

**RIFLE GARFIELD COUNTY AIRPORT  
Rules and Regulations**

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**100 GENERAL PROVISIONS**

- 100.01 These Rifle Garfield County Airport Rules and Regulations (“Rules and Regulations”) are promulgated under Colorado Revised Statutes (C.R.S.)(1973), 41-3-106 which specifically grants the Garfield County Board of County Commissioners (BOCC) the power “...to provide the rules and regulations governing the use of such airport and facilities...”
- 100.02 The Board of County Commissioners authorizes and directs the Airport Director to interpret, administer and enforce all Airport minimum standards, rules, regulations and requirements; to permit appropriate aeronautical and non-aeronautical activities on airport property and to receive copies of all licenses, permits, certificates of insurance, and other documents requested and or required to be held or retained on file in the office of the Airport Director.
- 100.03 The use of any portion of the airport property for revenue producing activities, whether directly or indirectly, shall be authorized by the Airport Director by lease and or through an Airport Operating Permit. Any and all commercial activity originating on airport property is prohibited without authorization from the Airport Director through a lease or valid Airport Operating Permit.
- 100.04 Amendments, additions, deletions or corrections to these Rules and Regulations shall be initiated by the Garfield County Board of County Commissioners as conditions warrant at a regularly scheduled board meeting.
- 100.05 These Rules and Regulations supersede and cancel all previous Rules and Regulations of Rifle Garfield County Airport.
- 100.06 All operators, users and tenants entering or using the Rifle Garfield County Airport property shall be governed by these Rules and Regulations.
- 100.07 Section 18-9-117, C.R.S., as amended, “Unlawful conduct on public property”, makes it unlawful for any person to violate these Rules and Regulations. Section 18-9-117 (3) (a) makes violation of these Rules and Regulations a class 3 misdemeanor. Section 18-1.3-501, C.R.S., as amended, authorizes, upon conviction, a minimum sentence of a \$50.00 fine and a maximum sentence of six (6) months imprisonment or \$750.00 fine or both.
- 100.08 Violation/s of these Rules and Regulations may result in a verbal warning, written warning, cease and desist letter, fine, fee, revocation of ramp access privileges, rescind airport operating permit, termination of lease or other agreements, charged with C.R.S 18 Criminal Trespassing and or charged with C.R.S 18 Unlawful Conduct.

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- 100.09 The Airport Director, with or without the assistance of law enforcement, may remove from the Airport any person who violates any rule or regulation prescribed herein, or any applicable statute, rule or regulation of the federal government or the State of Colorado, and may deny use of the Airport and Airport facilities to any such person if it is determined by the Airport Director that such denial is in the public interest.
- 100.10 Consistent with Section 18-9-117 (2) notice of the promulgation of these Rules and Regulations and the possible penalties for violation is prominently posted at the main public entrance to the Airport.
- 100.11 Voiding of any specific rule or regulation shall not affect the validity of the remainder of these Rules and Regulations.

## 200 DEFINITIONS

As used in these Rules and Regulation and Minimum Standards, the following terms shall have the following meanings:

