

Kankakee Valley Airport Authority Rules and Regulations



Adopted March 9, 2015, by the Kankakee Valley Airport
Authority Board of Commissioners

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Section 1 – General

1.1. Purpose

The primary purpose of these Rules and Regulations is to promote safety and security at the Airport.

The Kankakee Valley Airport Authority (hereinafter referred to as "KVAA" or "Authority") owns and operates the Airport as a public use, general aviation service Airport. KVAA is charged with the safe and efficient operation of the Airport. The daily management of the Airport is under the direction of the Airport Manager. The Airport Manager is authorized to propose changes to the Rules and Regulations to the KVAA Board of Commissioners for their review and approval. The Airport Manager is authorized to enforce the approved Rules and Regulations.

This document provides the Rules and Regulations for general use of the Airport. It is supplemented by the Airport Minimum Standards.

1.2. Applicability

To the extent that these Rules and Regulations conflict with prior Airport rules or regulations or Minimum Standards dealing with the same subjects, these Rules and Regulations shall prevail. However, these regulations are not intended to supersede any provisions of applicable law or any specific agreement with which they may conflict.

1.3. Compliance

The use of and entry upon the Airport shall create an obligation on the part of the user to comply with these Rules and Regulations. Any permission granted by the Airport Manager or his/her authorized representative to a person, directly or indirectly, expressly or by implication, to enter upon or use the Airport, is conditioned upon compliance with these Rules and Regulations and the payment of any fees or charges to the Authority for the use of the Airport or any facility located thereon.

It shall be unlawful for any person to do or commit any act forbidden herein or to fail to perform any act required by these Rules and Regulations or to fail to pay any administrative fees or fines established and payable.

1.4. Other Laws

All applicable provisions of the laws of the United States, Federal Aviation Regulations, law of the State of Illinois, and other local laws of the County of Kankakee and City of Kankakee, now in existence or hereafter enacted, shall be in effect at the Airport.

1.5. Use Authorization Required

No person shall occupy or rent space and no person shall conduct any business, commercial enterprise, or activity, or other form of revenue producing activity on the Airport without first obtaining a written contract, lease, permit, or other form of written authorization from KVAA.

1.6. Management of Public

The Airport Manager or his/her authorized representative may at all times have authority to take such action as may be necessary in the handling, conduct, and management of the public attendance at the Airport.

1.7. Variance

Relief from the literal requirements of these Rules and Regulations may be granted by the Airport Manager when strict enforcement would result in practical difficulty or unnecessary hardship. Any such relief may be subject to reasonable conditions necessary to maintain the safety of flight operations, fulfill the intent of the Rules and Regulations, and protect the public interest.

1.8. Appeals Process

The Airport Manager's determinations may be appealed by the aggrieved party in writing to the Chairman of the Board of Commissioners, or at the discretion of the Chairman to the Board of Commissioners. The Chairman shall issue a written decision on the appeal within twenty (20) business days of receipt of a fully submitted appeal.

Section 2 – Tenant and User Responsibilities

2.1. Personal Conduct

General

The public shall observe and obey all posted signs, fences, and barricades prohibiting entry upon the Airport Operation Area (AOA) or Restricted Areas or governing the activities and demeanor of the public while at the Airport.

Use and Enjoyment of the Airport Premises

No person(s) singularly or in association with others shall by his, her, or their conduct or by congregating with other prevent any other person or persons lawfully entitled thereto from the use and enjoyment of the Airport and its facilities or any part thereof, or prevent any other person or persons lawfully entitled thereto from passage from place to place, or through entrances, exits, or passageways on the Airport.

Disorderly Conduct

No person shall commit a disorderly, obscene, indecent, or unlawful act or commit a nuisance on the Airport grounds.

Intoxication

No person under the influence of alcohol or narcotics shall operate a motor vehicle or aircraft on the Airport grounds. Anyone drunk and disorderly on the Airport grounds shall be dealt with as provided by statute and is subject to fine and/or imprisonment as provided by law.

Loitering

No person shall disrupt, slow down or impede the normal activities of the Airport. KVAA reserves the right to direct persons loitering on the Airport property to leave the premises.

Gambling

No person shall conduct gambling in any form or operate any kind of gambling devices on the Airport grounds.

Preservation of Property

No person shall injure, destroy, or disturb any buildings, signs, equipment, landscaping, or other property on the Airport. Violators are liable for the value of damage done to property.

