

AIRPORT MINIMUM STANDARDS

SHOW LOW REGIONAL AIRPORT
SHOW LOW, ARIZONA



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**SHOW LOW AIRPORT
MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITY**

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1.0 MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES

1.1 PURPOSE

The purpose of these minimum standards is to help ensure proper administration and operation of the Show Low Airport by prescribing certain requirements for commercial aeronautical activities conducted at the airport. The standards are intended to promote the public health, safety, and welfare of the airport patrons and the commercial enterprises using the airport, as well as the citizens of Show Low and the general public.

1.2 INTRODUCTION

The standards and requirements contained herein constitute the minimum acceptable qualifications and conditions under which a person conducting a commercial aeronautical activity must operate. No person shall be allowed to conduct any commercial aeronautical activity at the Show Low Airport unless such person has a lease or agreement with the City which incorporates these minimum standards. The mandatory clauses contained herein are not exhaustive and the City reserves the right to require such other terms and conditions as it deems appropriate.

1.3 APPLICABILITY

The effective date of these Minimum Standards shall be the _____ day of _____, 20____.

1.4 DEFINITIONS

As used in these regulations, the following terms shall have the following meanings:

- A. "The Show Low Airport Commission" means the Airport Commission
- B. "City" means the City of Show Low, Arizona, its elected officials, employees and agents, and the Show Low Airport Commission.
- C. "Aircraft" means aeronautical devices including, but not limited to powered aircraft, gliders, kites, rotary wing aircraft, parachuting, ground-effect machines and balloons.

- D. "Aircraft Maintenance" means the repair, adjustment or inspection of aircraft:
1. Major repairs – Major alterations to the airframe, power plant, propeller and accessories as defined in Part 43 of the Federal Aviation Administration.
 2. Minor repairs – Normal routine annual inspection with attendant maintenance, repair, calibration, or adjustment or repair of aircraft and their accessories.
- E. "Building" means the main portion of each structure, all projections or extensions there from and any additions or changes thereto, and shall include garages, outside platforms and docks, carports, canopies, eaves and porches. Paving, ground cover, fences, signs, and landscaping shall not be included here.
- F. "Commercial Aeronautical Activity" means any commercial activity which relates to the operation or servicing of aircraft. Examples of such activity includes: charter operations, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air taxi operations, aircraft sales and services, sales of aviation petroleum products, repair and maintenance of aircraft parts.
- G. "Entity" means a person, firm, corporation, partnership.
- H. "Equipment" means all machinery, together with the necessary supplies, tools and apparatus to properly conduct the activity being performed.
- I. "Exclusive Rights" means the power, privilege or other rights excluding or debarring 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 by excluding others from enjoying or exercising a similar right or rights would be an exclusive right.
- The granting of an exclusive right to conduct a commercial aeronautical activity on an airport developed or improved with federal funds is expressly forbidden by law.
- J. "Improvements" means all buildings, structures and facilities including pavement, fencing, signs and landscaping constructed, installed or placed on, under or above any leased area by or with the concurrence of the Lessee. Plans and specifications for all improvements must be approved

by the City for conformity with its architectural, building and construction standards.

- K. "Agreement" means a contractual agreement between the City and an entity granting a concession or otherwise authorizing the conduct of certain activities which is in writing and enforceable by law.
- L. "Lease" means a contractual agreement between the City and an entity providing for the use of airport ground space or land for the construction of improvements.
- M. "Operator" means an entity which maintains facilities at the airport for the purpose of engaging in sales or providing services in a commercial aeronautical activity.
- N. "Repair Facility" means a facility utilized for the repair of aircraft to include airframe, power plant, propellers, radios, instruments and pertinent Federal Aviation Administration regulations.
- O. "Sublease" means a lease granted by another entity of all or part of the property.
- P. "Tie Down" means the area paved or unpaved, suitable for parking and mooring of aircraft wherein suitable tie down points have been located.
- Q. "Ramp" means an area suitable for aircraft parking.
- R. "Fuel Distributor" means any person or corporate entity or business engaged in selling or disbursing aviation fuel at the Show Low Airport.
- S. "UNICOM" means a non-federal air/ground radio communication station which may provide airport information at public use airports where there is no tower or flight service station.
- T. "NOAA" means National Oceanic and Atmospheric Administration.
- U. "F.A.R.s" means Federal Air Regulations.
- V. "F.A.A." means U.S. Department of Transportation, Federal Aviation Administration.

1.5 APPLICATION

A. Contents of Application

1. Applications to perform commercial aeronautical activities shall be in writing and be filed with the City of Show Low City Clerk and shall include the following information:
 - a. Name and address;
 - b. Proposed dates for commencement of operations and termination of services;
 - c. Services to be offered;
 - d. Amount, size and location of land to be leased;
 - e. Description of buildings and improvements or appurtenances to be constructed or leased;
 - f. Number of aircraft to be involved;
 - g. Hours of proposed operation;
 - h. Number and types of insurance coverages to be maintained;
 - i. Evidence of financial responsibility from a bank or from such other source that may be readily verified through normal banking channels;
 - j. Evidence of financial capability to initiate operations and for the construction of buildings, improvements and the ability to provide working capital to carry on the contemplated operation, once initiated.
 - k. Statement of past experience in the specified aviation services proposed to be provided at the airport together with a statement of setting forth personnel to be used for the operations and experience date of said personnel.
 - l. Upon receipt of an application complying with this section, the City Clerk will ensure processing in accordance with Section 1.6. The Show Low Airport Commission will review said application and submit comments and/or recommendations in writing to the City Council.

- m. Upon receipt of a temporary application for non-commercial, non-competitive, or emergency activity, the City Manager may approve said application.

B. Waiver to Minimum Standards

1. A proposed commercial aeronautical activity which is unable to meet the minimum standards for that activity at the time of application may request a waiver. Any request for waiver must be accompanied with an explanation for the waiver, the period of time for the waiver, and the proposed substitution or alternative to providing the minimum standard. There will be no time extensions and at the end of the allowed waiver period, all minimum standards will be met.
2. The waiver process has been developed in accordance with Section 3-17 of F.A.A. Order 5190.6A, Airport Compliance Requirements, which addresses the initial development of commercial aeronautical activities at an airport. The intent of the waiver process is to allow the operator the opportunity to establish a viable business in its early stages while still providing safe and responsible services. Whether a waiver is approved will depend on such factors as the volume of customers, investment of capital and the frequency of air traffic. The authority for approving a waiver will rest with the City Manager. A waiver will not be approved if the proposed commercial aeronautical activity will compete with an existing activity that meets all the minimum standards.

