
Approved By: Thomas E. Wheeler, P.E., Director of Public Works/City Engineer



## City of Lake Forest

Shasta Lake Road & Serrano Road



# City of Lake Forest

Atlantic Ocean: Ice Palace





# City of Lake Forest

El Toro and Ridgeline





## Ad-Hoc Citizen Traffic Advisory Group Agenda Report

Meeting Date: April 26, 2016

Department: Public Works

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### SUBJECT:

PRESENTATION AND DISCUSSION REGARDING COMMUNICATION WITH THE PUBLIC AND EFFORTS TO PROVIDE OPPORTUNITIES FOR PUBLIC INPUT/PARTICIPATION ON TRAFFIC AND TRANSPORTATION RELATED ISSUES

### RECOMMENDED ACTION(S):

- 1) Receive a presentation from the Public Works Department regarding communication with the public and efforts to provide opportunities for public input/participation on traffic and transportation related issues; and
  - 2) Discuss this topic and make findings and recommendations, as appropriate.
- 

### DISCUSSION:

#### General Background

When the City Council established the CTAG, it asked the members to review several important topics, including ways to better communicate with and receive input from the community on traffic and transportation issues. The mission statement for the CTAG includes language on public communication.

*“To provide recommendations to the City Council regarding overall strategies and processes to improve long term traffic conditions throughout the City **including how to provide future citizen participation** without creating another permanent layer of bureaucracy.”*

Keeping the public informed about improvements and changes that may affect them and providing the public with ways to provide input are essential in a system of open and transparent government. Basically, If people are aware of what is happening in a timely manner, they have time to provide feedback and to participate in the processes of government. In addition, people are generally more accepting of changes, even if they do not fully agree with them, if they

know about them ahead of time.

Not long ago the methods that could be used to communicate with the public and solicit input were fairly limited and generally consisted of mailings of various types. There was no internet, no social media, no live video feeds or other forms of communication that we now take for granted.

Although the City has greatly expanded its forms of communication, there is still a surprisingly high percentage of residents and business owners that still prefer mailed information, based on the latest Community Satisfaction Study results that were presented to the City Council in early 2015 (see attached). The study/survey includes an entire section dedicated to communication. One of the more interesting findings is on page 58 where residents are asked to give their opinions on the effectiveness of various forms of communication. Based on the responses, the most effective way to communicate is still through the mail in the form of the City's newsletters followed by the City's website. (Although if you look at some of the past information you can see that this preference, as a percentage, is declining while electronic communication is increasing.) There is some logic to this response. First, everyone still gets mail and therefore everyone can be contacted in that manner. Secondly, there is no "action" required by residents to get the mailings, unlike email or social media where you have to search a website and or "sign up." Despite the current preference for mailed information, the City has been moving towards a more electronic based form of communication for several years to mirror what appears to be an increasing reliance and preference for electronic communication.

### General Communication

The City currently uses several methods to communicate with the public and to provide opportunities for the community to furnish input on various topics.

#### *Leaflet*

The City produces and mails "The Leaflet" to the approximately 30,000 homes and 6,000 businesses 6 times per year. The Leaflet contains information on a wide variety of topics, including those related to public works. The leaflet can also be viewed on the City's website.

#### *E-Newsletter*

The City has a subscription based email service that is sent to the subscribers on a monthly basis. There are currently about 2,000 subscribers. This also provides

information on a wide variety of topics, but can be more specific and current, since it is produced more often than The Leaflet.

### *City Website*

The City's website contains the largest variety of information for the public. Everything from how to obtain permits to the latest news on public works projects can be found on the website.

### *Social Media*

The City maintains both a Facebook page and Twitter account. The City is also in the process of placing one or more informational videos on YouTube. Again these are tools that can be used at any time to communicate important information to the public.

### *Newspaper*

The Orange County Register has a local column section every week where cities can submit information. This is usually for more fun and entertaining information, but can be used as a resource to get all types of information out to the public.

### *Ask Lake Forest (ALF)*

The City hosts a request management system that allows users to request information and assistance and track the status of the requests. This method is best for one-on-one communication, which complements the other broader methods of communication.

### *Field Notification*

Sometimes we find the best way to reach the public is to place signs and message boards in the field at or near where a project is being constructed or where an event is occurring. Recent examples include the use of message boards on Alton Parkway to warn drivers of the one day closure to erect the pedestrian bridge and to inform the public about the City's annual 4<sup>th</sup> of July Parade.

### *Special Communication*

Traffic Forums, open house meetings, specialized mailings and emails, FAQ pages on the website and other methods have been used by the City for specific

issues and topics. For example, several years ago the City held a series of Traffic Forums. These meetings were held with the goal of soliciting input on traffic related issues and to provide information to the public on traffic and transportation topics. Even though they were lightly attended, the meetings did allow staff to gather valuable input.

Project specific forms of communication can be used in cases where the projects or impacts may be more localized and/or where the public is requesting more information. The recent Saddleback Ranch Road Traffic Calming project is a case study in adapting the communication to the needs of the community on a specific project. In this case, the City initially held neighborhood meetings to discuss concerns and needs and then tailored the project based on the feedback. However, more than two years passed between those meeting and the start of construction. Once construction began there was concern from some members of the community about specific aspects of the project. The City decided to provide more information and used various specialized mailings; created a project specific email list; held open house meetings and placed items on the City Council as well as the CTAG agenda to provide opportunities for the public to comment and provide input.

### *Communication Toolbox*

All the communication “tools” make up what we like to call the toolbox. The idea is that we can use some or all of the methods depending on the topic or nature of the project. A general rule of thumb is that the more directly the public is impacted, the more tools we should consider using and the more time we should allow for the public to participate and provide input.

### Goals

Since traffic and transportation projects and improvements have the potential to affect a large percentage of the residents and businesses, the City should make reasonable efforts to communicate information and solicit input in a comprehensive and timely manner. This can include project specific information as well as general information about the results of projects and programs. Some of the general goals we would like to achieve are:

- 1) Continue to Adapt as Communication Needs and Preferences Change – As noted above, it appears that the preferred method of communication is slowly transitioning from mail to electronic form and the City needs to stay current with the changing environment.

- 2) Proactively Provide Information – Anticipate what information the general public might be interested in and try to get it in front of them as soon as practical.
- 3) Allow Time for Public Input and/or Participation – Allowing time for the public to provide feedback and input can be an important part of the overall process.
- 4) Seek Consensus – Although it is difficult to get consensus from everyone on traffic issues, the City does need to be sensitive about how changes may impact individuals and get information out to minimize the likelihood of controversy. As noted earlier in the report, knowing about changes ahead of time can greatly affect the public’s reaction and response to changes.
- 5) Keep the Information Flowing throughout the Process – Recognize that projects can take years to go from idea to design to construction and that the audience may change during this time.
- 6) Keep the Information Current – Current information helps everyone to avoid misinformation and better understand potential project impacts.
- 7) Provide Ways for the Public to Communicate with the City on an On-Going Basis – Providing easy to use methods to express thoughts and concerns and provide input is an important part of the two-way communication and conversation process with the public.

**RECOMMENDATION:**

- 1) Receive a presentation from the Public Works Department regarding communication with the public and efforts to provide opportunities for public input/participation on traffic and transportation related issues; and
- 2) Discuss this topic and make findings and recommendations, as appropriate.

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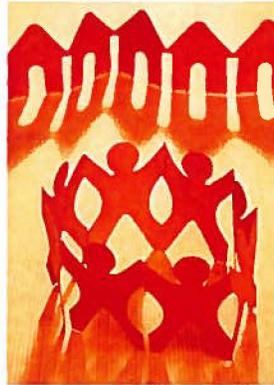
**ATTACHMENTS:**

1. Community Satisfaction Study Excerpts
2. Sample of “The Leaflet”
3. Sample Public Works Handout
4. Sample Email Blast

Initiated By: David Rogers, P.E., T.E., Traffic Engineering Manager  
Reviewed By: Thomas E. Wheeler, Director of Public Works/City Engineer  
Approved By: Thomas E. Wheeler, Director of Public Works/City Engineer

COMMUNITY SATISFACTION STUDY  
REPORT ON SURVEYS OF RESIDENTS & BUSINESSES

PREPARED FOR THE  
CITY OF LAKE FOREST



FEBRUARY 10, 2015



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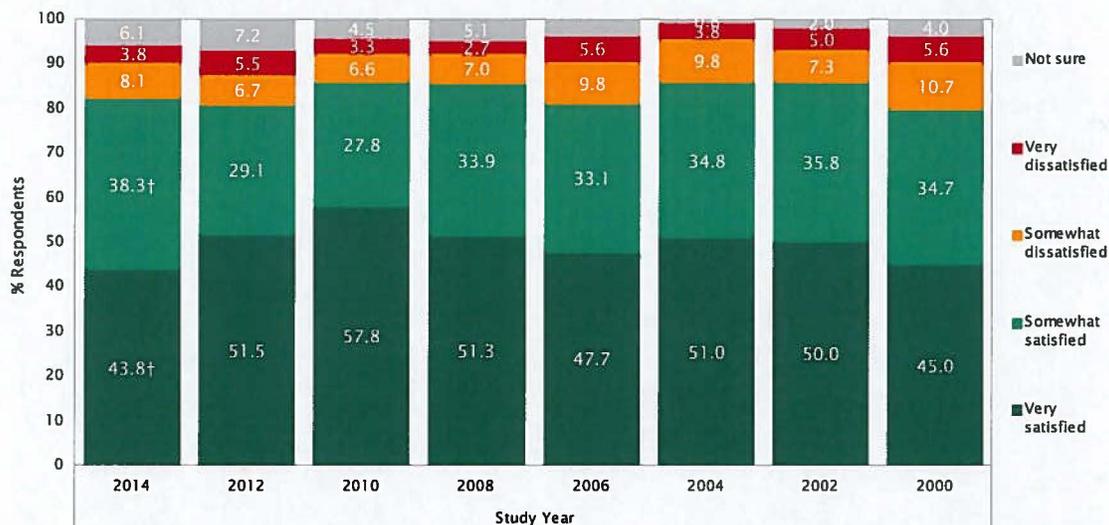
## COMMUNICATION

The importance of City communication with residents and local businesses cannot be overstated. Much of a city's success is shaped by the quality of information that is exchanged in both directions, from the City to the community and from the community to the City. This study is just one example of Lake Forest's efforts to enhance the information flow to the City to better understand the community's concerns, perceptions, and needs. Some of Lake Forest's many efforts to communicate with its residents and local business community include its newsletters, timely press releases, and its various websites. In this section of the report, we present the results of several communication-related questions from the resident and business surveys.

**SATISFACTION WITH COMMUNICATION EFFORTS** Residents and businesses were asked to report their overall satisfaction with the City's efforts to communicate with them through newsletters, the Internet, social media, and other means. Overall, 82% of residents indicated that they were either very (44%) or somewhat (38%) satisfied with the City's communication efforts, which is comparable to the overall satisfaction rating from 2012, although there was a reduction in the *intensity* of that satisfaction (Figure 42).

