



November 16, 2023

Mireya G. Turner, MPA
Director
County of Lake
Community Development Department
255 N. Forbes Street
Lakeport, CA 95453

Subject: Climate Adaptation Plan

Dear Mireya:

We understand the County and its partners, the Lake County Community Risk Reduction Authority, received a grant from the State's Adaptation Planning Grant Program (APGP) to support several initiatives under the umbrella of the Planning for an Equitable Climate-Safe Lake Project. One initiative of the Climate-Safe Project is to use the countywide climate vulnerability analysis to create the first Lake County Adaptation Plan or CAP. Preparation of the CAP will be led by the County Community Development Department in collaboration with the County Office of Climate Resiliency, the Cities of Clearlake and Lakeport, members of the Lake County Community Risk Reduction Authority, and many other agency and community partners.

Per your request, our PlaceWorks team has prepared an abbreviated approach to prepare a Climate Adaptation Plan for Lake County for consideration by County staff and the Board of Supervisors as an amendment to PlaceWorks' Agreement for Planning Services to Update the Local Area Plans and General Plan (Agreement) as executed on September 19, 2023. Our Scope of Work for the General Plan Update includes preparation of a Climate Change Vulnerability Assessment (Task 6.1) and Evacuation Study (Task 6.2) in support of the update of the Health and Safety Element. If approved by the Board of Supervisors, preparation of the Climate Adaptation Plan would be added to our scope of work, budget, and schedule as a new task.

With the addition of the CAP to PlaceWorks' Agreement, PlaceWorks will serve as the County's technical consultant for preparation of the Climate Vulnerability Assessment and CAP. Our approach includes a community and stakeholder engagement process that integrates with the community engagement strategy for the General Plan Update and ensures an inclusive, transparent, and collaborative process and outcome.

Based on our review of the County's APGP grant application, best practice, and our experience with climate action and adaptation planning, we propose the following tasks to prepare the first Lake County Climate Adaptation Plan. We look forward to working with County staff to prepare detailed descriptions, including deliverables, number and types of meetings, engagement activities, and scheduling for each task in alignment with the available budget.

Approach to preparation of the Lake County Climate Adaptation Plan (CAP)

TASK 1. CONDUCT ONGOING PROJECT MANAGEMENT AND COORDINATION WITH COUNTY STAFF AND PARTNERS.

TASK 2. REVIEW EXISTING EFFORTS, PLANS, ACTIVITIES, AND RESEARCH.

- Confirm in-depth study and reference of County General Plan, Hazard Mitigation Plan, Community Wildfire Protection Plan, Community Mitigation Assistance Team, and other relevant publications.

TASK 3. COMPLETE A CLIMATE VULNERABILITY ASSESSMENT (INCLUDED IN GENERAL PLAN UPDATE SCOPE OF WORK)

- Prepare mapping of hazards, assets, and population characteristics to the extent spatial data are available. Prepare an online map viewer to support stakeholder and community review and confirmation.
- Identify and assess climate hazards, impacts, susceptibility, adaptive capacity, and vulnerability.
- Coordinate and collaborate with County staff, City staff, and representatives of the Lake County Community Risk Reduction Authority to prepare the Vulnerability Assessment.
- Conduct stakeholder meetings and community engagement activities to ensure local knowledge, lived experiences, and recommendations are included in the vulnerability assessment.
- Summarize results in a report, including two administrative drafts, one public review draft, and one final draft.
- Present final results to the Lake County Community Risk Reduction Authority, Board of Supervisors, Clearlake City Council, Lakeport City Council.

TASK 4. PREPARE A CLIMATE ADAPTATION PLAN FOR LAKE COUNTY

- Prepare Adaptation Framework, Identify Focus Areas and Prepare Problem Statements based on the results of the Vulnerability Assessment to help the County develop adaptation strategies. Problem Statements will describe the key vulnerabilities, potential consequences for each asset from particular hazards, consider cascading and/or compounding impacts, and highlight areas with multiple assets or hazards. Focus areas will target places, assets, and people with the highest needs and vulnerabilities, and could be centered around asset groupings (ecosystems, frontline communities, economic drivers), highly vulnerable geographic areas (areas with overlapping climate hazards), regional systems (water infrastructure). Distribute draft focus areas and problem statements assessment for stakeholder and community input.
- Engage community to co-develop a countywide vision and goals for climate adaptation.
- Develop draft adaptation strategies by focus area. Develop project and policy prioritization criteria and prioritize draft strategies. Prioritization criteria will include diversity, equity, and inclusion values.
- Prepare CAP outline and template.



- Develop CAP Implementation, Monitoring, and Evaluation Framework. This framework will include identification of lead and supporting responsibilities, performance metrics, timeframes, funding opportunities, resource needs, and co-benefits among other implementation and monitoring details.
- Conduct stakeholder meetings and community engagement activities to ensure local knowledge, lived experiences, and recommendations are included in interim work products and draft Adaptation Plan. Community engagement activities will include virtual and in-person workshops, online activities, community presentations, and other activities.
- Prepare a complete draft of a CAP for Lake County, including two administrative drafts, one public review draft, and one final draft.
- Present draft final and final CAPs to the Lake County Community Risk Reduction Authority, Board of Supervisors, Clearlake City Council, and Lakeport City Council.
- Conduct community and stakeholder outreach and engagement in coordination with the General Plan Update. Ensure effective communication and marketing strategies to promote engagement opportunities.

We understand budget for the CAP, including the Climate Vulnerability Assessment and Evacuation Study as scoped in our Agreement, is \$250,000. We also understand the APGP schedule for the preparation of the CAP requires completion of the CAP no later than December 2025.

We look forward to working with the County on the preparation of the Climate Adaptation Plan as part of our collaborative work to update the County's General Plan. We look forward to refining our approach and scope of work for this effort following review and consideration by the Board of Supervisors.

Sincerely,

PLACEWORKS

A handwritten signature in blue ink that reads "Tammy L. Seale". The signature is fluid and cursive, with the first name being the most prominent.

Tammy L. Seale
Principal