

APPENDIX E
MEETING AGENDA

WEST COTTONWOOD TRAFFIC STUDY
KICK OFF MEETING
WILLIAM LYMAN CONFERENCE ROOM
MAY 28, 2003

AGENDA

Attendees: Dan Kovacich, Thomas Hays, Dan Little, Patrick Minturn, Scott Wahl,
Casey Scott, Al Cathey, Steve Preszler, John Stokes

1. Introductions
2. Oversight Committee Discussion
3. Roles and Responsibilities of the Project Team -- Scope of Project is Goal of This Meeting
4. Project Start-Up Discussion
 - A. What is the study area?
 - B. What problems are we addressing? -- purpose and need discussion
 - C. What are the steps involved in this study?
 1. Problem definition and scope/study area lock down
 2. Data gathering/organizing regarding current and future conditions
 3. Forecast future grants -- Development patterns, etc.
 4. RFP for consultant assistance
 5. Determine alternatives -- Develop cost of construction
 - a. Includes plan line study
 6. Strategies to pay for improvements, TIF studies, etc.
 7. Public policy, public participation, etc.
 8. Environmental analysis
 9. General plan amendments, board approvals, etc.
 - D. How many growth scenarios are anticipated?
 - E. What is relevant public policy?
 - F. What Actual traffic data do we have? Free flow speed, percent time following, average travel speed/time, peak hour and ADT
 - G. Other

5. Review of Traffic Model Land Use Assumptions and Volume to Capacity Outputs – See Handouts
6. Plan Line Study Discussion
 - A. Lessons learned from Knighton Road
 - B. Current General Plan information, build out, etc.
 - C. Preferred alternatives discussion
 - D. Potential environmental impact discussion
7. Costing of Alternatives – Roles and Responsibilities
8. What Do We Need To Do For A RFP? Consultant Role Discussion
9. Other Comments and Concerns
10. Next Meeting Date – Suggest in Two Weeks, June 10th – Attendees at next meeting should include other stakeholders (Caltrans – Scott White, Anderson – Rich Barchus, Resource Management – John Stokes) Others?

AGENDA

West Cottonwood Traffic Study
William E. Lyman Conference Room
1855 Placer Street, Redding
3:00 to 4:30, June 10, 2003

1. Study Area Problem Definition (for discussion):
 - a. The West Cottonwood Area is expected to have high growth under the current general plan and anticipated future amendments to increase densities. Resulting traffic growth will result in needed transportation improvements that new development would be responsible to provide. A detailed transportation needs study could lead to development of a traffic impact fee or CEQA mitigation that could be applied equitably to all new development.
 - b. Two documented transportation improvements would be addressed in the study:
 - i. Interstate 5/Gas Point Interchange (RTPA Interchange Study)
 - ii. A new north/south collector road from Gas Point Road to Anderson (Shasta County General Plan)
 - c. Other possible transportation needs may include the following roads:
 - i. Gas Point Road from Happy Valley Road to Main Street
 - ii. Main Street from First Street to Interstate 5
 - iii. First Street from east end to Main Street
 - iv. Rhonda Road from Gas Point Road to SR 273
2. Basic Tasks and Goals of the Plan Line/Traffic Study:
 - a. Quantify growth under both the current general and one future, higher growth scenario (to 2025)
 - b. Use the Travel Demand Model and other methods to determine transportation improvement needs based on the above growth scenarios. Improvement needs would include the Gas Point Road Interchange and the new General Plan collector road.
 - c. Engage public regarding identified growth and needed improvements
 - d. Refine improvements and estimate costs
 - e. Draft Plan Line Concept Report, including alternatives for later CEQA review and adoption by County and Anderson
 - f. Draft Traffic Impact Report to include traffic impact fee alternatives under growth scenarios
 - g. Public and agency input on draft reports
 - h. Final reports, approvals, and identification of needed follow-up
3. City of Anderson's road plans for the area, projected growth, perspective of the study area boundaries, and any other results they would like to see from this effort.
4. Review of draft work plan assigning tasks, timelines and responsibilities.