- 200.01 **Abandoned Aircraft** – Any aircraft that is in a condition that would render the airframe unairworthy and/or remains on the Airport in excess of three months without payment of the appropriate ramp fees.
- 200.02 **Abandoned Vehicle** - Any vehicle which has remained stationary on the Airport in excess of 90 days and is in a condition that would render the vehicle undrivable, including but not limited to expired license plates, missing or flat tire, or broken window/s.
- 200.03 **Access Apron** – The area adjacent to the public use ramp that is used for access to aprons of hangars with aircraft doors perpendicular to the edge of the ramp.
- 200.04 **Advisory Circular (“AC”)** – The FAA issued advisory circulars that inform the aviation public in a systematic way of non-regulatory material.
- 200.05 **Air Cargo** – An entity that provides the carriage of property, operating under the appropriate FAR.
- 200.06 **Air Charter** – An entity that provides on-demand, non-scheduled passenger services and operates under the appropriate FAR.
- 200.07 **Aircraft** – Any contrivance, now known or hereafter invented, used, or designed for navigation of, or manned flight in the air. Excluded from this definition is unmanned aerial systems (UAS).
- 200.08 **Aircraft Maintenance** – The repair, adjustment or inspection of Aircraft. Major repairs include major alterations to the airframe, power plant, propeller and accessories as defined in Part 43 of the Federal Aviation Regulations. Minor Repairs include normal, routine inspection with attendant maintenance, repair, calibration, adjustment or repair of Aircraft and accessories.
- 200.09 **Aircraft Movement Area (“AMA”)** – Areas of the Airport that are used for taxiing, hover taxiing, takeoff and landing of Aircraft.
- 200.10 **Air Operations Area** – The portion of the Airport enclosed by the wildlife perimeter fence and accessed through any security gate. Traditionally identified for use by Aircraft and any adjacent areas that are not separated by adequate security systems, measures, or procedures – i.e. Aircraft movement area, Aircraft parking areas, loading ramps and safety areas; aka - Airport Operations Area.
- 200.11 **Aircraft Operator** – Any person who is in actual physical control of an aircraft.
- 200.12 **Airframe** – The fuselage, booms, nacelles, cowlings, fairings, airfoil surfaces (including rotors but excluding propellers and rotating airfoils of engines), and landing gear of an aircraft and their accessories and controls.

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- 200.13 **Airport** - All land within the legal boundaries of Rifle Garfield County Airport (RIL).
- 200.14 **Airport Layout Plan** – The currently approved, scaled dimensional layout of the entire Airport property, indicating current proposed usage for each identifiable segment as approved by the FAA and the BOCC.
- 200.15 **Airport Director** – The person authorized by the BOCC to administer and direct the operation of the Airport and to enforce these Rules and Regulations.
- 200.16 **Airport Operating Permit** - All operators, users and tenants desiring to operate a motor vehicle on airport property shall obtain permission to do so through a valid Airport Operating Permit. Only an Airport Operating Permit holder may act as an authorized escort for a non-permitted party gaining access to the Airport or Air Operations Area. The Airport Operating Permit holder shall take full responsibility and liability for all actions by the escorted party while on the Airport or in the Air Operations Area.
- 200.17 **Annual Airport Operating Permits** - Are valid from January 1 through Dec 31 of each year or for any portion of that year. All Airport Operating Permit's expire at the end of the allotted time frame and revalidation of the permit is required.
- 200.18 **Apron** – The paved area between the public use ramp and the aircraft hangar door. This is normally used only by the hangar occupants.
- 200.19 **ARFF** - Non FAA part 139, RIL certified Aircraft Rescue and Fire Fighting. Includes primary responders from Colorado River Fire Protection District that may or may not have specific aircraft and or airfield training.
- 200.20 **Auto Wrecking Yard** – Any place where two or more vehicles not in running condition, or parts thereof, are stored in the open and are not being restored to operation, or any land, building or structure used for wrecking or storing of such motor vehicles or farm machinery, or parts thereof, stored in the open and not being restored to operating condition; and including the commercial salvaging of any other goods, articles or merchandise.
- 200.21 **BOCC** – Board of County Commissioners of Garfield County, the entity with statutory responsibility for the operation, maintenance and financial control of the Airport.
- 200.22 **Commercial Aeronautical Activity** – Any aspect of an aeronautical activity that involves, makes possible or relates to the operation of Aircraft, the purpose of such activity being to secure income, earnings, compensation, barter, exchange or profit, whether or not such objective is accomplished.
- 200.23 **Commercial Non-Aeronautical Activity** - Any aspect of a business, concession or entity which activity is not directly related to the operation of Aircraft, (e.g. catering, restaurant, rental car, ground transportation, courtesy vehicle or any other entity and or user), for the purpose of such activity being to secure income, earnings, compensation, barter, exchange, or profit, directly or indirectly from operating on airport property, whether or not such objective is accomplished.
- 200.24 **Commercial Operator** - All operators, users and tenants identified by the Airport Director that conduct Commercial Aeronautical and or Commercial Non-Aeronautical activity on airport property.
- 200.25 **Common Use Space** – Space used jointly with other operators, users and tenants. This space includes, but is not limited to, roadways, vehicle access corridors, taxi lanes, ramp access points, and hangar fronts.
- 200.26 **Derelict** – Something voluntarily abandoned on the airport.
- 200.27 **Entity** – A firm, corporation, partnership, LLC unincorporated proprietorship, association, group, joint venture, governmental entity, or any other entity whatsoever.