1.6 APPLICATION REVIEW AND APPROVAL

- A. Upon receipt of an application complying with Section 1.5-A above, the City Clerk will review the application for statutory requirements. Lease of land at the Airport for the construction of hangars or building requires the publication of a notice of intent to lease and a request for bids twice in a newspaper of general circulation in the county.
- B. The Airport Commission will review all applications requiring the lease of airport land and shall submit comments and/or recommendations in writing to the City Council for consideration of the application.
- C. The City Council, for all applications requiring the lease of Airport land, shall review the application, the comments and/or recommendations from the Airport Commission and the terms of a lease and render a decision on the application.

- D. For those applications which do not require the lease of Airport land, the Airport Manager shall review, make comments and/or recommendations, and forward those recommendations to the City Manager for his consideration. The City Manager will determine the requirements for an operation and have the authority to execute the lease.
- E. Any decision by the City Manager which is not to the satisfaction of the applicant or any other aggrieved person who is affected by the decision may be appealed to the City Council. The appeal shall be filed with the City Clerk within fifteen (15) calendar days after the City Manager's decision and shall specify the ground or grounds upon which the applicant contends he is entitled to relief. The City Council shall hear the appeal within thirty (30) days after it is filed and may reverse or affirm, in whole or part, or modify the decision of the City Manager. Failure to request an appeal of the City Manager's decision within fifteen (15) calendar days shall result in the City Manager's decision being final and binding.

1.7 STANDARDS AND LIMITATIONS

- A. The standards set forth are applicable to the specific commercial aeronautical activities addressed and must be met by an applicant desiring to conduct such activities prior to any lease or agreement execution at the Airport.
- B. The standards set forth herein are the minimum which the City will require when authorizing commercial activities and, unless specifically limited, do not preclude applicants from seeking greater operating authority.
- C. Personnel
 - 1. The Operator shall have in his employ and on duty during operating hours, trained personnel in such numbers as are required to meet the Minimum Standards and Requirements set forth herein, for each commercial aeronautical activity being performed. The Operator shall also provide a responsible person to supervise the operations in the leased area with authorization to represent the Operator during business hours.
 - 2. All personnel are required to hold any certifications and ratings as may be required by F.A.R.s, State Statutes and City Ordinances.

D. Maintenance

The Operator shall maintain the pavement constructed by the Operator. The maintenance of the building, utility costs, snow, sand and trash removal shall be the Operator's responsibility within the leased property. Utility line maintenance outside the Operator's delineated property boundary shall be the utility agency's responsibility. Grass mowing and landscape maintenance within the Operator's leased premises shall be the Operator's responsibility.

E. Insurance

1. The Operator shall procure, maintain and pay premiums during the term of the lease or agreement, for insurance of the types of coverage specified in Attachment 1, Schedule of Minimum Insurance Requirements as required by the City's insurance carrier. The operator's insurance company which provides the policy or policies shall be licensed to do business in the State of Arizona. Failure to maintain the required insurance in effect shall constitute a breach of the lease or agreement and shall constitute grounds for immediate termination of the lease or agreement.

The procuring of an insurance policy or policies shall not be construed to be a limitation upon the operator's liability or as a full performance on its part of the indemnification provision of the lease or agreement. The operator is obligated and responsible for the full and total amount of any damage, injury, or loss caused by negligence or neglect connected with its operation.

2. Where more than one aeronautical type of service is proposed, the minimum limits may vary depending upon the nature of individual services in such combination but will not necessarily be cumulative. For example, if three activities are chosen, it would not be necessary for the operator to carry insurance policies providing the aggregate or combined total of the minimum limits for each type of operation; however, if one of the selected activities required passenger liability coverage or hangar keeper's liability not required in either of the other categories, the operator would be required to provide insurance on the applicable exposures.
3. All insurance which the operator is required by the City of Show Low to carry and keep in force shall name the City of Show Low as coinsured. The Operator shall furnish evidence of his compliance with this requirement to the City. The operator's insurance shall be primary for all purposes under the lease or agreement. Besides naming the City coinsured, the certificates of insurance shall

contain endorsements providing that written notice will be given to the City by the underwriter at least ten (10) days prior to any reduction in coverage and at least thirty (30) days prior to cancellation or termination of coverage and that an appropriate waiver of subrogation shall be required at the applicant's expense.

4. The applicable insurance coverage's shall be in force during the period of any construction of the Operator's facilities and/or prior to his entry upon the Airport for the conduct of his business.

F. Motor Vehicles on the Airport Property

1. An Operator may make transportation available for clientele (pilots and passengers of transient general aviation aircraft) between the Operator's office and apron tie-down areas. The Operator performing this service with motor vehicles driven on the airport ramp/taxiway system shall do so in accordance with Airport Rules and Regulations.
2. The Operator will procure and maintain for any of its motor vehicles which are operated on the Airport, proper motor vehicle liability insurance in the minimum limits specified in Attachment 1, "Schedule of Minimum Insurance Requirements". Evidence of liability for ground support equipment may be covered under comprehensive public liability and property damage or umbrella format.

G. Aircraft Leaseback, Sublease, or other Aircraft Operating Agreements.

A copy of all such agreements must be available for inspection by the City along with proof of compliance with all applicable airport insurance requirements.

H. Fees

1. The Operator shall pay the standard fees as specified by the City. Such fees shall be specifically included in the lease or agreement with the City.
2. Any activity conducted on the leased premises shall similarly be subject to standard ordinance requirements and charges which may be set by the City.
3. The fees will be subject to review and readjustment on a five (5) year basis from the commencement date of the lease or agreement. The readjustment will account for inflation and will be

calculated by averaging the Consumer Price Index (CPI) for the previous five years from the time of the last readjustment or commencement date. The summation of all increases which are due to the readjustment will not exceed three hundred percent (300%) of the initial fee over the term of the agreement and any extensions.