5. Review and comparison of:
 - a. Caltrans and County traffic counts
 - b. Current traffic model trip generation
 - c. Interchange Study traffic projections
6. Review status of Planning's baseline and growth scenarios.
7. Determination of next steps.
 - a. Finalize growth scenarios
 - b. Obtain aerial photos
 - c. Map study area and focus corridors/intersections
 - d. Conduct baseline traffic model runs by year
 - e. Compare to Interchange Study
8. Next Meeting: August 7 or 8?
 - i. Discuss growth scenarios, traffic model runs, and validity of interchange study.
 - ii. Generally identify improvements needs
 - iii. Discuss refined work plan and consultant roles
 1. Discuss public involvement needs
 - iv. Determine other information needed prior to determining final traffic improvement strategy.

WEST COTTONWOOD TRAFFIC STUDY
CALTRANS PLANNING CONFERENCE ROOM
AUGUST 4, 2003
1:00 - 3:00 PM

AGENDA

1. Study Area Problem Definition Overview (for discussion):
 - a. The West Cottonwood Area is expected to have high growth under the current general plan and anticipated future amendments to increase densities. Resulting traffic growth will result in needed transportation improvements that new development would be responsible to provide. A detailed transportation needs study could lead to development of a traffic impact fee or CEQA mitigation that could be applied equitably to all new development.
 - b. Two documented transportation improvements would be addressed in the study:
 - i. Interstate 5/Gas Point Interchange (RTPA Interchange Study)
 - ii. A new north/south collector road from Gas Point Road to Anderson (Shasta County General Plan)
 - c. Other possible transportation needs may include the following roads:
 - i. Gas Point Road from Happy Valley Road to Main Street
 - ii. Main Street from First Street to Interstate 5
 - iii. First Street from east end to Main Street
 - iv. Rhonda Road from Gas Point Road to SR 273
2. Data Needs from Caltrans related to the Plan Line/Traffic Study:
 - a. Quantify growth under both the current general and one future, higher growth scenario (to 2025) for the Gas Point Road Interchange, includes ramps both Busy Hour and ADT
 - b. Review Interchange Study assumptions and estimated costs
 - c. Review Interchange Study preferred alternative for appropriateness and update costs

3. Review of draft work plan assigning tasks, timelines and responsibilities
4. Review and comparison of:
 - a. Caltrans and County traffic counts
 - b. Current traffic model trip generation
 - c. Interchange Study traffic projections
5. Determination of next steps
6. Next Meeting: Late August
 - a. Discuss growth scenarios, traffic model runs, and status of update of costs and designs in the interchange study
 - b. Generally identify improvements needs
 - c. Discuss refined work plan and consultant roles
 - i. Discuss public involvement needs
 - d. Determine other information needed prior to determining final traffic improvement strategy



MEETING AGENDA

Time: 3:00	Date: 1/26/05
Location: Shasta County DPW William Lyman Conference Room	Project: Shasta County Southern Region Transportation Planning Study and Traffic Impact Fee Program Project
Subject: Kick-off Meeting	Job No.: P3068
	File No.: C848agd001.doc

The following discussion items will be covered at the Kick-off Meeting:

1. Introductions
2. Project Scope of Services (see attached)
3. Agency review procedures
4. TAC formation
5. Format for Public Workshops
6. Daily and peak hour traffic counts
7. GIS data
8. Digital image files
9. Existing land use information
10. Year 2015 and 2030 land use projections
11. Traffic models (Traffix or TransCAD)
12. Synchro/SimTraffic capacity models
13. Roadway improvement alternatives
14. Roadway planline layouts
15. Cost estimates
16. Matrix analysis
17. Improvement phasing options
18. Zone of Benefit analysis
19. Traffic Impact Fee calculations
20. Traffic Impact Fee ordinance
21. Draft and Final Reports
22. Public hearings
23. Project schedule (see attached)