Lost Articles

All lost articles shall be deposited at the Administration Office. If a lost article is not claimed within 90 days after it is deposited it will be returned to the finder.

Explosives

Unless otherwise permitted by law, no one shall possess explosives at the Airport.

Firearms

No one shall carry a loaded firearm in any weapons-free areas designated by the Airport Manager.

2.2. Tenant

General

All tenants shall be required to abide by all policies, procedures, and practices promulgated from time to time by the Airport Manager or the KVAA Board of Commissioners as well as those requirements contained within these Rules and Regulations.

Minimum Insurance Requirements

The Airport Manager shall require any person who operates on the Airport to provide minimum insurance coverage in accordance with the Kankakee Valley Airport Authority Minimum Standards or contained in an executed agreement with the Authority.

With respect to the insurance requirements set forth in this section, said policies shall provide that the Airport and the tenant shall be given a minimum of thirty (30) days written notice by registered mail by the insurance company prior to cancellation, termination, or change in such insurance. The tenant shall provide the Airport Manager with copies of the policies or certificates evidencing that such insurance is in full force and effect and stating the terms of the coverage.

Any tenant whose required minimum levels of insurance expire or whose coverage lapses, and who continues to operate on the Airport shall be subjected to immediate denial of access to the Airport. Any person who knowingly or intentionally delivers to the Airport fraudulent, counterfeit, or otherwise invalid proof of insurance may immediately be denied access to the Airport.

Environmental Laws

Each airport tenant shall comply with applicable laws protecting the environment and natural resources and shall be responsible for violations resulting from their operations at the Airport.

Each tenant shall indemnify and hold harmless the Authority from and against any and all liability for fines and physical damage to property or injury or death to persons, including reasonable expense and attorney's fees, arising from, or resulting out of, or in any way caused by such tenant's failure to comply with applicable law, now or hereafter promulgated for the purpose of protecting the environment. Each tenant shall cooperate with any investigation or inquiry by any governmental agency regarding possible violation of any environmental law or regulations.

Use of Shop Areas

All shops, hangars, garages, equipment, and other facilities under control of a tenant are expressly reserved for the conduct of the tenant's business and operations. No persons other than employees of the tenant shall make use of such facilities without permission of the tenant. Any activity beyond that authorized in the agreement requires notification to and permission of the Airport Manager.

Sanitation

No tenant shall dispose of, or allow its employees or customers to dispose of garbage, papers, refuse, or other material on the Airport except in trash or garbage containers provided for that purpose.

Storage of Equipment

No tenant at the Airport shall store or stack material or equipment in such a manner as to constitute a hazard to personnel or property. Tenants shall park and keep apron equipment in a neat and orderly manner.

Construction or Alteration of Improvements

Any construction or alteration of any improvement located on the Airport must be approved in advance by the Airport Manager.

Maintenance of Premises

All tenants are required to keep the land and/or improvements under lease (or being occupied or used) free from all fire hazards and maintain the same in a condition of repair, cleanliness, and general maintenance that is in accordance with the tenant's agreement with the Authority.

Damage to Property

Each tenant shall be fully responsible for all damages to buildings, equipment, and real property and appurtenances caused by any act or omission on the part of the tenant or tenant's employees, agents, customers, visitors, suppliers, or persons with whom they may do business.

If the Authority repairs damages to buildings, equipment, real property, and appurtenances, the tenant shall reimburse the Authority for the costs thereof.

Section 3 – Aeronautical

3.1. General Rules

Compliance with Orders

All aeronautical activities at the Airport shall be conducted in compliance with the current applicable Federal Aviation Rules and Regulations, these Rules and Regulations, and KVAA Minimum Standards, and Special Operating Directives issued by the Airport Manager, as may be amended from time to time.

Hold Harmless Authority

All aircraft owners, pilots, agents, and their duly authorized representatives agree to release, discharge, indemnify and hold harmless the Authority from liability for any damage which may be suffered by any aircraft or equipment and personal injury or death, caused by them. The use of the Airport Operations Area (AOA) and related facilities shall constitute acceptance of the terms of this provision, these Rules and Regulations, the Minimum Standards, and Operating Directives.

Negligent Operations Prohibited

No person shall operate aircraft at the Airport in a careless manner or in disregard of the rights and safety of others.

