



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**  
**FROM: HILARY SUEOKA, ENVIRONMENTAL PROGRAMS MANAGER**  
**RE: CLIMATE ACTION AND RESILIENCE PLAN UPDATE TO TOWN COUNCIL**  
**DATE: JUNE 11, 2024**

**Summary and Background:** In 2019, the Frisco Town Council adopted the Summit Community Climate Action Plan, which has five sectors that have led both Frisco and the community's sustainability efforts throughout the last five years: Renewable Energy, Building Energy, Transportation, Waste, and Forests. While these principles are still applicable, a lot has changed since 2019 and it is time to reevaluate the community's goals and priorities. Additionally, several other sustainability and environmental plans have been developed since adoption of the Community CAP, including an EV Readiness Plan, Climate Equity Plan, and Town of Frisco Energy Action Plan. This will be the first town-specific plan for climate action and resilience. A Climate Action and Resilience Plan can be leveraged as a long-range planning tool to guide town-wide policy decision-making. The Town recognizes that an updated plan which includes strategies and goals from more recent plans, while looking to the future with creative, new strategies, will better guide the Town in decision making.

In March 2024, the Town entered into an agreement with Iconergy to develop and complete the 2024 Frisco Climate Action and Resilience Plan (CARP). The proposed scope of work for the project includes the following tasks:

1. **Task 1: Project Management:** The consultant will be responsible for the general management of the project and coordination with Environmental Programs staff, including providing necessary information and input to staff, scheduling and attending meetings, creating a project schedule, and communicating with staff. Details regarding specific expectations are as follows:
  - a. Coordinate meetings and establish project expectations.
  - b. Establish project schedule and deadlines.
  - c. Provide project coordination.
  
2. **Task 2: Greenhouse Gas Inventory:** The consultant shall be responsible for the development and presentation of both a community-wide and a local government operations Greenhouse Gas inventory for 2023 including:
  - a. Establishment of parameters
  - b. Research
  - c. Presentation of results to Town Staff

3. **Task 3: Existing Conditions Analysis:** The consultant shall complete a comprehensive analysis of the existing plans, guidance, and data including past GHG Inventories, climate trends and projections, and adopted climate, and natural hazard mitigation plans. The consultant shall consider future trends and conditions that will impact climate action in the Town of Frisco. Anticipating and planning for future adaptation is a critical component of this project.
4. **Task 4: Public & Stakeholder Engagement:** With direction and assistance from Town staff, the consultant shall create and execute a public engagement campaign that utilizes diverse and creative online and in-person opportunities to engage the community in defining and prioritizing CAP goals, objectives, and actionable strategies to mitigate greenhouse gas emissions, increase sustainability, and enhance resilience to climate impacts. Outreach should target those who live, work, or play in Frisco, with a specific emphasis on workforce and bilingual outreach. Although findings from the Climate Equity Plan may be used, additional bilingual outreach to the Town workforce is requested.
5. **Task 5: Greenhouse Gas Modeling (BAU and emissions reductions from proposed strategies):** The consultant shall evaluate the Town's existing GHG reduction targets, work with staff to adjust as necessary for the CAP, and model emission reduction strategies to achieve targets. Business as Usual GHG emissions shall be modeled incorporating existing projects, data, and state-level commitments at a minimum, which are forecast to impact Frisco's emissions.
6. **Task 6: Cost Analysis, Measurement, and Strategy Prioritization:** The consultant shall quantify anticipated costs associated with each selected strategy modeled in Task 5. Additionally, the consultant shall identify available grants, rebates, tax incentives, or other funding sources as applicable to the strategy and the Town. With help from Town staff, strategies will be prioritized for implementation.

7. **Task 7: Plan Document Articulation:**

After information is compiled and alternatives analyzed, the Consultant will draft the plan for presentation to the Town. The Consultant shall deliver a user-friendly Plan in written and electronic form with graphics, diagrams, pictures, tables, and other appropriate narrative content and realistic implementation strategies that are appropriate and achievable.

The Town of Frisco has received a grant award from Colorado Department of Local Affairs (DOLA). The Climate Action and Resilience Plan shall comply with DOLA requirements that include:

- a GHG inventory that establishes a baseline of which sectors, including residential, commercial, transportation, and waste and water management, are producing GHG emissions and how much they are contributing;
- sector-based mitigation priorities, goals, and strategies for cutting emissions;
- a vulnerability assessment that establishes a baseline of current and future social, economic, environmental, and infrastructure risks and vulnerabilities;
- adaptation priorities, goals, and strategies for increasing adaptive capacity and climate resilience.

8. **Task 8: Plan Adoption:** The consultant will present the plan at a public hearing with the Town Council to officially adopt it.

**Analysis:** The purpose of this meeting is to update the Town Council on the development of the Climate Action and Resilience Plan thus far and how the Council can participate. IBE Staff will be present during the Work Session to give a brief presentation on the outreach strategy and answer any questions.

**Financial Impact:** None at this time.

**Staff Recommendation:** No Council action is required at this time.

**Alignment with Strategic Plan:** The development and completion of a Climate Action and Resilience Plan is supported by the following strategic objective and associated pillar: Core Services: Environmental stewardship and reducing the effects of climate change.

**Reviews and Approvals:**

Leslie Edwards, Finance Director  
Diane McBride, Assistant Town Manager  
Tom Fisher, Town Manager

**Attachments:**

Attachment 1: Iconergy/IBE Proposal