

Truckee Tahoe Airport District 2021 Goals

Stay focused on our Mission: *The Truckee Tahoe Airport is a community airport that provides high-quality aviation facilities and services to meet local needs. We strive for low impact on our neighbors while enhancing the benefit to the community-at-large.*

Focus Areas for 2021

(Not in Order of Priority)

REDUCE IMPACT ON OUR NEIGHBORS
HIGH QUALITY AVIATION SERVICE AND FACILITIES
BENEFIT TO THE COMMUNITY-AT-LARGE

Specific 2021 Goals

(Not in Order of Priority)

- Focus on advancing flight procedure work to FAA design process. Have monthly progress updates and appropriate public outreach with the eventual goal to publish procedures diversifying arrival and departure options for Air Traffic Control and aircraft operators.
- Research and implement achievable greenhouse gas emissions reduction programs and projects including significant education and outreach to local pilots, passenger, and corporate operators. Continue to follow Carbon Reduction Strategies in District Green House Gas Reduction Plan.
- Enhance and improve Agency Partnership Program by implementing new program and outsource expertise in project vetting and review and implementation. Move to annual project application cycle.
- Reinvent, improve, and enhance the Districts community engagement process. Consider new and transformative options for the Airport Community Advisory Team (ACAT) to increase community participation, reach, and connectivity with activities and priorities of the Board of Directors.
- Continue supporting efforts to create more local affordable workforce housing. Assist the new Truckee Tahoe Workforce Housing JPA to successfully secure units for employee use.

Goal: Reinvent, improve, and enhance the Districts community engagement process. Consider new and transformative options for the Airport Community Advisory Team (ACAT) to increase community participation, reach, and connectivity with activities and priorities of the Board of Directors.

Work Plan	Action Steps	Timeline ¹
(1) Have Workshop and Board Meeting discussions to analyze ACAT effectiveness and consider new options.	<ul style="list-style-type: none"> • Meet with Board in February and March to assess ACAT model and effectiveness and consider new ideas and concepts. • Staff prepare various ACAT and community engagement options for Board consideration. • Board and Staff selected new ACT model as best option moving forward at March 24, 2021 Board meeting 	<p>Q1</p> <p>Q1</p> <p>Q2</p>
(2) Create or improve community engagement process	<ul style="list-style-type: none"> • General Manager will create new ACT Standard Procedure Instruction (SPI) as new community engagement program. • ACAT will sunset. • Staff will inform Board and public of new ACT SPI at Spring Board meeting. • Board and Staff will review if General Manager ACT Forum is meeting and achieving Goal. 	<p>Q1</p> <p>Q2</p> <p>Q2</p> <p>Q4</p>
(3) Implement new community engagement program and align ACAT and/or new Program with priorities of the Board of Directors.	<ul style="list-style-type: none"> • Staff will implement program as specified in in SPI. • Build Web portal or microsite within District website to allow access to program and meetings. • Begin holding ACT meetings by early to mid-Summer 2021. • Board and Staff will discuss monthly ACT meetings in Board meetings. • Board and Staff will review monthly topics and Items to be considered in ACT meetings. 	<p>Q3 and Q4</p> <p>Q3</p> <p>Q3</p> <p>Monthly</p> <p>Monthly</p>

¹ "Q" refers to Quarter of year.

	<ul style="list-style-type: none">• Board will discuss Board Member ACT Attendance at Monthly Board Meetings.	
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GOAL: Enhance and improve Agency Partnership Program by implementing new program and outsource expertise in project vetting and review and implementation. Move to annual project application cycle.

Work Plan	Action Steps	Timeline ¹
(1) Finalize new Agency Partnership Program Materials.	<ul style="list-style-type: none"> • Board to consider and approve new Agency Partnership Application materials. • Staff will amend PI-311 to implement new program once materials are approved. • Project Manager vendor may need to provide input on these tasks. 	<p>Q1</p> <p>Q2</p> <p>Q2</p>
(2) Outsource project vetting and review process.	<ul style="list-style-type: none"> • Ad Hoc Committee and staff will create and distribute an RFP to interested parties. • Board and Ad Hoc Committee will review applications and make recommendation to Full Board. • Board will select vendor to provide project vetting and review services 	<p>Q1</p> <p>Q2</p> <p>Q2</p>
(3) Move to Annual Project application Cycle	<ul style="list-style-type: none"> • After Vendor selection, meet with vendor and outline application cycle. • Launch Application process by mid-Summer (July) • Board to consider Applications in September. • Funding Decision in October and/or December. 	<p>Q2</p> <p>Q2 to Q3</p> <p>Q3</p> <p>Q4</p>

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GOAL: Focus on advancing flight procedure work to FAA design process. Have monthly progress updates and appropriate public outreach with the eventual goal to publish procedures diversifying arrival and departure options for Air Traffic Control and aircraft operators.

