



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	April 11, 2024
Originating Department	Community Development Department
Contact Person	Mark Hofman, Community Development Director
Title	Resolution 24-1948 / Creating a Temporary Policy Advisory Task Force for Climate Planning

Legislative History

- First Presentation March 28, 2024, Regular City Council Meeting
 - Second Presentation/Action April 11, 2024, Regular City Council Meeting
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Attachments:

1. Resolution 24-1948
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Executive Summary

The city has been awarded a grant by the Department of Commerce in an amount not to exceed \$500,000 to assist with the climate planning policies and development regulations work needed to comply with the climate planning requirements of legislation passed in 2023 (HB 1181). The legislation added a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements.

This climate planning work is distinct and separate from the ongoing periodic update of the Comprehensive Plan, due by December 2024. Under GMA, Lake Forest Park is now required to complete the climate planning work by 2029. However, due to grant funding award and opportunity, Lake Forest Park can move forward its obligation and begin the climate planning work at this time, through June 2025, under the scope of work and budget for the Climate Planning Grant.

Through the attached Resolution, there will be created the city's Climate Policy Advisory Team to consist of nine volunteer members, to be filled by (up to) three (3) members of the Planning Commission, three (3) members of the Climate Action Committee, one (1) member of the Tree Board, and two (2) qualified interested residents. The Climate Policy Advisory Team would be supported by a liaison from the City Council, as well as an alternate. The primary purpose of the task force is to advise

the city on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

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 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.

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.

Background

As part of the climate planning policies and development regulations update, several required deliverables were identified that fit within the timeline of the grant. Specifically included as Task 2.1 in the scope of work for the grant is:

- Form a Climate Policy Advisory Team

Section 2.22.020.C of the Lake Forest Park Municipal Code authorizes the creation of “task forces or committees” on a temporary or indefinite basis to deal with a specific policy area or issue. Such task forces may be created jointly by the Mayor and the Council. Scopes of work are subject to Council approval and the committee will be disbanded when its purpose has been achieved or terminated.

The city had not yet begun discussion and advertisement for interest, appointment, or confirmation procedures for the suggested task force prior to introduction at the March 28, 2024 meeting of the City Council. Review and direction from the City Council was first sought at introduction of the Resolution regarding the purpose, formation, make up and temporary basis, etc. as deemed appropriate. Candidates for confirmation by Council will be brought to a future meeting for consideration.

On March 28, 2024 City Council directed staff to discuss the formation of a Climate Policy Advisory Team at the upcoming meetings of the Planning Commission, Climate Action Committee, and Tree Board and return to the Council’s regular meeting of April 11, 2024.

In addition to the primary climate element and planning purpose of the task force, assistance with the following tasks is also anticipated:

- Explore climate impacts, identify community assets, and consider environmental justice;
- Audit existing plans and policies for climate gaps and opportunities;
- Assess vulnerability and risk;
- Pursue pathways to adapt/expand existing goals and identify policy co-benefits;
- Gather local greenhouse gas (GHG) emission and planning data;
- Inventory and estimate GHG emissions;
- Perform a vehicle mile travel (VMT) study;

- Establish emission reduction targets;
- Produce a final review draft of a climate element with resilience and greenhouse gas emissions goals and policies.

Fiscal & Policy Implications

Support of the Climate Policy Advisory Team will have minimal fiscal impact as it can be supported by existing staff and funds from the Climate Planning Grant.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> • Authorize the creation of a Climate Policy Advisory Team. 	<p>The Climate Element Planning work will be supported by a broad advisory team of qualified members.</p>
<ul style="list-style-type: none"> • Do not form a Climate Policy Advisory Team. 	<p>The full formation and review of the Climate Element Planning work will be assisted by efforts to coordinate with the Planning Commission and the Climate Action Committee.</p>

Staff Recommendation

As directed, staff will discuss the formation of a Climate Policy Advisory Team at the April 4, 2024 meeting of the Planning Commission, the April 2 meeting of the Climate Action Committee, and the April 3 meeting of the Tree Board, then return to the Council’s regular meeting of April 11, 2024 with feedback. Following a review of the attached Resolution, staff recommends waiving the three-touch rule and that the Council pass resolution 24-1948, creating the Climate Policy Advisory Team.