All persons using the Airport shall be liable for any property damage caused by their carelessness or negligence on or over the Airport. Any aircraft being operated so as to cause such property damage, may be retained in the custody of the Airport Manager and the Authority shall have a lien on said aircraft until all charges for damages are paid. Any person liable for such damage agrees to indemnify fully and to save and hold harmless the Authority, its officers, and its employees from claims, liabilities, and causes of action of every kind, character, and nature and from all costs and fees (including attorney's fees) connected therewith and from the expenses of the investigation thereof.

Denial of Use of Airport

The Airport Manager or his/her authorized representative shall have the right at any time to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight or other aircraft operation, to direct refusal of takeoff permission to aircraft, and to deny the use of the Airport or any portion thereof to any specified class of aircraft or to any individual or group, when he or she considers any such action to be necessary and desirable to avoid endangering persons or property and to be consistent with the safe and proper operation of the Airport. In the event the Airport Manager or his/her authorized representative believes the condition of the Airport to be unsafe for landings or takeoffs, it shall be within his/her authority to issue or cause to be issued a NOTAM (Notice to Airmen) closing the Airport or any portion thereof.

Aircraft Accidents or Incidents

The pilot or operator of any aircraft involved in an accident or incident on the Airport causing personal injury or property damage shall file a report in accordance with Federal Aviation Regulations (FARs).

Tampering with Aircraft

No person shall interfere or tamper with any aircraft, or put in motion such aircraft or use or remove any aircraft, aircraft parts, instruments or tools, without prior permission from the owner.

Certification of Aircraft and Licensing of Pilot

All aircraft operating at the Airport shall display on board the aircraft a valid Airworthiness Certificate issued or required by the FAA or appropriate foreign government and shall display on the exterior of the aircraft a valid registration number issued by the FAA or appropriate foreign government. All persons operating aircraft on the Airport shall possess an appropriate certificate, issued by the FAA or appropriate foreign government. The operator shall, upon request of the Airport Manager or his/her authorized representative, produce the operator's certificate and Airworthiness Certificate.

Registration of Aircraft

The Airport Manager may require from time to time and may designate, at his/her discretion, appropriate locations for the registration of pilots and aircraft using the Airport and pilots shall comply with requirements of registration.

3.2. Airport Operational Restrictions

Use Restrictions within Airfield Operations Area

Unless contrary to the Federal Aviation Regulations, the Airport Manager or his/her authorized representative shall have authority, through Standard Operating Procedures and/or NOTAMs, to designate or restrict the use of runways or other operations areas of the Airport.

Banner Towing Prohibited

Aircraft tow banner pickups and drop offs from or on the Airport are prohibited without a prior written agreement signed by the Airport Manager and under such terms and conditions that may be imposed.

Parachute Jumping Prohibited

Parachute jumping over or onto the Airport is prohibited without a prior written agreement signed by the Airport Manager and under such terms and conditions as may be imposed.

Kites, Models, Balloons Prohibited

No kites, model airplanes, tethered balloons, or other objects constituting a hazard to aircraft operations shall be flown on or within the vicinity of the Airport without a prior written agreement signed by the Airport Manager and under such terms and conditions as may be imposed.

3.3. Taxi and Ground Rules

Aircraft Parking

No person shall park an aircraft in any area on the Airport except those designated, and in the manner prescribed, by the Airport Manager. If any person uses unauthorized areas for aircraft parking, the aircraft so parked may be removed by or at the direction of the Airport Manager at the risk and expense of the owner thereof.

Aircraft shall not be parked in such a manner as to block other parked aircraft, hangars, or taxilanes.

No aircraft shall be left unattended on the Airport unless it is in a hangar or adequately secured.

All aircraft parked outside shall be double locked with one internal and one external lock when not in operation. Aircraft owners/operators shall notify the Airport Manager when the aircraft design prohibits meeting this requirement. Aircraft parked in a secured/locked hangar shall be considered to be double locked.

Disabled Aircraft

No person shall park or store any aircraft in non-flyable condition on Airport property for a period in excess of ninety (90) days without prior written permission from the Airport Manager.

