

TRUCKEE TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

PI NUMBER XXX

Effective: Sept. 22,2021

Updated: XXX

SUBJECT: TRUCKEE TAHOE PILOTS GROUP

PURPOSE: The Truckee Tahoe Pilots Group (Group) is a membership-based group of pilots who regularly use the Truckee Tahoe Airport. The Group is offered and sponsored by the Truckee Tahoe Airport District to:

- Build a community of aviators who regularly use the airport.
- Increase the proficiency and currency of those aviators by offering training incentives.
- Reduce community impact through agreements from pilots to adhere to noise abatement procedures.
- Educate aviators about airport considerations, such as changes to flight procedures, snow conditions, runway and taxiway maintenance, etc.

POLICY:

Members receive a flight training instruction credit of \$250 per calendar year. Members may choose among a list of prequalified training options:

- General flight training (primary training for currency, single-engine, multi-engine, instrument, or commercial)
- Specialized flight training (backcountry, tail wheel, seaplane, glider training).
- Simulator time credit for value up to the program credit of \$250.

ELIGIBILITY:

Open to all pilots and student pilots who meet the following qualifications and requirements:

- Actively flying (6+ hours per year).
- Residence within the Truckee Tahoe Airport District Boundary. (We need Josh to weigh in on this. Possibly, "Truckee Tahoe Region" or "Residence and hangar tenants".
- Willingness and ability to adhere to terms of membership as stated below.

TERMS OF MEMBERSHIP:

The terms of membership shall apply to all participants on an annual basis.

Use of Instruction Credit:

1. The training incentive may not be banked, meaning it must be used within the calendar year in which it was granted. It is the responsibility of each member to book his or her training.
2. If flight instruction exceeds this figure, the member is responsible for the balance.
3. The training incentive may not be used for the rental of aircraft, except in cases where the aircraft is normally included, such as when a flat fee is charged for a “orientation” flight.

Authorized Training Providers:

4. An authorized training provider is a FAA-certified flight instructor who is current with all FAA currency and medical requirements, Registered with the District as a certified flight instructor.
5. A list of authorized training providers is located on the District website. Members negotiate the terms and scheduling of their instruction directly with training providers.
6. Training providers will invoice the District monthly for trainings provided during the previous month. Each invoice will include member names, dates, and types of training. Provider will notify District, in the event participant is unable to meet the safety or compliance goals of the program.
7. Training providers must agree to the same terms of membership as members.
8. Training providers are not eligible for membership training incentives. (An individual can be a member or a trainer, but not both.)
9. Training providers will receive an authorization from the District or a web-based portal prior to commencement of training or the accrual of billable services. Authorized Training Providers will be granted limited access to the membership database, in order to verify eligibility for training, and update training records.

Onboarding and Meetings:

10. Members are required to attend a 60-minute training session covering the program and current noise abatement policy (NAP) familiarity within 30 days of signup. At the District’s discretion, members may view a recorded webinar in place of a live session
11. When procedure updates are considered by the District, additional meetings will be scheduled to notify the membership about the updates, and to solicit input from the membership.
12. When procedures have been changed, the District will offer documentation or meetings to inform the membership. Members are not required to attend these meetings, though adherence to all new procedures is required for ongoing membership
13. By default, meetings are optional. However, the District, at its discretion, may decide a meeting’s content is so consequential that membership participation is mandatory.

Compliance with Noise Abatement Procedures:

14. Understanding the District’s Noise Abatement Procedures (NAPs), and a willingness to always comply with those procedures, except as defined below, is a primary requirement of membership.
15. It is incumbent upon members to understand and adhere to all District NAPs in effect during the time of any flight within the area affected by District NAPs.
16. NAP instructions shall include course information, how to avoid flight over residential areas, and voluntary curfew times.

Deviations:

17. Members may deviate from a District NAP due to unforeseen circumstance which may result in a safety of flight issue or when air traffic control issues a directive requiring deviation.
18. A member may deviate from a NAP without authorization no more than twice per calendar year. Unauthorized deviations include flight during the voluntary curfew hours, or deviation from a NAP. Authorization for flight outside of voluntary curfew hours may be granted, if requested in advance to the airport's General Manager.
19. Members who are determined by airport staff to have deviated from a NAP without authorization, or for reasons unrelated to flight safety, will forfeit the training incentive for the year. If the training incentive has already been claimed and/or used for the current year, the member will be invoiced for the full amount of the incentive.

NAP Currency Training:

20. The District will provide training opportunities for members if NAPs are changed or added. Members will be notified about changes and additions via their email addresses on file with the District. It is the responsibility of each member to ensure the District maintains a valid email address.
21. The District might, at its discretion, use additional means to notify the membership, though email is the official means of communication between the District and members.
22. Members are responsible for compliance with NAP changes no later than 30 days after a policy is updated or added.

Technology:

23. Members will be required to use technology of the following variety, web-based signup forms, online meeting service (Zoom), email, web-based maps, videos and NAP animations.

Teresa O'Dette Board Chair