

**RESOLUTION NO. 24-268
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE ADOPTING THE PUBLIC
ENGAGEMENT PLAN FOR THE CLIMATE ELEMENT OF THE 2026 PERIODIC
COMPREHENSIVE PLAN UPDATE.**

WHEREAS, the Growth Management Act ("GMA") was established in the State of Washington in 1990 to provide a framework for land use planning and development regulation; and

WHEREAS, Spokane County and the cities within it were mandated to plan under the GMA in 1993; and

WHEREAS, the City of Liberty Lake has adopted its own comprehensive land use plan pursuant to RCW 36.70A; and

WHEREAS, pursuant to RCW 36.70A.140, the City of Liberty Lake is mandated to complete a Periodic Update of its Comprehensive Plan by June 30, 2026; and

WHEREAS, RCW 36.70A.140 further required that each county and city that is mandated to plan under GMA "shall establish and broadly disseminate to the public a public participation program identifying procedures providing for early and continuous public participation" in the development of said Plans; and

WHEREAS, in 2023 the Washington State Legislature passed House Bill 1181 adding climate change and resiliency as a goal of the Growth Management Act and requiring comprehensive plans incorporate goals and policies that support the reduction of greenhouse gas emissions and per capita vehicle miles travel, and also foster resiliency to climate impacts and natural hazards; and

WHEREAS, the current Comprehensive Plan does not address climate change and resiliency, and previous public participation efforts, pursuant to RCW 36.70A.140, did not attempt to solicit the public's feedback or input on these topics; and

WHEREAS, climate change and resiliency is a new, previously undiscussed, topic, and a robust public engagement effort is prudent and necessary pursuant to RCW 36.70A.140; and

WHEREAS, the City of Liberty Lake Planning Commission did recommend approval of said plan on October 9, 2024.

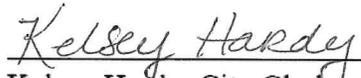
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Liberty Lake that the Public Engagement Plan for the Climate Element of the 2026 Comprehensive Plan update is hereby adopted; and

Approved by the City Council this 4th day of November, 2024.



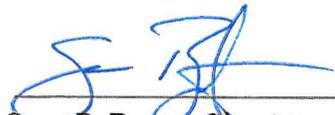
Mayor Cristella Kaminskas

ATTEST:



Kelsey Hardy, City Clerk

APPROVED AS TO FORM:



Sean P. Boutz, City Attorney



LIBERTY LAKE – 2046



Liberty Lake Climate Element Outreach and Engagement Plan

August 2024

Parametrix

Table of Contents

Introduction	1
Climate Element Overview	2
Outreach and Engagement	3
Purpose and Goals of Engagement.....	3
Outreach Strategy and Key Audiences	3
Timeline of Major Project Deliverables	5
Equity and Inclusion Plan.....	7
Tribal Engagement	8
Outreach Strategy by Key Audience	9
1. Liberty Lake residents and surrounding communities	9
2. Implementation Partners.....	11
3. Community Representatives and Leaders	14
4. City Council and Commissions	15
Engagement Roles and Responsibilities	17
Consultant Team.....	17
Liberty Lake Project Team.....	17

Introduction

The City of Liberty Lake is conducting a periodic update to its Comprehensive Plan, due by June 30th, 2026. Comprehensive Plans are 20-year plans that establish goals, policies, and objectives that align with a shared community vision which will serve as a guide for day-to-day decision-making on behalf of elected officials and local government staff. The planning process includes community input through a variety of means, such as workshops, open houses, online engagement forums, and surveys. Liberty Lake’s Comprehensive Plan update is required under Washington’s Growth Management Act (GMA). The GMA mandates that cities and counties in Washington that are “fully planning” review, and if needed, revise their comprehensive plans every 10 years (referred to as a “periodic update”). **This periodic update is now required to include a climate element.**

What is the Climate Element?

Washington State legislation signed [HB 1181](#) into law in 2023, which adds a climate goal to the Growth Management Act (GMA). *This legislation now requires comprehensive plans to include a climate element.* Liberty Lake must incorporate a climate element to the periodic update of its comprehensive plan.

Why is Liberty Lake Participating?

