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# Cheyenne Regional Airport

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## General Provisions

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## 1. GENERAL PROVISIONS

### 1.1. Definitions

- 1.1.1. Definitions identified and defined in Section 2 (Definitions), whenever used in these Primary Guiding Documents, shall be construed as defined therein unless from the context a different meaning is intended, or unless a different meaning is specifically defined and more particularly ascribed to the use of such words or phrases.
- 1.1.2. Where the context requires, the use of singular numbers or pronouns shall include the plural and vice versa, and the use of pronouns of any gender shall include any other gender.

### 1.2. Governing Body

- 1.2.1. The Cheyenne Regional Airport (Airport) is owned, operated, and governed by and through the Cheyenne Regional Airport Board (Board). The authority to grant the occupancy and commercial use or development of Airport owned land or improvements, the right to engage in any commercial activity or aeronautical activity at the Airport, and to approve, adopt, or amend, any agreement, policy, or practice relating thereto is expressly reserved to the Board.

### 1.3. Authority to Adopt

- 1.3.1. The authority to adopt these Primary Guiding Documents by the Board is delegated by City of Cheyenne Code of Ordinance Title 2-60 and Wyoming State Statutes Title 10-5-101.

### 1.4. Statement of Policy

- 1.4.1. Duties of the Board are defined under Wyoming State Statutes, section 10-5-101 and 10-5-202, and the Bylaws of the Cheyenne Regional Airport Board, as amended.

### 1.5. Airport Management

- 1.5.1. The Director of Aviation (Director) is responsible for the operation, management, maintenance, and security of the Airport and all Airport owned and operated land, improvements, facilities, vehicles, and equipment.
- 1.5.2. All official inquiries to the Board regarding these Primary Guiding Documents and/or compliance therewith should be directed to the Director.

### 1.6. Effective Date

- 1.6.1. Upon adoption by the Board, these Primary Guiding Documents, and amendments hereto, shall be in effect on the date of adoption by the Board.

### 1.7. Compliance with Regulatory Measures, Agreements, and Permits

- 1.7.1. All persons occupying or using, engaging in an aeronautical activity on, or developing Airport land or improvements shall comply, at the person's expense, with all applicable regulatory measures including, without limitation, those of the federal, state, and local government and any other agency having jurisdiction over the Airport.

## **1.8. Conflicting Regulatory Measures, Agreements, and Permits**

- 1.8.1. If a provision of these Primary Guiding Documents is found to be in conflict with any other provision of these Primary Guiding Documents, a provision of any regulatory measure, or a provision of an existing agreement or permit (if provided for in the agreement or permit) or future agreement or permit, the provision that establishes the higher or stricter standard shall prevail.
- 1.8.2. All policies, procedures, and resolutions of the Airport Board or any other regulatory agency shall be adhered to as extensions of these Primary Guiding Documents.
- 1.8.3. Furthermore, any activity engaged in by any person must be conducted in strict accordance with all applicable regulations and all adopted policies, procedures, and requirements there under as may be amended from time to time.

## **1.9. Right to Self-Fuel and/or Self-Service**

- 1.9.1. An aircraft owner may perform services on his/her own aircraft (including, but not limited to maintenance, repair, and light cleaning) utilizing the aircraft owner's vehicles, equipment, and resources. An aircraft owner is permitted to repair or otherwise service his/her own aircraft provided there is no attempt to perform such services for others for compensation or hire and further provided that such right is conditioned upon compliance with these Primary Guiding Documents, all applicable regulatory measures and all other agreements with the Board
  - 1.9.1.1. If the right to self-fuel and/or self-service is not granted, an aircraft owner is only permitted to have his/her aircraft fueled, maintained, repaired or otherwise serviced by those operators authorized to provide such services at the Airport under an agreement or permit with the Board.
  - 1.9.1.2. In addition, the Board may restrict the use of the operator's exclusive leased premises.

## **1.10. Severability**

- 1.10.1. If one or more clauses, sections, or provisions of these Primary Guiding Documents shall be held to be unlawful, invalid, or unenforceable by final judgment of any agency or court of competent jurisdiction, the invalidity, voiding, or unenforceability of such clauses, sections, or provisions shall not in any way affect the validity of any other clauses, sections, or provisions of these Primary Guiding Documents.

