

CITY OF NORTHFIELD, MN
CITY COUNCIL RESOLUTION 2018-015
ESTABLISHING THE NORTHFIELD CLIMATE ACTION PLAN ADVISORY BOARD

- WHEREAS, the Northfield City Council's Strategic Plan adopted six strategic priorities, including creating a "community that's resilient and sustainable." The desired outcomes under this priority include (1) a climate action plan offering a clear vision for climate action and (2) reduced net carbon emissions; and
- WHEREAS, to achieve these outcomes, the City Council is being requested to consider establishing a Northfield Climate Action Plan Advisory Board to develop a Climate Action Plan for consideration by the City Council; and
- WHEREAS, the Northfield Climate Action Plan Advisory Board will work with city staff, consultants, the Environmental Quality Commission and other relevant boards and commissions, and civic groups in the development of the Climate Action Plan; and
- WHEREAS the Northfield Climate Action Plan Advisory Board intends to meet monthly, or as needed, to oversee the data collection, public comment, and organization of the proposed Climate Action Plan; and
- WHEREAS, the Council has the Authority to create Boards and Commissions in accordance with Section 3.2 of the City Charter; and
- WHEREAS, Section 3.2 of the City Charter provides that the Mayor shall appoint the members of advisory boards and commissions subject to confirmation by a majority vote of the council which is proposed to occur at a future date.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL THAT:

The Northfield City Council establishes the "Northfield Climate Action Plan Advisory Board" as follows:

1. Work with city staff to determine the scope of the Climate Action Plan (that is, to determine the precise issue areas to be addressed, such as energy, waste, water, transportation, education, etc.) in adherence with the Climate Change Impacts section of the City of Northfield Strategic Plan Summary (2018-2020).
2. Develop an outreach and education strategy to engage the public in the planning process.
3. Solicit volunteers, appoint and direct working groups to help gather data and contribute to the drafting of each section of the proposed Climate Action Plan.
4. Work with staff to partner with consultants, the Environmental Quality Commission and other relevant boards and commissions and civic groups in the development of the Climate Action Plan.
5. Update the Environmental Quality Commission quarterly about its activity and progress.
6. Update the City Council in partnership with staff as deemed appropriate within the overall reporting of the Northfield Strategic Plan (2018-2020).
7. Finalize drafts of each section of the proposed Climate Action Plan.
8. Write/review an executive summary for the proposed Climate Action Plan.
9. Present a Climate Action Plan to City Council.

10. The Northfield Climate Action Plan Advisory Board shall terminate effective upon majority approval of the City Council or on December 31, 2019, whichever shall occur first.

PASSED by the City Council of the City of Northfield on this 13th day of February, 2018.

ATTEST:

Deb A. Ritte
City Clerk

Chanda Powell
Mayor

VOTE: Y POWNELL A COLBY Y DELONG Y NAKASIAN
Y NESS Y PETERSON WHITE Y ZWEIFEL



Legislation Text

File #: Res. 2018-015, Version: 1

City Council Meeting Date: February 13, 2018

To: Mayor and City Council
City Administrator

From: Justin Wagner, Utilities Manager

Consider Resolution Establishing the Northfield Climate Action Plan Advisory Board.

Action Requested:

The Northfield City Council approves a Resolution establishing the Northfield Climate Action Plan Advisory Board.

Summary Report:

The City Council approved the Strategic Plan at the September 19, 2017 Council meeting. One of six strategic priorities in the Strategic Plan is Climate Change Impacts. Staff is to Develop and Implement a Climate Action Plan, Develop and Deploy Awareness Survey and implement a Climate Communication Outreach Program.

Staff is suggesting that a temporary board be established to fulfill the above mentioned initiatives of the Strategic Plan. The Environmental Quality Commission (EQC) made a motion to approve the guiding principles for the Northfield Climate Action Plan Advisory Board (CAPAB). The guiding document developed by the EQC for the CAPAB is as follows:

Background: In September 2017, the Northfield City Council adopted six strategic priorities, including creating a “community that’s resilient and sustainable.” The desired outcomes under this priority include (1) a climate action plan offering a clear vision for climate action and (2) reduced net carbon emissions. To achieve these outcomes, the City Council has appointed a Climate Action Plan Advisory Board to propose a Climate Action Plan [CAP] for the city.

Working with city staff, consultants, the Environmental Quality Commission, civic groups and other relevant boards and commissions, the Climate Action Plan Advisory Board will meet monthly to oversee the data collection, public comment, and organization of the proposed CAP.

Specifically, the Climate Action Plan Advisory Board will:

- 1) Work with city staff to determine the scope of the CAP (that is, to determine the precise issue areas to be addressed, such as energy, waste, water, transportation, education, etc.).
- 2) Develop an outreach and education strategy to engage the public in the planning process.

- 3) Solicit volunteers, appoint and direct working groups to help gather data and draft each section of the proposed CAP.
- 4) Update EQC quarterly in adherence with the Climate Change Impacts section of the City of Northfield Strategic Plan Summary 2018-20.
- 5) Finalize drafts from each section of the proposed CAP.
- 6) Write an executive summary for the proposed CAP.
- 7) Present CAP to City Council.

Climate Action Plan Advisory Board Structure and Timeline

The mayor will appoint the members of the Climate Action Plan Advisory Board, and it will operate under the rules governing commissions. The Climate Action Plan Advisory Board will be composed of stakeholders who represent Northfield residents, have interest, experience, or expertise on climate-relevant topics or related policy work, and/or represent key community or civic organizations that may play a role in implementation. It shall have nine members and may establish work groups led by a Climate Action Plan Advisory Board member but consisting of volunteers to help it work on specific aspects of the climate action plan. One city staff member will be a non-voting, ex officio member of the Climate Action Plan Advisory Board, and one staff administrative assistant. The Climate Action Plan Advisory Board will develop means for obtaining broad community input on any climate action plan and report to the Environmental Quality Commission every 3 months about its activity and progress. It will bring a climate action plan before the City Council no later than two years after it has been established and will dissolve upon approval or rejection of the climate action plan.

Staff has developed the resolution language that is consistent with the City Charter and Ordinances with the intent of the guiding document established by the Environmental Quality Commission.

If the Resolution is approved, staff will be working with the Mayor on the appointment for the Northfield Climate Action Plan members and affirmation by Council at an upcoming meeting.

Alternative Options:

Staff welcomes clarifications of the language of the Resolution by proposed amendment.

Financial Impacts:

Not applicable.

Tentative Timelines:

- February 13, 2018 - Council Creates “Northfield Climate Action Plan Advisory Board.”
- February 20, 2018 - Council approves Mayoral appointments to the “Northfield Climate Plan Advisory Board.”