SHASTA COUNTY SOUTHERN REGION TRANSPORTATION PLANNING
STUDY AND TRAFFIC IMPACT FEE PROGRAM PROJECT

WILLIAM E. LYMAN CONFERENCE ROOM
JANUARY 27, 2005 – 3:00 PM

AGENDA

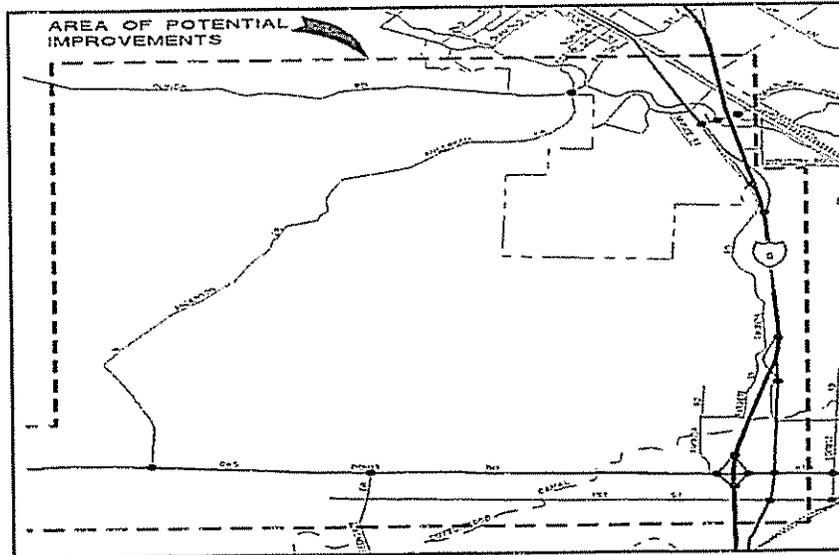
Meeting Objective: Review general process, initial concepts, and information needs

1. Introductions
2. Background and project purpose
3. Project scope of services (attached)
4. Technical Advisory Committee
 - a. Role
 - b. Representative
5. Public workshop approach – Three open houses
 - a. Additional meetings to be held if needed
 - b. Required public hearings to follow
6. Daily and peak hour traffic counts
 - a. Caltrans to provide 2004 counts
 - b. Most recent from the County to be provided – 2003?
 - c. Seale Court (West I-5/North of First St) traffic data for comparisons
– 69 units
 - d. Cottonwood Hills?
 - e. Counts to be performed by consultant
 - f. Others?
7. GIS data
 - a. Travel Demand Model
 - b. Parcel level overview
 - c. Others?

8. Digital image files
 - a. County aerials. August 2004
 - b. Topo mapping
9. Existing and future land use -- projections at 2015/2030
 - a. Timing of traffic model update and level-of-detail adequacy
 - b. County base map
 - c. Excel file by land use category from traffic model
 - d. Cottonwood residential growth forecast by TAZ
10. Traffic modeling approach
 - a. Traffix
 - b. Synchro
 - c. Sim traffic
11. Roadway improvement alternatives and ideas
 - a. See infrastructure discussion in attached scope
12. Roadway Planline layouts
 - a. Cost estimates
13. Matrix analysis and improvement phasing
 - a. See Page 7 in scope -- prepared by Omni-Means
14. Zone of Benefit analysis
15. Traffic Impact Fee calculations
 - a. Alternative funding levels
16. Traffic Impact Fee ordinance
 - a. Adopted by Board of Supervisors and possibly Anderson City Council
 - b. Interim developments
17. Draft and final reports/public hearings
 - a. See Timeline -- June 30, 2005 completion expected
18. Recap next steps and follow-up
19. Questions?
20. Adjourn

NOTICE OF OPEN HOUSE MEETING

SHASTA COUNTY SOUTHERN REGION TRANSPORTATION PLANNING STUDY AND TRAFFIC IMPACT FEE PROGRAM



This is to inform all interested persons that the Shasta County Regional Transportation Planning Agency (RTPA) is conducting the first of several interactive open house meetings regarding the Shasta County Southern Region Transportation Planning Study and Traffic Impact Fee Program. The focus of this first meeting will be to present an overview of the project's scope of work, study methodologies and schedule. It is important to hear your views regarding transportation needs within the study area shown on the above map.

THE PROJECT

Growth and development pressures continue not only within the Cottonwood area of Shasta County but also within the City of Anderson. The purpose of the Transportation Planning Study is to identify an efficient and affordable transportation system that will minimize congestion and improve safety as development occurs in the study area. The purpose of the Traffic Impact Fee program is to assign a fair share of improvement costs to new development.