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- 200.28 **Escort** – To accompany and supervise at all times any individual who does not have unescorted access authority to the Air Operations Area in a manner sufficient to take action should the individual engage or attempt to engage in activities contrary to these Rules and Regulations. While under escort, the person or authorized entities personnel providing the escort are liable for damages, fees and or fines of the escorted person and or vehicles operated by the escorted person.
- 200.29 **FAA** – The Federal Aviation Administration of the United States Department of Transportation.
- 200.30 **FAR** – Federal Aviation Regulations, codified at Title 14 Code of Federal Regulations.
- 200.31 **Fire Chief** - The Colorado River Fire Protection District Fire Chief or designee.
- 200.32 **Fixed Base Operator (“FBO”)** – Provides aviation services as outlined in Part III Section (1) of the minimum standards.
- 200.33 **Ground Transportation (GT)** - Any commercial, courtesy, corporate, transportation network company and or private vehicle used with the intent of transporting individuals to or from the airport. Includes all motor vehicles.
- 200.34 **Hazardous Liquids** - Hazardous liquids are identified in the most current emergency response guide book for dangerous goods and hazardous materials.
- 200.35 **Improvements** – All buildings, structures, facilities, and accommodations (including but not limited to pavement, fencing, signs, landscaping, walkways, and vehicle parking areas, aircraft ramps and aprons) constructed, installed or placed on, under or above Airport property. Plans and specifications for all improvements made by Operators must be approved by the BOCC for conformity with codes and standards.
- 200.36 **Large Aircraft** – Aircraft of 10,000 pounds or more, maximum certificated landing weight.
- 200.37 **Lessee** – The person(s) or entity holding a lease from the BOCC for a lot within the boundaries of Rifle Garfield County Airport.
- 200.38 **Long Term Vehicle Parking** – Any vehicle the Airport Director determines has an operational need to remain stationary on the Airport in excess of 90 days.
- 200.39 **Minimum Standards** – Qualifications established. The minimum standards for aeronautical activities as adopted, and amended from time to time, by the BOCC as the minimum requirements to be met as a condition for the right to conduct Aeronautical Activity on the Airport.
- 200.40 **Motor Vehicle (Vehicle)** - Any device which is capable of moving or being moved, from place to place upon wheels; does not include any device moved by muscular power or designed to move primarily through the air.
- 200.41 **Motor Vehicle Operator** – Any person who is in actual physical control of a motor vehicle.
- 200.42 **Non-Commercial Aeronautical Activity** – An aeronautical operator that does not offer or provide commercial products, services, or facilities or engage in any commercial activities
- 200.43 **Operator** – An entity that provides any one of the services listed under PART III, Sections (1) through (11), of the Minimum Standards.
- 200.44 **Park** - The standing of a vehicle or aircraft, whether occupied or not, other than very briefly for the purpose of, and while actually engaged in, loading or unloading of property or passengers.
- 200.45 **Person** – An individual.

