

PI NUMBER XXX
Formerly PI 311
Formerly PI 220

SUBJECT: STRATEGIC COMMUNITY ALIGNMENT PROGRAMS

PURPOSE:

To provide guidelines for the prudent and transparent management and administration of strategic community alignment programs to ~~ensure the~~ maximize the impact of the Truckee Tahoe Airport District's ~~Airport District's~~ commitment to the community aligned with the Airport District's Strategic Plan.

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TRUCKEE TAHOE AIRPORT DISTRICT MISSION STATEMENT:

The Truckee Tahoe Airport aims to provide safe, high-quality aviation services and facilities, reduce impact on airport neighbors and the environment, invest in opportunities that increase community safety and provide sustained benefit to the entire Truckee Tahoe region.

SECTION I - POLICY OVERVIEW

In 2025, the District adopted a new strategic plan, which identified the following focus area goals related to the use of tax revenue.

1.D. GIVE BACK: Develop a community investment strategy that aligns directly to airport vision, mission, values, and public purpose.

1.D.1. Define annual budget allocation for high impact strategic initiative investments.

1.D.2. Maintain high impact strategic initiatives alignment with airport purpose, mission.

1.D.3. Partner with other agencies.

The Truckee Tahoe Airport District ("District") in furthering its mission, in alignment with the 2025-2028 Strategic Plan and Strategic Initiatives, wishes to provide a high level of benefit and value to all Airport District constituents. Based on available funds, the District may provide 1) Funding to decrease the threat of wildfire within the District 2) Funding and partnerships with local public agencies and nonprofits to support Aviation Science, Technology, Engineering, ~~Art~~, and Mathematics (STEAM) programs and facilities and 3) Aviation incentive programs. To achieve the purpose of this policy, the following categories are established:

- 1) Wildfire Mitigation Funding
- 2) Aviation STEAM Education Program and Facility Funding
- 3) Fly Safe Aviation Incentive & Fly Quiet Aviation Programs

4) Fly Quiet Aviation Program

The Board of Directors determines that these categories service a public purpose of the District.

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COMMON DEFINITIONS:

Definitions in this section apply to all sponsorship/partnership categories:

- a. District: For the purposes of this policy, "District" shall refer to the Truckee Tahoe Airport District (TTAD).

- b. Board of Directors: The District's Board of Directors.

~~b.c.~~ Agency Partnership: A joint agreement between the District and another public agency, taxing agency, town, county, or local government to assist larger projects that mutually benefit constituents district-wide. When appropriate, such mutual support may be in shared assistance to a nonprofit leading the efforts for such projects.

~~c.d.~~ Strategic Initiative Agency Partnerships Funds: Funds set aside to partner with another public agency and/or taxing agency, city/town, county, or local government where a specific defined airport benefit to mutual District/agency constituents, direct airport benefits, improvement of District property, shared equipment, and/or enhanced safety is realized.

~~d.e.~~ Partnerships with Non-profits: Common service that has District and public benefit which is directly connected to the District Strategic Initiatives. may involve education, recreation, youth development, arts, culture and civic benefit, health, and human services, and/or environment or other services.

~~e.f.~~ Constituent: A constituent of the District includes residents, property owners, community members, and voters within the District's ~~political~~ boundaries. Constituents may also include individuals and groups ~~outside the District's political boundaries, but within its sphere of influence.~~

SECTION II – WILDFIRE MITIGATION

As more people build homes, operate businesses and recreate in areas where natural vegetation meets human improvements, wildfire threats to life and property increase. Wildfire mitigation actions are on-the-ground treatments of wildland urban interface properties to reduce the chance of a wildfire causing damage. Remember that protecting a home, property and a community from wildfire is not a one-time effort. It is a process and requires ongoing participation, maintenance and shared responsibility. Local Fire Departments, ~~and~~ CAL FIRE and other state agencies, and Federal Agencies are removing overgrown vegetation through prescribed fire, tree thinning, pruning, chipping, and roadway clearance. These efforts create breaks that change fire behavior, reduce negative ecosystem impacts, and enable fire fighters to protect communities. Partnering with our local fire professionals by providing funding to accelerate identified wildfire mitigation

projects is in alignment with the District's mission and benefits all members of the community.

The District is a major landowner within its boundaries, and wildfire in any portion of the District threatens all landowners. In addition, direct and indirect impacts from wildfire, including smoke, reduced economic activity, and revenue reductions from property damages, directly affect the District, and reducing the likelihood and severity of wildfire serves a public purpose of the District.