Completion of the climate element is required by law in Washington. Additionally, completion of a climate element is required to qualify for State and Federal grants, including but not limited to for the following grant and loan programs:

- Public Works Board
- Drinking Water State Revolving Fund
- Centennial Clean Water Fund
- Recreation and Conservation Office
- Pre-Disaster Mitigation Grants

What is Climate?

Climate refers to the long-term, average weather patterns observed in a specific region. It encompasses the typical seasonal and yearly variations in weather conditions, such as temperature and precipitation, over extended periods, often spanning decades or centuries. Changes in climate denote significant, long-term shifts in these weather patterns and temperatures. These changes can manifest as shifts in average temperatures, changes in frequency and intensity of extreme weather events, or deviations in seasonal cycles.

Understanding these anticipated changes in climate is crucial for future planning. It allows communities, governments, and businesses to prepare for and adapt to future conditions, ensuring that Liberty Lake continues to grow and thrive.

What Will the Climate Element Consist Of?

The climate element is entirely new and has not been part of previous Liberty Lake or Washington State jurisdiction Comprehensive Plan updates. As mandated by the legislature, the climate element will consist of two sub-elements:

1. **Greenhouse Gas (GHG) Emissions Reduction Sub-Element:** This is required for the most populous cities and counties in Washington (populations over 6,000 as of April 1, 2021), including Liberty Lake. This sub-element requires the city to conduct a GHG emissions inventory to inform the selection of actions to reduce GHG emissions. These actions will aim to prioritize reductions that benefit overburdened communities.
2. **Resilience Sub-Element:** This is required for all cities and counties making full comprehensive plan updates under the GMA, including Liberty Lake. This sub-element must include goals and policies to improve climate preparedness, response, and recovery efforts.

Unlike updates to the existing comprehensive plan elements, the climate element requires creating new goals and policies that have not previously undergone public vetting. The public engagement process will help ensure that Liberty Lake's approach to incorporating the climate element aligns with community priorities, values, and concerns.

Outreach and Engagement Plan

This outreach document is designed to guide the community outreach and engagement efforts focused on the new climate element of the Liberty Lake Comprehensive Plan update.

This Climate Element Outreach and Engagement Plan facilitates early, continuous, and inclusive public participation, as required by the GMA for all Comprehensive Plan updates and will give the public an opportunity to review the new goals and policies for climate resiliency and greenhouse gas (GHG) mitigation incorporated into the Comprehensive Plan update. This outreach and engagement plan presents a high-level guide for the public engagement strategy for the climate element of the Liberty Lake Comprehensive Plan update. This is intended to be a living document that can be adjusted throughout the duration of the project to best meet the needs of the project and community.

Outreach and engagement for this project will seek input from a variety of stakeholders with a focus on equitable engagement and including a wide variety of key audience groups throughout the process. To create an effective engagement strategy, it is essential to define the following:

1. The purpose of engagement for achieving specific goals and desired outcomes
2. Key audience groups for engagement
3. Considerations for diversity, equity, and inclusion
4. Specific outreach methods, roles, and responsibilities

This plan defines each of these components along with the planned outreach and engagement timeline.

Purpose and Goals of Engagement

The purpose of engagement is to inform key audience groups, including the broader public, of the climate element of the Comprehensive Plan update process. This engagement aims to provide public education regarding climate impacts, resiliency, and GHG mitigation actions, while gathering meaningful input to inform key project decisions.

To align with this purpose, the high-level outreach goals include using a variety of tailored outreach strategies to engage with various key audiences throughout the process. The following sections of this plan outline specific goals for each key audience group identified.

Outreach Strategy and Key Audiences

This section outlines the key audiences that will be prioritized for outreach and engagement efforts for the new climate element of the Comprehensive Plan Update. Key audiences are identified as individuals or community groups that will be most impacted by the decisions of

this project and climate change or have the most influence to implement mitigation and resiliency actions. The key audiences are as follows:

1. Liberty Lake residents and surrounding communities
2. Implementation partners
3. Community representatives and leaders
4. City Council and Commissions

This plan contains an

Outreach Strategy by Key Audience section, which outlines the proposed engagement strategy for each key audience group identified above. This includes specific goals, tailored engagement strategies, and communication tools the team will employ to reach these communities. It also describes metrics for measuring the success of these efforts and timelines for outreach activities.