Whenever any aircraft is parked, stored, or left in a non-flyable condition on the Airport in violation of the provisions of this Section, the Airport Manager shall so notify the owner or operator thereof by certified or registered mail, requiring removal of said aircraft within fifteen (15) days from date of posting. Upon the failure of the owner or operator to remove the aircraft within the period provided, the Airport Manager shall have the aircraft removed from the Airport. All costs incurred by the Airport Manager in the removal of any aircraft as set forth herein shall be recoverable against the owner or operator thereof.

Aircraft Taxiing

Aircraft shall be taxied at speeds that will ensure complete control at all times. On ramp, apron, and parking areas, the speed shall not exceed 15 miles per hour.

Takeoffs and Landings

Except in emergency, all fixed-wing aircraft landings and takeoffs shall be made on the runway.

Aircraft Maintenance and Repair

Aircraft maintenance and repair is permitted only in areas designated by the Airport Manager.

With the exception of preventative maintenance (as defined by 14 CFR Part 43 and summarized in Appendix A), maintenance and repair of general aviation aircraft shall be confined to designated areas within leased premises of a Fixed Based Operator (FBO) or other qualified service provider.

Unless authorized by the Airport Manager, preventative maintenance may be performed on aircraft located on tie downs and in individual hangar, only by owners of such aircraft.

3.4. Helicopter Operations

Rotorcraft over the Airport shall at all times operate at a safe distance from all buildings, property, and people so as not to cause any damage.

Section 4 – Motor Vehicles

4.1. General Traffic Regulations

Traffic Signs

The Authority may erect or cause to be erected all signs, markers, and signal devices pertaining to the traffic control within the boundaries of the Airport. These signs, markers, or devices shall be prima facie evidence that they were erected or placed under the proper authority. Failure to comply with the directions indicated on such signs, markers, and devices erected or placed in accordance herewith shall be a violation of these Rules and Regulations and of the applicable provisions of the State Law.

Pedestrian Right Away

The operator of any vehicle upon Airport property shall yield the right-of-way to a pedestrian who crosses within a marked pedestrian sidewalk. All drivers shall exercise due care for the safety of pedestrians.

Vehicle Condition

No person shall operate upon the Airport premises any motor vehicle which: (1) is constructed, equipped, or loaded in an unsafe manner; (2) may endanger person or property; or (3) has attached thereon any object or equipment (including a towed object) which drags, swings, and projects so as to be hazardous to persons or property.

Closing or Restricting Use of Airport Roadways

The Airport Manager or his/her authorized representative is authorized to close or restrict the use of any or all Airport roadways to vehicular traffic in the interest of public safety or security.

Slow-Moving Vehicles, Equipment, Machinery

Every slow-moving vehicle, equipment, or machinery designed for use and speeds of less than twenty-five (25) miles per hour being operated on Airport roadways shall be equipped an display a triangular slow-moving vehicle emblem, mounted on the rear, or in case of towed units, on the rearmost unit being towed.

Parking on Right-of-Way Prohibited

Vehicles shall not park on any Authority owned or maintained right-of-way within the Airport. Vehicles parked are subject to citation and/or towing at the owner's expense.

Accidents or Incidents

A vehicle operator involved in an accident at the Airport resulting in any injury, death to person, or damage to property, shall stop the vehicle at the scene (or as close as possible to the scene

without unnecessarily obstructing traffic or creating a safety hazard) and notify 911 and the Airport Manager immediately.

4.2. Licensing, Registration, and Insurance

Operator Licensing

Vehicle operators must have a valid state vehicle operator's license and evidence of insurance (as required by state law) to operate a vehicle on the AOA.

Vehicle Licensing and Equipment

Except for vehicles that are exclusively used on the AOA, all vehicles shall meet proper state licensing, registration, insurance, and inspection requirements.

4.3. Vehicle Operations within Airport Operations Area (AOA)

Permission

No motor vehicle shall be permitted on the AOA, unless the Airport Manager has granted specific permission to such vehicle or such vehicle is utilized for, or in conjunction with, aeronautical activities. Such vehicle shall at all times yield the right-of-way to aircraft.

Attached hereto as Exhibit 1 is a current map which reflects the AOA area where vehicle traffic is not permitted.

Parking

No motor vehicle shall be parked on any portion of the AOA.

Vehicles Crossing Taxiways and Runways

All motor vehicles operating on or across taxiways or runways shall be equipped with operable two-way radios and shall have an operating orange/yellow rotating beacon, except when under escort by a motor vehicle properly authorized and equipped. No person shall operate a vehicle on taxiways or runways without the specific permission of the Airport Manager. Operating vehicles on taxiways and runways without specific permission from the Airport Manager is strictly prohibited.