**Question 19: Resident Survey** *Are you satisfied or dissatisfied with the City's efforts to communicate with residents through newsletters, the Internet, social media, and other means?*

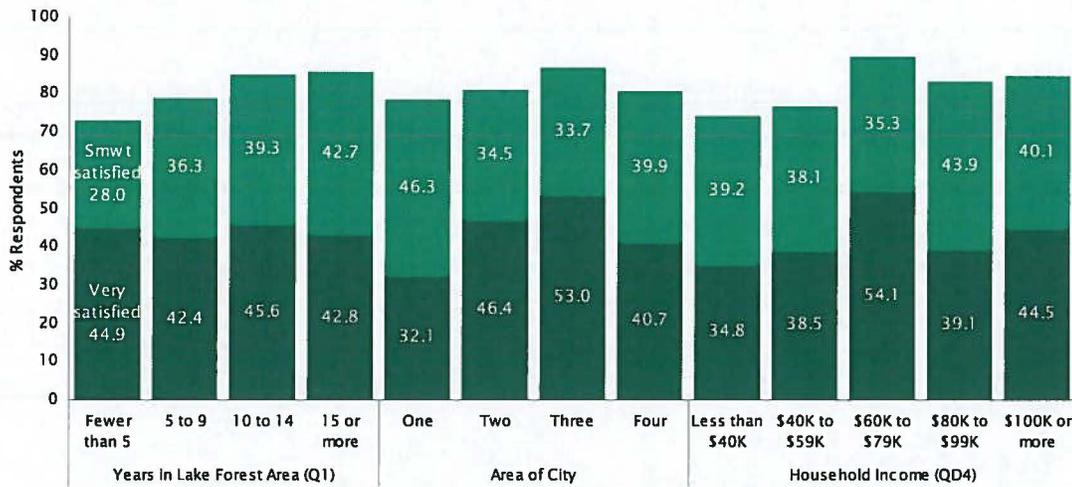
**FIGURE 42 SATISFACTION WITH COMMUNICATION: RESIDENT SURVEY (2014 ~ 2000)**



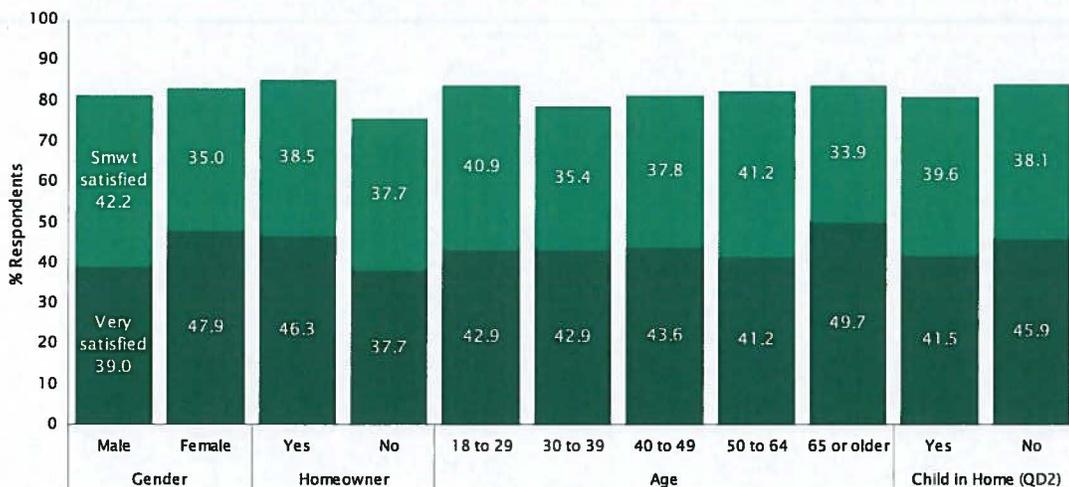
† Statistically significant difference ( $p < 0.05$ ) between the 2012 and 2014 studies.

At least seven-in-ten residents in each demographic subgroup were satisfied with the City's communication efforts, although newer residents tended to be less satisfied than their counterparts (see figures 43 and 44 on the next page).

**FIGURE 43 SATISFACTION WITH COMMUNICATION: RESIDENT SURVEY BY YEARS IN LAKE FOREST AREA, AREA OF CITY & HOUSEHOLD INCOME**



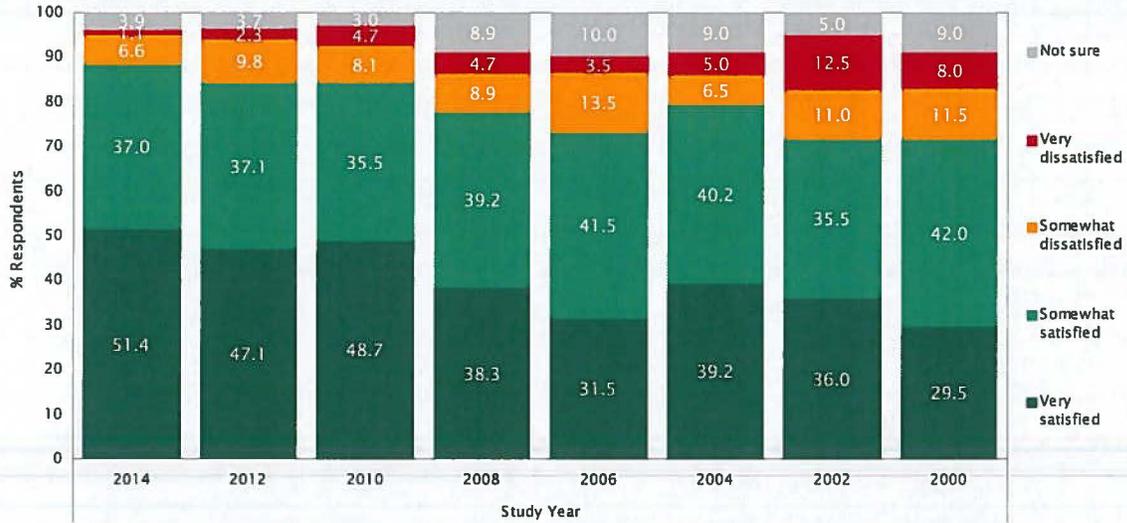
**FIGURE 44 SATISFACTION WITH COMMUNICATION: RESIDENT SURVEY BY GENDER, HOMEOWNER, AGE & CHILD IN HOME**



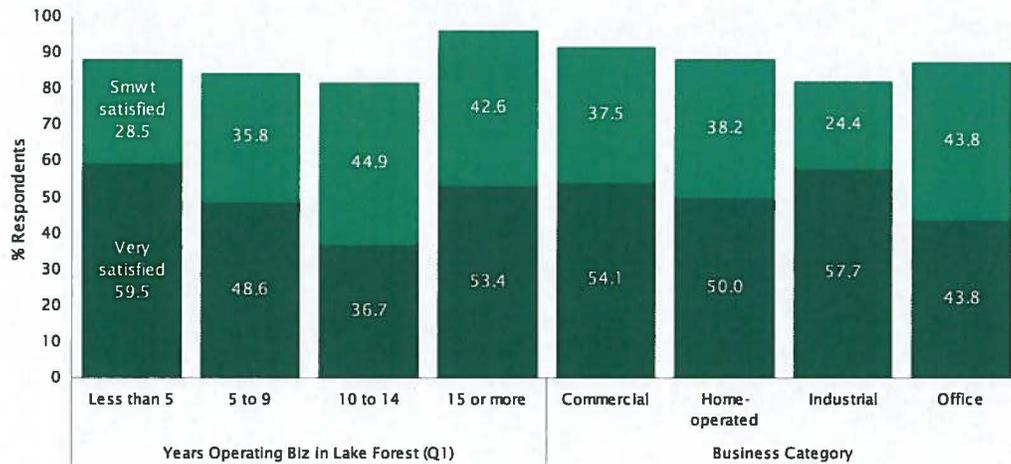
Among local businesses, satisfaction with the City’s communication efforts has trended in a positive direction since 2006. In the current study, 88% of business managers surveyed indicated that they were satisfied with the City’s efforts to communicate with Lake Forest businesses through newsletters, the Internet, social media, and other means, and 8% said they were dissatisfied (Figure 45). For the interested reader, figures 46 and 47 show how satisfaction varied across several demographic subgroups.

**Question 11: Business Survey** Are you satisfied or dissatisfied with the City's efforts to communicate with Lake Forest businesses through newsletters, the Internet, social media, and other means?

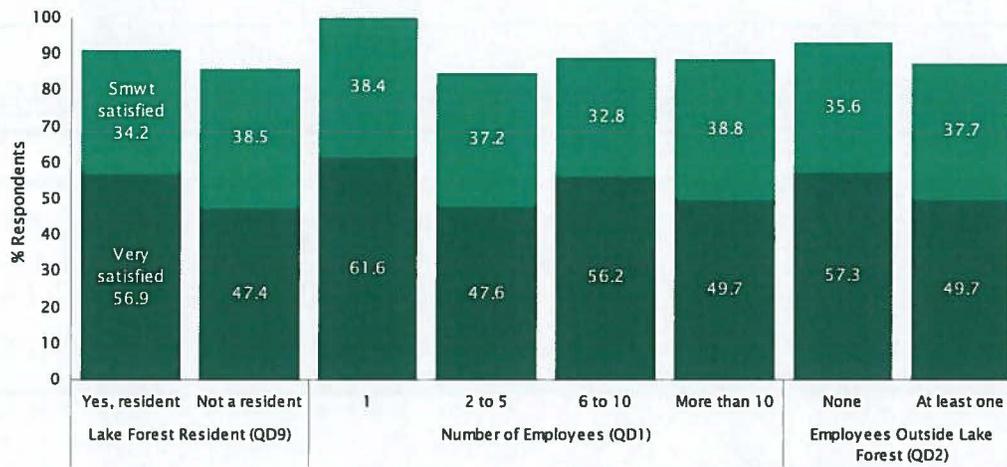
**FIGURE 45 SATISFACTION WITH COMMUNICATION: BUSINESS SURVEY (2014 ~ 2000)**



**FIGURE 46 SATISFACTION WITH COMMUNICATION: BUSINESS SURVEY BY YEARS OPERATING BIZ IN LAKE FOREST & BUSINESS CATEGORY**



**FIGURE 47 SATISFACTION WITH COMMUNICATION: BUSINESS SURVEY BY LAKE FOREST RESIDENT, NUMBER OF EMPLOYEES & EMPLOYEES OUTSIDE LAKE FOREST**



New to the 2014 business survey was a question that asked business managers who were dissatisfied with the City’s communication efforts if there was a particular reason for their dissatisfaction. Because so few respondents (a total of 9 businesses surveyed) were dissatisfied with communication and provided a reason for their dissatisfaction, the specific verbatim responses are shown below. Most responses mentioned a perceived lack of information sources or proactive outreach efforts from the City.

**Question 12: Business Survey** *Is there a particular reason why you are dissatisfied with the City's efforts to communicate with local businesses? Please be specific.*

- I cannot think of one time that the city tried to communicate with us.
- I don't communicate with them too much because of one time when I reached out to them. We had a security breach, and the door wouldn't close all the way. I reached out to the police department and asked them to drive by during the night. They flat out refused and were very rude. They refused to send anyone during the night, but, the following day, the police hung out by my store for two hours and handed out violations.
- I don't get any kind of mailings or anything like that.
- I haven't really received any kind of communication from them.
- I'd like to see more social media and e-information. They do a good job with magazines.
- The city has never communicated with my business.
- There are not that many events. There has only been one or two in the last year.
- They do not publicize when they're having counsel or town meetings open to the public.
- We don't ever see anything from the city by postal or electronic mail here. All our bills go directly to our main office.

