

LETTER OF AGREEMENT

EFFECTIVE: June 10, 2024

SUBJECT: Coordination and Control of Glider Operations

- 1. PURPOSE:** To establish procedures governing the coordination and control of glider operations within the Truckee-Tahoe Airport (TRK) Class D Surface Area.
- 2. SCOPE:** The procedures outlined herein are for use by Truckee-Tahoe Soaring Association, Truckee-Tahoe Airport, and Truckee-Tahoe Non-Federal Control Tower "Tower" during the period Tower is open.
- 3. RESPONSIBILITIES:**
 - a. Tower must:
 - (1) Ensure all Tower personnel are familiar with and conform to the provisions set forth in this agreement.
 - (2) Provide training sessions on this agreement and other air traffic control related subjects for Truckee-Tahoe Soaring Association as required and upon request from Truckee-Tahoe Soaring Association.
 - b. Truckee-Tahoe Soaring Association must:
 - (1) Ensure all pilots and associated personnel are familiar with and conform to the provisions set forth in this agreement.
 - (2) Any person, vehicle (golf cart), glider, or aircraft shall have clearance from tower to enter onto a runway safety area (ie, crossing a holdshort line). Upon exit, personnel shall announce to the tower they are clear of the runway safety area.
 - (3) Ensure an operable two-way VHF radio capable of operating on tower frequency 120.575 is required for the pilot in command in all gliders and tow planes.
 - (4) Inform all gliders and tow planes operating from Truckee-Tahoe Soaring Association of the recommendation to monitor tower frequency 120.575 below 10,000 ft. MSL within ten (10) miles of TRK.
 - (5) Ensure all glider and tow planes operating from Truckee-Tahoe Soaring Association contact TRK Tower on 120.575 before entering the TRK Class D airspace.
 - (6) Not allow glider operators and tow plane operators to use the tower or ground control frequencies for internal conversations, *except* for necessary communications between tow plane and glider during departure, example: "*Glider (Call Sign) ready for takeoff.*"

(7) Ensure routine communications checks are accomplished on other frequencies and before entering the active runway.

4. PROCEDURES:

a. Departure:

(1) Glider departure operations will only be conducted on Runway 20 unless authorized by Tower or Airport Management.

(2) Glider tow planes must contact Tower on 120.575 when ready for departure and state the current ATIS code: "*Tow Plane (Call Sign) ready to access Runway 20 for staging (full length or intersection) with information (ATIS Code)*". **THIS IS NOT A CLEARANCE FOR TAKEOFF.**

Note a:

Tow Plane pilots will utilize a call sign that corresponds to the color of their aircraft i.e. "Green Tow/White Tow/Blue Tow ready to access Runway 20 for staging (full length or intersection) with information (ATIS code)."

Note b:

Under normal operations the glider pilot will make a radio call to the tow plane that "Glider (Call Sign) ready for takeoff." Reference para. 3.b.(5).

(3) Glider tow plane pilots must advise Tower when staging is complete and is ready for takeoff. The pilot must announce their intentions for climb out after departure at that time. The pilot must hear the words, "*Glider Tow Plane (Call Sign) cleared for takeoff,*" before beginning takeoff roll.

Note c:

Tow Pilot: Intentions should include the type of tow expected i.e. pattern tow, high tow and should specify runway start point i.e. full length or intersection staging.

Note d:

Tower will utilize a call sign that corresponds to the color of their aircraft i.e. "Green Tow/White Tow/Blue Tow Runway 20 cleared for takeoff."

b. Landing:

(1) Before landing, glider pilots should obtain ATIS information on 118.0 and contact Truckee Tower on 120.575 prior to entering the Truckee Class D Surface Area which is up to and including 8,400 feet MSL within a 4.2 mile radius of Truckee-Tahoe Airport.

(2) Truckee-Tahoe Soaring Association pilots will use a left traffic pattern for Runway 20 and right traffic for Runway 02. (See Attachment)

Truckee-Tahoe Non-Federal Control Tower, Truckee-Tahoe Airport and Truckee-Tahoe Soaring Association

- (3) On passing over the “lone pine tree” (initial pattern entry point for Runway 20 at 7000 feet MSL, contact Tower and state: “*Truckee Tower, Glider (Call Sign) Lone Pine*”.
- (4) From the initial point, gliders are committed to the traffic pattern - no soaring or other maneuvers are permitted once in the traffic pattern.
- (5) If the glider pilot does not think he will stop short of Runway 11/29 intersection, advise Tower for the need to use the full length of the runway. If landing clearance not received by base leg, query the Tower for landing clearance.
- (6) Glider landing operations may be approved for Runway 11/29 at pilot request or when required due to performance reasons or emergencies.
- (7) Immediately clear the runway after landing and report to the tower, e.g. “*Glider (Call Sign) clear of runway 20*”
- (8) Glider/Line crew must ensure that no foreign object debris (FOD) is left on the runway or taxiway prior to vacating the runway safety area.

Note a:

The gravel area and area between the gravel and angled turnoff is not considered a taxiway and is not subject to tower taxi control.

5. CANCELLATION OF AGREEMENT: The Letter of Agreement shall remain in effect until revoked by any of the signatories. Revocation must be made in writing and will be effective 30 days after receipt or cancels concurrently with the termination of the tower TRK.

6. ATTACHMENT: Truckee-Tahoe Airport Glider Traffic Patterns

Jeff Menasco
Director of Aviation
Truckee-Tahoe Airport
Date:

Larry Finney
Air Traffic Manager
Truckee-Tahoe NFCT
Date:

Ronald Hess
President
Truckee-Tahoe Soaring Association
Date:

ATTACHMENT

Truckee Tahoe Airport Glider Traffic Patterns