Restricted Parking

No person shall park a motor vehicle in any manner so as to block or obstruct (1) fire hydrants and the approaches thereto, or (2) gates or emergency exits.

Right-of-Way Aircraft

Aircraft taxiing on any runway or taxiway shall always have the right-of-way over motor vehicular traffic.

4.4. Vehicle Parking

Vehicles shall be parked in designated, paved parking spaces only and in such a manner as to comply with all posted and/or painted lines, signs, and rules.

Aircraft owners and service providers shall only park their vehicle in the aircraft storage and parking space designated for their aircraft.

Vehicles parked near an aircraft hangar shall be parked in a manner so as to not obstruct adjacent aircraft ramp and hangar areas, or taxilanes unless for the purposes of immediate and temporary loading, and unloading, or staging of an aircraft.

Customers of fixed based operator and specialized aviation service operators may not park in Aircraft Operations Areas. All customers must be parked in designated parking spaces outside of the AOA.

4.5. Vehicle Repairs

No person shall repair any motor vehicle on the Airport except those minor repairs necessary to remove such motor vehicle from the Airport, unless authorized by the Airport Manager.

4.6. Vehicle Removal

The Airport Manager or the City of Kankakee Police Department may, at the owner's cost and expense, tow away or otherwise move any motor vehicle on the Airport that is in violation of the regulations of the Airport if the Airport Manager determines that it is a nuisance or hazard.

Section 5 – Fueling, Fire and Safety

5.1. General

Fire Extinguishers

Fire extinguishing equipment at the Airport shall not be tampered with at any time nor used for any purpose other than firefighting or fire prevention. All such equipment shall be maintained in accordance with NFPA Standards. Tags showing the date of the last inspection shall be attached to each unit or records acceptable to Fire Underwriters shall be kept showing the status of such equipment.

Tenants shall be responsible for providing fire extinguishers in hangars. Tenants shall be responsible to have annual checks on all fire extinguishers located in the leased premises and pay for the same. If a tenant fails to comply with annual inspection reports, the tenant shall be responsible for any fines imposed and be obligated to immediately arrange for and pay for the annual inspection.

Fueling vehicles designed for the transport of fuel shall carry at least two fire extinguishers, one located on each side of the vehicle. Extinguishers shall conform to applicable NFPA Standards.

Smoking

Smoking, carrying lit smoking materials, striking matches, or other incendiary devices are prohibited in the following locations: within 50 feet of parked aircraft, fueling or defueling areas, during loading or unloading of fuel tank vehicles or tank cars, within 50 feet of a flammable liquid spill, in any area on the Airport where smoking is prohibited by the Airport Manager by means of posted signs, in any hangar, shop, or other building in which flammable liquids are stored or used.

Open Flame Devices and Operations

Lead and carbon burning, fusion gas and electric welding, blow-torch work, reservoir repairs, engine testing, battery charging, and all operations involving open flames shall be restricted to the repair shop section and isolated from the storage section of any hangar. During such operations, the shop shall be separated from the storage section by closing all doors and openings to the storage section.

Storage of Material

Gasoline, kerosene, ethyl, jet fuel, ether, lubricating oil, or other flammable gases or liquids, including those used in connection with the process of doping, shall be stored in accordance with the applicable Federal, State, or local codes and laws.

Hazardous Materials

Explosives or other hazardous materials barred from loading in, or for transportation by civil aircraft in the United States under current or future regulations promulgated by the Department of Transportation, the Federal Aviation Administration, or by any other competent authority shall not

be transported, handled, or stored in or upon the Airport without prior written permission from the Airport Manager. Compliance with the above referred regulations shall not constitute a waiver of the required notice or an implied permission to keep, transport, handle, or store such explosives or other dangerous articles at, in, or upon the Airport. Advance notice of at least 48 hours shall be given to the Airport Manager to permit full investigation and clearance for any operation requiring a waiver to this rule.

No person may offer, and/or knowingly accept, any hazardous article for shipment at the Airport unless the shipment is handled and stored in full compliance with the current provisions of Federal Aviation Regulations.

Motorized Ground Equipment around Aircraft

No person shall park motorized ground equipment near any aircraft in such manner so as to prevent it or the other ground equipment from being readily driven or towed away from the aircraft in case of emergency.