## **1.11. Subordination**

- 1.11.1. These Primary Guiding Documents are subject and subordinate to the provisions of any existing or future agreements between the Board and Local Government, State of Wyoming or the United States pertaining to the operation, management, planning, and development of the Airport and are specifically subordinated to, and to be construed as in accordance with, the Airport Assurances.

## **1.12. Notices, Requests for Approval, Applications, and Other Filings**

1.12.1. Any notice, request for approval, application, or other filing required or permitted to be given or filed with the Board and any notice or communication required or permitted to be given or filed with any lessee, prospective lessee, sublessee, prospective sublessee, operator, or prospective operator pursuant to these Primary Guiding Documents shall be in writing, signed by the party giving such notice, and shall be sent by overnight courier, United States certified mail, facsimile (confirmed by dated return signature), email (confirmed by return email), or in person (confirmed with dated and signed receipt), and shall be deemed to have been given when delivered to the Board, lessee, sublessee, or operator at their principal place of business or such other address as may have been provided to the Board.

## **1.13. Amendments**

1.13.1. These Primary Guiding Documents may be supplemented, amended, or modified by resolution of the Board from time to time and in such a manner and to such extent as is deemed appropriate by the Board.

1.13.2. The Board may issue special rules, regulations, notices, memoranda, directives, covenants, restrictions, or conditions from time to time as is deemed appropriate or necessary, consistent with the provisions of the Local Government Ordinances and Wyoming State Statutes.

## **1.14. Exemptions**

1.14.1. The Director has the right, but is not obligated, to approve exemptions to these Primary Guiding Documents when special conditions or unique circumstances exist.

1.14.2. Prior to approving or denying exemptions, the Board shall conduct a hearing after giving ten (10) days notice by publication in the legal newspaper of the City of Cheyenne. Following the hearing, the Board shall review all relevant information as well as any other information requested by the Board.

1.14.3. Approval or denial by the Board of an exemption shall be provided in writing within ninety (30) days from the hearing of the Board.

1.14.3.1. No exemption shall be for longer than one (1) year and shall only apply to the person for which the exemption is granted.

1.14.3.2. An approval by the Board of an exemption shall not serve to amend, modify, or alter these Primary Guiding Documents.

1.14.4. Requests for an exemption shall be submitted in writing to the Board and must identify definitively the Ordinance or Primary Guiding Document and the exact clause(s), section(s), or provision(s) for which exemption is being sought, describe the proposed exemption, state the reason or rationale for the proposed exemption, identify potential and/or anticipated impacts on the Airport, other persons (including operators and tenants) at the Airport, and the community, and identify the duration of the proposed exemption.

## **1.15. Pioneering Period**

1.15.1. When products, services, or facilities are not currently being provided at the Airport, the Board may enter into an agreement or permit with an operator to provide such products, services, or facilities under terms and conditions that may be less than those outlined in these Primary Guiding Documents (e.g., reduced rents, lower minimum standards, etc.), only for a limited period of time (i.e., pioneering period). The duration of the pioneering period shall be specified in the agreement or permit.

## **1.16. Enforcement**

- 1.16.1. The Board shall be responsible for enforcement of these Primary Guiding Documents.
- 1.16.1.1. The Director is empowered to require compliance with and enforce these Primary Guiding Documents.
- 1.16.2. Any person who violates, disobeys, omits, neglects, or refuses to comply with these Primary Guiding Documents or any lawful order issued pursuant thereto may be cited, removed from the Airport, denied the use of the Airport, and/or prevented from engaging in activities at the Airport and shall be subject to all legal, equitable, statutory, and common law rights and remedies available to the Board including, but not limited to, actions for declaratory relief, injunctive relief, specific performance, and damages.
- 1.16.3. In the event a person fails to comply with these Primary Guiding Documents, the Director, in his own discretion, has the right to revoke the person's privileges at the Airport or may suspend the operations for such period of time as is deemed necessary in order to obtain a correction of the violation. In addition, any such violations shall be considered in renewing the person's application. The person shall pay for any costs incurred by the Board, including but not limited to reasonable attorney fees, under this paragraph.
- 1.16.4. Violation of these Primary Guiding Documents may also or alternatively result in revocation of apron access or use privileges, termination of any agreement or permit, or denial of use of the Airport.
- 1.16.5. Any person denied use of the Airport due to a violation of these Primary Guiding Documents may only access the Air Operations Area for the purpose of enplaning or deplaning (as a passenger) an aircraft using the Airport.
- 1.16.6. Any parties aggrieved by a decision of the Director under this section, may appeal (in writing) such decision to the Board within 10 days after such decision is issued.
- 1.16.7. The decision of the Board on such appeal shall be final.