Timeline of Major Project Deliverables

A timeline of major project deliverables is provided below. Timelines are provided for each key audience group within the

Outreach Strategy by Key Audience section.

	2024		2025				2026	
	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Liberty Lake GHG inventory								
Develop list of priority actions and set GHG reduction targets								
Identify climate impacts, audit existing plans, conduct vulnerability and risk assessment								
Launch Climate Advisory Team to develop climate goals and policies based on GHG inventory and vulnerability and risk assessment								
Organize and integrate goals and policies into the comprehensive plan								
Outreach and public engagement								

Equity and Inclusion Plan

Climate change disproportionately impacts communities of color, low-income people, and others who have historically been excluded from public planning processes. Any engagement strategy for climate planning projects must include those who have historically been underserved to equitably meet the needs of the community and disrupt the cycle of historical disproportion harm.

The City of Liberty Lake is committed to equitable outreach and has adopted the following principles to ensure opportunities for engagement with community members that have been historically underserved, disproportionately impacted, or left out of engagement processes. Additionally, throughout the engagement process, the outreach team will gather input from participants on how they prefer to be reached to adapt in real time and learn how to better reduce barriers to participation into the future.

Intentionally seek input with a focus on equity.

Outreach and engagement for the climate element of the Liberty Lake Comprehensive Plan update will focus on reaching historically underrepresented communities. The project team has identified these communities primarily as:

- Retirement age adults
- Lower-income individuals
- Youth
- Community members for whom English is not their native language
- People experiencing disabilities
- Individuals living in vulnerable housing types (i.e. manufactured/mobile homes, RVs)

Partner with community representatives and leaders to establish relationships and trust with these communities.

Outreach to historically underrepresented community members will be based around partnering with community representatives that have existing relationships and trust within these communities.

Meet community members where they are using a variety of methods, strategies, and tools.

The outreach team will seek out opportunities to engage with residents where they are, such as at the farmers market, low-income and assisted living housing complexes, and community and school events such as:

- Barefoot in the Park

- 4th of July fireworks
- Movies, Shakespeare, and Symphony in the Park
- School career fairs
- School Earth Day event

Additionally, the team will use a variety of communication styles and outlets to maximize reach to broad audiences and will share information in accessible, easy to understand formats. This will include online and in-person communication outlets to give a variety of options to participate. Specific engagement approaches are identified by audience type in the “outreach strategies and communication tools” sections.

Provide outreach materials in culturally relevant, language-specific formats.

The outreach team will ensure all materials are context sensitive and accessible for the populations we are trying to reach, including direct translation/transcreation and/or ensuring that materials are compatible with common online translation tools and are screen reader compatible.

Tribal Engagement

The following three regional tribes have been informed about the comprehensive plan update and the introduction of the climate element:

- Spokane Tribe of Indians
- Kalispel Tribe of Indians
- Coeur d’Alene Tribe

Further engagement with the Tribes will be solely based on their interest in participating. Specific engagement strategies will be dependent upon their preferences and input. If interested in participating, Liberty Lake will create a separate tribal engagement plan curated to the desires and needs of the Tribes. The consulting team will provide climate element educational and facilitation materials to the City as needed for tribal engagement.

Outreach Strategy by Key Audience

1. Liberty Lake residents and surrounding communities

Liberty Lake residents and surrounding communities include residents, business owners, and property owners within Liberty Lake city limits as well as the residents in the surrounding unincorporated areas. This group will be kept informed about the climate element and given opportunities to provide input on the needs and priorities of the community as well as on the chosen goals and policies.

Goal of Outreach

Level of participation: the intended level of participation for engaging with the broader public is to educate and inform the community at large and solicit input on the proposed goals and policies to gain insight into community concerns and priorities.

The goals of engagement with Liberty Lake residents and surrounding communities are as follows:

- Educate the public on environmental hazards and changes in weather patterns and how these changes are anticipated to impact their community.
- Inform and educate the public on the process and contents of the climate element and comprehensive plan update.
- Collect input on the climate goals, policies, and recommended mitigation actions proposed in the draft Comprehensive Plan.