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- 200.46 **Personnel** - Any person who is an owner or employee of an operator or who is contractually obligated to render services to or on behalf of an operator.
- 200.47 **Premises or Business Premises** – The area under control of the Operator where permitted activity is conducted, including ground space and improvements.
- 200.48 **Principals** – All directors and officers of a corporation and stockholders owning more than ten percent (10%) share; all general and limited partners of a partnership, an LLP, and an LLP's; managing “manager(s)” or managing “member(s)” of an LLC; managers of an LPA; owner of an individual proprietorship.
- 200.49 **Ramp** – The paved operational area (other than runways and taxiways) that is available for public use for aircraft parking, staging and maneuvering.
- 200.50 **Ramp Taxilane** – A portion of the ramp utilized for aircraft movement other than parking areas that is delineated by a centerline. Ramp leaseholders are responsible for ensuring the ramp taxilane is not used for aircraft parking or staging without permission from the Airport Director.
- 200.51 **Ramp Taxiway** – A portion of the ramp designated as a public use taxiway, and which is marked and provides clearance criteria as established in FAA Advisory Circular 150-5300-13.
- 200.52 **Recreational Vehicle** – A motor home, travel or camping trailer, boat, van or truck camper, with or without self-motive power, designed for temporary human habitation.
- 200.53 **Repair Facility** – A facility utilized for the repair of aircraft to include airframe, power plant, propeller, radios, instruments and accessories, operated in accordance with pertinent FAA regulations.
- 200.54 **Rules and Regulations** – The “Rifle Garfield County Airport Rules and Regulations” adopted by the BOCC to protect the public health, safety, interest, and welfare of the Airport and the citizens of Garfield County, as amended from time to time.
- 200.55 **Run-up** - Aircraft engine operation above normal idle power for the purposes other than initiating taxi.
- 200.56 **Runway "Incursion"** - As intended at the Rifle Garfield County "non-towered" Airport, is an incident where an unauthorized aircraft, vehicle, persons or wildlife enters the active runway. This adversely affects runway safety, as it creates the potential risk that an authorized aircraft taking off or landing at RIL will collide with the object.
- 200.57 **Signs** – Any object or device containing letters, figures and/or other means of communication or part thereof, situated outdoors or indoors, of which the effect produced is to advertise, announce, communicate, identify, declare, demonstrate, direct, display, and/or instruct potential users of a use, product and/or service.
- 200.58 **Specialized Aviation Service Operation (SASO)** – An aeronautical business that offers a single or limited service. Examples of these specialized services may include aircraft flying clubs, flight training, aircraft, airframe and power plant repair/maintenance, aircraft charter, air taxi or air ambulance, aircraft sales, avionics, instrument or propeller services, or other specialized commercial flight support business.
- 200.59 **Tailgating / Piggybacking** - To circumvent, attempt to circumvent and or exploit the Air Operations Area gate access system by means of closely following and or driving near the rear of another vehicle entering any Air Operations Area gate and or entering or attempting to enter any Air Operations Area gate opened by another vehicle regardless of the position of that vehicle.
- 200.60 **Tenant** – A person or entity who occupies or rents property on the Airport, or who conducts business operations of any kind upon the Airport premises, regardless of whether there exists a written agreement with the BOCC. Includes sub-tenant.

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- 200.61 **Through-the Fence Operation** – An arrangement that the airport sponsor may at times enter into to permit access to the public landing area by independent operators offering an aeronautical activity or access to aircraft based on land adjacent to, but no part of, the airport.
- 200.62 **Tie-Down/Tie-Down Area** – The area, paved or unpaved, suitable for parking and mooring of aircraft throughout which tie-down points have been located.
- 200.63 **Unescorted Access Authority** – The authority granted by the Airport Director, by means of an Airport Operating Permit, to operators, users and tenants, to gain entry to and be present on airport property without an escort.
- 200.64 **User** – Any person, personnel or entity that uses the Airport facilities, services, or supplies.