## **1.17. Limits of Liability**

1.17.1. Nothing noted in these General Provisions, Rules and Regulations or Minimum Standards is an acceptance of liability and the Board retains any and all limits of liability granted by law.

## **1.18. Grounds for Denial**

1.18.1. The Board may reject any proposal (including requests for exemptions) or any application for any reason deemed appropriate for the Airport.

## 2. DEFINITIONS

**Abandoned Property.** Anything other than vehicles, left at the Airport for 48 hours without the owner moving or claiming it.

**Abandoned Vehicle.** Any vehicle that has remained stationary on the Airport in excess of 72 hours and/or is in a condition that would render the vehicle undrivable, including expired license plates, missing (or flat) tire, and/or broken window, or has been declared as an abandoned vehicle by the Director. This provision does not apply to vehicles in legal driving condition that are in long term parking lots for approved reasons, such as passengers departing from Cheyenne on private or commercial aircraft.

**Accident.** A collision or other contact between any part of an aircraft, vehicle, equipment, person, stationary object and/or other thing which results in property damage, personal injury, or death; or an entry into or emergence from a moving aircraft, vehicle, or equipment by a person which results in personal injury or death to such person or some other person or which results in property damage.

**Advisory Circular (or "AC").** Documents issued by the FAA to help explain the intent of a federal regulation, to provide guidance and information to the aviation public in a designated subject area, or to show an acceptable method for complying with a related federal regulation.

**Aeronautical Activity (or "Aeronautical Activities" or "Activity" or "Activities").** Any activity or service that involves, makes possible, facilitates, is related to, assists in, or is required for the operation of aircraft or another aeronautical activity, or which contributes to or is required for the safety of such operations. The following activities, include but are not limited to, aircraft charter, pilot training, aircraft rental, sightseeing, aerial photography, aerial spraying and agricultural aviation services, aerial advertising, aerial surveying, air carrier operations (passenger and cargo), aircraft sales and service, sale of aviation fuel and oil, aircraft maintenance, sale of aircraft parts, and any other activities which, because of their direct relationship to the operation of aircraft or the Airport, can be regarded as an aeronautical activity.

**Agency.** Any federal, state, or local governmental entity.

**Agreement.** A written or unwritten contract between the Board and a person granting a concession, transferring rights or interest in land and/or improvements, and/or otherwise authorizing and/or prohibiting the conduct of certain activities.

**Air Carrier.** Any entity engaged in the operation of any aircraft for the purpose of transporting passengers, mail, express, freight, or cargo.

**Aircraft.** Any contrivance now known or hereafter invented which is used or designed for navigation of or flight in air, except a parachute or other contrivance primarily used as safety equipment. This includes, but is not limited to, airplanes, airships, balloons, dirigibles, rockets, helicopters, gliders, gyrocopters, ground-effect machines, sailplanes, amphibians, and seaplanes.

**Airplane Design Group.** A grouping of aircraft based upon wingspan and tail height. The groups are defined in Federal Aviation Administration Advisory Circular 150/5300-13A, as amended.

**Aircraft Line Maintenance.** Aircraft maintenance typically required to return an aircraft to service within a short period of time. Examples include, but are not limited to: replenishing lubricants, fluids, nitrogen, and oxygen; servicing of landing gear tires and struts; lubricating aircraft components; and, avionics/instrument removal and/or replacement.

**Aircraft Maintenance.** The repair, alteration, calibration, adjustment, preservation, or inspection of aircraft airframe, powerplant, propeller, and accessories (including the replacement of parts) as described in 14 CFR Part 43.

**Aircraft Operator.** A person who uses, causes to be used, or authorizes to be used an aircraft, with or without the right of legal control (as owner, lessee, or otherwise), for the purpose of air navigation including the piloting of aircraft or the operation of aircraft on any part of the surface of the Airport.

**Aircraft Rescue and Fire Fighting (or "ARFF").** Personnel, equipment and facilities located on or off the Airport dedicated to dealing with aircraft accidents/incidents and all rescue and fire-fighting tasks, structural fires, and other fire-fighting or rescue emergency activities at the Airport.

