



Aviation & Community Services Team Report

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Item 1 – Quarterly Operations and Comment Report - David VanQuest.

A report summarizing District noise and annoyance comments, response, curfew, and summarized data (Exhibit 1-A).

Item 2 – Monthly Flight Procedures Update - Hardy Bullock.

The final contract for service with Flight Tech Engineering (FTE) has been completed. The flight procedures microsite went live on June 14th. The FTE consultant team was on site July 20th, 2021, for an in-person visit to Truckee for the contract technical planning meeting and to kick off the final design work. The Board of Directors had an opportunity at that time to talk directly with the consultant team, and Staff encourages and supports any potential times in the future for this activity. Please advise Kevin Smith if you would like a meeting with the consultant team. Eleven pilots and Staff as well as one Board member gathered to talk with FTE and review the design principals of the new flight procedures.

Item 3 –Agency Partnerships – Marc Lamb.

Stacy Caldwell, Chief Executive Officer of the Tahoe Truckee Community Foundation (TTCF) submitted a final round of Service Agreement document edits the week of July 12, 2021. These edits were approved by TTAD General Manager Kevin Smith and incorporated into the final version of the Service Agreement. The Service Agreement DocuSign signatures have all been collected. The document is dated Wednesday, July 21, 2021. TTCF has provided proof of insurance with TTAD named as an additional insured that meets or exceeds the required insurance levels. Timelines have been agreed upon and are set as follows:

- Phase I - Project initiation, Friday, July 30, 2021
- Phase II - Project toolkit, Friday, September 17, 2021
- Phase III - Public Facing Process / Open to Public Q&A and application submittals, by Friday, October 01, 2021

TTAD staff has received several inquiries for information about the District's Agency Partnership program. Those organizations have been told about pending changes and that we anticipate TTCF accepting applications as early as October 01, 2021. The TTAD should expect to hear from qualified Agency Partnership applicants as early as the October or December 2021 board meetings.

Item 4 – Quarterly Pilot Outreach Report – Mark Covey.

The focal point of Pilot & Passenger Outreach this past quarter has been corporate outreach. We have been in regular contact with growing operators such as JetLinx, Mountain Aviation, and Advanced Air. We also have consistent communications with regular operators such as AirSF, Surf Air, Solairus, FlexJet, and NetJets. Conversations have occurred via web meetings, phone calls, texts and in-person on the ramp with Chief Pilots and frequent filers into KTRK. We also maintain a close relationship with our on-field operators Mountain Lion/Sierra Aero, Skydive Truckee Tahoe and Soar Truckee.

One conversation of relevance is a discussion with NetJet's Flight Operation Compliance Manager. To date, NetJets has had about 2380 operations at KTRK in the past 12 months. Of these 2380 operations in the past 12 months, 8 have occurred during the voluntary curfew, a 99.70% compliance rate. Whenever a customer books a flight prior to 07:00, NetJet's ALWAYS informs the customer that flights during the voluntary curfew are strongly discouraged by the company and NetJets attempts to book after 07:00 (most flights are 91K ops, not charter). When NetJets customers are apprised of the voluntary curfew, they often agree to change the arrival/departure time to be good neighbors. Sometimes business requires flights into/out of KTRK prior to 07:00, this occurs about 0.030% percent of the time. 45-60% of NetJet's customers who use are airport are homeowners in the area.

Item 5 - Quarterly Communications Report Exhibit 5-B – Marc Lamb.

See attached Report

Item 6 - Master Leasing Exhibit 6-C Updated – Jill McClendon.

Periodically we provide this Master Lease Sheet to the Board for review and inspection. Staff made various modifications to this report per Board request.

Item 7 - Off Runway Landing Program – Hardy Bullock.

KTRK is home to a vibrant group of backcountry aviators. This group of world-renowned pilots fly small tail-dragger aircraft throughout the area and perform at regional and national airshows and air races. KTRK also includes several instructors who perform tail wheel instruction. These aircraft have large balloon tires designed to offer performance on the dirt and grass landing areas and unimproved, off airport fields. For many years, these types of aircraft have landed adjacent to runway 29 and runway 20, in the infield or on the outside of the paved runway surface. This allows the aircraft to use softer and more pliable dirt area for which the tires and aircraft are designed. Staff has created a policy to officiate this activity through coordination with the instruction and pilot community, the control tower manager, the General Manager and the Director of Operations and Maintenance as well as the Safety Coordinator. This

Standard Procedure Instruction (SPI) is designed to create a safe and well understood protocol and certification method for aircraft to land off the paved surface. This allows this group to remain current and skilled with these operations at their home field, it allows the safest operation of the aircraft designed for this activity, and it officiates a long-standing activity in a safe and repeatable way. These types of operations are common at other local airports such as South Lake Tahoe, Quincy, Reno Stead, Beckworth, Minden Tahoe Airports among others. Mark Covey, Pilot and Passenger Outreach Coordinator has developed a policy and exhibits attached for review (See Exhibit 7-D) which will be approved shortly by the General Manager. This is an information item for the Board in case Directors have any questions.

Item 8 – Maker Space Truckee Roundhouse Rent Deferral – Hardy Bullock

Staff has been working with Truckee Roundhouse (TR) leadership throughout the COVID pandemic as this business experienced almost 90% lost revenue based on limited operation and total business closure for periods through out 2020 and 2021. TR has deferred rent in the amount of \$14,016.10 secured under a promissory note date May 20, 2020, with a maturity date of August 1, 2021. As was discussed at a pervious Board meeting, TR is unable to pay this deferred rent portion. Staff will extend the maturity date of the note until August 1, 2022. Staff will continue to work closely with all non-profit tenants during this recovery post-COVID and create business relationships that support this group of valuable community partners.