1.7.1 GENERAL REQUIREMENTS

A. Requirement of Written Lease or Agreement

The operator will be required to enter into a written lease or agreement with the City. The lease or agreement will recite the terms and conditions under which he will operate his business on the Airport including, but not limited to, the terms of the lease or agreement, the rentals, fees, and charges, the rights and obligations of the respective parties and other relevant covenants. It should be understood, therefore, that neither the conditions therein contained, nor those set forth in these Minimum Standards, represents a complete recitation of the provisions to be included in the written lease or agreement. Such lease or agreement provisions, however, will neither change nor be inconsistent with these Minimum Standards.

B. Accommodations

The Operator who maintains a building or a hangar on the Airport shall provide an approved walkway facility within the leased area to accommodate pedestrian access to the Operator's office, and, also, telephone for customer use. Floor space allotments shall include office, customer lounge, and restroom facilities, all properly heated, ventilated, and lighted in accordance with the Minimum Standard for either an F.B.O. or specialty shop.

C. Facilities

When considering construction of any new facilities, the Operator will be subject to the same standards of development as are contained in the Airport Master Plan for the Airport. The City Council, after receiving and taking into consideration written comments and recommendations of the Show Low Airport Commission, may approve plans and specifications prior to formalization of a lease or agreement.

1.7.2 FIXED BASE OPERATOR (F.B.O)

A. Full Service F.B.O.

A full service F.B.O. is an entity which maintains major facilities at the Airport for the purpose of conducting aircraft, airframe and power plant maintenance including retail sale of aviation fuel and associated aircraft line service.

Other Required Services:

1. National Oceanic and Atmospheric Administration (required weather observations as required by contract)
2. UNICOM Control

B. Specialty Shop

A Specialty Shop is an entity other than an F.B.O. which maintains major facilities at the Airport for the purpose of conducting one or more of the below listed items:

1. Flight instruction and certification reviews;
2. Aircraft sales/rentals
3. Aircraft charter
4. Avionics, instrument repair;
5. Propeller repair;
6. Aircraft fabric repair and/or upholstery; and
7. Other technical services to enhance the aviation industry.

C. Minimum Standards – Full Service F.B.O.

1. Ground Space and Improvements
 - a. Principal buildings used by the F.B.O. shall be of sufficient size to adequately meet the requirements of the services being offered and shall provide for, at a minimum, crew/passenger lounge facilities, public restrooms, sales/rental administration, and other activities relevant to the F.B.O.

- b. At least one hangar with a minimum of 2,500 square feet of floor space must be provided within which aircraft, airframe and engine repair activities, avionics, instrument or propeller repair, if proposed, will be performed.

D. Scope of Service

1. Fueling

- a. The F.B.O. shall lease from the City all underground storage tank facilities on the Airport. When an Operator leases the underground storage tanks, a flowage fee or other payments will be assessed in accordance with their lease agreement with the City.
- b. Fueling and into-plane delivery of aviation fuels and normal ramp services, shall be provided by the Operator seven (7) days a week from 6:00 a.m. to 7:00 p.m. After hours fuel services shall be available with the option of a surcharge. The F.B.O. shall provide mobile fuel dispensing equipment capable of safe and efficient services of all types of general aviation aircraft.
- c. In accordance with Article 1.8 of these Standards, the F.B.O. must maintain current monthly fuel, quality control requirements, and other specified documentation.

2. Line Services

- a. F.B.O. shall have available and provide loading, unloading and towing and starting equipment to safely and efficiently move aircraft as may be required.
- b. F.B.O. shall provide proper equipment for repairing and inflating aircraft tires, services oleo struts, changing oil, washing aircraft and aircraft windows (in accordance with all environmental regulations), and recharging or energizing discharged aircraft batteries.
- c. F.B.O. shall provide conveniently located, heated and ventilated lounge or waiting rooms for passengers and crews. Restrooms must be accessible to passengers and crews and shall be maintained in a clean and sanitary manner. At least one telephone will be available for public use.

3. Aircraft Airframe and Power Plant Repair (If Proposed)
 - a. F.B.O. shall have on staff at least one F.A.A. Certified Airframe and Power Plant Mechanic a minimum of 8 hours per day, 5 days per week.
 - b. F.B.O. shall provide suitable towing equipment, jacks, dollies, and other equipment, supplies and parts such as used by an approved Repair Station.
 - c. F.B.O. shall maintain, or have the ability to obtain, an adequate supply of spare parts and accessories necessary to provide the services offered.

4. Flight Instruction (If Proposed)
 - a. F.B.O. shall maintain a minimum of 1 single engine type aircraft, in current license.
 - b. F.B.O. shall have in its employ sufficient flight and ground instructors who have been properly certified by the F.A.A. to provide the type of training offered.
 - c. F.B.O. shall provided at a minimum, the office, classroom, briefing room space (with adequate mockups, pictures, slides, film strips and other visual aides) to support flight training activity. The classroom facility does not need to be located on the airport.

5. Aircraft Sales and/or Rentals (If Proposed)
 - a. F.B.O. shall provide suitable office space for consummating sales and rental and the keeping of proper records in connection therewith.
 - b. F.B.O must provide a certified pilot qualified in-type capable of demonstrating aircraft for sales and/or providing instruction for the rental of aircraft.
 - c. F.B.O. shall maintain current up-to-date specifications, price lists, check lists, and operation manuals for all types of model aircraft sold or rented.
 - d. Dealer must meet all Arizona State licensing requirements.

6. Aircraft Charter (If Proposed)
 - a. F.B.O. shall maintain a minimum of 1 (one) aircraft properly certified with sufficient and properly qualified personnel to support its charter operations.
7. Avionics, Instrument and Propeller Repair (If Proposed)
 - a. F.B.O. shall provide a minimum of one (1) person properly certified to perform the repair services offered.
 - b. F.B.O. must maintain adequate tools, equipment, and devices necessary to perform the maintenance services offered.

E. Miscellaneous Requirements

1. All rates and charges shall be reasonable and be equally and fairly applied to all users of its services. All rates and charges will be posted in a conspicuous location.
2. Operator shall, at his expense, pay all taxes and assessments against any building or other structure and personal property placed on the premises.
3. All Sublease Agreements must receive prior written approval from the City Manager.
4. The Operator shall be required to carry public liability insurance naming the City of Show Low, its elected officials, employees, and agents, and the Show Low Airport Commission, its officers and agents, and the Lessee as named insureds.

