



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

AGENDA TITLE: Presentation and Discussion of Greenhouse Gas (GHG) Inventory and Management Plan by First Environment. Consider Proposal to develop a GHG Emissions Reduction Plan.

MEETING DATE: October 25, 2017

PREPARED BY: Kevin Smith, General Manager

RECOMMENDED ACTION: Hear Greenhouse Gas Inventory and Management Plan presentation by First Environment. Discuss recommendations and findings of Plan. Board will consider next phase of project which is 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 Board formed the Green House Gas Emissions Inventory Ad Hoc Committee at the May 25, 2016 Board Meeting. The Ad hoc Committee and Staff have been working with First Environment for the past year to develop the attached Inventory and Management Plan for your review.

There are three documents to review in preparation for the presentation by First Environment. They are as follows:

1. **2015¹ Greenhouse Gas Inventory:** The inventory outlines and measures direct emissions from stationary combustion, mobile combustion, and fugitive gas releases. It inventories indirect emissions from the purchase of electricity. It also quantified emissions from airport tenants and aircraft operations.

¹ 2015 was used as or initial reporting year based on when data collection commenced. Work began on GHG study in late 2016.

2. Greenhouse Gas Inventory Management Plan: This plan provides a framework for the management and future accounting of the GHG Inventory. This document will be used to guide future updates to the Inventory. It does not address GHG emission reduction goals or actions. That was not part of the original scope.
3. GHG Reduction Plan Development Proposal: 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.

Please review these documents in preparation for the Presentation of these plans to the Board and public on Oct. 25, 2017.

WHAT'S NEXT: Provide direction and instruction to the Staff and the Ad Hoc Committee regarding the 3 documents provided. Staff and the Ad Hoc Committee recommend moving forward with the GHG Reduction Plan as outlined in the proposal. It is also recommended to conduct updates to the Inventory, Management Plan, and Reduction Plan on 3 year cycles.

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 and authorize the Board President to sign final contract documents.

ATTACHMENTS:

GHG Inventory

GHG Management Plan

GHG Reduction Plan Proposal