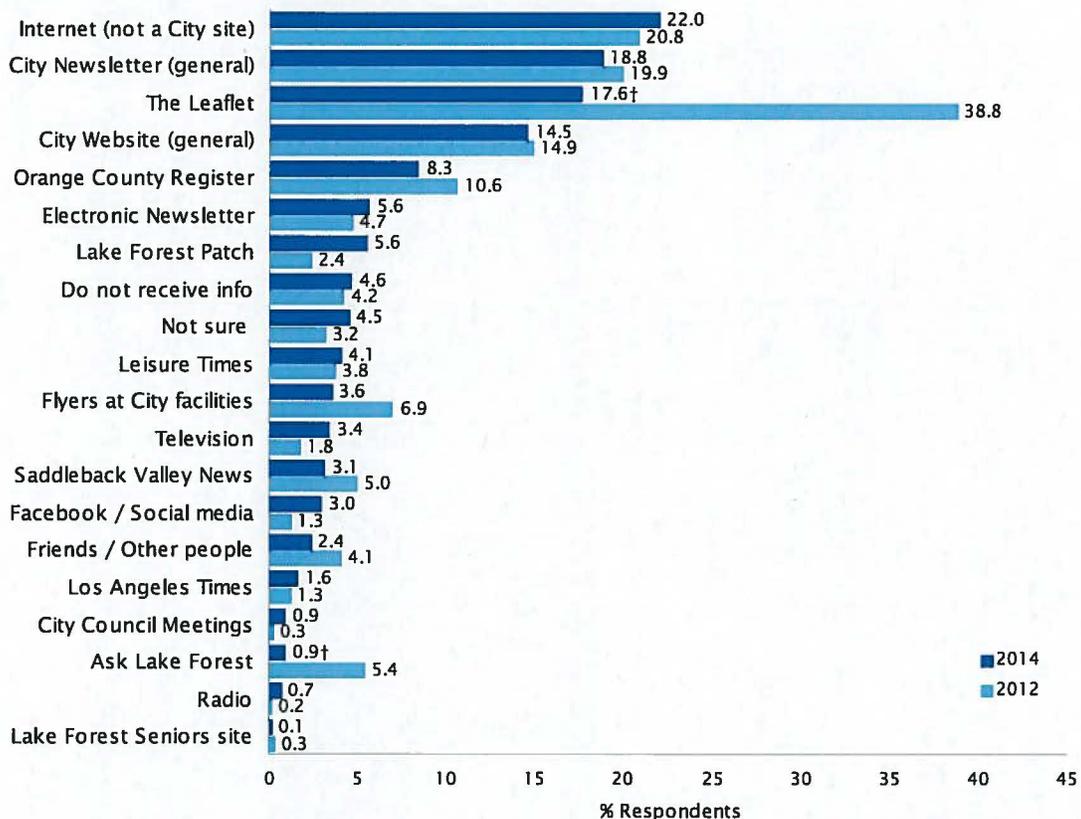
**INFORMATION SOURCES** Residents and businesses were next asked to indicate the sources they use to find out about the City of Lake Forest news, information, and programming. This question was asked in an open-ended format, and respondents were allowed to report up to three sources of information. Thus, the percentages shown in the following figures reflect the percentage of residents and business managers who mentioned a given information source.

As presented in Figure 48, the single most frequently cited source of City information among residents in 2014 was the Internet in general (22%). The City's newsletter, referred to in general (19%) and mentioned by name, *The Leaflet*, (18%) were the next most popular specific mentions, followed by the City's website (15%), the *Orange County Register* (8%), and the City's e-Newsletter (6%). When compared with the 2012 survey results, specific mention of *The Leaflet* saw a substantial statistically significant decrease (-21%). There was also a significant drop in mentions of Ask Lake Forest, the City's online citizen request program (-5%).

To summarize the wide variety of information sources mentioned and more easily compare the results between years and demographic subgroups, Figure 49 on the next page provides the responses to this question, with specific sources grouped into larger meaningful categories. Because survey respondents were allowed to mention multiple sources, the percentages in this figure represent the percentage of residents who mentioned at least one source that fits within each category. As shown in the figure, 44% of residents surveyed in 2014 mentioned at least one of Lake Forest's newsletters as a source of City information, compared with 62% in 2012. Thirty-one percent (31%) mentioned a non-City website or Internet in general, up from 25% in the prior survey, and 16% cited one of the City's websites, which is down from 21%.

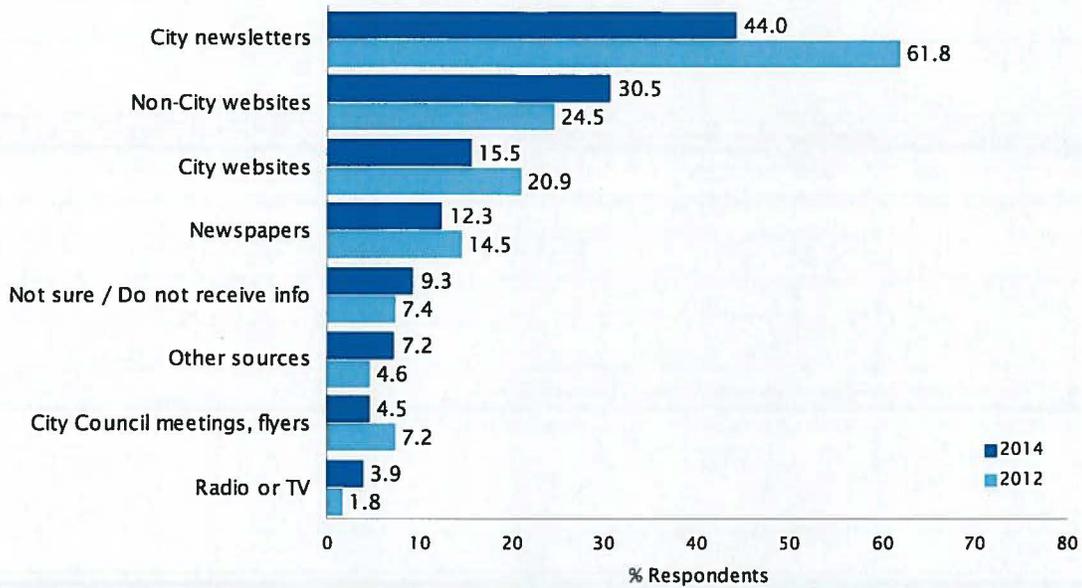
**Question 20: Resident Survey** *What information sources do you use to find out about City of Lake Forest news, information and programming?*

**FIGURE 48 SPECIFIC INFORMATION SOURCES: RESIDENT SURVEY (2014 ~ 2012)**



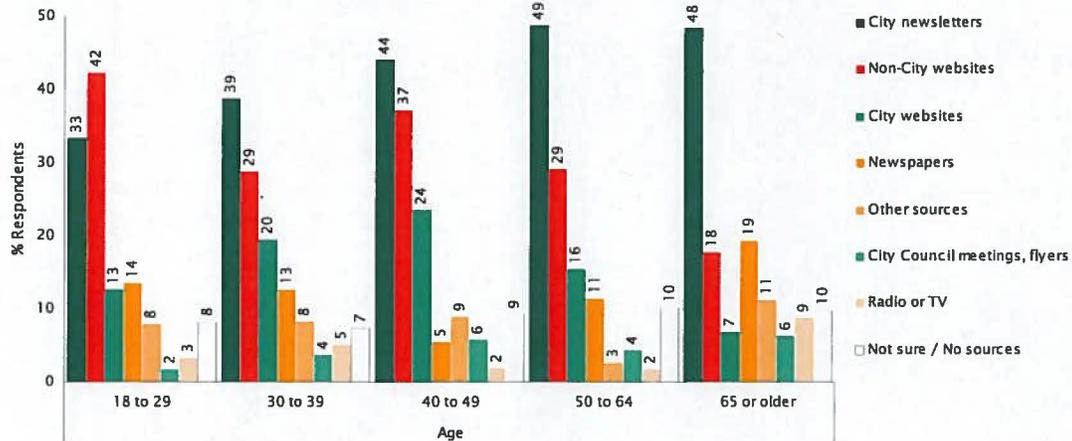
† Statistically significant difference (p < 0.05) between the 2012 and 2014 studies.

**FIGURE 49 INFORMATION SOURCE CATEGORIES: RESIDENT SURVEY (2014 ~ 2012)**

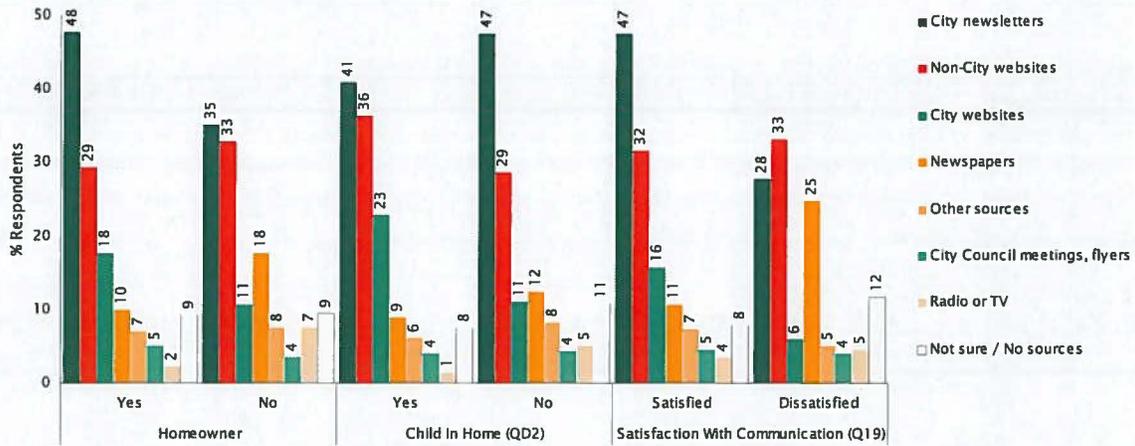


Figures 50 and 51 present the information source categories by age, homeownership status, presence of a child in the home, and satisfaction with the City’s communication efforts. For ease of interpretation, the bars representing City-sponsored sources are displayed in shades of green, and non-City sources in shades of orange. One of the key findings from the figures is that in general, younger residents, renters, and those currently dissatisfied with the City’s communication efforts were considerably more likely than their counterparts to rely on information sources that are not directly sponsored by the City (e.g., the Internet in general, radio, and television).