The study will focus on the need for two new future roadways running north/south and east/west through the study area. The study will also examine needed improvements to existing roads such as Rhonda Road, Gas Point Road, First Street and Main Street. In collaboration with Caltrans, the study will also examine improvements to the Gas Point Road Interchange and other possible access to Interstate 5.

PUBLIC INVOLVEMENT

The Shasta County RTPA would like to hear your views regarding transportation needs in the area. The meeting format will be informal to encourage open dialogue with the community. A presentation of the project's scope will be followed by both group discussions and opportunity for individual discussions with members of the project team. Those unable to attend this meeting are welcome to call or email the RTPA to discuss the project and obtain further information.

DATE, TIME AND PLACE

The public workshop will be held from 5:30 to 7:00 p.m. on Thursday April 7, 2005, at the Cottonwood Community Center, 20595 Gas Point Road.

ADDITIONAL INFORMATION

Further information may be obtained by contacting the Shasta County Regional Transportation Planning Agency at 225-5654, or by email at thavst@co.shasta.ca.us.

Dan J. Kovacich, Executive Officer
Shasta County Regional Planning Agency (MPO)
1855 Placer Street
Redding, California 96001
www.scripa.org



SOUTHERN REGION TRANSPORTATION PLANNING STUDY
IMPACT FEE PROGRAM
TECHNICAL ADVISORY COMMITTEE MEETING
COTTONWOOD COMMUNITY CENTER
JUNE 1, 2005
1-3:30 PM

AGENDA

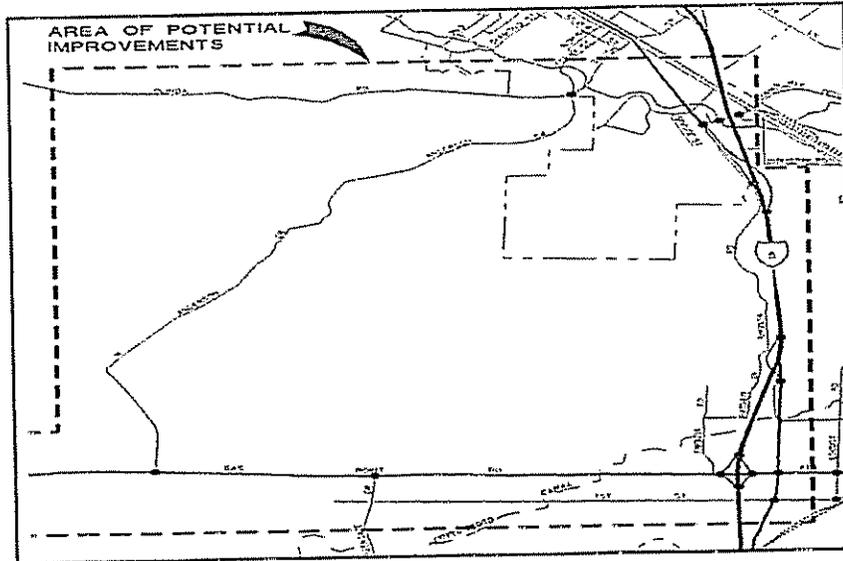
TAC Members:

Jim Searly. John Helfrich. Mike Hartgraves. Steve Nelson.
Donald Dawson. Dale Hansen. Doug Deese. Bruce Alexander.
Craig Kincaid. Dan Woolery. Grant Amen. Iver Amen. John
Abshier. Scott Wahl. Al Cathey. Dan Little. Debbie.
Pedersen. Scott White. Brandon Rogers. Zack Bonnin. Gerald
Brownfield. Thomas Hays

1. Introductions
2. Overview of Study Methods
3. Growth Assumptions
4. Current Conditions
5. 2027 With No Improvements
6. Alternative Analysis
7. Matrix Analysis Parameters
8. Questions and Answers
9. Next Steps
10. Scheduling of Next Meetings

NOTICE OF OPEN HOUSE MEETING

SHASTA COUNTY SOUTHERN REGION TRANSPORTATION PLANNING STUDY AND TRAFFIC IMPACT FEE PROGRAM



This is to inform all interested persons that the Shasta County Regional Transportation Planning Agency (RTPA) is conducting the second of four interactive open house meetings regarding the Shasta County Southern Region Transportation Planning Study and Traffic Impact Fee Program. This meeting will review Working Paper No. 1 regarding existing and future traffic conditions in the study area. Conceptual improvement alternatives will also be discussed. It is important to hear your views regarding transportation needs within the study area shown on the above map.