SERVICE OPERATIONS

1.7.3 AIRFRAME AND POWER PLANT REPAIR

A. General

An Airframe and Power Plant Repair Facility Operator is an entity providing one or a combination of airframe and power plant repair services. This category of service may also include the sale of aircraft parts and accessories.

B. Minimum Standards

1. Ground Space and Improvement

- a. Operator shall lease from the City an area of land on which shall be erected a permanent hangar-type building (at least 2,000 square feet or larger) or sublease from an F.B.O. with approval of the City of Show Low providing the following:
 - (1) Sufficient space for airframe and power plant repair services, and if contemplated, to include a segregated painting area meeting local, State and Federal Industrial Code Requirements.
 - (2) Adequate floor space and restrooms which shall be properly heated, lighted and ventilated, and, provided with telephone facilities for customer use.
- b. Operator shall provide or lease an aircraft apron within the leased area to accommodate aircraft movement and parking.

2. Scope of Service

- a. Operator shall provide efficient, certified and trained personnel in such numbers as are required to meet the Minimum Standards set forth in this category, but never less than one person currently certified by the Federal Aviation Administration with ratings appropriate to the work being performed. Certified person to be available eight (8) hours per day, five (5) days per week (Monday through Friday).
- b. Operator shall provide suitable towing equipment, jacks, dollies, and other equipment, supplies and parts as necessary to perform the service.
- c. F.B.O. shall maintain, or have the ability to obtain, an adequate supply of spare parts and accessories necessary to provide the services offered.

1.7.4 AVIONICS, INSTRUMENT AND PROPELLER REPAIR

A. General

An avionics, instrument or propeller repair facility operator is an entity engaged in the business of and providing a facility for the repair of aircraft radios and electrical systems, instruments, propellers and other accessories for aircraft. This category includes the sale of aircraft parts and accessories of the type repaired.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator shall lease from the City land on which shall be erected a permanent building (at least 750 square feet or larger in size) or sublease from an F.B.O. with the approval of the City to provide the following

- (1) Sufficient floor space to store one aircraft
- (2) Adequate floor space for office, shop, restrooms, all properly heated and lighted, and shall provide telephone facilities for customer use.

- b. Operator shall provide or lease an aircraft apron within the leased area to accommodate movement of aircraft from its facility to the taxiway complex.

2. Scope of Service

Operator shall provide efficient, certified and trained personnel in such numbers as are required to meet the minimum standards set forth in this category, but never less than one person currently certified by Federal Aviation Administration with ratings appropriate to the work being performed. Certified person to be available eight (8) hours per day, five (5) days per week (Monday through Friday).

1.7.5 AIR AMBULANCE (Show Low Based)

A. General

An Air Ambulance Operator is an entity engaged in the business of providing air transportation under FAR 135 for persons requiring medical assistance from either injury or illness. Air Ambulance aircraft are certified

by the state and are outfitted with various life support equipment. Those Operators not based at the Show Low Airport are exempt from the Minimum Standards; may only load or unload passengers or patients; and shall not store aircraft or conduct any other business activity on the airport.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator shall lease from the City an area of land on which shall be erected a permanent hangar-type building (at least 2,000 square feet or larger), or sublease space from an F.B.O. with the approval of the City.
- b. The building or space must be suitably provided with heating, lighting and accommodations for an office which includes public access to restrooms and a public telephone.

2. Scope of Service

- a. Operator shall have aircraft available, either owned or under written lease to operator (a copy of such agreement or copies of the F.A.A. Air-Carrier Certificate and Operating Specifications shall be provided to the City) which meets the requirements of the Federal Aviation Administration or any other regulatory agency.
- b. Operator shall provide service 24 hours per day, seven (7) days per week.

1.7.6 AIRCRAFT CHARTER AND AIR TAXI (Show Low Based)

A. General

An Aircraft Charter and Air Taxi Operator is an entity engaged in the business of providing air transportation under FAR 135 for persons or property to the general public for hire, either on a commercial charter basis or as an air taxi operator. Those Operators not based at the Show Low Airport are exempt from the Minimum Standards; may only load or unload passengers; and shall not store aircraft or conduct any other business activity on the airport.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator shall lease from the City land on which will be erected a permanent building of sufficient size to conduct business, or sublease office space from an F.B.O. with the approval of the City or from the City. The building or space must be suitably provided with heating, lighting and accommodations for an office and customer lounge which includes access to restrooms and a public telephone.
- b. Sufficient ramp area with access to taxiway shall be leased to store or park all aircraft used in the business operation.

2. Scope of Service

- a. Operator shall have aircraft available, either owned or under written lease to operator (a copy of such Agreement or copies of the F.A.A. Air-Carrier Certificate and Operating Specifications shall be provided to the City) which meets the requirements of the Federal Aviation Administration or any other regulatory agency.
- b. Operator shall be available 8 hours per day, five (5) days per week. The use of an answering machine or service will satisfy this requirement.

1.7.7 AIRCRAFT RENTAL

A. General

An Aircraft Rental Facility Operator is an entity engaged in the rental of aircraft to the public. An aircraft rental facility operator that is not based at the Show Low Airport may only provide aircraft to the customer and shall not store aircraft or conduct any other business activity on the airport.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator may lease from the City land on which will be erected a permanent building of sufficient size to conduct business, or sublease space from an F.B.O. with the approval of the City or from the City. The building or space must be suitably provided with heating, ventilation, lighting

and accommodations for an office and customer facilities which includes access to restrooms and public telephones.

- b. Sufficient ramp area with access to taxiway shall be leased to store or park all aircraft used in the business operation.

2. Scope of Service

- a. Operator shall have available for rental, either owned or under written lease to the Operator (a copy of such Lease or copies of the F.A.A. Air-Carrier Certificate and Operating Specifications shall be provided to the City), at least one single engine aircraft and all certifications and be currently airworthy.
- b. Operator shall have in its employ trained personnel who shall be a certified flight instructor rating, and who shall be certified current in all models offered for rental.