**FIGURE 50 INFORMATION SOURCE CATEGORIES: RESIDENT SURVEY BY AGE**



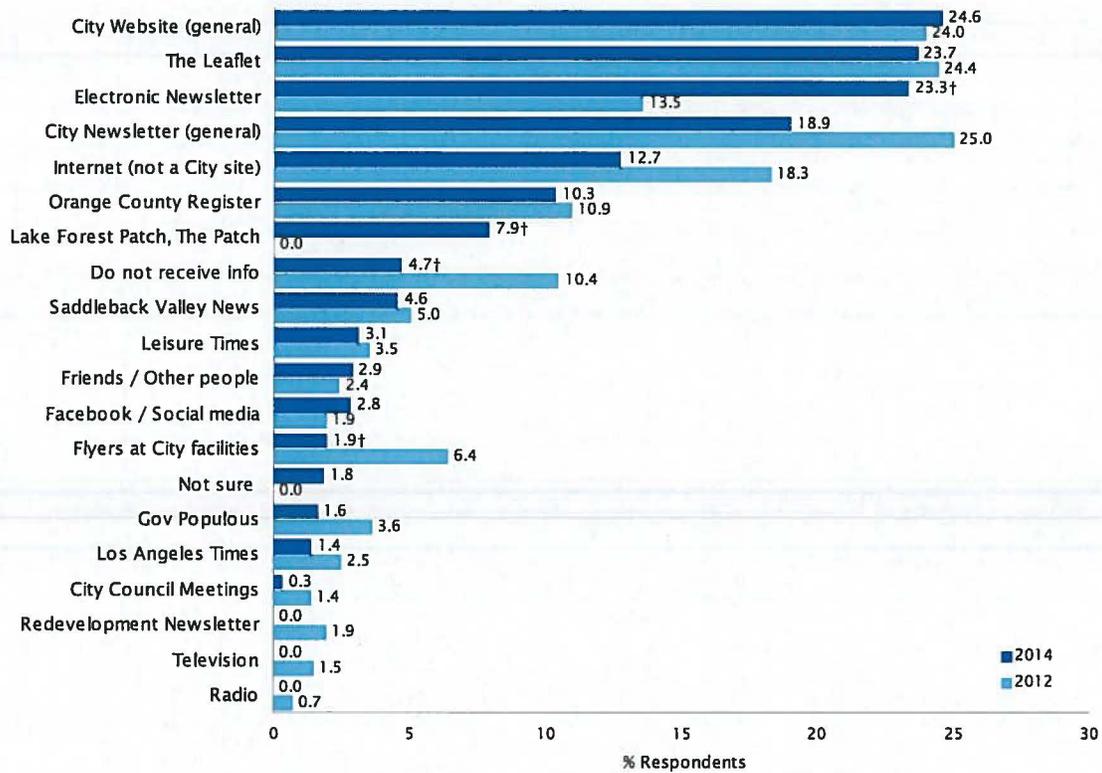
**FIGURE 51 INFORMATION SOURCE CATEGORIES: RESIDENT SURVEY BY HOMEOWNER, CHILD IN HOME & SATISFACTION WITH COMMUNICATION**



As shown in Figure 52 on the next page, when asked what information sources they rely on for Lake Forest news, information, and programming, members of the business community were most likely to mention the City’s website in general (25%), *The Leaflet* (24%), the e-Newsletter (23%), and the City newsletter in general (19%). Other commonly mentioned sources included the Internet in general (13%), the *Orange County Register* (10%), and *The Patch* (8%). When compared with 2012, the percentage of business managers who mentioned that they rely on the e-Newsletter increased significantly (+10%) as did mention of *The Patch* (+8%). There were significant decreases in the percentage of business managers who indicated that they do not receive information from the City (-6%) as well as mention of flyers at City facilities (-5%).

**Question 13: Business Survey** *What information sources do you use to find out about City of Lake Forest news, information and programming?*

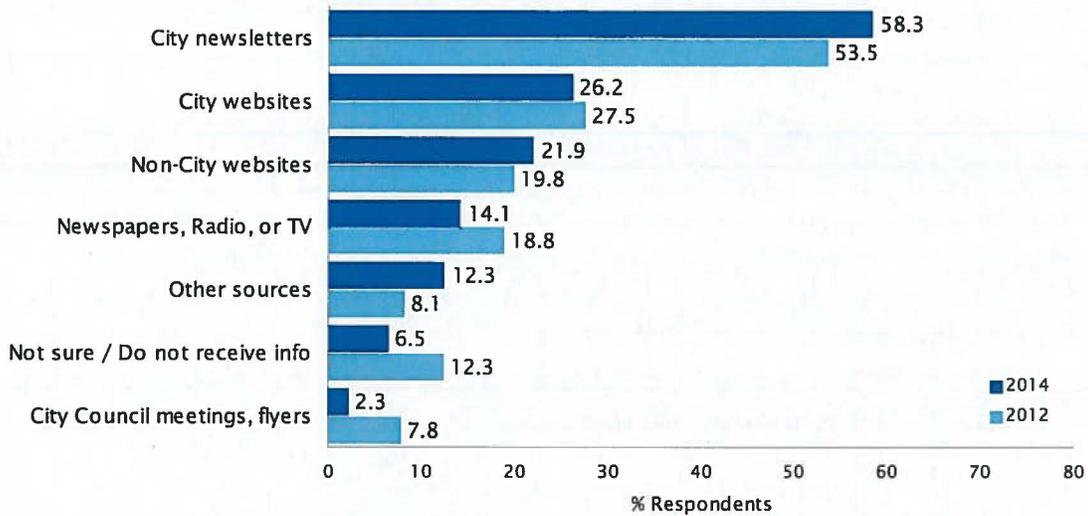
**FIGURE 52 INFORMATION SOURCES: BUSINESS SURVEY (2014 ~ 2012)**



† Statistically significant difference (p < 0.05) between the 2012 and 2014 studies.

In the same manner described above for the resident survey, Figure 53 on the next page provides the responses to this question among business managers, with specific sources grouped into larger meaningful categories. Because respondents were allowed to mention multiple sources, the percentages in the figure represent the percentage of businesses that mentioned at least one source within each category. As shown in the figure, 58% of businesses surveyed in 2014 mentioned at least one of Lake Forest’s newsletters as a source of City information, which is similar to the 54% found in 2012, and 26% mentioned at least one of the City’s websites, similar to 28% in 2012.

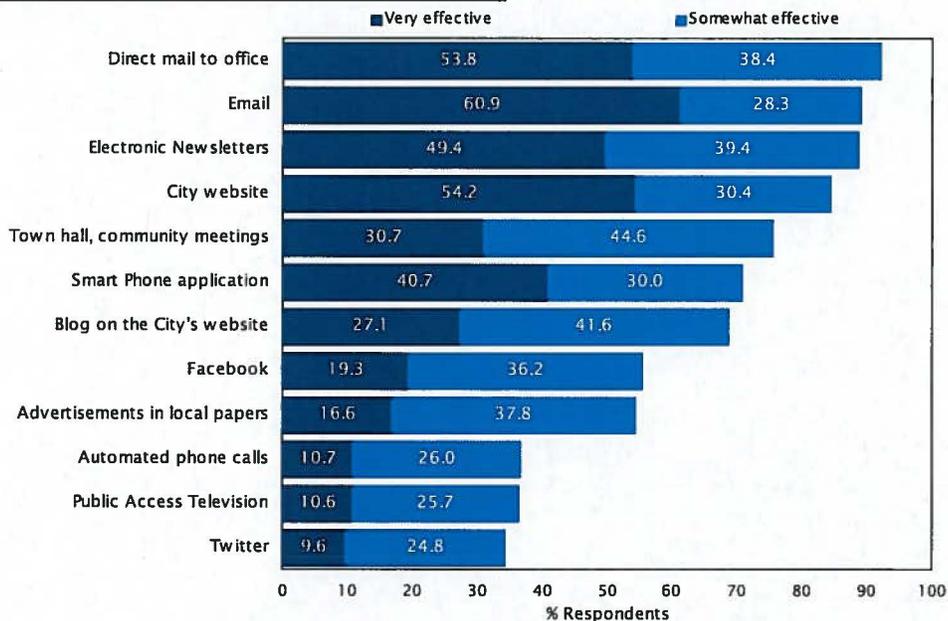
**FIGURE 53 INFORMATION SOURCE CATEGORIES: BUSINESS SURVEY (2014 ~ 2012)**



**EFFECTIVENESS OF BUSINESS COMMUNICATION METHODS** The next communication-related question presented local businesses with each of the methods shown on the left of Figure 54 and asked if each would be an effective way for the City to communicate with them. Overall, respondents indicated that direct mail to their office was the most effective method (92% very or somewhat effective), followed by email (89%), e-Newsletters (89%), and the City’s website (85%). Twitter (34%), Public Access Television (36%), and automated phone calls (37%), were rated as less effective.

**Question 14: Business Survey** *As I read the following ways that the City of Lake Forest can communicate with local businesses, I'd like to know if you think they would be a very effective, somewhat effective, or not at all effective way for the City to communicate with your business.*

**FIGURE 54 EFFECTIVENESS OF BUSINESS COMMUNICATION METHODS**



For the interested reader, Table 17 displays how the percentage of local businesses that rated each method of communication as *very* effective differed by business category and overall satisfaction with the City’s communication efforts.

**TABLE 17 EFFECTIVENESS OF BUSINESS COMMUNICATION METHODS BY BUSINESS CATEGORY & SATISFACTION WITH COMMUNICATION (SHOWING % VERY EFFECTIVE)**

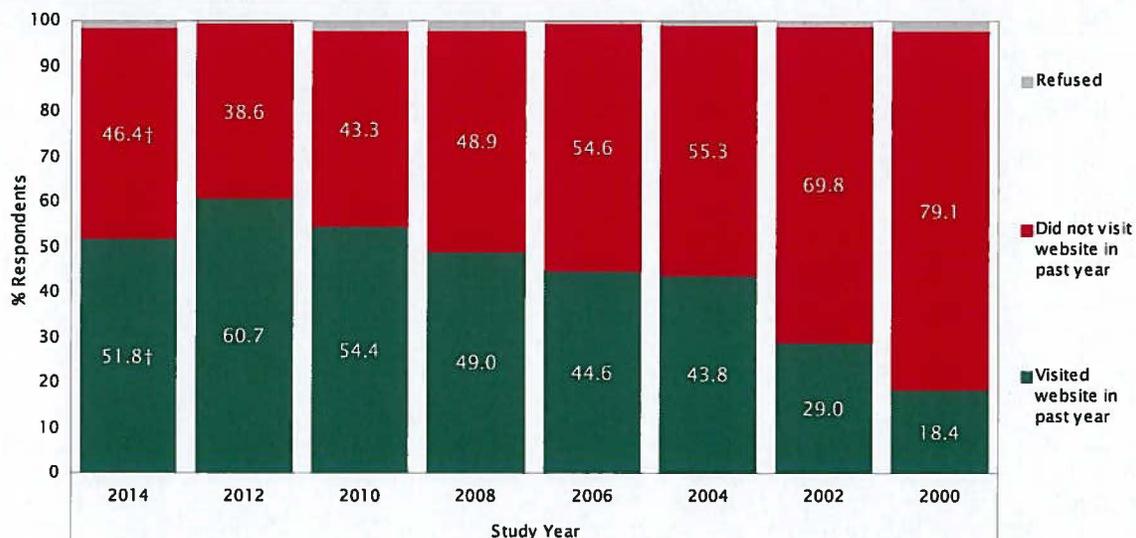
	Business Category				Satisfaction With Communication (Q11)	
	Commercial	Home-operated	Industrial	Office	Satisfied	Dissatisfied
Email	65.1	67.6	48.7	50.0	60.2	55.4
City website	64.8	58.8	33.0	43.8	54.8	45.1
Direct mail to office	61.8	52.9	57.0	37.5	50.1	86.9
Electronic Newsletters	53.0	52.9	44.0	37.5	52.0	18.8
Smart Phone application	51.4	32.4	25.8	43.8	40.1	39.9
Town hall, community meetings	34.3	29.4	21.9	31.3	31.4	27.3
Blog on the City’s website	31.7	23.5	21.1	25.0	27.6	26.2
Facebook	23.4	20.6	2.5	18.8	19.2	18.4
Advertisements in local papers	22.0	8.8	11.1	18.8	17.3	16.7
Automated phone calls	10.2	11.8	9.5	9.4	10.8	14.7
Public Access Television	18.1	5.9	9.5	3.1	10.9	13.1
Twitter	16.3	8.8	0.0	6.3	10.8	0.0

**CITY WEBSITES** The City of Lake Forest has been a leader among municipalities in developing websites tailored to different subgroups in the community. It is naturally of interest to specifically measure use of the City’s websites, and opinions regarding the content of the sites.

Figure 55 shows that the percentage of residents who visited the City’s website has grown substantially since the 18% recorded in 2000, although the 52% found in the current study represents a statistically significant decrease from 2012. Figures 56 and 57 on the next page show how use of the City’s websites in the past year varied by key resident subgroups.