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PUBLIC INVOLVEMENT

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DATE, TIME AND PLACE

The public workshop will be held from 6:00 to 7:30 p.m. on Tuesday June 14, 2005, at the Cottonwood Community Center, 20595 Gas Point Road.

ADDITIONAL INFORMATION

Further information may be obtained by contacting the Shasta County Regional Transportation Planning Agency at 225-5654, or by email at thays@co.shasta.ca.us.

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SOUTHERN REGION TRANSPORTATION PLANNING STUDY
IMPACT FEE PROGRAM
TECHNICAL ADVISORY COMMITTEE MEETING
COTTONWOOD COMMUNITY CENTER
JUNE 29, 2005
1-3:00 PM

AGENDA

TAC Members:

Jim Seale, John Helfrich, Mike Hartgraves, Steve Nelson,
Donald Dawson, Dale Hansen, Doug Deese, Bruce Alexander,
Craig Kincaid, Dan Woolery, Grant Amen, Iver Amen, Bob
Henning, John Abshier, John Stokes, Scott Wahl, Al Cathey,
Dan Little, Debbie, Pedersen, Scott White, Zack Bonnin,
Gerald Brownfield, Thomas Hays

1. Introductions
2. Overview of Project to Date
3. Review Matrix Evaluation Process
4. Review and Obtain "Relative Importance" from TAC and RTPA
5. Present Preliminary List of Alternatives
6. Discuss Project Schedule and Next Steps

SOUTHERN REGION TRANSPORTATION PLANNING STUDY
IMPACT FEE PROGRAM
OPEN HOUSE MEETING #3
COTTONWOOD COMMUNITY CENTER
JULY 7, 2005
6-7:30 PM

AGENDA

1. Introductions
2. Overview of Project to Date
3. Review Matrix Evaluation Process
4. Present Preliminary List of Alternatives
5. Other Public Comments
6. Discuss Project Schedule and Next Steps

SOUTHERN REGION TRANSPORTATION PLANNING STUDY
IMPACT FEE PROGRAM
TECHNICAL ADVISORY COMMITTEE MEETING
COTTONWOOD COMMUNITY CENTER
AUGUST 25, 2005
1-3:00 PM

AGENDA

TAC Members:

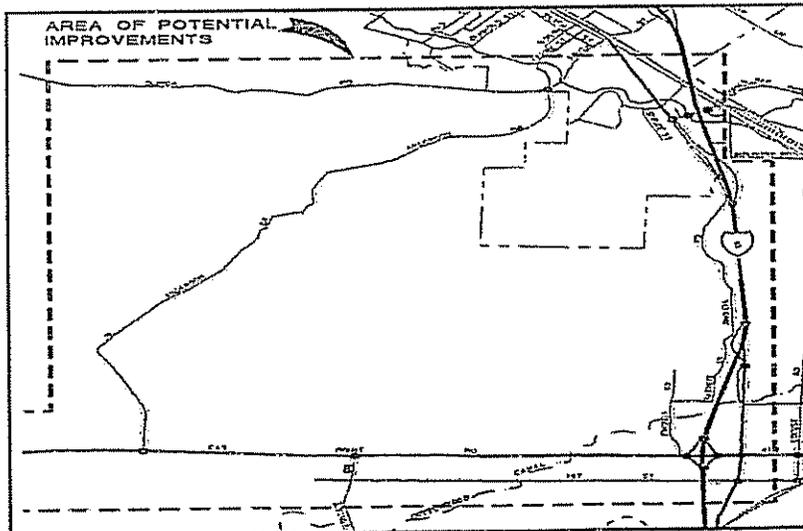
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1. Introductions
2. Purpose of Meeting - Review of Working Paper #3 -
Summary of Matrix Evaluation
 - A. All alternatives currently proposed meet the Purpose and Need checklist
3. Overview of Methodology - Paul Miller, Omni Means
 - A. Discussion regarding initial screening to select alternatives for study
 - B. Discuss Vineyards annexation
4. Review of Alignments/Alternatives within the Working Paper
 - A. North/South - 5 choices - Page 3 in Working Paper
 - B. East/West - 4 choices - Page 4 in Working Paper
 - C. Preferred alternative in first draft - Page 28
5. Review Overall Matrix Evaluation Results and Preliminary Cost Estimates
 - A. Traffic Operations - Roadways and Intersections - Pages 10,11
 - B. Traffic Operations - vehicle miles traveled - Pages 12,13
Note - includes roadway and mainline (I-5)
 - C. Traffic Safety - Page 14