## **300 AIRCRAFT RULES**

- 300.01 All aeronautical activities at the Airport shall conform to the current applicable provisions of FAA regulations and orders; applicable state and local law; Rules and Regulations issued by the BOCC; and instructions and directives issued by the Airport Director, in accordance with these Rules and Regulations.
- 300.02 The Airport Director may deny use of the Airport to any person in violation of these Rules and Regulations and/or FAA regulations.
- 300.03 The Airport Director and/or the Airfield Manager shall prohibit aircraft operations when the Airport Director or the Airfield Manager determines that conditions are such that continued operations would be unsafe and shall issue a NOTICE TO AIRMEN (NOTAM) to close a portion or the entire Airport or to terminate or restrict activity on the Airport.
- 300.04 Operating an aircraft in a careless or negligent manner, or in disregard of the rights and safety of others, or without due caution, or at a speed or in a manner which does or is likely to endanger persons or property, is prohibited.
- 300.05 Aircraft operators shall obey all pavement markings, signage and lighted signals.
- 300.06 The positioning, starting or taxiing of aircraft shall be done in such a manner so as not to cause propeller slipstream or jet blast that may result in injury to persons or damage to property.
- 300.07 Aircraft shall not be started or taxied within any structure on the Airport.
- 300.08 Aircraft shall be parked only in those areas designated for such purpose by the Airport Director and shall be positioned in such a manner so as not to block taxilanes or obstruct access to hangars, parked aircraft or operators.
- 300.09 Aircraft operators shall ensure that aircraft are properly tied down or chocked when parked in accordance with the current AC Number 20.35C. Aircraft may not be parked in common use space. Aircraft operators shall not park an aircraft in the path of active snow removal operations.
- 300.10 Passengers and cargo shall be enplaned/deplaned only in areas designated by the Airport Director.
- 300.11 Run-up of jet, turboprop or piston engines shall be performed only at the A3 turn out or A5 run-up areas. The Airport Director may designate an alternate location should conditions warrant.
- 300.12 Leaving an Aircraft unattended with an engine running is prohibited.
- 300.13 Fixed wing aircraft taking off or landing at the Airport shall do so only from designated runways and shall comply fully with FAR Part 91.

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- 300.14 No helicopter shall be operated within fifty (50) feet of any building and shall operate only from areas approved by the Airport Director.
- 300.15 Derelict or damaged aircraft in obvious need of major repairs shall not be permitted within the tie-down or ramp areas.
- 300.16 Abandoned Aircraft are prohibited on the Airport. The Airport Director may remove abandoned aircraft at the sole expense and risk of the owner.
- 300.17 Aircraft maintenance is permitted on the Airport only in areas designated by the Airport Director.
- 300.18 Aircraft maintenance within hangars shall be limited to that specifically permitted by the building type rating established in the Uniform Building Code and in compliance with the directives of the Fire Chief.
- 300.19 Aircraft painting shall be performed only in hangars approved for that activity.
- 300.20 Cleaning of aircraft shall be performed only in the areas and in the manner prescribed by the Airport Director and in compliance with the Storm Water Management Plan.
- 300.21 The operator or owner of an aircraft involved in an accident/incident on the Airport resulting in injury to person or damage to property shall notify the Airport Director immediately and comply with the applicable provisions in the Emergency Procedures Manual and National Transportation Safety Board Regulations, Part 380.
- 300.22 An aircraft involved in an accident/incident on the Airport shall not be removed from the scene of the accident /incident until authorized by the Airport Director who shall receive removal authorization from the Flight Standards District Office or National Transportation Safety Board, when applicable.
- 300.23 Once authorization for removal of a disabled aircraft has been issued, the owner or operator shall make immediate arrangements to have the aircraft moved. If removal is not initiated within a reasonable amount of time, the Airport Director may have the aircraft removed at the owner's sole risk and expense.
- 300.24 Occupation of the helicopter pad by support vehicle/s is considered pad occupation for the ramp fee calculation. The BLM, Forest Service or other government contract helicopter/s are exempt from ramp parking fees by FAA Grant Assurances. The BLM, Forest Service or other government contract helicopters shall have a preference given in the short or long term use of the helicopter pad. A group one helicopter may use this pad if it is open and/or unoccupied. Helicopters in other categories may use this pad, but must relocate if a group one helicopter requests the pad.