1.7.8 AIRCRAFT SALES

A. General

An Aircraft Sales Facility Operator is an entity engaged in the sale of new or used aircraft through franchises or licensed dealership or distributorship (either on a retail or wholesale basis) of an aircraft manufacturer or otherwise.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator may lease from the City land on which will be erected a permanent building of sufficient size to conduct business, or sublease space from an F.B.O. with the approval of the City or from the City. The building or space must be suitably provided with heating, lighting and accommodations for an office and customer facility which includes access to restrooms and a public telephone.
- b. Sufficient ramp area with access to taxiway shall be leased to store or park all aircraft used in the business operation.

2. Scope of Service

- a. Operator shall provide, or have available on call, a sufficient number of pilots with instrument and instructor ratings, who shall also be current in type for all models to be demonstrated.
- b. Operator must meet the minimum standards of Service Operations AIRFRAME AND POWER PLANT REPAIR as defined in 1.7.3, if service and repairs are offered.

1.7.9 FIGHT TRAINING

A. General

A Flight Training Facility Operator is an entity engaged in flight instruction, and provides such related ground school instruction as is necessary preparatory to taking a written examination and flight check for the category or categories of pilot's licenses and ratings involved. A Flight Training Facility Operator that is not based at the Show Low Airport may only load and unload students and shall not store aircraft or conduct any other business activity on the airport.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator may lease from the City land on which will be erected a building of sufficient size to conduct business or sublease space from an F.B.O. with approval of the City or from the City. The building or space must be suitably provided with heating and ventilation, and with accommodations for customer and visitors to include office, restrooms and public telephone. Adequate floor space shall be provided for classrooms and pilot briefing room.
- b. Sufficient ramp area with access to taxiway shall be leased to store or park all aircraft used in the business operation.

2. Scope of Service

- a. Operator shall have available for use in flight training, either owned or under written lease to Lessee, certified and currently airworthy aircraft, to include at least one single engine type aircraft.

- b. Operator must have a certified Flight Instructor current in type for aircraft flight instruction.

1.7.10 COMMERCIAL FLYING CLUB

A. General

A Commercial Flying Club is an entity engaged in the ownership or lease of aircraft and providing flying services for its members and others but which does not meet the rigid requirements established for Exempt Flying Clubs established in Section 1.7.13.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator may lease from City Land on which will be erected a building of sufficient size to conduct business, or may sublease office space from an F.B.O. with approval of the City or from the City, with customer and visitor access to restrooms and public telephone.
- b. Operator shall provide or lease an area with adequate tie-down facilities to park aircraft with access to taxiways.

2. Scope of Service

- a. Operator shall have available for use in its services, either owned or under written lease to Operator, one certified and currently airworthy aircraft.
- b. If Operator conducts flight training, is shall have in its employ or as members sufficient flight instructors certified current in type.

1.7.11 SPECIALIZED COMMERCIAL AERONAUTICAL ACTIVITIES

A. General

A Specialized Commercial Aeronautical Activity is an entity engaged in aircraft support service or in air transportation for hire for the purpose of providing the use of aircraft for the activities listed below:

1. Non-stop sightseeing flights;
2. Aerial photography or survey;

3. Fire fighting and patrol;
4. Power line, underground cable or pipe line patrol;
5. Other operators specifically excluded from Part 135 of Federal Aviation Requirements

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator shall sublease space and facilities adequate for its operators from an F.B.O., the City, or other tenant under lease with the City, which sublease shall be approved by the City. Operator has the option to meet the Minimum Standards for Aircraft Charter and Air Taxi.
- b. Operators providing services involving crop dusting, aerial application, other commercial use of chemicals, shall provide a centrally drained, paved area of sufficient size to facilitate aircraft loading, washing and servicing in accordance with all environmental regulations. Operator shall also provide for the safe storage and containment of noxious chemical materials. Such storage facilities shall be in a location on the Airport designated by the City which will provide the greatest safeguard to the public.

2. Scope of Service

- a. Where required by the nature of its operations, Operator shall provide and have based on its leasehold, either owned or under written lease to Lessee, at least one aircraft which will be airworthy, meeting all F.A.A. requirements and applicable regulations of the State of Arizona with respect to the type of activity to be performed.
- b. Operator shall provide, by means of an office or telephone, a point of contact for the public desiring to utilize the Lessee's services.

1.7.12 SCHEDULED AIRLINE SERVICE

A. General

Scheduled Airline Service is an entity engaged in regularly scheduled airline flights to the general public from the airport to other destinations and back for transporting passengers, baggage, and light air cargo.

B. Minimum Standards

1. Ground Space and Improvements

- a. Operator shall lease from the City land on which will be erected a permanent terminal building of sufficient size to conduct business, or sublease from the City terminal space. The building or space must be suitably provided with heating, lighting, and accommodations for an office, customer lounge which includes access to restrooms and public telephone, and a baggage holding area.
- b. Sufficient ramp area with access to taxiway shall be leased to store or park all aircraft used in the business operation.

2. Scope of Service

- a. Operator shall have aircraft available, either owned or under written lease to operator (a copy of such Agreement or copies of the F.A.A. Air-Carrier Certificate and Operating Specifications shall be provided to the City) which meets the requirements of the Federal Aviation Administration or any other regulatory agency.
- b. Operator shall have published flight schedules and fares. The schedules and fares shall be prominently displayed at the operator's place of business for the information of the customer.
- c. Operator shall comply, as required, with all Airport security programs which include providing and maintaining F.A.A. approved airport screening and alerting system.
- d. Operator shall provide properly trained flight crews, ground personnel with appropriate and current F.A.A. certification as required, and passenger service personnel.

1.7.13 MULTIPLE COMMERCIAL AERONAUTICAL ACTIVITIES

A. General

An operator in the classification offers a combination of Commercial Aeronautical Activities as defined in Sections 1.7.3 through 1.7.10. As a condition of the right to engage in any combination of activities, the minimum standards relevant to each individual activity must be met.

B. Aggregate will not be required to exceed F.B.O. ground space limits.

C. Insurance Coverage

Operator shall provided certificates of current insurance coverage in an amount equal to the highest individual insurance requirement stipulated in Attachment hereto, "Schedule of Minimum Insurance Requirements" for the Commercial Aeronautical Services being performed.

1.7.14 FLYING CLUBS

A. Exempt Flying Clubs

To be exempt from the Commercial requirements of the Minimum Standards, the following conditions must exist. Violation of such conditions shall be grounds for termination of exempt status.