- D. Improvement Costs - Pages 15,16
 - E. Environmental Sensitivity - Page 17
 - F. Community Impacts - Pages 19,20
 - G. Design Standards - Pages 22,23
 - H. Constructability - Page 25
 - I. Final Summaries - Pages 26,27
-
- 6. Discuss Each Interchange Alternative and Cost Estimates
 - 7. Discuss Caltrans Concerns Regarding Interchange Modifications
 - 8. Discuss Other Improvement Needs: Rhonda, Gas Point (and Commercial Access) Intersections
 - 9. Next Steps: Public Meeting, Planline, Updated Cost Estimates, Fee Analysis, Fee Ordinance

NOTICE OF OPEN HOUSE MEETING

SHASTA COUNTY SOUTHERN REGION TRANSPORTATION PLANNING STUDY AND TRAFFIC IMPACT FEE PROGRAM



This is to inform all interested persons that the Shasta County Regional Transportation Planning Agency (RTPA) is conducting the forth of five interactive open house meetings regarding the Shasta County Southern Region Transportation Planning Study and Traffic Impact Fee Program. This meeting will review Working Paper No. 3 regarding transportation improvements alternatives. It is important to hear your views regarding transportation needs within the study area shown on the above map.

THE PROJECT

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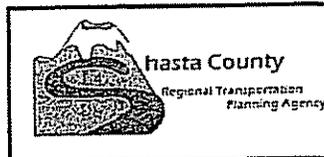
DATE, TIME AND PLACE

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ADDITIONAL INFORMATION

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SOUTHERN REGION TRANSPORTATION PLANNING STUDY
IMPACT FEE PROGRAM
WILLIAM E. LYMAN CONFERENCE ROOM
OCTOBER 10, 2005
1:30 PM

AGENDA

1. Introductions
2. Discuss Gas Point Road and Rhonda Road intersection future design plans, modeling needs, business access to Gas Point, etc.
3. Discuss status of Work Paper #3 comments provided to Omni-Means September 13, 2005. (including Caltrans comments) by the RTPA.
4. Discuss and approve minor changes in N/S and E/W alignments resulting from existing easements.
5. Discuss the option of utilizing Rhonda Road as extension of N/S alignment and a direct connection from southern Rhonda Road to Main Street interchange.
6. Discuss the Vineyards potential utilization of improved Main Street interchange.
7. Discuss impact on current study of City of Anderson's desirability and timing of a new High Country interchange.
8. Provide direction to project team on how best to proceed with Southern Region Study.
9. Discuss scheduling and next meeting dates.

SHASTA COUNTY SOUTHERN REGION TRANSPORTATION PLANNING
STUDY AND TRAFFIC IMPACT FEE PROGRAM PROJECT

WILLIAM E. LYMAN CONFERENCE ROOM
OCTOBER 18, 2005 – 1:30 PM

AGENDA

1. Introductions
2. Overview of Southern Region study status and comments
3. Recap of County/Caltrans/RTPA meeting
 - a. Main Street half interchange concept – no fatal flaws
(need layout and cost in Work Paper # 3)
 - b. High Country appears to meet full interchange spacing requirements
 - c. Gas Point Road interchange full reconstruction should be considered in
Work Paper # 3 (discuss pros and cons)
4. Discuss with Caltrans their comments regarding Gas Point interchange
phasing and funding options
 - a. SHOPP eligibility/participation
5. Next steps discussion
 - a. Scheduling next TAC meeting
 - b. Finalization of Work Paper # 3
 - c. Presentation of Work Paper # 4 to TAC
6. Other