Item 9 – Skydive Truckee Tahoe Supercharger / Aircraft Modification Update – Hardy Bullock.

In February 2019, TTAD loaned Sky Dive Truckee Tahoe (SD) \$28,000 to modify their Cessna 182 jump plane with a supercharger that allowed the aircraft to climb higher faster thus reducing noise and annoyance. This modification was used in the 2019 and 2020 operating season with great success. The aircraft engine had a major failure in late May and the cause is unknown at this time. By the terms of the agreement, and with counsel from our District attorney Josh Nelson, it was agreed that we would give SD 60 days to determine how they will remedy their requirement to operate the supercharger, based on the District's investment for their summer operating season. The 60 days ended July 23, 2021. Staff has meet in person with Mike Swanson, Owner of SD. The results of this conversation are summarized below which are congruent with the written response from Mr. Swanson regarding the condition of the aircraft and supercharger that was received on July 14, 2021. Summary of conversation:

The aircraft is not airworthy at this time. It is unknown what caused the engine to fail. The aircraft will most likely not be in service for any portion of the 2021 skydive operational season typically ending in mid-September. It is the intent of SD to repair the aircraft and bring it online for 2022. Staff will be sending an invoice to SD in the amount of \$2,912.00 as a principal and interest payment on the loan to remedy the fact that the aircraft was not being used in operations in 2021. This is supported by the contract and District Counsel Josh Nelson.

Unrelated to the loan agreement, Staff also discussed potential solutions to the noise and annoyance created by the SD activity related to the current jump plane aircraft they are utilizing. We indicated to Mr. Swanson that usage of the very loud aircraft is not sustainable, and that change is needed. Mr. Swanson indicated he is investigating the viability of purchasing a turbine Cessna Caravan. Staff is working on concepts to be brought to the Board in support of partnerships that may reduce community annoyance and environmental impact for this operation as they materialize.

Item 10 – Hangar Policy Assessment – Hardy Bullock.

The Districts Primary Management and Compliance Documents (PMCD) each touch some portion of hangar leasing regulation. The District has legacy lease documents that have worked well protecting the District from liability related to hangar leasing. Staff is working on potential modifications to our lease structure as well as our PMCD's to address non-aeronautical storage and lease premises modification. The FAA has recently provided guidance to airports outlining acceptable conduct for hangar use. The District is well within the parameters of this guidance and has used interpretation of this guidance by airport counselor Peter Kirsch to confirm this. Staff will be working to amend certain policies and procedures to refine the criteria for non-aeronautical property storage, hangar modification, and conduct. Staff will bring these forward for Board review as we clarify and update storage regulations.

Item 11 – Storm Water – Hardy Bullock.

The District currently performs its own in-house storm water monitoring in compliance with airport regulation by the Lahontan Regional Water Quality Control Board. Staff is currently working with Balance Hydrologic to perform an evaluation of our process to determine if additional consultant assistance would benefit the District from an efficiency and compliance standpoint. Additional details on this change will be available late fall of 2021.

Item 12 – Midwest ATC Accident Summary of Service Review

On Wednesday, June 30, 2021, Midwest ATC and the Federal Aviation Administration conducted a System Service Review (SSR) with Truckee Tahoe Airport Non-Federal Contract Tower (TRK NFCT) Air Traffic Manager (ATM) Larry Finney. The SSR was conducted in response to the fatal aircraft accident at TRK on June 15, 2021, involving N89423/SR20. The following conclusions were drawn, and the official findings are there were no items of recognized risk in the areas listed below. **No Corrective Action Is Required.**

1. Training: None.
2. Efficiency: No aircraft flow efficiency measures were in place during the time of the incident. TRK traffic volume and complexity were light.

3. Airspace/Airport: No Special Use Airspace restrictions at the time of the incident. The aircraft was not responding to noise abatement procedures. LC issued a right turn for right traffic.
4. Procedures: None. Line Up and Wait was not used at the time of the incident due to positions being combined to LC.
5. Directives: None.
6. Technical Operations: NIA
7. Customer Feedback: None. Mountain Lion Aviation did conduct well checks with NFCT staff after the accident.
8. Resource Management: Positions were combined at the time of the incident.
9. Individual Performance: None.

No Further or Corrective Action Is Required, FAA Issued a GREEN Status to the tower, the highest safety rating related to a post-accident (SSR)

Attachment to This Report

Exhibit 1-A – Quarterly Operations and Comment Report - David VanQuest.

Exhibit 5-B - Quarterly Communications Report – Marc Lamb.

Exhibit 6-C - Master Leasing Exhibit Updated – Jill McClendon.

Exhibit 7-D - Off Runway Landing Program – Hardy Bullock.

Noteworthy

- Staff is working with Crossroads Congressional Support Staff Scott Brenner and American Association of Airport Executives Brad Van Dam to create a coalition of Airports supporting a modification to the FAA Federal Contract Tower Guidelines. First meeting Friday July 16, 2021.
- David VanQuest successfully completed his aeronautical knowledge written exam for his private pilot.
- Airport Staff have undertaken a light, signs, and marking audit to ensure proper airfield infrastructure. Staff has worked with local operators to identify potential enhancements and improvements to these elements.
- Staff is preparing for a community event with the Truckee Donner Chamber Annual Awards taking place in Hangar N1 September 24, 2021.