Process: The District will, by invitation only, review wildfire mitigation projects which align with the local fire [departments/districts](#) [and federal public lands](#) community wildfire protection plans, CalFire's Burn Plan, and available District funds. Potential District funding will be identified as part of the annual District budget process. Wildfire mitigation projects will be reviewed and approved by the [District](#) Board of Directors.

SECTION III - AVIATION SCIENCE, TECHNOLOGY, ENGINEERING, [ARTS](#), AND MATH (STEAM) PROGRAMS AND FACILITIES

There is currently, and for the foreseeable future, a well-documented shortage of aviation professionals to fill the labor needs in aerospace, airport management, aircraft mechanics, pilots, air traffic control as well as other aviation industry professions the District depends on for day-to-day operations of the Airport. All professional sectors of the aviation industry are encouraging and supporting advocacy of STEAM programs as a method to encourage young people at all educational levels to explore and consider careers in the aviation industry. The District prioritizes working with both on airfield based non-profit programs related to STEAM education, and public agencies to further opportunities to enhance STEAM programs and facilities aligned with the District's Mission.

Process: The District will, by invitation only, review Aviation STEAM programs and projects which align with the Districts mission and strategic plan goals, and available District funds. Potential District funding will be identified as part of the annual District budget process. [Aviation STEAM projects will be reviewed and approved by the Director of Aviation.](#)

SECTION IV – FLY SAFE AVIATION INCENTIVE PROGRAM

The District recognizes the vital role pilots have in the safety of the airport and local community. To enhance the role pilots have in this relationship, the District offers an incentive program for pilots who volunteer to participate in the Fly Safe program. This program encourages pilots to further their aviation continuing education and commitment to pilot proficiency to be a safer pilot in alignment with TTAD's public purpose and mission.

FLY SAFE OVERVIEW:

This program incentivizes pilots to stay engaged in aviation continuing education and a commitment to pilot proficiency. The primary vehicle to accomplish these goals is to partner with the Federal Aviation Administration (FAA) WINGS program to provide a tailored Fly Safe program that addresses the inherent hazards of flying at KTRK. The FAA WINGS program is composed of three Knowledge

Credit events (continuing education), and three Flight Activities focused on pilot proficiency (can be accomplished in one flight) with a Certified Flight Instructor (CFI). Once a pilot completes the three Knowledge Activities, and three Flight Activities, a "Phase" is completed and this renews a pilot's Flight Review for the next 24 months, per the FAA WINGS program. The FAA WINGS program has three levels, Basic which is targeted to a Visual Flight Rules (VFR) pilot, 'Advanced' which is targeted to a commercial instrument rating, and 'Professional' which is targeted to the Airline Transport Pilot rating. While the FAA WINGS program is broadly designed around a 24-month cycle, the intent of the 3 Flight Activities are to be spread out over the 2 year cycle to increase the number of flights with a CFI and improve pilot proficiency. To achieve this intent, the KTRK Fly Safe program requires pilots to complete an FAA WINGS "Phase" annually.

Other programs that meet or exceed the intent of the FAA WINGS program can be eligible for approval by TTAD on a case-by-case basis to qualify for the Fly Safe incentive program. The framework for approving an alternate program is a 'formal' continuing education aspect and flying with a CFI annually in the KTRK environment. TTAD will also hold recurring events such as seminars, clinics, and fly-ins to provide value added training to Fly Safe enrolled pilots to aid the aviation continuing education journey. Below are some examples of alternative programs that can qualify for the Fly Safe program. These programs still require TTAD approval and may have certain caveats to meet the eligibility. Other alternate programs will be considered, but all require a continuing education portion, and a flight with a CFI annually, in the KTRK environment.

- 1) Cirrus Owners & Pilot Association (COPA) - COPA Pilot Proficiency Program (CPPP)
- 2) Bonanza & Barron Pilot Training Program

PARTICIPANT INCENTIVE:

Hangar Tenants who voluntarily enroll in the Fly Safe program receive a flat rate annual discount on their hangar rent which is discounted monthly and will be set in the annual budget process and published in the TTAD Master Fee Schedule.

Non-Hangar Pilots who voluntarily enroll in the Fly Safe program can receive reimbursement to offset the cost of an annual flight with a CFI. This reimbursement is paid directly to the CFI.

Commercial Operating Permit (COP) holders can enroll in the Fly Safe program. Their requirements will be articulated in their COP and may vary from this stated policy to capture their unique circumstances.

FLY SAFE ELIGIBILITY:

The following criteria must be met to participate in the Fly Safe program.