Outreach Strategies and Communication Tools

The outreach team will use the following outreach strategies and tools to meet the goals of engagement with this audience. Public messaging will be sensitive to the Liberty Lake context and tone with a focus on messaging about public health and safety and highlighting issues that resonate with the community, such as natural disaster resiliency, wildfire safety, evacuation and hazard planning, and snow loads.

Tabling at community events

The consulting team will develop materials for tabling at community events to share educational information about adapting and preparing for environmental hazards and weather changes, as well as updates on the climate element of the comprehensive plan update process.

Online open house

The consulting team will develop an interactive online open house to provide project information to the public and collect feedback on community priorities.

Public surveys

The consulting team will develop public surveys to elicit feedback from the community at large.

StoryMap

The consulting team will develop an ArcGIS StoryMap to keep the public informed on important timelines, progress, and outcomes of the climate element and provide information on how to get involved.

Existing online communication outlets

The project will also employ existing online communication outlets commonly used in Liberty Lake including:

- Social media – City and community Facebook pages
- City Podcast
- Monthly newspaper – the Liberty Lake Slash
- City website – Liberty Lake Periodic Comprehensive Plan Update page

Desired Outcomes

The desired outcomes of engagement with this key audience include:

- Providing multiple opportunities to educate the public on anticipated public health impacts of environmental hazards and changing weather to garner public support.
- Providing multiple opportunities to educate the public on the public planning process and how they can participate.
- Collecting input on the recommended climate goals, policies, and mitigation actions proposed in the draft Comprehensive Plan.

Timeline

Activity	Owner	2024		2025				2026	
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Public education and tabling on climate change and public planning process	Consultant/ Liberty Lake	■	■		■	■			
Create engagement materials based on results of GHG inventory and vulnerability and risk assessment	Consultant		■						
Online open house and public surveys	Consultant					■	■		

2. Implementation Partners

Implementation partners are defined as local and regional agencies who have the most ability to implement mitigation and resiliency actions, or who already have existing programmatic initiatives supporting mitigation and resiliency. The City will need active collaboration, participation, and support from these partners to successfully implement the actions identified in the climate element process. These implementation partners will be chosen based on the results of the GHG inventory and resiliency mapping and invited to participate in facilitated workshops relevant to their areas of expertise.

Although many of these partners will be chosen after the completion of the GHG inventory and resiliency mapping, the City has identified the following prioritized agencies based on their current work in the climate space. The City aims to continue collaboration and partnership with these agencies on current and future climate-related strategies and actions.

- Gonzaga University – Institute for Climate, Water and the Environment
 - [Smoke Ready Spokane](#) project (City of Spokane, Spokane Regional Clean Air Agency and the University of Washington)
- Spokane Valley Fire Department
- Spokane Regional Transportation Council (SRTC) MPO
- Spokane Transit Agency (STA)
- Spokane County

Goals of Engagement

Level of participation: The intended level of participation with implementation partners is to consult these individuals to collaboratively identify and define the actions to include in the climate element of the Comprehensive Plan, specifically focusing on feasible and impactful actions. Implementation partners will be engaged through a series of facilitated workshops on prioritizing GHG mitigation and resiliency actions.

The goals of engagement for these partners are as follows:

- Provide education on the climate element and importance of GHG mitigation and resilience actions
- Identify opportunities and needs from implementation partners and the City to support GHG mitigation and resiliency initiatives
- Collaborate with partners to decide what actions should be prioritized in the climate element and identify opportunities for organizations to take on implementation leadership and responsibility

- Build connections with agencies and partners to continue supporting GHG mitigation and resiliency work holistically

Outreach Strategies and Communication Tools

The outreach team will use the following strategies to meet the goals of engagement with this audience.

Facilitated workshops

The outreach team will conduct a series of focus group workshops to gather input on what GHG mitigation and resiliency actions to prioritize. Participants will include a diverse set of partners including government officials, community members, local businesses, local community-based organizations (CBOs), environmental organizations, and other local experts. Specifically, these workshops should include local or regional agencies and actors who have the authority to implement large scale, programmatic measures prioritized and identified by the City of Liberty Lake. The consulting team will assist the City in identifying participants to invite to these workshops. Implementation partners will be selected and prioritized based on the results of the GHG inventory and resiliency mapping.