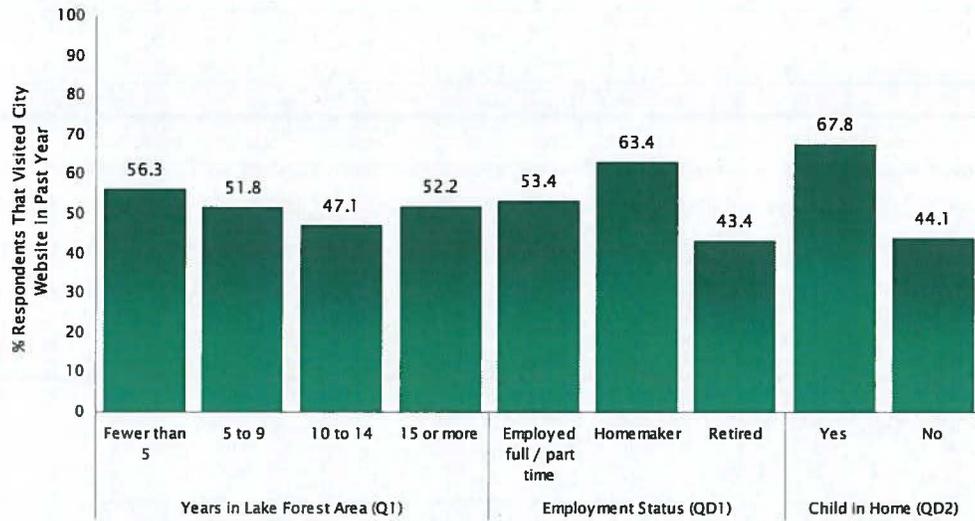
**Question 21: Resident Survey** *In the past year, have you visited one or more of the websites maintained by the City of Lake Forest?*

**FIGURE 55 VISITED CITY WEBSITE IN PAST YEAR: RESIDENT SURVEY (2014 ~ 2000)**

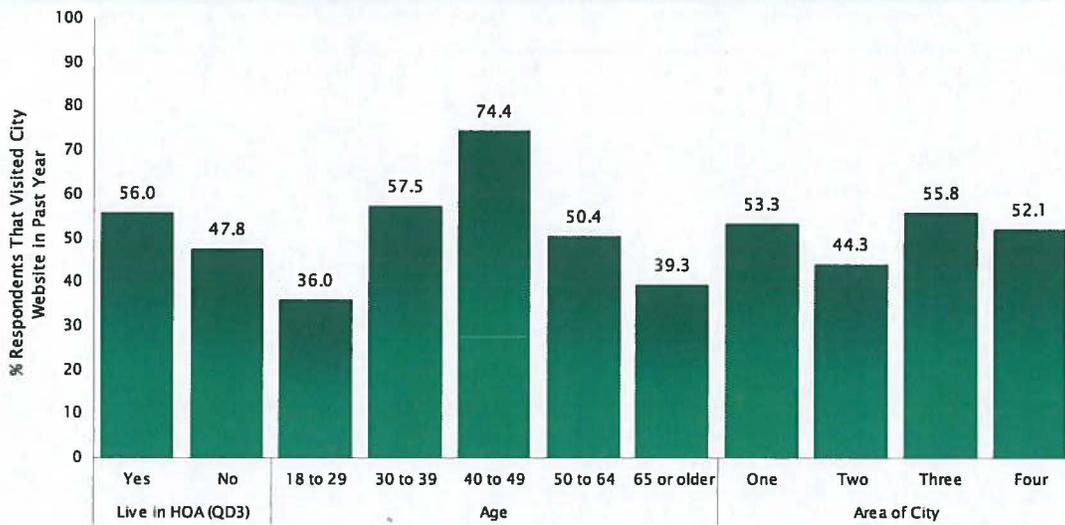


† Statistically significant difference ( $p < 0.05$ ) between the 2012 and 2014 studies.

**FIGURE 56 VISITED CITY WEBSITE IN PAST YEAR: RESIDENT SURVEY BY YEARS IN LAKE FOREST AREA, EMPLOYMENT STATUS & CHILD IN HOME**



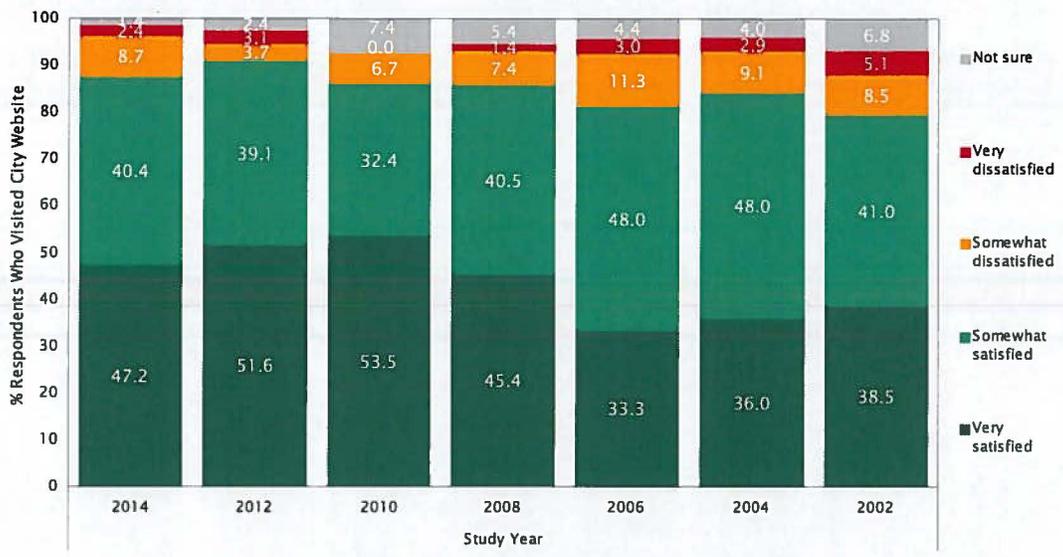
**FIGURE 57 VISITED CITY WEBSITE IN PAST YEAR: RESIDENT SURVEY BY LIVE IN HOA, AGE & AREA OF CITY**



**WEBSITE CONTENT** Visitors to the City’s websites were next asked to rate their level of satisfaction with the resources and content available on the sites—the results of which are shown in Figure 58. Overall, visitors expressed high levels of satisfaction with the City’s websites, with 88% of residents indicating they were satisfied with the resources available on the sites. There were no statistically significant changes from the 2012 survey results.

**Question 22: Resident Survey** *Are you satisfied or dissatisfied with the resources and content available on the City’s web sites?*

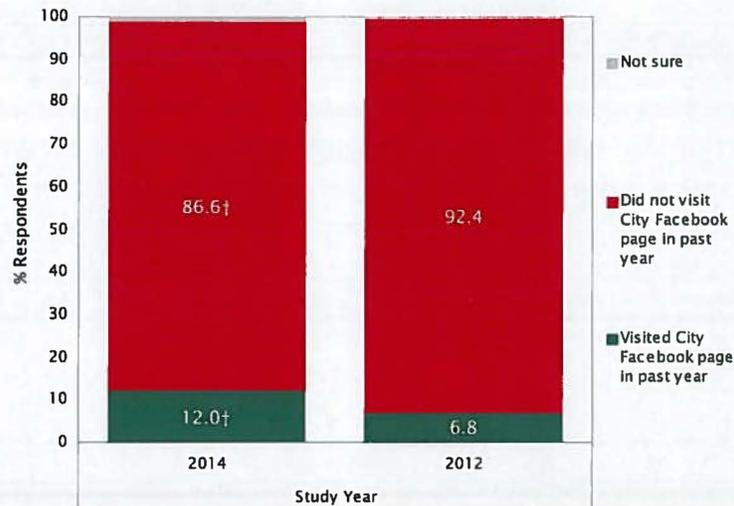
**FIGURE 58 SATISFACTION WITH CITY WEBSITE: RESIDENT SURVEY (2014 ~ 2002)**



**CITY OF LAKE FOREST FACEBOOK PAGE** Added in the 2012 resident survey, the next question simply asked the respondent if he or she had visited the City of Lake Forest’s Facebook page in the past year. As presented in Figure 59 on the next page, 12% of residents surveyed indicated that they had visited the City’s Facebook page in the past year, which represents a statistically significant increase from the 2012 study (+5%). Figure 60 presents the results of this question by the presence of a child in the home, age of the respondent, and household income.

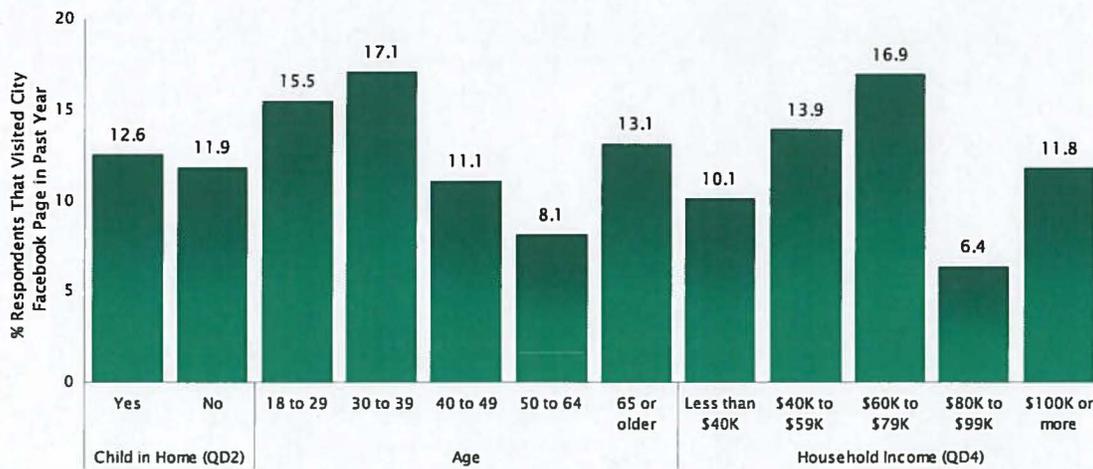
**Question 23: Resident Survey** *In the past year, have you visited City of Lake Forest's Facebook page?*

**FIGURE 59 VISITED CITY OF LAKE FOREST FACEBOOK PAGE IN PAST YEAR: RESIDENT SURVEY (2014 ~ 2012)**



† Statistically significant difference ( $p < 0.05$ ) between the 2012 and 2014 studies.