1. Have a minimum of an FAA Private Pilot certification.
2. Fly into/out of KTRK at least once per calendar year (to include a hangar tenant).
3. Enroll in the "KTRK Fly Safe" FAA WINGS program; or other TTAD approved program.
4. Complete one FAA WINGS "Phase" every calendar year.
5. Continuing Education is accomplished:

- a) Via the FAA WINGS Knowledge Credit activities.
 - b) Three Knowledge Credits must be completed annually (Basic 1, 2, & 3).
 - c) One of the Knowledge Credits must address an inherent hazard of KTRK. The list below is not all encompassing but are examples of common risks in this environment.
 - i. High Density Altitude.
 - ii. Mountain Flying.
 - iii. Mountain Weather.
 - iv. Crosswind Landings and Windshear.
 - v. Winter Flying / Icing.
 - d) For pilots participating in other TTAD approved Fly Safe programs, some continuing education must be dedicated to these same topics that present long term risk exposure inherent to KTRK.
6. Flight Proficiency is accomplished:
- a) Via the FAA WINGS Flight Activities.
 - b) Some portion of the flight must occur at KTRK to provide the pilot with the opportunity to fly with the CFI in mountainous conditions.
 - c) With TTAD approval, the Flight Activity with a CFI may occur elsewhere due to unique circumstances such as lack of appropriate CFI in the local area, however the intent would be to focus some of the flight activities on the inherent hazards of KTRK.

For pilots participating in other TTAD approved Fly Safe programs, a portion of the flight (or simulator) activity must be completed at KTRK. If unable to complete a portion of the flight (or simulator) activity at KTRK, the intent would be to focus some of the flight activities on the inherent hazards of KTRK.

Pilots must provide documentation to TTAD annually showing completion of their continuing education and pilot proficiency (flight with a CFI). For pilots enrolled in the KTRK Fly Safe FAA WINGS program, TTAD can get this documentation directly from the FAA.

Waivers to any of the eligibility requirements are the authority of the Director of Aviation.

FLY SAFE APPLICATION:

Hangar Tenants volunteering to participate in the Fly Safe program will sign an addendum to their lease agreement. TTAD assumes that participating pilots are actively engaged in their Fly Safe program of record and TTAD will audit participation on an annual basis through basic documentation provided by the pilot, or voluntarily from the FAA WINGS program.

Non-Hangar Pilots can volunteer to participate in the Fly Safe program via the Truckee Tahoe Airport

Pilot Website, or by contacting the Director of Aviation. Once enrolled, pilots can seek direct payment to their CFI to cover the cost of an equivalent FAA WINGS Flight Activities event. Non-hangar pilots are not required to live in the district, rather the program is aimed at pilots who frequently fly into/out of KTRK. To be eligible as a non-hangar tenant pilot, you must have flown into KTRK once in the past year and be approved by the Director of Aviation.

FUNDING LIMITS:

Funding shall be determined during the budget process annually. These discounts will be published in the TTAD Master Fee Schedule.

DISPUTES:

Any challenges or disputes about this program shall be adjudicated by the General Manger.

SECTION IV – FLY QUIET COMMUNITY AVIATION PROGRAM

FLY QUIET OVERVIEW:

This program encourages pilots to honor low noise emission operations and to not fly between the hours of 10 pm and 7 am daily.

FLY QUIET REQUEST:

These procedures are designed to provide low noise emissions to the local community.

1. Safety is the #1 priority; disregard these procedures if an unforeseen situation dictates.
2. Request no flights between the hours of 10 pm and 7 am.
3. Limit touch-and-goes to 5 consecutive patterns, then switch runways or temporarily depart the pattern.
4. Encourage arrival and departure patterns in accordance with established procedures to minimize impact on local neighborhoods.

Section V – ELIGIBILITY CRITERIA

1. Organizations that have an active multi-year commitment or active Agreement for Services are not eligible.
2. No funding will be awarded to any religion, church, creed, or sectarian organization to promote religious purposes. Religious organizations are not excluded; however, the purpose of the program must be as described in the definitions section of this policy and shall not serve to promote a religious message as the primary purpose.
3. Political organizations and/or individual campaigns are not eligible for funding.
4. For Profit programs are not eligible for funding.
5. Organizations / Programs that discriminate on the basis of age, race, religion, gender, gender identity or gender expression, sexual orientation, genetic information, marital status, disability, ancestry, or national origin are not eligible for funds.
6. Individuals are not eligible for funding.

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7. All programs or events must provide benefits to the District's ~~Ce~~onstituents or those living in the District's sphere of influence; and the organization's programs or events must principally serve the District's ~~Ce~~onstituents.
8. Individuals, organizations, or public agencies that have been named in a lawsuit involving the District or have pending litigation with the District are ineligible for funding, until such matters have been resolved.

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David Diamond, Board President

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