The outreach team will host a total of six, 2.5-hour workshops. The workshops will cover the following themes:

- **Resiliency:** There will be three resiliency workshops covering different topic areas. The goal of these workshops is to identify what climate hazards are posing the greatest potential harm to Liberty Lake from the perspective of community implementation partners, as well as to develop strategies, goals, and priorities to mitigate those hazards. The three workshop themes with examples of invitees are as follows:
 - **Infrastructure/Capital Facilities** – attendees may include Liberty Lake Police Department, Spokane Valley Fire District, public works, facilities, WA Dept. of Ecology, WSDOT, environmental health, land trust and conservation districts, transportation groups, environmental groups, etc.
 - **People** - attendees may include Spokane Regional Health, other public health agencies, human services, housing groups, senior service groups, social service groups, veteran groups, transit groups, etc.
 - **Economy** - attendees may include local business community, chamber of commerce, economic development strategy team, etc.
- **GHG Mitigation:** There will be three GHG mitigation workshops covering specific categories of GHG emissions. The goal of these workshops is to identify GHG mitigation actions that are feasible to implement from the perspective of community

implementation partners as well as to develop strategies, goals, and priorities. The three workshop themes with examples of invitees are as follows:

- **Buildings & Energy** – attendees may include utility providers, big energy users (industrial energy users, local schools, hospitals), CBOs providing energy efficiency/weatherization/heat pump upgrades, chamber of commerce, etc.
- **Transportation** - attendees may include internal staff (public works, transportation leads, transit, fleet management, traffic engineering, long-range planning, bike/ped program leads, transportation electrification), regional transit actors, WA Dept of Ecology, fuel providers, EV infrastructure providers, WA Dept of Natural Resources (land use), local airports, etc.
- **Consumption** - attendees may include recycling/waste management, WA Dept of Ecology, restaurant groups, farmers markets, food pantries, grocery stores, etc.

Each workshop should aim to include up to 12 different community partners which will include an **equity** and **economic development advocate**. Having an equity and economic development advocate is important because economic and equity impacts are felt across all sectors these individuals can provide a high-level view of the co-benefits and co-harms of identified policies.

Email communications

Email communications will be used to reach out to implementation partners to schedule facilitated workshops, conduct pre-and post-workshop follow ups, share materials, and provide continued opportunities for discussion. Implementation partners will also be kept informed of overall project status and opportunities for broader public engagement and feedback such as the online open house and StoryMap components.

Desired Outcomes

The desired outcomes of engagement for this key audience include:

- The workshops result in producing a strong list of GHG mitigation and resiliency actions that are feasible, benefit the community, and support work being done by implementation partners.
- The workshops result in external partnerships that will lead to continuous collaboration with the City and support for the implementation of the chosen actions.

Timeline

Activity	Owner	2024		2025				2026	
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Identify partners to invite to workshops	Consultant								
Host workshops									

3. Community Representatives and Leaders

Community representatives and leaders are individuals who represent the interests of larger community groups who may be the most impacted by environmental hazards and changing weather patterns. The outreach team will collaborate with community leaders to identify opportunities for improving resiliency and GHG mitigation that will benefit these communities. These community representatives and leaders may include people from historically underserved communities.

Goal of Outreach

Level of participation: the intended level of participation with community representatives is to consult these individuals to listen and acknowledge their concerns and aspirations and to look for opportunities to meaningfully integrate this feedback into the chosen actions for the climate element.

The goals of engagement with community representatives and leaders are as follows:

- Provide education on the climate element and importance of GHG mitigation and resilience actions
- Inform community representatives about the climate element requirements and development process
- Listen to and acknowledge community concerns and aspirations
- Collaborate on potential opportunities from this project to maximize community benefits while acknowledging project limitations

Outreach Strategies and Communication Tools

The outreach team will use the following outreach strategies and tools to meet the goals of engagement with this audience.