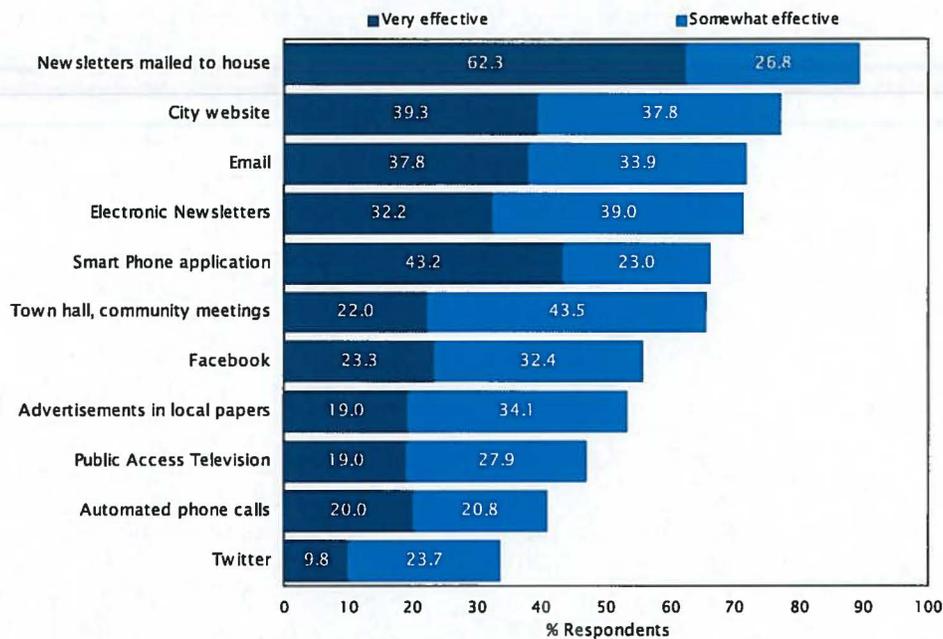
**FIGURE 60 VISITED CITY OF LAKE FOREST FACEBOOK PAGE IN PAST YEAR: RESIDENT SURVEY BY CHILD IN HOME, AGE & HOUSEHOLD INCOME**



**COMMUNICATION PREFERENCES** The final communication-related question of the resident survey presented respondents with the methods shown on the left of Figure 61 and asked if each would be an effective way for the City to communicate with them. Overall, respondents indicated that newsletters mailed directly to their home was the most effective method (89% very or somewhat effective), followed by the City website (77%), email (72%), e-newsletters (71%), and a smart phone application (66%). Residents overall rated Twitter (34%), automated phone calls (41%), and Public Access Television (47%) as the least effective ways for the City to communicate with them. For the interested reader, Table 18 shows how the percentage of residents that rated each communication method as *very effective* differed by age subgroup and presence of a child in the home.

**Question 24: Resident Survey** *As I read the following ways that the City of Lake Forest can communicate with residents, I'd like to know if you think they would be a very effective, somewhat effective, or not at all effective way for the City to communicate with you.*

**FIGURE 61 EFFECTIVENESS OF COMMUNICATION METHODS: RESIDENT SURVEY**



**TABLE 18 EFFECTIVENESS OF COMMUNICATION METHODS: RESIDENT SURVEY BY AGE & CHILD IN HOME (SHOWING % VERY EFFECTIVE)**

	Age					Child in Home (QD2)	
	18 to 29	30 to 39	40 to 49	50 to 64	65 or older	Yes	No
Newsletters mailed to house	50.2	57.1	67.7	65.4	64.8	63.3	63.8
Smart Phone application	50.4	56.4	63.2	36.9	18.4	56.0	35.5
City website	40.1	55.9	58.4	28.7	25.2	50.5	32.7
Email	42.1	45.2	46.0	29.1	35.3	46.6	33.0
Electronic Newsletters	28.8	44.2	35.4	29.9	27.0	39.2	29.1
Facebook	26.9	29.3	32.4	21.4	9.8	32.3	18.7
Town hall, community meetings	23.5	21.0	12.0	24.5	27.8	16.8	25.3
Automated phone calls	17.9	21.8	19.8	20.2	20.4	25.2	17.4
Advertisements in local papers	21.2	15.4	23.0	16.1	20.8	17.6	19.9
Public Access Television	16.9	25.0	12.4	17.6	25.2	16.7	20.6
Twitter	11.8	14.5	11.1	7.0	8.2	11.7	8.1



# *The* Leaflet

March-April 2016

## **CIVIC CENTER COMMUNITY WORKSHOP**

*Your City. Your Civic Center. Your Voice.*

## **SPECIAL NEEDS RESOURCE FAIR**

*Discover Resources and Build Connections*

## **25<sup>TH</sup> ANNIVERSARY CONTESTS**

*Win Great Prizes!*



25550 Commercentre Drive  
 Lake Forest CA 92630  
 Monday - Thursday: 8 a.m. - 6 p.m.  
 Friday: 8 a.m. - 5 p.m.  
 (Closed alternate Fridays)  
 Follow Us:  

**City Council** meetings are held on the first and third Tuesday of every month at 7 p.m.

- March 15
- April 19
- April 5
- May 3

**Parks and Recreation Commission**

meetings are held on the third Thursday of every month at 7 p.m.

- April 21
- June 16
- May 19
- July 21

**Planning Commission** meetings are held on the second Thursday of every month at 7 p.m.

- April 14
- June 9
- May 12
- July 14

**City Telephone Numbers**

Building Division .....	461-3470
Building Inspection .....	461-3468
City Clerk .....	461-3420
City Council .....	461-3420
City Manager's Office .....	461-3410
Community Policing Center .....	461-3530
Community Preservation .....	461-3474
Economic Development .....	461-3567
Etnies Skatepark .....	916-5870
Graffiti Hotline .....	461-3583
Housing .....	461-3569
OC Animal Care .....	249-5160
Passport & Notary .....	461-3420
Planning .....	461-3491
Public Works .....	461-3480
Recreation .....	461-3450
Sports Park & Recreation Center .....	273-6960

**City Websites**

City .....	lakeforestca.gov
City Facebook .....	facebook.com/lakeforestca
Economic Development ...	lakeforestbusiness.com
Etnies Skatepark of Lake Forest ..	etniesskatepark.com
Sports Park & Recreation Center ..	lfsportspark.com
Twitter .....	twitter.com/lakeforestca

Cover image: Frank Hoppen  
 Printed on eco-friendly paper.

# City Manager's Message

With tax season in full swing, budgets and finances are probably top of mind for many of us. Here at City Hall, we're already kicking off the City's budget planning process for Fiscal Year 2016-2017, and we're looking to partner with you as we identify those services and projects that will provide the greatest benefit to the community. Everyone is encouraged to take an active role in shaping the budget by providing input to the City and attending the City's Budget Workshop on Tuesday, May 10 at 6:00 p.m. at Lake Forest City Hall. The workshop is an opportunity to share, discuss, and provide meaningful input on budget goals and community priorities. Participants will learn more about the budget including how the City spends and receives its money, as well as highlights of community projects for the upcoming year.



Speaking of projects, the City will embark upon one of our largest multi-year projects – designing and building a Civic Center that will serve the community well into the future. Lake Forest's 100-Year Home will be located in the heart of the City, becoming an integral part of civic and everyday life. Your involvement in the process will make for a better civic center, as captured by our project motto of "Your City. Your Civic Center. Your Voice." Our first general workshop will be held next week at City Hall on Saturday, March 19. Read more on page 3. We hope you can join us as we start this exciting process to capture your vision for your new Civic Center.

Community engagement continues as we launch three contests as part of the City's 25th anniversary celebrations. Our photo contest will be a great way to showcase Lake Forest's past. Talk about your experiences in 25 words or less in our testimonial contest. Or, kids can wish the City a Happy 25th Birthday by designing a birthday card. Winners will receive a piece of Lake Forest memorabilia to take home. We are just a few months into the year and have plenty more activities planned. Keep up with 25th anniversary activities at [lakeforestca.gov/25years](http://lakeforestca.gov/25years), or on Facebook at [facebook.com/lakeforestca](https://facebook.com/lakeforestca).

Sincerely,

*Robert C. Dunek*

Robert C. Dunek,  
 City Manager

The Leaflet is an official publication of the City of Lake Forest and is distributed as a public service to Lake Forest homes and businesses. The City welcomes your comments and questions regarding The Leaflet.

City of Lake Forest  
 Editor, The Leaflet  
 25550 Commercentre Drive  
 Lake Forest, CA 92630  
 (949) 461-3400  
[LeafletEditor@lakeforestca.gov](mailto:LeafletEditor@lakeforestca.gov)

# OUTREACH

## CIVIC CENTER COMMUNITY WORKSHOP

Saturday, March 19

10:00 a.m. to 12:00 p.m.

Lake Forest City Hall • 25550 Commercentre Dr.

## YOUR CITY ♦ YOUR CIVIC CENTER ♦ YOUR VOICE

Share your thoughts and opinions on potential features and amenities for the Lake Forest Civic Center. Refreshments provided.

**Can't make it to the workshop?**

More info at [lakeforestca.gov/civiccenter](http://lakeforestca.gov/civiccenter)

Take an online survey at  
[lakeforestca.gov/civiccenter](http://lakeforestca.gov/civiccenter)  
March 19-23

Sign up for project updates on  
the City's website or email  
[civiccenter@lakeforestca.gov](mailto:civiccenter@lakeforestca.gov)

# Get Ready, Get Safe.



## GET SAFE Academy

May 11 – June 1

Lake Forest City Hall (25550 Commercentre Drive)  
6:00 p.m. to 7:30 p.m.

The City and the Orange County Sheriff's Department have once again teamed up with GET SAFE to bring free, interactive safety skills training and awareness techniques to K-6 students in Lake Forest.

The academy will be held on Wednesday nights for four consecutive weeks. Lake Forest residents can register online at <https://online.activecommunities.com/LFReconline>, or in person at City Hall (2nd floor) or the Sports Park and Recreation Center. Registration will be accepted until the class is full.

## SAFETY TOPICS

- Assertiveness Training
- Avoiding Common Tricks & Lures
- Bully Prevention & Response Training
- Internet Safety & Social Media/Texting
- Personal Safety Awareness
- Self-Defense Training
- Understanding & Reacting to Inappropriate Behavior & Touching

## Special Needs Resource Fair

The City will host a Special Needs Resource Fair for families and caregivers at the City's first universally accessible playground.



**Saturday  
April 9**  
9:00 a.m. to 12:00 p.m.  
at  
**Pittsford Park**  
21701 Pittsford Park

**Free and open to the public**

Visitors can access over 10 exhibitor booths with a wealth of information ranging from autism services to legal services to recreational sports and activities.

**Special guest appearances**



The Advisory Committee for Teens will be hosting an arts and crafts table.

Local firefighters will visit with their big red fire truck.

## Fiscally Fit Seminar

**Friday, April 1**  
8:30 a.m. to 11:30 a.m.  
Lake Forest City Hall  
25550 Commercentre Drive

The City and the Small Business Administration are co-hosting a free "Fiscally Fit For 2016" seminar. Sole proprietors and employers will learn about tax advantage employer sponsored retirement plans, and receive tips to streamline recordkeeping and effectively manage cash flow.

A light breakfast will be served.

RSVP at  
[economicdevelopment@lakeforestca.gov](mailto:economicdevelopment@lakeforestca.gov)

## Calling All Heroes...

### Be a Life Saver with PulsePoint

The Orange County Fire Authority has teamed up with PulsePoint to help save lives, and so can you! By downloading the free PulsePoint app on your iPhone or Android, the app alerts CPR-trained professionals to a cardiac emergency in their immediate area so they can begin CPR before EMS professionals arrive. Visit [pulsepoint.org](http://pulsepoint.org) for more information.



## BLAST FROM THE PAST PHOTO CONTEST

**Deadline: Monday, August 29**

- Send photos of Lake Forest from the 1800's, 1900's, or 2000's.
- Location of photo, name, and email of photographer required.