**Airframe and Powerplant Mechanic (or "A & P Mechanic").** A person who holds an aircraft mechanic certificate with both the airframe and powerplant ratings. This certification is issued by the FAA under the provisions of 14 CFR Part 65.

**Air Operations Area (or "AOA").** A portion of the Airport, specified in the Airport Security Program, in which security measures specified in 49 CFR Parts 1540 and 1542 are carried out. This area includes aircraft movement areas, aprons, loading ramps, and safety areas, and any adjacent areas (such as general aviation areas) that are not separated by adequate security systems, measures, or procedures. This area does not include the sterile holding area.

**Airport.** The Cheyenne Regional Airport and land, improvements, and appurtenances within the legal boundaries of the Airport as it now exists on the Airport Layout Plan (or Exhibit A of the most recent FAA grant and sponsor assurances) and as it may hereinafter be extended, enlarged, or modified.

**Airport Assurances.** Those contractual obligations that are described by law in 49 U.S.C. 47107 and are undertaken by a public airport sponsor as a condition of receipt of federal airport development grants or federal surplus property.

**Airport Board (or "Board").** Cheyenne Regional Airport Board as created by City Ordinance.

**Airport Certification Manual (or "ACM").** A manual developed by an airport that establishes responsibility, authority, and procedures for 14 CFR Part 139 compliance. An ACM is required and approved by the FAA for airports served by scheduled air carrier aircraft.

**Airport Emergency Services (or "AES")** fire-fighting personnel (including ARFF personnel) who are responsible for fire fighting and other emergency services at the Airport. ARFF personnel will serve as the main responder for all aviation related emergency responses. For structural responses or in environments where ARFF deems it necessary to contact mutual aid agencies. AES may also include Cheyenne Fire Department and/or Laramie County Fire Department.



**Airport Access Credentials (or "AAC")**, A media allowing access to certain parts of the Airport. The AAC may be issued for the following: Sterile area or AOA access.

**Airport Layout Plan, (or "ALP")**, The currently approved drawing depicting the physical layout of the Airport and identifying the location and configuration of current and proposed runways, taxiways, buildings, roadways, utilities, nav aids, etc.

**Airport Security Coordinator**, The Airport's primary security representative and point-of-contact for the TSA.

**Airport Security Program (or "ASP")**, The current Airport Security Program, as may be amended from time to time, approved by the TSA, that specifies the systems, measures, and procedures that are used to meet the Airport's regulatory and statutory responsibilities relating to Airport security.

**Airport Surface**, The public runways for landing and taking off of aircraft, designated helipads, public taxiways for ground movement of aircraft, and public apron for loading, unloading, fueling, and emergency servicing of aircraft.

**Airport Terminal Building**, The building at the Airport where the passenger processes of ticketing, baggage check-in, security screening, aircraft boarding, and baggage claim are accomplished for commercial air carrier activity.

**Air Traffic Control (or "ATC")**, A service operated by appropriate authority sanctioned and certified by the FAA for the control, separation, and movement of aircraft in the air or on the ground.

**Applicant (or "Proposed Operator or Lessee")**, A person proposing to use land and/or improvements at the Airport.

**Apron**, Paved areas of the Airport within the AOA designated by the Board for the loading or unloading of passengers, servicing, and/or parking of aircraft.

**Avgas**, Aviation gasoline including, but not limited to, Jet A and 100LL.

**Based Aircraft**, Any aircraft utilizing the Airport as a base of operation (other than occasional transient purposes) and is registered at the Airport with an assigned tiedown or hangar space on the Airport.

**Certificates of Insurance**, A certificate provided by and executed by an operator's insurance company evidencing the insurance coverages and limits of the operator.

**Commercial**, An activity designed to generate and/or secure earnings, income, compensation (including exchange or barter of goods and services), and/or profit, whether or not such objectives are accomplished.

**Commercial Vehicle**, A vehicle of any type used or maintained for the transportation of persons, goods or property for hire, compensation or profit.

**Compensation**, Any form of reimbursement for goods or services such as, but not limited to, monetary, barter, favors, gratuity.

**Contiguous Land**, Land that is sharing an edge or boundary or is separated by no more than a taxilane or taxiway.

**Courtesy Vehicle**, Any vehicle used in commercial activity, other than a taxicab or rental car, to transport persons, baggage, or goods, or any combination thereof, between the Airport and off-Airport businesses such as hotels, motels, or other attractions and the business establishment owning or operating such vehicle, the operation of which is generally performed as a service without direct costs to the passenger.