Operating Motor Vehicles in Hangars

No person shall operate a motor vehicle in any hangar that is occupied by an aircraft on the Airport unless its exhaust is protected by back flame spark arrestor pursuant to NFPA guidelines.

Electrical Equipment and Light Systems

Vapor or explosion-proof electrical equipment and lighting systems shall be used exclusively within hangars or maintenance shelters when required under NFPA Standards. No portable lamp assembly shall be used without a proper protective guard or shield over such lamp assemblies to prevent breakage.

Heating Hangars

The only heating systems or devices that shall be approved for use in hangars are those that have been approved by the Underwriters Laboratories, Inc., as suitable for use in aircraft hangars and shall be installed and maintained in the manner prescribed by the Underwriters Laboratories, Inc.

Use of Cleaning Fluids

Cleaning of aircraft parts and other equipment shall preferably be done with non-flammable cleaning agents or solvents. When the use of flammable solvents cannot be avoided, only liquids having a flash points in excess of 100 degrees F shall be used and special precautions shall be taken to eliminate ignition sources in compliance with NFPA good practice recommendations.

Compressed Gases

Oxygen or any combustible compressed gas in a cylinder, flask, or portable tank must be secured to a fixed location or secured to a portable cart designed and approved specifically for the cylinder(s), flask(s), or tank(s) being secured.

Lubricating Oils

Unless otherwise permitted by the Airport Manager, a total of 60 gallons (commercial operators) and 10 gallons (non-commercial operators) of lubricating oils having a flash point at or above 140 degrees F may be stored in hangars provided that the product is stored in the original container and has the original manufacturer's labeling (or that the product is stored in other suitable containers approved by the Airport Manager).

Doping, Spray Painting, and Paint Stripping

The use of "dope" (cellulose nitrate or cellulose acetate dissolved in volatile flammable solvents) within any hangars is prohibited. The process of doping shall be carried out as set forth in NFPA Standards and applicable City codes.

For point, varnish, or lacquer spraying operations, the arrangement, construction, ventilation, and protection of spraying booths and the storing and handling of materials shall be in accordance with NFPA Standards and applicable City codes.

Disposal of Toxicants/Pollutants

No person shall dispose of any oils, fuels, solvents, chemical, or any other toxic substances or pollutants on the Airport. Disposal of such material shall be done off Airport grounds and in accordance with applicable law.

5.2. Fueling Operations

General

Fuel sales to the public shall only be conducted by the Authority.

No aircraft shall be fueled while the aircraft is being pre-heated.

No aircraft shall be fueled while inside any building or structure. All aircraft must be removed from the hangar prior to fueling.

Hot fueling or fueling while an aircraft engine is running is prohibited unless the fueling personnel are properly trained and the aircraft is equipped for such operations.

No person shall smoke within 50 feet of an aircraft undergoing fuel servicing. Nor aircraft shall be fueled when lighting is observed or evident in the immediate vicinity of the Airport.

Extreme caution shall be exercised at all times to prevent fuel spills. When a spill occurs, servicing shall cease immediately and the Airport Manager shall be notified. Persons engaged in the fueling of aircraft shall exercise care to prevent overflow of fuel and shall be personally and financially responsible for the immediate cleanup if spillage should occur.

No fuel vehicle designed or employed in the transportation of fuel shall be operated on a runway or taxiway without an operating beacon and continuous two-way radio communications. No fuel vehicle shall be parked within 50 feet of any Airport building or within 10 feet of other vehicles.

Defueling of aircraft in hangars that are not approved for maintenance is prohibited.

Fuel Storage

Except in the Airport's consolidated fuel farm, no more than 5 gallons of fuel shall be stored anywhere on the Airport at any time. A safety fuel container (with self-closing lid) shall be used at all times.

Section 6 – Security Requirements

6.1. Security Requirements

General

RESTRICTED AREAS are established for safety and security reasons. Except for passenger enplaning and deplaning of aircraft, the general public is prohibited from the AOA unless escorted by an authorized airport employee. No vehicles, unless specifically authorized by the Airport Manager, shall be allowed on the runways and taxiways. The general public is also prohibited from all other areas of the airport posted as being RESTRICTED AREAS.

Only flight crews, passengers going to and from aircraft, aircraft service and maintenance technicians, FAA, Airport employees, or others authorized by the Airport Manager shall be permitted into the AOA.