1. Club must be a non-profit Arizona corporation or partnership;
2. Each member must be a bona fide owner of the aircraft or be a member of the corporation or partner in a partnership;
3. Club may not derive a profit from the operation, maintenance or replacement of its aircraft;
4. Operator shall file a copy of its By-Law, Articles of Association, partnership or other documentation supporting its existence and shall keep current with the City a complete list of the Club's membership including names of the Officers and Directors, evidence that ownership of Club aircraft is vested in the Club, and operating rules of the Club. The books and other records of the Club shall be available for review at any reasonable time by the City or its representative.

1.7.15 AVIATION BULK FUEL SALES TO FIXED BASED OPERATORS AND OTHER AVIATION FUEL USERS

A. General

An Aviation Fuel Distributor is any business, person or corporate entity engaged in the business of utilizing or selling aviation fuel to consumers conducting aviation activities on the Show Low Airport. This service is currently and exclusively a City function.

B. Requirements

All distributors of aviation fuel shall enter into an agreement with the City of Show Low. The agreement shall stipulate that the City owns and is responsible for the environmental compliance of all airport fuel storage tanks. The agreement will also contain rules, regulations, covenants and fee schedule for fuel distribution and utilization. Such fees shall be paid to the City based on regular payments of fuel supplied to aviation fuel consumers utilizing the Show Low Airport.

The requirements of the agreement shall preclude the sale of bulk fuel in competition with retail fuel sales. Violation may constitute lease forfeiture.

1.7.16 MOBILE AIRCRAFT MAINTENANCE AND REPAIR SERVICES

A mobile aircraft maintenance and repair services operator means a person providing one or more of the following services at the aircraft based location or within a designated aircraft maintenance area on the airport: airframe, engine or accessory overhaul; avionics or instrument repair services on aircraft; and sales of aircraft parts and accessories. A mobile aircraft maintenance and repair services operator shall:

- A. Either: (1) employ at least one person who is currently certified by the FAA with ratings appropriate to the work being performed and who holds an airframe, power plant, or aircraft inspector rating; or (2) maintains a current FAR Part 145 Certificate; and provide proof of such ratings and certificates to the Airport Manager upon request.
- B. Not conduct major aircraft alterations or repairs or business activities at any time inside hangars/shades or other structures not designed for such function. Specific lease agreement and/or City fire codes shall determine what hangars/shades or other structures shall be approved for major aircraft alterations or repairs.
- C. Submit and receive approval from the airport manager to provide Mobile Aircraft Maintenance and Repair. 1. Name of individual/company conducting services,

contact name, address and phone number 2. The operator shall maintain a complete list of individuals/companies contracting for maintenance/repair services and all aircraft worked on during each month, including the date and location that service was provided, aircraft owner and associated contact information, FAA registration number, and make and model of aircraft for a period of twelve (12) months. The list shall be provided to the Airport Manager the first of each month following any month that services are provided.

- D. Operators must properly dispose of any waste material or products generated by providing services. At no time are waste materials to be disposed of in storm water drainage or dirt/grass areas.
- E. At all times maintain in effect the types and minimum amounts of insurance specified in Attachment 1, for any of its activities at the airport that may be covered by such insurance, and provide proof of such insurance to the Airport Manager upon request.
- F. Pay fees as adopted by City Council as may be applicable and prescribed by lease, license, permit or agreement.

1.8 LEASE CLAUSES

The following clauses will be included in all leases and concession agreements authorizing Commercial Aeronautical Activities at the Show Low Airport. The mandatory clauses contained herein are not exhaustive and the City reserves the right to require such other terms and conditions as it deems appropriate.

- A. In addition to the premises specifically designated for its exclusive use, the Agreement grants Lessee the non-exclusive right to use the airfield and associated operation areas in common with others so authorized, which right shall be exercised in accordance with the laws of the United States of America and the State of Arizona, the rules and regulations promulgated by their authority with reference to aviation and air navigation and all pertinent directives, rules and regulations of the City.

During the term of the lease or agreement, the City may raise or increase the minimum standards for any or all commercial aeronautical activities to ensure a higher quality of service to the public. When the minimum standard is raised or increased all operators in that particular activity will be required to meet that standard. The minimum standards may not be manipulated to protect the interest of an operator or to create an exclusive right.

- B. Operator shall keep and maintain at the Airport, or at such other place as may be approved in writing by the Administration, true and accurate books

and records of its operations under the terms of any Agreement in a form satisfactory to Administration for review under secure circumstances agreed to by the Operator.

Additionally, the Operator shall maintain statistical records documenting passengers enplaned, cargo, freight, etc., to the City. Such information will be utilized for economic development in the City of Show Low. Such records shall be kept on a current monthly basis and forwarded to the City.

- C. Operator shall make accommodations and/or services available to the public on fair and reasonable terms with unjust discrimination on the basis of race, color, religion, sex, age or national origin.
- D. Operator shall furnish its accommodations and/or services on a fair, equal and not unjustly discriminatory basis to all users thereof and it shall charge fair, reasonable and not unjustly discriminatory prices for each unit of service; provided that Operator may be allowed to make reasonable and nondiscriminatory discounts, rebates or other similar type of price reductions to volume purchasers.
- E. Operators shall maintain at its own expense all necessary permits and licenses, including a City of Show Low Business License, as required in the conduct of its business at the Airport.
- F. Operator shall at all times retain qualified and competent personnel to conduct its authorized activities and said personnel shall be authorized to represent and act for Lessee.
- G. Operator shall observe and obey all laws, ordinances, rules and regulations of the United States of American, the State of Arizona, Navajo County, and the City of Show Low, which may be applicable to its operations at the Airport, and shall make no unlawful or offensive use of the leased premises or other airport property whether private or public.

Operator shall ensure that all of its operations and activities comply with all applicable environmental laws, rules and regulations and agrees to immediately modify those operations and activities as required by law.
- H. Operator shall bear all costs of its operation at the Airport and shall pay, on a timely basis, in addition to the concession fees and payments herein, all other costs connected with the operation of said business, including, but not limited to, insurance and taxes.
- I. Operator shall provide the City a schedule of the hours of operation that Lessee will be open to the public and the names and telephone numbers

of company officials who shall be available at all hours of company's operations at the Airport to perform required management functions.