**Cruising**, The operation of a vehicle for hire at the Airport in search of or soliciting prospective passengers.

**Department of Transportation (or "DOT")**, The Cabinet department of the United States government concerned with transport. It was established by an act of Congress on October 15, 1966 and began operation on April 1, 1967. It is administered by the United States Secretary of Transportation.

**Development Guidelines**, The parameters governing the design, construction, and/or modification of operator or lessee facilities at the Airport, as may be implemented and/or amended from time to time.

**Director of Aviation (or "Director")**, That person or his/her designated representative appointed by the Airport Board and acting as the chief administrative official of the Airport Board is responsible for the day-to-day administration, operations, and maintenance of the Airport and all Airport owned property, material assets, financial assets and employees at the Airport.

**Emergency Public Service**, Services provided to the general public including police, fire, rescue, and emergency medical and/or ambulatory transportation.

**Emergency Vehicle**, Vehicle of the police department or fire department, ambulance or any vehicle conveying an Airport official or Airport personnel in response to an official emergency call.

**Employee(s)**, Any individual in the service of an operator or a person conducting commercial activity or exercising the right of self-service. The determination of status between "employee" and "contractor" shall be made according to the current IRS standards.

**Environmental Protection Agency (or "EPA")**, The Agency within United States government that has the responsibility for developing and enforcing regulations that implement the environmental regulatory measures enacted by Congress.

**Equipment**, All property and machinery, together with the necessary supplies, tools, and apparatus necessary for the proper conduct of the activity being performed.

**Exclusive Right**, A power, privilege, or other right excluding or preventing another from enjoying or exercising a like power, privilege, or right. An exclusive right may be conferred either by express

agreement, by imposition of unreasonable standards or requirements, or by any other means. Such a right conferred on one or more parties, but excluding others from enjoying or exercising a similar right or rights, would be an exclusive right. An exclusive right to conduct an aeronautical activity, which is forbidden by federal regulation, is distinguished from an exclusive right to occupy real estate, which is permitted by federal regulation under certain conditions.

**Federal Aviation Administration (or "FAA")**, The Agency of the United States government that has the responsibility of regulating aeronautical activities.

**Federal Aviation Regulation (or "FAR")**, Rules prescribed by the FAA governing all aviation activities in the United States, which are written, approved, and published by the FAA.

**Fixed Base Operator (or "FBO")**, A commercial operator engaged in the sale and/or subleasing of products, services, and facilities to aircraft operators including, at a minimum, the following activities at the Airport:

- A. Sale of aviation fuels and lubricants (jet fuel, avgas, and aircraft lubricants)
- B. Passenger, crew, and aircraft ground services, support, and amenities
- C. Aircraft maintenance
- D. Aircraft parking, tiedown, hangar, office, and shop

**Flight Training**, Any use of an aircraft to teach, increase, or maintain pilot or crew member proficiency rather than the use of an aircraft as transportation between two different airports or other destinations. Flight training shall also include any portion of a flight between two airports or other destinations dedicated to increase or maintain pilot or crew member proficiency.

**Fuel**, Any substance (solid, liquid, or gaseous) used to operate any engine in aircraft, vehicles, or equipment.

**Fuel Handling**, The transporting, delivering, fueling, dispensing, or draining of fuel or fuel waste products.

**General Aviation**, All aviation with exception of air carriers (including cargo) and government. General aviation aircraft are utilized for commercial and non-commercial purposes including business, corporate, recreational/pleasure, charter/air taxi, industrial/special purpose, and instructional.

**General Provisions**, Provisions common to all Primary Guiding Documents at the Airport.

**Good Standing**, Full compliance with all applicable regulatory measures and not in default of any agreement or permit with the Board.

**Hangar**, Any fully or partially enclosed storage facility for an aircraft.

**Hazardous Materials**, Any substance regulated by the EPA as hazardous.

**Improvements**, All buildings, structures, additions, and facilities including pavement, concrete, fencing, and landscaping constructed, installed, or placed on, under, or above any land on the Airport.

**Infrastructure**, Runways, taxiways, taxilanes, aprons, nav aids, roadways, and utilities utilized for the operation of the Airport.