Pedestrians or motor vehicle operators observed in other than public use areas without authorization by the Airport Manager will be considered trespassing and subject to arrest.

Security of Airport and AOA

Tenants, tenant employees, and airport users are responsible for the security of all aircraft and other private property entrusted to their care on the AOA or other locations on their airport tenant-leased areas of responsibility.

Tenants, tenant employees, and airport users are responsible for safeguarding doors, gates, and other forms of passageways between the AOA and the landside of the Airport.

A breach of security cause by a tenant, tenant's employee, guest or airport user may result in a fine or a denial of access to the AOA.

Security Violations

In addition to other remedies, any violation of the Security Program shall subject such person or tenant to damages equal to the amount of any civil fines imposed by the TSA or other Federal, State, or local agency having authority to impose civil fines for airport security violations.

Badging Program

The Airport Manager may, at his/her discretion, implement a security badging program that requires persons to display identification badges in designated areas of the Airport. Failure to comply with any of the requirements of such a program shall constitute a violation of these Rules and Regulations.

Section 7 – Enforcement, Penalties, and Appeals

7.1. Enforcement

These Rules and Regulations, as well as all applicable laws, shall be enforced at the Airport by the Airport Manager and law enforcement officers appointed pursuant to law.

Unless otherwise specified herein, violations of the Kankakee Valley Airport Authority Rules and Regulations will be enforced as follows by a Notice of Violation issued by the Airport Manager

7.2. Penalties

Any person violating any of the Airport Rules and Regulations may be deprived of the use of the Airport for such period of time as may be determined by the Airport Manager.

7.3. Severability

If any provision of these Rules and Regulations or the application thereof to any person or circumstance is held invalid, the remainder of these Rules and Regulations shall not be affected.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE KANKAKEE VALLEY
AIRPORT AUTHORITY ON MARCH 9, 2015.

Chairman

Appendix A – Abbreviations and Definitions

Aeronautical Activity – Any activity which involves, makes possible, or is required for the operation of aircraft, or which contributes to or is required for the safety of such operations, e.g. air taxi and charter operations, scheduled or unscheduled air carrier services, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, aircraft sales and service, aircraft storage, sale, of aviation petroleum products, repair and maintenance of aircraft, sale or aircraft parts, parachute activities, ultralight activities.

Aeronautical Service – Any service which involves, makes possible, or is required for the operation of aircraft, or which contributes to or is required for the safety of aircraft operations.

"Agreement" shall refer to the written agreement between the Kankakee Valley Airport Authority and an Operator specifying the terms and conditions under which the Operator may conduct any Activity or perform any Service. Such Agreement shall recite the terms and conditions under which the activity or service will be conducted at the Airport including, but not limited to, term of the Agreement, rents, fees, and charges to be paid, and the rights and obligations of the respective parties.

Airport Manager – The Greater Kankakee Airport Manager employed by the Kankakee Valley Airport Authority.

Aircraft – (also airplane, balloon, ultralight, helicopter) – Any device or contrivance now known or hereafter invented, that is used or intended to be used for flight in the air.

Aircraft Maintenance – The repair, adjustment, or inspection of an aircraft by a pilot, owner, or mechanic other than the routine cleaning, upkeep, and servicing or an aircraft in preparation for flight. Minor repairs are characterized as normal, routine annual inspection with attendant maintenance, repair, calibration, or adjustment or repair of aircraft and their accessories. Major repairs are characterized as major alterations to the airframe, power plant, propeller, and accessories as defined in Part 43 of the Federal Aviation Regulations (FARs).

Airport Operations Area (AOA) – That area of the airport used or intended to be used for landing, takeoff, or surface maneuvering of aircraft. The AOA includes the active runways, taxiways, and taxilanes at the Airport.

Airport – All land, buildings, and facilities comprising the Greater Kankakee Airport, as now existing or as the same may hereafter be expanded and developed, unless otherwise designated.

Air Taxi (Commuter) – Aircraft operated by the holder of an Air Taxi (Commuter) Operating Certificate which authorizes the carriage of passengers.

Apron – An area of the airport designated for aircraft surface maneuvering, parking, fueling, servicing, and enplaning/deplaning passengers.

