



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	July 11, 2024
Originating Department	Community Development Department
Contact Person	Mark Hofman, AICP, Community Development Director
Title	Confirmation of members and alternates to the Climate Policy Advisory Team

Legislative History

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| • First Presentation Reso. 24-1948 | March 28, 2024, Regular City Council Meeting |
| • Second Presentation Reso. 24-1948 | April 11, 2024, Regular City Council Meeting |
| • Adoption of Reso. 24-1948 | April 25, 2024, Regular City Council Meeting |
| • First Presentation - confirmation | July 11, 2024, Regular City Council meeting |
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Attachments:

1. Resolution No. 24-1948, Creating a Temporary Policy Advisory Task Force for Climate Planning.
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Executive Summary

Council is being asked to confirm the appointment of seven members and two alternates to the Climate Action Advisory Team. Pursuant to Section 2.22.020(C) of the Lake Forest Park Municipal Code, the Mayor and City Council jointly created a temporary task force, titled the Climate Policy Advisory Team, with the adoption of Resolution No. 24-1948 (attached) on April 25, 2024. The function of the Climate Policy Advisory Team is to act as a temporary task force advising on climate planning, resulting in a new climate element added to the city's Comprehensive Plan.

The Mayor reviewed and considered the list of interested members from existing city committees and boards, nominates them to the Climate Policy Advisory Team, and forwards the nominations of the individuals below to the City Council for confirmation:

Members:

- Janne Kaje (Planning Commission)
- David Kleweno (Planning Commission)
- Lois Lee (Planning Commission)
- Mimi (Miriam) Bertram (Climate Action Committee)
- Sarah Phillips (Climate Action Committee)
- Anne Udaloy (Climate Action Committee)

- Victoria Kutasz (Tree Board)

Alternates:

- Jessica Côté as an alternate (Climate Action Committee)
- Stacey Spain (Tree Board)

The two positions identified in Resolution No. 24-1948 for qualified interested residents will go unfilled at this time so work can begin to meet a June 2025 grant deadline.

Background

The new Climate Policy Advisory Team will ultimately consist of up to nine volunteer members, nominated by the Mayor and confirmed by the City Council, to be filled by (up to) three (3) members of the Planning Commission, (up to) three (3) members of the Climate Action Committee, one (1) member of the Tree Board, and two (2) qualified interested residents. Each member will be appointed to a term consistent with the primary purpose and duration of the Climate Policy Advisory Team, likely through Summer or Fall, 2025. The City Council will appoint a Council Liaison and Alternate.

The Climate Policy Advisory Team will be administered by the Community Development Director, who will have the support of the Community Development and Public Works Departments, as well as a qualified climate planning consulting firm (to be determined subject to an RFQ process) performing the scope of work for the Climate Planning Grant. Generally, the Climate Policy Advisory Team would meet once per month (schedule and dates to be determined), with special meetings as may be needed. The Climate Policy Advisory Team shall be disbanded when their primary purpose of advising on the creation of a climate element to the Comprehensive Plan is completed, likely in Summer or Fall of 2025.

Subsequent to the City Council's April 25, 2024, creation of the Climate Policy Advisory Team, the Community Development Director attended meetings of the city's Tree Board, Climate Action Committee, and Planning Commission to discuss the positions and potential nominations for members from those currently serving on existing city boards and commissions. The list of interested people was given to the Mayor for consideration.

Fiscal & Policy Implications

Appointments of volunteers to the Climate Policy Advisory Team will have no fiscal impact as it can be fully supported by existing professional staff and funds from the Climate Planning Grant.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> • Confirm the nominations to the Climate Policy Advisory Team, as nominated by the Mayor. 	The Climate Policy Advisory Team can organize meetings and begin work on the scope of work for the Climate Planning Grant.
<ul style="list-style-type: none"> • Do not confirm the nominations to the Climate Policy Advisory Team, as nominated by the Mayor. 	Staff will work with the Mayor for an alternate make up and nominations for the Climate Policy Advisory Team.

Staff Recommendation

Review Resolution No. 24-1948 and supporting materials, consider the seven (7) candidates and two (2) alternates, all currently serving on existing city boards and commissions, and confirm the nominated candidates to the Climate Policy Advisory Team for the duration of its work.