Work Plan	Action Steps	Timeline
(1) Develop scope of work and receive vendor/consultant proposal and cost.	<ul style="list-style-type: none"> • Solicit Proposal from Vendor to do design work for submission to FAA. • Approve scope of work, cost, and Flight Tech Engineering tasks and deliverables. 	<p>Q1</p> <p>Q2</p>
(2) Execute contract to design/build arrival and departure procedures. <ol style="list-style-type: none"> a. Verify final design. b. Verify criteria and obstacles. c. Discuss with FAA offices, tower, and airport. Board and Staff. d. Submit to the FAA for Approval 	<ul style="list-style-type: none"> • Prepare Initial IAP Concept Including Design Workspace • Prepare FAA RAPT Submission Paperwork & Submission to FAA AFS • Submit WAAS Channel Request • Complete Environmental Pre-screening • Prepare CATEX filing to FAA Environmental • Non-Approved Criteria Waiver consultation w/ AFS • NFDC Waypoint Request (new reservation or modification) • Final IAP Procedure Development based on ATC/AFS/PRB coordination • Complete 8260-1, 7A, 9 Forms for IAP • Complete 8260-15 Forms for Departure • Prepare TARGETS workspace for FAA validation • Complete 8260-2 Radio Fix and Holding Data Records for IAP/DP • Package Submission: Create IAP Overlay & Obstacle Maps • Package Submission: Prepare Flight Inspection Graphic (FLIP) • Package Submission: Prepare ARINC 424 package (8260-10 & ARI File) 	<p>Q3 & Q4</p>

(3) Public Awareness and Outreach	<ul style="list-style-type: none"> • Publish FP Micro site 	Q2 or Q3
(4) Board Update of Final Approval	<ul style="list-style-type: none"> • Confirmation of FAA adoption of final alignment 	2022 or 2023
(5) Community Outreach for final alignment	<ul style="list-style-type: none"> • Confirmation of Board adoption of final alignment • Outreach feedback loop • Public dialogue and meetings 	2023
(6) Adoption and Implementation of new FP	<ul style="list-style-type: none"> • Letter of Agreement with Oakland Center and NorCal Approach 	2023 or 2024
(7) Tower Training and SOP Adoption	<ul style="list-style-type: none"> • Train and modify procedures for tower controllers to diversify runway use with new FP 	2023 or 2024

GOAL: Research and implement achievable greenhouse gas emissions reduction programs and projects including significant education and outreach to local pilots, passenger, and corporate operators. Continue to follow Carbon Reduction Strategies in District Green House Gas Reduction Plan.

Work Plan	Action Steps	Timeline ¹
(1) Propose collaborative GHG working groups.	<ul style="list-style-type: none"> • Solicit interest from other local public agencies to participate in regional GHG Collaborative. • Hold meetings and ascertain if there is interest in forming working group, council or JPA style organization. 	<p>Q2</p> <p>Q3</p>
(2) Identify pilot and passenger education and outreach programs and initiatives.	<ul style="list-style-type: none"> • Publish information piece in local papers and District newsletter on District GHG efforts. • Consider Good Traveler Program or something similar that provides a call to action or option for pilots and passengers to offset carbon. • Continue Ramp, online, in terminal, corporate outreach on GHG impacts and what can be done about it. 	<p>Q2</p> <p>Q3</p> <p>All Year</p>
(3) Implement next GHG Reduction Strategies in GHG Plan	<ul style="list-style-type: none"> • Research and make progress on next 5 items on GHG reduction Strategy. <ul style="list-style-type: none"> - Hangar Row A, H, L, M Lighting Upgrades - Runway Lighting to LED - Building Insulation Improvements Warehouse D2 and E units. - Smart Block Heaters - Implement Sustainable Jet Fuels 	<p>Q3 and Q4</p>

¹ "Q" refers to Quarter of year

Goal: Continue supporting efforts to create more local affordable workforce housing. Assist the new Truckee Tahoe Workforce Housing JPA to successfully secure units for employee use.

Work Plan	Action Steps	Timeline
(1) Continue participation with Mountain Housing Council	<ul style="list-style-type: none"> • Member of the Board of Directors will attend and actively participate in Mt. Housing Council meetings and activities. • District will provide annual funding of \$55,000 to assist Council efforts to implement MHC goals for 2021-2022 	<p>Q1</p> <p>Q1</p>
(2) Assist Housing JPA to secure housing for our employees.	<ul style="list-style-type: none"> • General Manager will continue monthly meetings and participation in Housing JPA. • District will work with JPA to consider specific projects that house employees. • Assist with Housing Concierge approach as resource for employees. • Help employees leverage the following: <ul style="list-style-type: none"> - Housing Match with Landing Locals (JPA Program) - Accessory Dwellings - Hopkins Village - Placer Workforce Housing Preservation Program 	<p>All Year</p> <p>Monthly</p> <p>Q3</p> <p>All year</p>