- J. Operator shall conform to all applicable safety, health, and sanitary codes and agrees to cooperate with the City in its fire prevention efforts.
- K. Operator is and shall be deemed to be an independent contractor in the conduct of its business and activities hereunder, and shall be responsible to all persons for its acts of omission or commission, and the City of Show Low shall be in no way responsible therefore. In the use of the Airport, Lessee shall indemnify, hold harmless, and defend the City of Show Low, its elected officials, employees and agents, and the Show Low Airport Commission, its officers and agents from any and all liability that may proximately result because of negligence on the part of Lessee's officers, agents or employees.
- L. Operator shall comply with the requirements of any Executive Order barring discrimination; further, in accordance with these requirements, Lessee shall not discriminate in any manner against any employee or applicant for employment because of political or religious opinion or affiliation, sex, race, creed, color or national origin; and further, Lessee shall include a similar clause in all subcontracts except subcontracts for standard commercial supplies or raw materials. Operator understands and acknowledges that the City of Show Low has given to the United States of America, acting by and through the Federal Aviation Administration, certain assurances and respect to non-discrimination which have been required by Title VI of the Civil Rights Act of 1964, and by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally Assisted Programs of the Department of Transportation as a condition precedent to the Government making grants in aid to the Authority, for certain Airport programs and activities, and that the City is required under said regulation to include in every agreement or concession pursuant to which any person or persons other than the City operates or has the right to operate any facility on the Airport providing services to the public, the following covenant, to which Lessee agrees:

“Operator, in its operation at and use of the Airport, covenants that it will not on the grounds of sex, race, color, or national origin; discriminate or permit discrimination against any person or group of persons in any manner prohibited by Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21; and in the event of such discrimination, Lessee agrees that the City of Show Low has the right to take such action against Lessee as the Government may direct to enforce this covenant.

The Operator assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E, to ensure that no person shall on the grounds of race, creed, color, nation origin, or sex be excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E. The Operator assures that no person shall be excluded in participating in or receiving the services or benefits of any program or activity covered by this subpart. The Operator assures that it will require that its covered sub-organizations provide assurances from their sub-organizations, as required by 14 CFR Part 152, Subpart E, to the same effect.”

M. Airport Development

The City of Show Low reserves the right to further develop or improve landing, or taxiway and other non-leased public areas of the Airport as it sees fit, without unreasonable interference or hindrance to users. If physical improvement or development of the Airport requires relocation of operator-owned facilities, the City agrees to provide comparable location and facilities without any unreasonable interruption to the Operator’s activities.

N. Performance of Services

It is clearly understood by the Operator that no rights or privileges have been granted which would prevent any other person, firm or corporation from operating aircraft on the Airport or from performing any services on its own aircraft with its own regular employees (including, but not limited to, maintenance and repair) that it may chooses to perform; provided, however, that such services shall be subject to the Rules and Regulations for aircraft certification established by the F.A.A. ADOT and City of Show Low and shall be consistent with the terms of any lease or sublease of hangar space.

O. City’s Rights

The City of Show Low reserve the right (but shall not be obligated to the Operator) to maintain and keep in repair the landing area of the Airport and all publicly-owned facilities of the Airport together with the right to direct and control all activities of the Operator in this regard.

P. Airport Obstruction

The City of Show Low reserves the right to take any action it considers appropriate to protect the aerial approaches of the Airport against obstruction, together with the right to prevent the Operator from erecting or permitting to be erected, any building or other structure on the Airport which, in the opinion of the City, would limit the usefulness of the Airport, constitute a hazard to aircraft or be in violation of the City Building Code.

Q. Subordination

The lease or agreement shall be subordinate to the provisions of any existing or future agreement between the City and the United States, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal Funds for the development of the Airport. This subordination includes, but is not limited to, the right of the City, during time of war or national emergency, to lease the landing area, or any part thereof, to the United States for military use, and if any such lease is made, the provisions of any contracts or leases with such Operators shall be suspended.

R. Indemnity

The Operator shall hold harmless and defend the City of Show Low, its elected officials, employees, and agents and the Show Low Airport Commission, its officers, and agents from and against all suits, claims, demands, actions, and/or causes of action of any kind or nature in any way arising out of or resulting from Operator's tenancy or activities. The Operator shall be responsible for all expenses in defending any claims, demands, actions, and/or causes of action against the City of Show Low, its elected officials, employees, and agents and the Show Low Airport Commission, its officers, and agents by reason of Operator's tenancy and activities.

S. Right of Entry

The City of Show Low may enter upon the premises leased to the Operator at any reasonable time and for any purpose necessary, incidental to, or connected with the performance of the Operator's obligations under the Agreement or in the exercise of their function as City.

T. No Sham Affidavit

All terms and conditions with respect to this Lease are expressly contained herein, and the Operator agrees that no representative or agent of the City has made any representation or promise with respect to this Lease not expressly contained herein.

U. Termination

Upon the expiration or other termination of any agreement, the Operator's rights to the premises, facilities, other rights, licensed services and privileges granted in the Agreement shall cease, and the Operator shall, upon such expiration or termination, immediately and peacefully surrender such.

V. Assignment

All covenants, stipulations and provisions in the agreement to be entered into shall extend to and bind the legal representatives, successors and assigns.

W. Subleases

In the event an Operator desires to sublease space to another entity to provide on or more Commercial Aeronautical Activities, the following conditions will apply:

1. Obtain written approval from the City to sublease the space and function.
2. The Sublease shall pay the fees prescribed by the City of the activity being performed.
3. Subleases shall contain, as a minimum, the above-cited Lease Clauses, C, D, and L.
4. Subleases shall provide certificates of insurance providing the coverage's and the amounts specified in Attachment 1 hereto, "Schedule of Minimum Insurance Requirements".

X. Exclusive Right

It is understood and agreed that nothing herein shall be construed to grant or authorize the granting of an exclusive right within the meaning of Section 308(a) of the Federal Aviation Act of 1958, as amended.

Y. Severance Clause

If any portion of this document is held by a Court of competent jurisdiction to be invalid, void, unenforceable or unconstitutional, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

Z. Attorney Fees

In the event that litigation arises regarding the lease or agreement, the prevailing party shall be entitled to recover their reasonable attorney's fees and costs. Venue for any litigation arising from this contract shall be in Navajo County, Arizona.