Based Aircraft – Any aircraft utilizing the Airport as a base of operation (other than occasional transient purposes) with an assigned tie down or hangar space on the Airport, or on adjoining property which has direct taxiway access to the Airport.

Building – The main portion of each structure, all projections or extensions there from and any additions or changes thereto, and shall include hangars, garages, outside platforms and docks, carports, canopies, eaves, and porches. Paving, ground cover, fences, signs, and landscaping shall not be included in this definition.

CFR – Code of Federal Regulations

Commercial Activity – That which involves or makes possible earning, income, compensation (including exchange of service), and/or profit, whether or not such objectives are accomplished. Commercial activities include the sale, offering for sale, rental, or furnishing of any commodity, article, facility or space, or the provision of any service for compensation of any type, whether the same occurs in whole or part on the Airport.

Defuel – To remove fuel from the tanks or fuel cells of an aircraft.

Driver – Any person who drives or is in actual physical control of a vehicle on a roadway, parking lot, ramp area, or taxiway, or who is exercising control of a vehicle or steering a vehicle being towed by another vehicle.

Emergency Vehicle – Any vehicle that is capable of responding to an emergency in an official capacity, whether ambulances or a vehicle of any police or fire department, or any vehicle carrying a Police Officer, certified firefighter or paramedic.

Experimental Aircraft – Any aircraft used for noncommercial purposes holding a certificate issued by the Federal Aviation Administration under Federal Aviation Regulations Part 21, classifying the aircraft in the experimental aircraft category.

FAA – Federal Aviation Administration

Fixed Base Operator (FBO) – Means an Operator that maintains facilities at the Airport for the purpose of engaging in the retail sale of aviation fuels, aircraft airframe and engine repair, and such other services as are required by Minimum Standards, or may be authorized under a Lease or License.

Fuel – Any petroleum product used for the purpose of providing propulsion of an aircraft.

Fueling Vehicle – Any vehicle used for transporting, handling, or dispensing of fuel, oils, and lubricants for aircraft.

Instructor – Any person giving or offering to give, instruction in the operation, construction, repair, or maintenance of aircraft, or aircraft power plants, and aircraft accessories.

Landing – All flights arriving at the Airport for revenue and non-revenue purposes, including, but not limited to, commercial, training, private, ferry, and charter.

Lease – A written agreement between the Authority and a business or person which is enforceable by law, wherein said agreement grants a concession or otherwise authorizes the conduct of certain activities at the Airport.

Minimum Standards – The Kankakee Valley Airport Minimum Standards for Aeronautical Activity, which includes qualifications or criteria which may be established by the Airport as minimum requirements that must be met by businesses engaged in on Airport aeronautical activities or services in exchange for the right to conduct those activities.

National Fire Protection Association (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, and are incorporated herein by reference.

Notice to Airman (NOTAM) – A notice containing information concerning the establishment, condition, or change in any aeronautical facility, service, procedure, or hazard, the timely knowledge of which is essential to personnel concerned with flight operations.

Operator – The person, firm, or corporation in possession of an aircraft or vehicle or any person who has rented an aircraft or vehicle for the purpose of operation by himself or his/her agent.

Person – An individual, corporation, government, or governmental subdivision, partnership, association, or any other legal entity, or any representative thereof.

Restricted Area – Those portions of the airport closed to access by the general public.

Specialized Aviation Service Operator (SASO) – A single-service or special FBO performing less than full services. These entities differ from a full service FBO in that they typically offer only specialized aeronautical service including, but not limited to, aircraft sales, flight training, aircraft maintenance, and avionics.

Taxilane – An area of the airport developed and improved for the purpose of maneuvering aircraft and used for access between taxiways, ramps, aprons, and aircraft parking positions.

Taxiway – An area of the airport developed and improved for the purpose of maneuvering aircraft on the ground between runways and aprons.

Tenant – Any person or firm authorized to exclusively occupy specific premises on the Airport by virtue of an Agreement with the Authority.

Terminal Area – The passenger terminal proper, aircraft ramps, vehicular parking spaces, including rental car areas, roadways, water, sanitary sewer, storm sewer, gas electrical, cable TV, and other areas and facilities the primary function of which is to serve the terminal and the operations of customers.

Tie-down – The area suitable for parking and mooring of aircraft wherein suitable tie-down points have been located.

TSA – Transportation Security Administration

Vehicle – All motorized and non-motorized conveyances, except aircraft.