**Jet Fuel**, Fuel commonly utilized in turboprop and turbojet aircraft.

**Law Enforcement Officer**, Officers of any federal, state, or local government agency authorized to enforce the law.

**Leased Premises**, The land and/or improvements used exclusively under agreement by operator for the conduct of operator's activities.

**Lessee**, A person that has entered into an agreement with the Board to occupy, use, and/or develop land and/or improvements and engage in aeronautical activities.

**Light Aircraft**, Aircraft with a maximum takeoff weight of 12,500 pounds or less.

**Local Government** The governing bodies of the City of Cheyenne and Laramie County.

**Master Plan**, An assembly of appropriate documents and drawings covering the development of the Airport from a physical, economic, social, and political jurisdictional perspective and adopted by the Airport, and any amendments, modifications, revisions, or substitutions thereof. The Airport Layout Plan (ALP) is a part of the Master Plan.

**Minimum Standards**, Those qualifications, standards, and criteria set forth as the minimum requirements to be met as a condition for the right to engage in aeronautical activities at the Airport, as may be amended from time to time.

**Movement Area**, The runways, taxiways, and other areas of the Airport which are utilized for taxiing, air taxiing, takeoff, and landing of aircraft, exclusive of loading ramps and parking areas. It includes all areas under the direct and positive control of ground or tower controllers, requiring ATC approval for entry onto the movement area.

**National Fire Protection Association (or "NFPA")**, All codes, standards, rules, and regulations contained in the Standards of the National Fire Protection Association, as may be amended from time to time.

**Non-Commercial**, Not for the purpose of securing earnings, income, compensation (including exchange of service), and/or profit.

**Non-Commercial Operator**, A person that either owns or leases and operates aircraft for personal or recreational purposes. In the case of a business, the operation of aircraft must be an ancillary activity to support the business's purposes by providing transportation for the exclusive use of its employees, agents, and/or customers. In all cases, the non-commercial operator neither offers nor engages in commercial aeronautical activities.

**Non-Movement Area**, Those portions of the Airport where aircraft taxi, or are towed or pushed without radio contact with ATC or with other aircraft.

**Notice To Airmen (or "NOTAM")**, Guidelines regarding aeronautical operations issued by a representative of the FAA, the Director, ATC, or other authorized official.

**Operator**, A person that has entered into an agreement or permit with the Board or subleased office, shop, hangar, and/or land to engage in commercial aeronautical activities at the Airport.

**Owner**, The registered legal owner of an aircraft according to the records of the FAA or a vehicle according to the Department of Motor Vehicle records.

**Paved**, An area uniformly covered with asphalt or concrete aimed at creating a firm, level surface.

**Permit**, A license issued by the Board to a person authorizing conduct of certain activities. Permits include, but are not limited to, an approved Commercial Aeronautical Activity Permit or a Non-Commercial Self-Fueling Permit.

**Permittee**, A person or business who has written permission (permit) from the Director to conduct commercial or non-commercial activities, within the confines of the permit, at the Airport.

**Piston Aircraft**, An aircraft that utilizes a reciprocating engine for propulsion.

**Police Department**, The Cheyenne Police Department is the primary law enforcement agency with jurisdiction over the Cheyenne Regional Airport.

**Primary Guiding Documents**, A compilation of policies and procedures or other guiding documents, properly adopted by resolution of the Board, as may be amended from time to time, including, but not limited to, lease/rates and charges policy, minimum standards, rules and regulations, general provisions, and development guidelines.

**Private Vehicle**, Any vehicle operated for transportation of persons or baggage that are not customers of the vehicle operator and no revenue is being derived from the transportation either directly or indirectly.

**Property**, Anything that is owned by a person or entity.

**Public Area**, Those areas normally used by the general public. These areas include concessionaire shops, restrooms, passenger terminal building lobbies, passenger concourses, hallways, passage ways, public transportation waiting areas, viewing areas, roadways, walkways, sidewalks, and public motor vehicle parking lots. They do not include areas leased by commercial businesses unless such businesses so designate certain areas as public use areas. They do not include the AOA, restricted areas, and employee parking lots.

**Readily Available**, Conveniently located (in close proximity) and accessible, but not necessarily located on the leased premises.

**Refueling Vehicle**, Any vehicle used for transporting, handling, or dispensing of fuels, oils, and lubricants.

**Regulatory Measures**, All applicable federal, state, county, local, and Airport, laws, codes, ordinances, policies, rules, and regulations.