1.9 RIGHT OF CITY TO DEVELOP AIRPORT ACCORDING TO MASTER PLAN

- A. The City of Show Low reserves the right to offer for lease only those lots which in the judgment of the City are appropriate and in conformance with the Airport Master Plan phased development and which offered lots are not impractical or burdensome to develop and which may be unreasonably costly to develop in terms of the current timing of the phased development.

Such right is in conformance with Section 511 of the Airport and Airway Improvement Act of 1982.

- B. In conformance with Section 511 of the Airport and Airway Improvement Act of 1982, fees required by the City of Operators conduction Aeronautical Activities at the Airport may be based on the best proposal, which fees of said best proposal may then be adopted by the City as the minimum fees. Such amendment of fees or ground lease rates shall not be construed to violate the prohibition of exclusive right. Such best proposal shall set Minimum Fee and accordingly, pursuant to Section 511 (1) B "...Operator at any Airport shall be subject to the same rates, fees, rentals and other charges as are uniformly applicable to all other...operators making the same or similar uses of such Airport utilizing the same or similar facilities".

1.10 SUMMARY OF MINIMUM REQUIREMENTS FOR COMMERCIAL AERONAUTICAL ACTIVITY

See Attachment 2 which is attached hereto and incorporated herein by reference as though set out in full.

SECTION TWO

2.0 ENFORCEMENT

If an Operator is in violation of any terms of its lease or agreement with the City, the City shall have the right to exercise all remedies available to it pursuant to the terms of the lease or agreement, and pursuant to applicable law.

ATTACHMENT 1

- A. The following insurance requirements and limits reflect minimum and typical insurance coverage for the various commercial aeronautical activities. The required insurance coverage and limits will be determined during the development of a specific lease or agreement by the City's insurance carrier. The applicant will be required to provide a detail disclosure of all activities, services or operations which will be associated with the lease or agreement. Included with the disclosure will be a maximum valuation of aircraft to be utilized or services. Any deviations from, changes to, or additions of activities, services or operations will prompt a review of the insurance requirements. Additionally, the operator's minimum insurance requirements shall be subject to adjustment at two (2) year intervals, at the sole discretion of the City, with the first adjustment date to be two (2) years following the commencement date of the lease or agreement.
- B. The following types of coverage and limits are minimum insurance requirements and are subject to modification by the City's insurance carrier during the development of the lease or agreement. The types of coverage listed below shall be carried by all operators of commercial aeronautical activities at the airport.
1. Worker's Compensation Insurance – as required and in such amounts to fully comply with the laws of the State of Arizona including employee's liability of \$1,000,000 as based on May 1996 dollars.
 2. Casualty Insurance – against loss or damage to buildings or other insurable improvements due to perils covered in the ISO Special Form in the amount of not less than 100% of replacement value.
 3. Public Liability Insurance – against claims for death, bodily injury, or property damage occurring on , in, or about the operator's premises and the airport. As of May 1996 an example of required insurance would be as follows: The combined single limit for all liability coverage's shall be \$5 million.
- C. Other types of insurance coverage may be required and will depend upon the precise nature of the commercial aeronautical activities to be

conducted by the operator. The types of coverage which are listed below are representative of the additional insurance coverage and are not intended to be exhaustive. Additional insurance coverage which may be required include:

1. Aircraft Liability – against claims for death, bodily injury, or property damage relating to the operator’s use of an aircraft. Depending on commercial aeronautical activity, aircraft liability will need to cover passengers, aircraft renters, and student pilots.
 2. Hangar Keeper’s Liability – against claims for damage or loss to an aircraft during the movement of another aircraft in and around a hangar.
 3. Product Liability – against claims for death, bodily injury, or property damage resulting from faulty or defective products. Typically supplements the manufacturer’s product liability insurance.
 4. Premises Liability
 5. Chemical and Environmental Damage Liability
- D. Motor Vehicle Liability is required for any vehicle which is authorized by the Airport Manager to operate on the aircraft operating areas of the airport. Minimum amount of insurance is \$1 million combined single limit coverage. If the operator’s public liability coverage includes vehicular operations on the airport, separate motor vehicle insurance shall not be required.

Attachment 2

**Summary of
MINIMUM REQUIREMENTS FOR
COMMERCIAL AERONAUTICAL ACTIVITY (1)**

	FULL SERVICE FBO	AIRFRAME & POWER PLANT REPAIR	Mobile Aircraft Mechanic	AVIONICS, INSTRUMENT, PROPELLER, REPAIR	AIR AMBULANCE	AIRCRAFT CHARTER, AIR TAXI	AIRCRAFT RENTAL	AIRCRAFT SALES	FLIGHT TRAINING	COMMERCIAL FLYING CLUB	SPECIALIZED COMMERCIAL AERONAUTICAL ACTIVITIES	SCHEDULED AIRLINE SERVICE
Hrs. Oper/Days	8/7	8/5	8/5	8/5	24/7	8/5	(2)	(2)	(2)		(2)	(2)
Fuel Disp. Vehcles	X											
Ramp Space – Paved	X	X		X	X	X (3)	X (3)	X	X (3)	X (3)	X (3)	X
Hangar	X	X (4)		X (4)	X							
Shop				X								
Office	X	X		X	X	X (5)	X (5)	X (5)	X (5)	X (5)	X	X
Public Area	X	X		X				X				X
Restrooms	X	X		X				X				X
Public Telephone	X	X		X				X				X
Line Serv. Equip	X	X										
Ramp Vehicles	X											
Parking Lot	X	X		X								
Parts Inventory		X										
Retail Fuel Sales	X											
Aircraft					X	X	X		X	X	X	X
Unicom												
INSURANCE (3)												
Aircraft Liability:												
Bodily Injury & Property Damage, Incl. Passengers	X				X	X	X		X	X		X
Student & Renter	X						X		X			
Comprehensive Public Liability & Property Damage (Premises)	X	X	X	X	X	X	X	X	X	X	X	X
Hangar's Keeper	X	X			X							
Product Liability	X	X	X	X								

- (1) Summary provides only general guidance; refer to applicable sections for complete details. See Section 1.5B for Waiver to Minimum Standards
- (2) Hours of operation will be determined by October
- (3) Insurance required for all motor vehicles operated at the Airport
- (4) May sublease hangar space from FBO with approval from City
- (5) Off-Airport office may be allowed as a waiver