## HAPPY BIRTHDAY CARD KIDS CONTEST

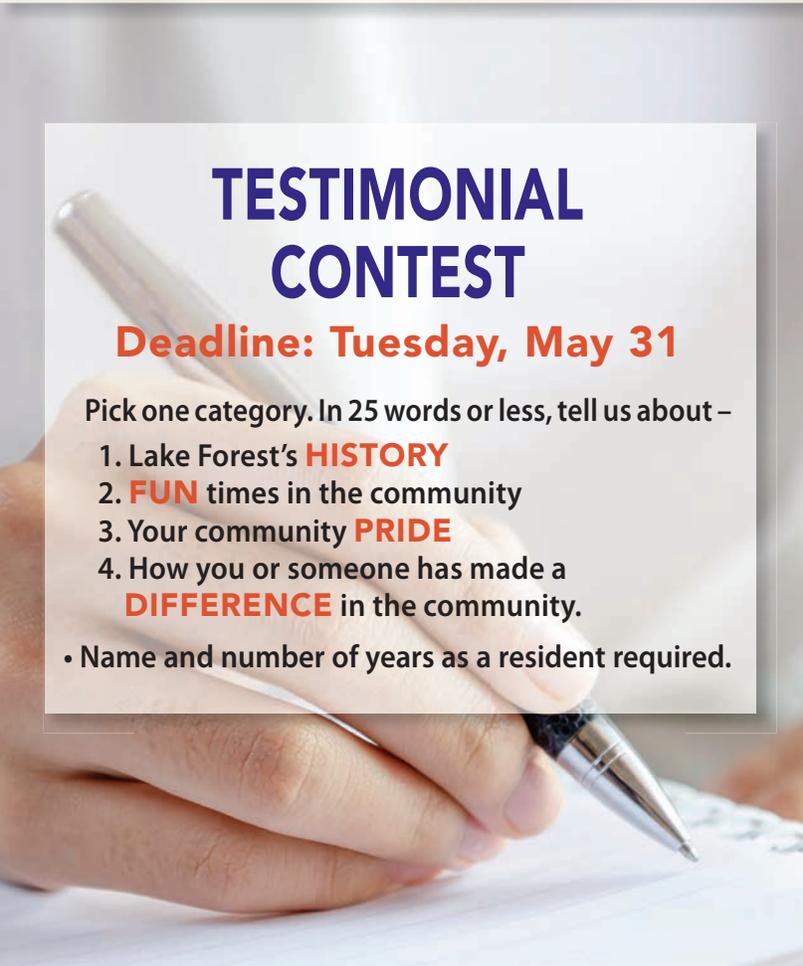
**Deadline: Monday, October 3**

- Design a birthday card with the number 25.
- Entry form available at [lakeforestca.gov/25years](http://lakeforestca.gov/25years).
- Kids K-5 eligible to participate.



# ANNIVERSARY CONTESTS

Win Memorabilia Prizes • [lakeforestca.gov/25years](http://lakeforestca.gov/25years) • Email [chon@lakeforestca.gov](mailto:chon@lakeforestca.gov)



## TESTIMONIAL CONTEST

**Deadline: Tuesday, May 31**

Pick one category. In 25 words or less, tell us about –

1. Lake Forest's **HISTORY**
  2. **FUN** times in the community
  3. Your community **PRIDE**
  4. How you or someone has made a **DIFFERENCE** in the community.
- Name and number of years as a resident required.



## MORE CELEBRATIONS

- Family Carnival on Saturday, September 17 at the Sports Park.
- Facebook countdown to the 25th anniversary.
- Lake Forest trivia challenge on Facebook.

## Live, Work, & Play

Thank you Cecilia Vijayarengan for showing us how your family lives, works, and plays! If you have a story to share about how you live, work, or play in Lake Forest, email [chon@lakeforestca.gov](mailto:chon@lakeforestca.gov) by April 1. The final winner will be selected to win a basket full of goodies for the first movies in the park in June!



*Last year, my husband and I were married and we decided Lake Forest would be a great place to raise our blended family. My husband is a Lake Forest native and I'm from the Bay Area. It was a very hard decision to move from the Bay Area but after weighing the pros and cons, my husband and I felt that Lake Forest had more to offer.*

*One of the best offerings that this city has is the fact that Lake Forest is really a forest! At first glance, the city looks like any other suburb until you turn off of Jeronimo Road and drive into Rollingwood Road. Suddenly you aren't in the suburbs but literally in the forest. It's a very secluded area surrounded by trees. We have found we can walk and run through the woods as well as ride our bikes. All of us enjoy going out to the woods to escape some of the stress life brings to us! It's great to have the forest right at our front door!*

## Sports Park and Recreation Center Wins California Parks & Recreation Society Award of Excellence

The Lake Forest Sports Park and Recreation Center is the recipient of the 2015 California Parks & Recreation Society Award of Excellence for outstanding facility design. The award recognizes outstanding achievement of agencies in the areas of facility design, park planning, marketing and communication, and community improvement and programming. "After a long journey to transform 86 acres of land into one of the largest recreational sports parks in Orange County, visited by nearly 200,000 people in the past year, receiving this award is the frosting on the cake," said Scott Wasserman, Director of Community Services.



2012, Sports Park Pre-Construction



Present Day Sports Park and Recreation Center

## Spring Cleaning Tips

Spring has sprung and it may be time to get out the old bucket of soap and water to begin spring cleaning in and around your home. Follow these “green ways” to clean your home while protecting our local creeks, lakes and the ocean at the same time!

- ✿ Use a local commercial car wash since these facilities contain all waste and recycle water. They clean and reuse their water, separating all waste materials for proper disposal.
- ✿ Cleaning patio furniture on the lawn or other landscaped areas can save water by providing your plants with a drink. It keeps gutters clean too!
- ✿ Wash vehicles over lawns and gravel areas. If unpaved or landscaped areas are not available, block and/or divert wash water to an area where the water can pool and evaporate throughout the day. If using cleaners, such as acid based wheel cleaners, use a rag to wipe them on and off. Do not rinse them off with water.
- ✿ Use a spray nozzle on a hose with an automatic shut-off valve, and turn the flow of water completely off when not actively washing down an automobile.
- ✿ Use soaps, cleaners or detergents labeled “non-toxic,” “phosphate free,” or “biodegradable.” Vegetable and citrus-based products are typically safest for the environment.
- ✿ Shake floor mats onto landscaping or into trash cans or vacuums.
- ✿ Utilize a broom and dust pan to clean dust and debris from patios, walkways, and garages to save water. Don't forget to add your collections to your compost pile or properly dispose in the garbage.

Remember, anything that gets washed down to the gutter ends up in our local creeks, lakes and the ocean.

### 24-Hour Water Pollution Hotline (877) 89-SPILL

For more information, contact the Public Works Department at 461-3480.



## FAIR HOUSING

An impediment to fair housing opportunity is any policy or practice that denies or adversely affects the provision of housing to a person in any protected class. Examples of a protected class include minorities, elderly, and disabled persons. As a recipient of annual Federal Community Development Block Grant funds, the City of Lake Forest is committed to furthering fair housing practices in the community and cooperates with the Fair Housing Council of Orange County to eliminate discriminatory practices county-wide. Fair Housing opportunity is the law. If you or someone you know has a fair housing question or issue that needs to be addressed, please call the City's Housing Manager at 461-3569.



For more information, call Public Works at **461-3480**.

The Expand the Forest program allows members of the community to dedicate trees in memory of departed loved ones or to commemorate special occasions while encouraging the expansion of our urban forest. Trees are \$70 and are planted and maintained by the City. For more information, contact Public Works at 461-3480.

SPONSORS	TREE SPECIES	DEDICATION
<b>RANCHO SERRANO PARK</b>		
Gianfranco, Sara, Analia, Simon, Olivia, Sebastian & Mia	Liquid Ambar	Dedicado con cariño a Mamina
Lake Forest Garden Club	Magnolia	Ginny Bayliss, Lake Forest Garden Club President

## Expand the Forest



City of Lake Forest  
25550 Commercentre Drive  
Lake Forest, CA 92630

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PAID  
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LAKE FOREST, CA

Postal Customer

ECRWSS

# Recreation & Events **CALENDAR**

*Summer 2016*

## Saturday, **MARCH 19**

11:00 a.m.-3:00 p.m.

### Bunny Blast: An Egg Wonderland!

El Toro Park  
23701 Los Alisos Blvd.  
Fee: Free to attend  
Nominal fee for games and food

## Saturday, **MARCH 26**

11:00 a.m.-1:00 p.m.

### Etnies Egg-Cellent Egg Hunt and Festival of Colors

Etnies Skatepark of Lake Forest  
20028 Lake Forest Dr.  
Fee: \$5 for egg hunt  
\$5 for jumper wristband



Summer registration begins  
**Tuesday, May 10 at 8 a.m.**

## Saturday, **APRIL 9**

9:00 a.m.-12:00 p.m.

### Special Needs Resource Fair

Pittsford Park  
21701 Pittsford Dr.  
Fee: Free to attend

## Sunday, **MAY 1**

11:00 a.m.-3:00 p.m.

### Rancho Days Fiesta at Heritage Hill Historical Park

Heritage Hill Historical Park  
25151 Serrano Rd.  
Fee: \$5 per person  
Children under age 3 free

## Saturday, **MAY 14**

9:00 a.m.-11:30 a.m.

### Aliso Creek Clean-Up Day

Cherry Ave. and Fernbank St.  
Fee: Free to participate

## Saturday, **MAY 21**

2:30 p.m.-5:30 p.m.

### *SUMMER CAMP PREVIEW!* Sports Park Open House and **FREE Concert** from El Toro High School Band

Lake Forest Recreation Center  
28000 Rancho Pkwy.  
Fee: Free to attend

For more information, call Community Services at  
**461-3450** or the Sports Park at **273-6960**

# *City of Lake Forest* **Traffic Improvement Projects**



25550 Commercentre Drive • Suite 100  
Lake Forest, CA 92630 (949) 461-3400  
[www.lakeforestca.gov](http://www.lakeforestca.gov)

# TRAFFIC IMPROVEMENT PROJECTS

## 2013-2015 PROJECTS

### ▲ TRAFFIC SIGNAL SYNCHRONIZATION

Traffic Signal Synchronization is a method of timing groups of traffic signals along an arterial to provide for smooth movement of traffic with minimal stops.

The City is working with the Orange County Transportation Authority as well as the cities of Irvine, Mission Viejo, Laguna Hills, and Rancho Santa Margarita on eight (8) synchronization projects across multi-jurisdictional boundaries. The projects will promote traffic circulation throughout the region.

- Lake Forest Drive (4 intersections)
- Los Alisos Boulevard (1 intersection)
- Santa Margarita Parkway (1 intersection)
- Bake Parkway (9 intersections)
- Trabuco Road (8 intersections)
- Jeronimo Road (5 intersections)
- Barranca Parkway/Muirlands Boulevard (6 intersections)
- Alton Parkway (6 intersections)

- Completed Synchronized Corridors
- Current Synchronized Projects

### ★ Traffic Signal Modification at Alton Parkway/Towne Centre Drive/Rancho Parkway South

The City closed the gap on Rancho Parkway South and is modifying the traffic signal at Alton Parkway/Towne Centre Drive/Rancho Parkway to improve traffic flow.

### ★ Rancho Parkway Traffic Signal and Sports Park Access Road

A new four-way signalized intersection on Rancho Parkway will provide access to the Lake Forest Sports Park.

### ★ Saddleback Ranch Road Traffic Calming Enhancements

From Glenn Ranch Road to Ridgeline Road, the City will construct raised median islands, restripe street lanes, and implement parkway improvements to calm traffic.

### ★ Portola Parkway Widening Project

The City plans to widen Portola Parkway and add a third southbound lane on Portola Parkway between State Route 241 and Rancho Parkway.

### ● Upcoming Intersection Improvement Projects

The Lake Forest Transportation Mitigation program (LFTM) funds transportation improvements throughout the City. Improvements are identified by the Lake Forest Traffic Analysis Model (LFTAM), developed by the City to better understand the traffic impacts of development projects associated with the Opportunities Studies Area (OSA). OSA developers are required, through Development Agreements with the City, to fund the LFTM program to improve the roadways and intersections directly impacted by their development. The LFTM program currently includes approximately \$9 million worth of improvements to 15 intersections over the next several years as various development projects progress.