## **400 MOTOR VEHICLE TRAFFIC**

- 400.01 All vehicle operators at the Airport shall comply fully with the State of Colorado motor vehicle laws, these Rules and Regulations, and instructions issued by the Airport Director or law enforcement.
- 400.02 The Airport Director shall authorize all vehicles operating on the Air Operations Area by way of an Airport Operating Permit or authorized escort. All operators, users and tenants that have an operational need to access the Air Operations Area shall obtain an Airport Operating Permit prior to entering the Air Operations Area or be under authorized escort. All occupants of vehicles entering the Air Operations Area without the authorization of the Airport Director are trespassing.
- 400.03 Qualified operators, users and tenants may request uninhibited vehicle access to the Air Operations Area by completing the Airport Operating Permit application and requesting gate cards. Tenants and commercial operators may request additional Air Operations Area gate cards in addition to the gate cards that are afforded them in their lease or permit for an additional fee as listed below. Lending, sharing and or passively consenting to the unauthorized use of your gate cards by any person, vehicle, company or entity is prohibited and cause for immediate deactivation of your gate cards as well as possible fees or other consequences as provided for in this document and any operating lease agreement.

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- 400.04 No operator, user and tenant shall allow an unauthorized or unknown vehicle to follow them, tailgate/piggyback, through any security gate onto the Air Operations Area. Unauthorized vehicles shall be reported immediately to the Airport Director via the 24hr airport operations phone at 970-230-1685.
- 400.05 No operator, user and tenant shall allow an unauthorized or unknown vehicle to access the Air Operations Area.
- 400.06 Vehicle operations on the Air Operations Area shall be conducted in a careful and prudent manner so as not to endanger the life, limb or property of any person.
- 400.07 Vehicles are not permitted on the taxiway or runway without the express permission of the Airport Director.
- 400.08 All vehicle operators shall obey posted regulatory signs and all instructions and directives of the Airport Director.
- 400.09 Except for authorized emergency vehicles, the maximum allowable speed on the Air Operations Area is 20 miles per hour.
- 400.10 No vehicle shall operate in close proximity to an aircraft so as to create a hazard or interfere with the safe operation of the aircraft.
- 400.11 Aircraft shall have the right of way at all times and in all locations. Vehicle traffic must yield to aircraft taxiing or under tow on the ramp.
- 400.12 Vehicles shall give way to pedestrians, emergency equipment, and snow removal equipment at all times.
- 400.13 When passing taxiing aircraft, vehicles shall not proceed closer than 100 ft. and shall stay to the rear of the aircraft.
- 400.14 Vehicles may temporarily park in the tie-down areas parallel to aircraft for active loading/unloading only. Vehicles shall not park in common use spaces or object free areas.
- 400.15 Parking on the Air Operations Area is permitted in designated areas only. All aircraft movement and common use areas shall be kept clear. Vehicle operators shall not park a vehicle in the path of active snow removal operations.
- 400.16 Campers, recreational vehicles, and trailers are prohibited on the Air Operations Area. Operating equipment that meets this description but serves an operational need may receive permission to access the Air Operations Area from the Airport Director.
- 400.17 Abandoned vehicles are prohibited on the Airport and may be temporarily placed in the airport auto wrecking yard by the Airport Director until arrangements are made for its removal from the Airport.
- 400.18 Long-term parking may be arranged through the Airport Director.
- 400.19 An operator of a vehicle on the Airport who is involved in an accident resulting in injury to a person or damage to property, shall stop the vehicle at the scene or as close as possible, without obstructing traffic, and notify law enforcement and the Airport Director via the 24hr airport operations phone at 970-230-1685.
- 400.20 Vehicles in violation of these Rules and Regulations may be towed and or booted by the Airport Director, at the owner's sole risk and expense.
- 400.21 Vehicles shall remain in close visual proximity of any Air Operations Area vehicle gate while entering or exiting the Air Operations Area until the gate is fully closed behind them. The Air Operations Area access gates shall never be left or propped open and unattended. Violation of this rule may result in the gate card deactivation. Continued violation may result in fees and other action as identified in this document.