**Repair Station**, A certificated aircraft maintenance facility approved by the FAA to perform specific maintenance functions. These facilities are certificated under 14 CFR Part 145.

**Restricted Area**, Areas of the Airport, other than public areas, wherein entry or use thereof is restricted to authorized personnel pursuant to applicable regulatory measures, including but not limited to: runways, taxiways, taxilanes, and fire lanes, Airport maintenance facilities, mechanical rooms, electrical vaults, fire breaks and any other areas marked as such with appropriate signage. Includes both the AOA and the sterile area.

**Rules and Regulations**, Rules and Regulations of the Airport, as adopted by the Board.

**Runup**, Aircraft engine operation above normal idle power for purposes other than initiating taxi or takeoff.

**Runway**, An area of the Airport developed and improved for the purpose of accommodating the landing and takeoff of aircraft.

**Security Identification Display Area (or "SIDA")**, A portion of the AOA identified in the Airport Security Program, that requires each person to continuously display on their outermost garment, an Airport approved identification medium unless under Airport approved escort. *Note: At this time, there is no SIDA at the Airport.*

**Self-Fueling**, The fueling of an aircraft by the owner of the aircraft or the owner's employee(s) using the owner's vehicles, equipment, and resources.

**Self-Service**, Includes activities such as adjusting, repairing, cleaning, and otherwise providing service to an aircraft, provided the service is performed by the aircraft owner or his/her employees using vehicles, equipment, and resources provided by the aircraft owner.

**Spill Prevention, Control and Countermeasures Plan, (or "SPCC Plan")** A contingency plan defined by the EPA that covers measures, points of contact, the chain of command, and individual responsibilities within the plan.

**Specialized Aviation Service Operator (or "SASO")**, A commercial operator who provides any one or a combination of the following activities: aircraft maintenance, avionics or instrument maintenance, aircraft rental or flight training, aircraft charter or aircraft management, aircraft sales, and other commercial aeronautical activities.

**Sterile Area**, The area in the terminal building beyond the security screening checkpoint(s).

**Sublease**, An agreement entered into by a person with an operator or lessee that transfers rights or interests in the operator's or lessee's leased premises.

**Sublessee**, A person that has entered into a sublease with an operator or lessee who is authorized to engage in commercial aeronautical activities at the Airport.

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**Storm Water Pollution Prevention Plan (or "SWPPP")**, A plan that identifies the controls that have been put in place to minimize the impact of storm water discharges on the environment.

**Taxilane**, The portion of the apron used for access between taxiways and aprons and not under ATC control.

**Taxiway**, A paved, defined path over which aircraft can taxi from one part of an airport to another (excluding the runway) and is under ATC control.

**Tenant**, A person having a written lease, rental agreement, or other agreement with the Board which grants that person certain rights and privileges on the Airport.

**Terminal Building**, The air carrier passenger terminal building at the Airport.

**Tiedown**, An area paved or unpaved suitable for parking and mooring of aircraft wherein suitable anchoring points and equipment are located.

**Transient Aircraft**, Any aircraft utilizing the Airport for occasional transient purposes and is not based at the Airport.

**Transportation Security Administration (or "TSA")**, The U.S. Federal Agency established to safeguard United States transportation systems and ensure secure air travel.

**Turbojet Aircraft**, An aircraft that utilizes one or more jet engines that have a turbine driven compressor and develop thrust from the exhaust of hot gases.

**Turboprop Aircraft**, An aircraft that utilizes a gas turbine engine to drive a set of reduction gears, which, in turn, drives a propeller for propulsion.

**Ultralight Vehicle**, Any contrivance used or intended to be used for manned operation in the air by a single occupant; does not have any U.S. or foreign airworthiness certificate; and if unpowered, weighs less than 155 pounds; or if powered, weighs less than 254 pounds empty weight, excluding floats and safety devices which are intended for deployment in a potentially catastrophic situation; has a fuel capacity not exceeding 5 U.S. gallons; is not capable of more than 55 knots calibrated airspeed at full power in level flight; and has a power-off stall speed which does not exceed 24 knots calibrated airspeed.

**Vehicle**, Any device that is capable of moving itself, or being moved, from place to place upon wheels; but does not include any device designed to be moved by human muscular power or designed to move primarily through the air.

**Vehicle Operator**, Any person who is in actual physical control of a vehicle.