

1 **City of Lake Forest Park – Climate Policy Advisory Team**
2 **Regular Meeting Minutes: October 29, 2024; 7:00-9:00pm**
3 **Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**
4

5 **CPAT members present:** Janne Kaje, David Kleweno, Miriam Bertram, Sarah Phillips, Anne
6 Udaloy, Victoria Kutasz
7

8 **Staff and others present:** Mark Hofman, Community Development Director; Alexandra Doty,
9 Cascadia
10

11 **Members of the Public present:** none
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13 **CPAT members absent:** Lois Lee, Stacey Spain (alternate), Jessica Côté (alternate)
14

15 **Call to order:** Mr. Hofman called the meeting to order at 7:00 PM
16

17 **Welcome and Introductions:**

18 **Introduction- City of Lake Forest Park Community Development Director**

19 CPAT members and staff went around the room and introduced themselves.
20

21 **Nominations and election of a Chairperson**

22 Janne Kaje was elected as Chair unanimously.
23

24 **Nominations and election of a Vice Chairperson**

25 Anne Udaloy was elected as Vice Chair unanimously.
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27 **Approval of Agenda:** CPAT member Kaje motioned for the agenda to be approved, Vice Chair
28 Udaloy seconded. The agenda was approved unanimously.
29

30 **Approval of Meeting Minutes:** N/A
31

32 **Public Comment:** No public comments.
33

34 **Old Business:** N/A
35

36 **New Business:**

37 **Overview of the climate element process and project**

38 Ms. Doty gave a presentation on the overview of what a climate element is and the project overview.

39 Ms. Doty also gave an overview of what Cascadia will be working on with CPAT including sub-
40 elements. Ms. Doty also discussed the tentative timeline and goals for those timelines. The CPAT
41 also discussed ideas on how to prioritize engagement opportunities with the public and
42 communication efforts, including the city website and events happening at the city.
43

44 **Review and discuss draft CPAT roles and responsibilities (CPAT operating Principles)**

45 Ms. Doty gave a presentation on the roles and responsibilities of the CPAT. The tasks included
46 analyzing climate information and providing recommendations, confirming the direction of
47 materials, participating in meeting discussions, and providing feedback on information gathered

1 through engagement processes. Ms. Doty also reviewed the working agreement requirements
2 including being present, prepared, respectful, precise, and being able to consider equity and
3 environmental justice.
4

5 **Preliminary discussion of vision and goals for Climate Element**

6 Ms. Doty led the discussion on what a climate resilient LFP looks like and what climate impacts are
7 most important to address to the CPAT members. CPAT member Phillips talked about the intensity
8 of climate disasters such as the landslide in Bellingham WA and how to best work as a city to
9 overcome those emerging climate challenges. CPAT members Kaje and Kleweno also discussed the
10 issues ensuring that local infrastructure meets the changing needs of climate change. CPAT member
11 Udaloy discussed ensuring that the community has safe walking and bike pathways and emergency
12 evacuation routes. CPAT member Kutasz discussed the importance of mitigating the tree canopy
13 with concerns over growing wildfires in the community. CPAT member Beltram discussed the
14 importance of educating the community on being more climate friendly.
15

16 **Next Meeting:** Tuesday, November 19, 2024

17 Vice Chair Udaloy recommended for the CPAT members to review the Climate Action plan for the
18 next meeting.
19

20 **Adjournment:**

21 CPAT member Kaje Lee made a motion to adjourn the meeting, CPAT member Phillips seconded,
22 and the motion was carried unanimously. The meeting adjourned at 9:00 PM.
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24 APPROVED:

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26 Ashton Alvarez-McCartney, Planning Commission Chair
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