Map not to scale.



## **Lake Forest Transportation Mitigation**

Traffic improvement projects are developed to enhance traffic safety, facilitate traffic circulation, and provide congestion relief throughout Lake Forest. In support of these goals, our most recent phase of traffic improvement projects included the milestone accomplishments of the opening of Alton Parkway and Rancho Parkway. These upcoming traffic projects continue the City's commitment to promoting optimal traffic conditions.

Current residential development projects are expected to generate \$9 million for citywide traffic improvements.

## **Citywide Traffic Signal Management Program**

As part of the Traffic Signal Management program, the City is implementing new and improved ways to keep traffic flowing while reducing harmful emissions to the environment, such as:

- Upgrade equipment to monitor intersections remotely while continuing to deploy field staff to resolve any signal issues that may cause delays. The City will be able to adjust traffic signal timing right from City Hall.
- Upgrade to an advanced controller system called Centrax to allow city traffic signals to "talk" or share data with traffic signals in adjoining cities, allowing the City to adjust signal timing as traffic patterns and volumes demand.
- Perform 24-hour traffic counts at 120 key locations in the city. The data is used to re-time traffic signals as needed, help the City enhance its understanding of traffic patterns, and aid the planning of future traffic improvement projects.

A tool the City uses to understand traffic generated by OSA projects is the Lake Forest Traffic Analysis Model. The model projects future traffic patterns helping the City plan for intersection and road improvements.

## **Illuminated Street Name Sign Panels**

Thirty two (32) new illuminated street name sign panels will enhance traffic safety and improve visibility.

# SAMPLE E-MAIL BLAST

## Saddleback Ranch Road Traffic Calming Project Update

February 11, 2016

Since the last update of February 9, the contractor provided the phasing plan for slurry sealing on Saddleback Ranch Road from Millwood to Ridgeline. The slurry sealing is planned to occur on the uphill lanes on Saddleback Ranch Road in three different passes on Friday, February 12 and the downhill lanes in two passes on Saturday, February 13. Although the contractor will keep two way traffic open as much as possible, there will be delays on Saddleback Ranch Road while the work is occurring and while the slurry seal sets and hardens. Work is scheduled to begin at 8:00 a.m. and be completed by 5:00 p.m. on both days. Since there is no school on Friday, traffic should be a little lighter, but we do encourage everyone to allow for additional time to get to and from your homes and to take alternate routes as much as possible. The new striping, including the bicycle lanes, is planned to be installed on Tuesday, February 16 and Wednesday, February 17. This is the last major construction item of work and we look forward to completing the project in the next few weeks.

In addition, the traffic signal at Glenn Ranch Road and Saddleback Ranch Road is currently not operating normally. This is because the construction at the intersection has impacted some of the traffic signal loops. Last week, the City directed the developer to implement the necessary changes to address this issue. Depending on the solution, it may take up to 30 days to complete the work. In the meantime, we will continue to monitor conditions and work with the developer to help minimize delays.

Thank you again for your continued engagement and input as we partner to deliver a project which addresses recent community concerns while preserving the improvements residents requested in 2012 to help calm traffic, reduce speeds, and promote easier access onto Saddleback Ranch Road from side streets.

Should you have any additional comments or questions, please email the Project Manager, Douglas A. Erdman, P.E. Principal Civil Engineer, at [derdman@lakeforestca.gov](mailto:derdman@lakeforestca.gov).



## **Ad-Hoc Citizen Traffic Advisory Group Agenda Report**

**Meeting Date:** April 26, 2016

**Department:** Public Works

---

### **SUBJECT:**

DRAFT RECOMMENDATIONS LIST

### **RECOMMENDED ACTION(S):**

Receive and file.

---

### **DISCUSSION:**

To date, the CTAG has held seven meetings from August 2015 – February 2016 and developed a total of 34 recommendations. Additional recommendations will be made as part of the two discussion items on the April (tonight's) agenda. These recommendations will be added to the current list (attached) to create the "final list" that will be presented to the City Council as part of the overall report summarizing the work of the CTAG.

Staff is still planning on presenting the recommendations to the City Council in a time frame that will allow them to consider some or all of the recommendations that have funding requests or implications as part of the budget process for the next fiscal year (FY16/17).

---

### **ATTACHMENT:**

Draft Recommendations List – Updated through February 2016

Initiated By: David Rogers, P.E., T.E., Traffic Engineering Manager

Reviewed By: Carlo Tomaino, Assistant to the City Manager

Approved By: Thomas E. Wheeler, P.E., Director of Public Works/City Engineer



**CITY OF LAKE FOREST  
CITIZENS TRAFFIC ADVISORY GROUP**

**DRAFT RECOMMENDATIONS LIST**

RECOMMENDATIONS	
MEETING 2: SEPTEMBER 22, 2015 (TRAFFIC SIGNAL OPERATIONS)	ESTIMATED COST
1. Minimize issues with individual traffic signals so that signals are operating at optimum condition at all times.	Staff time and existing O & M costs
2. Have all traffic signal equipment in the cabinets meet or exceed all current standards and be compatible with future technology.	Funded through existing O & M and through OCTA grants
3. Have all traffic signals connected to our master system to insure consistent communication.	Part of 10 Year \$1.5 million (\$150,000/year) ongoing program
4. Continue to update coordination timing.	OCTA grant funding 80% City funding 20%
5. Evaluate the City's needs and review a possible upgrade to Adaptive Signal Control (ASC) – Long-term Goal	\$600,000 onetime cost and \$60,000 annually for maintenance and monitoring
6. Pursue supplemental funding opportunities.	Staff and consultant time already budgeted
7. Review the potential use of camera equipment for the sole purpose of monitoring and improving traffic flow.	Staff and consultant time already budgeted
MEETING 3: OCTOBER 27, 2015 (GENERAL PLAN)	
8. The CTAG supported the City's efforts to revise the General Plan and the Circulation Element.	Development Services is the lead department. Cost is likely to be several hundred thousand dollars.



**CITY OF LAKE FOREST  
CITIZENS TRAFFIC ADVISORY GROUP**

**DRAFT RECOMMENDATIONS LIST**

RECOMMENDATIONS	
9. Encourage the City to consider including evacuation plans as part of the Safety Element of the General Plan in consultation with the Orange County Fire Authority and Orange County Sheriff's Department.	Staff and consultant time
<b>MEETING 4: NOVEMBER 24, 2015 (TRAFFIC MODELING)</b>	
10. That the City continue to update the Lake Forest Traffic Model (LFTM), as appropriate, and continue to use the latest modeling processes and techniques to insure that the LFTM represents the most accurate depiction of the City's traffic condition.	Paid for with LFTM funds
11. That the City continue to review and monitor the LFTM and update the prioritization of the projects, as appropriate, every 2 years.	Staff and consultant time
12. That the City consider conducting biennial peak hour traffic counts at the intersections in the LFTM and other select locations to help track and identify changing traffic conditions. This will assist in the project prioritization process in the years between the full LFTM updates (usually conducted once every 5 years).	\$20,000/year may be partially funded by LFTM
13. That the City consider entering into a master funding and project implementation agreement with the City of Irvine to help expedite project delivery.	Staff Time
14. That the City review possible modifications to existing projects or substitute projects and improvements within the framework of the LFTM for projects that have a potential significant impact on residential properties.	Staff and consultant time (\$10,000) may be partially funded by LFTM
15. That the City monitor potential traffic issues in the City of Irvine pertaining to the development in and around the Great Park.	Staff Time
<b>MEETING 5: DECEMBER 22, 2015 (CAPITAL PROJECTS)</b>	
16. That the City continue to use the Two Year CIP as the planning tool for near term traffic and transportation projects.	Staff Time



**CITY OF LAKE FOREST  
CITIZENS TRAFFIC ADVISORY GROUP**

**DRAFT RECOMMENDATIONS LIST**

RECOMMENDATIONS	
17. That the City continue to use the 5 Year Strategic Plan to identify projects for future consideration.	Staff Time
18. That the LFTM continue to be updated at appropriate intervals to identify the timing of LFTM improvements and to identify other potential projects.	Funded by LFTM
<b>MEETING 5: DECEMBER 22, 2015 (CAPITAL PROJECTS CONTINUED)</b>	<b>ESTIMATED COST</b>
19. That the City continue to update both average daily traffic (ADT) counts and intersection counts in alternating years to provide data that can be reviewed to determine if additional traffic and transportation projects may be justified.	20,000/Year may be partially funded by LFTM
20. That the City continue to provide staff with adequate resources to review and evaluate traffic conditions that may result in recommendations for capital projects.	Staff and consultant time. Costs also listed in #11 and #18
21. That the City limit the acquisition of right of way for capital projects until all other alternatives have been implemented and/or evaluated.	Unknown may affect project costs
22. That the City Council direct staff to look into the feasibility of adding a dedicated right turn lane and signal optimization at the intersection of Bake Parkway and Trabuco Road, with minimal impact to property owners.	Total estimate project cost \$680,000 project development \$50,000
23. That the City continue to monitor and check the model to ensure that there are not any additional potential enhancements to the arterial street system that the City Council may want to consider in the future.	Funded by LFTM
<b>MEETING 6: JANUARY 2, 2016 (TRAFFIC ENGINEERING)</b>	<b>ESTIMATED COST</b>
24. That the City acquire a Traffic Collision Analysis Program that is GIS compatible so that the City can perform an annual Citywide collision review and other.	\$7/10K- First Year \$3/5K- Each additional year



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RECOMMENDATIONS	
25. That the City continues to collect as much traffic collision data as possible for traffic engineering review and analysis.	Staff Time
26. That the City maintain at least 5 years of individual collision records in digital format for use in collision analysis in accordance with policies.	Staff Time
27. That the traffic conditions and traffic circulation at all public schools be reviewed on an annual basis. This would include staff review and discussions with school personnel (Principal and /or District personnel) on any possible changes to school traffic controls and/or circulation	Staff Time
28. That the City work with the SVUSD and OCSD to develop school route plans for each of the public schools in the City.	Staff Time
29. That the City review select non- signalized intersections in the City once every 2-3 years to determine if any new traffic signals should be considered for installation. If any new traffic signals are proposed for installation as a result of this process, the City shall provide appropriate notification to affected residents in the area.	\$10k per update
30. That the City continue to conduct traffic control sign retro reflectivity reviews as necessary to comply with applicable standard and that the City continue provide funding to complete the sign replacements.	Study as part of O & M costs Replacements approximately \$20,000 per year
31. That the City request that the County of Orange conduct a study to determine the need for and the feasibility of a trail crossing under Trabuco Road for Serrano Creek Trail.	Staff Time
32. That, where appropriate, the City consider the use of roundabouts in lower speed/lower volume environments in new developments and consider their use when other types of similar traffic controls, such as all way stops, are being contemplated for existing lower speed/lower volume intersections.	Staff Time and consultant time



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RECOMMENDATIONS	
33. Based on staff's prior experience; the OCTEC guidelines that suggest that most locations in the City may not be good candidates; the general lack of familiarity with PPLTP in South Orange County; and the potential for an increase in vehicle/vehicle and vehicle/pedestrian collisions, the CTAG would not recommend the use of PPLTP in Lake Forest at this time.	No cost
34. The CTAG does recommend that, where appropriate, modifications to traffic signal operations or timing be considered in place of PPLTP to partially address some of the concerns associated with fully protected left turn phasing.	Varies depending on type and extent of modifications