One-on-one meetings

The scope of work for this project includes one-on-one meetings with up to ten community leaders during the engagement process. Community representatives will be identified in collaboration with the consulting team and the City of Liberty Lake. The community representatives will be engaged after the GHG inventory and resiliency mapping is finished with the goal of finding opportunities to maximize the positive co-benefits of potential actions, especially for vulnerable communities.

Email communications

Email communications will be used to reach out to community representatives and leaders to schedule one-on-one meetings as well as conduct post-meeting follow ups, share materials, and provide continued opportunities for discussion. Community representatives and leaders will also be kept informed of overall project status and opportunities for broader public engagement and feedback such as the online open house and StoryMap components.

Desired Outcomes

The desired outcomes of engagement for this key audience include:

- Conducting one-on-one meetings with a tangible list of community concerns, needs, and aspirations regarding climate resiliency and successfully pairing those needs with GHG mitigation and resiliency actions.
- Effectively building long-term relationships that can lead to on-going communication, trust-building, and commitment to addressing the needs of the community over time.

Timeline

Activity	Owner	2024		2025				2026	
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Identify community leaders to invite to one-on-one meetings	Consultant/ Liberty Lake								
Host one-on-one meetings	Liberty Lake								

4. City Council and Commissions

The City Council and the Planning Commission will be provided timely updates and information about the climate element and comprehensive plan update. The City Council will be the ultimate decision-maker in the plan update process. The Planning Commission will provide thorough review of the recommended goals, objectives, and policies and provide recommendations for City Council’s consideration.

Goal of Outreach

Level of participation: the intended level of participation for engaging with the City Council and Planning Commission will be to inform and consult them on the climate element and comprehensive plan update while ensuring compliance with all standards, regulations and needs of the City Council.

The goals of engagement for the Council/Commission are as follows:

- Provide education on the climate element and importance of GHG mitigation and resiliency actions for mitigating future changing conditions and extreme weather events.
- Inform elected officials and volunteer representatives about the climate element process
- Listen to and acknowledge community concerns and aspirations
- Collaborate on potential opportunities for this project to have greater community benefits while also communicating the guidelines and limitations

Outreach Strategies and Communication Tools

The outreach team will use the following outreach strategies and tools to meet the goals of engagement with this audience.

Ad hoc work and educational materials

The consultant team will be available throughout the project for ad hoc work and engagement with the Liberty Lake City Council and Planning Commission. This could include providing education or project materials for staff to present to each of these groups and/or presenting materials directly to the Council/Commission.

Email communications

Email communications will be used to reach out to City Council and commissions to share materials and provide continued opportunities for discussion. City Council and commissions will also be kept informed of overall project status and opportunities for broader public engagement.

Desired Outcomes

The desired outcomes of engagement for this key audience include:

- Ensuring that the City Council and Planning Commission are well informed on the progress of developing the climate element and updates to these bodies are consistent, clear, and provide opportunity for feedback.

Timeline

Activity	Owner	2024		2025				2026	
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Ad-hoc work with Council and Planning Commission	Consultant/ Liberty Lake								

Engagement Roles and Responsibilities

Consultant Team

The consultants are specifically tasked with implementing the outreach and engagement strategies outlined in the scope of work, including:

- Developing this public engagement plan and equitable outreach strategy
- Facilitating six workshops including development of workshop materials
- Facilitating one-on-one meetings with up to ten community leaders
- Ad-hoc work with the City Council and Planning Commission
- Creating online engagement platforms and materials, including an online open house, optional public surveys and a project StoryMap
- Summarizing all public engagement results

Beyond these deliverables, the structure of engagement is flexible and can be adjusted as needed throughout the project while considering the overall budget and timeline constraints. Outreach and engagement remain a small portion of the overall scope of work and engaging key audiences beyond these strategies will require the active participation and leadership of the Liberty Lake project team.

Liberty Lake Project Team

Liberty Lake will be kicking off the comprehensive plan outreach in the fall, which will include activities identified in the scope of work for the climate element as well as for the rest of the comprehensive plan update. The consulting team will support the City by providing outreach and education materials specific to the climate element. Liberty Lake will lead the following:

- In-person outreach to community events
- Managing engagement with City Council and Planning Commission
- Managing outreach and engagement with the tribes