



**TRUCKEE TAHOE AIRPORT DISTRICT  
BOARD OF DIRECTOR STAFF REPORT**

**AGENDA TITLE:** Consideration and Potential Approval of Proposal by First Environment to develop a Greenhouse Gas (GHG) Emissions Reduction Plan.

**MEETING DATE:** November 29, 2017

**PREPARED BY:** GHG Ad Hoc Committee (Directors Morrison and Wallace) and Kevin Smith, General Manager and Sally Lyon Director of Finance and Administration.

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**RECOMMENDED ACTION:** Staff and the GHG Ad Hoc Committee recommend moving forward with the proposal from First Environment to develop a GHG Reduction Plan. See attached proposal from First Environment.

**DISCUSSION:** In August of 2016 the District contracted with First Environment of Sacramento to create the District's first GHG inventory and Management Plan. The Ad hoc Committee and Staff have been working with First Environment for the past year to develop the Inventory and Management Plan. The full GHG Inventory and Management Plan were presented to the Board and public at the Oct. 25, 2017 Board Meeting. Overall the GHG Inventory was well received by the Board, staff and public in attendance. Next steps were discussed including continuing with the next phase of this project which is to create a GHG Reduction Plan.

As requested by the Ad Hoc Committee, First Environment has provided a proposal to assist the District in the creation of a GHG Reduction Plan. The GHG Reduction Plan will provide an evaluation of reduction plan options, provide a structure for implementing these efforts, as well as explore a long-term approach to climate issues through the creation of GHG-related policies and identification of an overall emission reduction target and performance measures. The last page of the proposal has a list of potential GHG reduction actions which will be considered in the GHG Reduction Plan.

The Ad Hoc committee and staff have also discussed leveraging the GHG Inventory and the future GHG Reduction Plan to launch additional initiatives such as a potential TTAD climate action brand, public private partnerships for carbon reduction offsets, the concept of the airport using its great location to facilitate solar energy production and other renewable energy sources. The Ad Hoc Committee will provide additional details on their concepts and ideas at the meeting.

**WHAT'S NEXT:** Staff and the Ad Hoc Committee recommend moving forward with the GHG Reduction Plan. The cost for the Reduction Plan is proposed at \$24,840. Staff and the Ad Hoc Committee would also like some flexibility to increase the scope of the reduction plan to include recommendations into solar options and other renewable energy sources. The Ad Hoc Committee seeks approval for a not to exceed \$40,000 budget for the GHG Reduction Plan.

**FISCAL IMPACT:** The District FY2018 budget has \$100,000 for environmental sustainability and GHG reduction initiatives. The GHG Reduction Plan proposal from First Environment is quoted at \$24,840.

**PUBLIC COMMUNICATIONS:** Staff will work with Marc Lamb to notify the public of this important project through our regular channels. We have also communicated with neighboring agencies that have completed similar studies to work towards compatibility with other GHG and climate action planning by these agencies. Staff and the Ad Hoc Committee have discussed branding our new as well as past GHG, Green Airport, and climate action initiatives in order to bring greater public awareness to the District's efforts in these important areas.

**SAMPLE MOTION(S):** I move to (approve, continue, deny) the proposal from First Environment to complete a GHG Reduction Plan as proposed with a not to exceed budget of \$40,000 as determined by the Ad Hoc Committee and authorize the Board President to sign final contract documents.

**ATTACHMENTS:**

First Environment GHG Reduction Plan Proposal