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- 400.22 Access onto the Air Operations Area through gate 3 east entrance side shall be one vehicle at a time. Absolutely no pedestrian traffic. Tailgating/piggybacking through gate 3 east entrance is prohibited.
- 400.23 Gaining or attempting to gain access to the Air Operations Area through gate 3 west EXIT lane is strictly prohibited. Absolutely no pedestrian traffic.
- 400.24 Vehicle Operators without a valid Air Operations Area-Airport Operating Permit or who are not under an authorized escort are strictly prohibited from entering the Air Operations Area and all occupants are trespassing on airport property.
- 400.25 Operators, users and tenants are prohibited from granting access by any means through the Air Operations Area gates to any non-Airport Operating Permit vehicles not under their direct control and supervision through tailgating/piggybacking and or lending your access gate card to another person or vehicle. Unknown vehicles that tailgate/piggyback onto the Air Operations Area shall be immediately reported to the 24hr airport operations phone at 970-230-1685. Unknown vehicles that request entry to the Air Operations Area through the intercom system shall have prior Airport Operating Permit authorization and or may obtain a daily Airport Operating Permit from the FBO or the 24hr airport operations personnel.
- 400.26 Operators, users and tenants that sign for Air Operations Area gate cards are responsible for the compliance and authorized use of all cards issued to them per these Rules and Regulations.
- 400.27 All ground transportation companies shall educate their personnel on the Airport Rules and Regulations and expectations of the airport administration and FBO. Failure of your personnel to follow airport Rules and Regulations may result in fees assessed directly to their ground transportation company. Continued violations from specific personnel may result in that individual being excluded from the airport.
- 400.28 All operators, users and tenants that obtain and maintain an Air Operations Area-Airport Operating Permit are granted unescorted access authority onto the Air Operations Area and may escort other vehicles and or persons in their care and custody onto the Air Operations Area. Vehicles in your care and custody may tailgate behind your vehicle through gate 1, 2, 4 & 5. No tailgating is allowed through gate 3. Allowing, passively consenting, or enabling a commercial operator not directly in your care and custody and or any person or entity that is excluded from the airport to access to the Air Operations Area by any means shall result in immediate deactivation of your gate card.
- 400.29 Operators, users and tenants that gain or attempt to gain access through an Air Operations Area gate by means of tailgating/piggybacking which results in damage to the gate shall be financially responsible to repair the gate to full operating capacity as determined by the Airport Director.
- 400.30 Non-commercial operators, users and tenants that have an operational need to access the Air Operations Area without an escort shall obtain an Airport Operating Permit prior to entering the Air Operations Area. Vehicle Operators with a valid Airport Operating Permit may escort other known vehicles on to the Air Operations Area that are under the direct care and custody of a permit holder.
- 400.31 Commercial vehicle operators shall register with the office of the Airport Director and obtain an Airport Operating Permit prior to conducting business on the Airport. All occupants of a commercial vehicle entering airport property without an Airport Operating Permit are trespassing.
- 400.32 Ground transportation operators shall coordinate all passenger arrivals and departures with the FBO.
- 400.33 Ground transportation operators without a valid Airport Operating Permit shall be immediately denied access to airport property. Ground transportation operators that return to airport property without obtaining a valid Airport Operating Permit shall be excluded from the use of the airport along with other such fees and remedies as found in these Rules and Regulations.

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- 400.34 Operators, users and tenants shall notify airport administration by phone or in person, as soon as practical if an Air Operations Area gate card is lost or stolen. Operators, users and tenants are responsible for all Air Operations Area gate card usage until such time the airport is notified of the card status. All Air Operations Area gate cards shall be accounted for annually through an airport audit and verification process.
- 400.35 All ground transportation companies shall list the Colorado, Garfield County Board of County Commissioners as additional insured on the company's vehicle insurance policy with a minimum of 15 days cancellation notice.

## **500 PERSONAL CONDUCT**

- 500.01 Destroying, injuring, defacing, disturbing, removing or tampering with any man-made or natural Airport property is prohibited.
- 500.02 Written advertisements and handbills may be posted or distributed only with the prior authorization of the Airport Director.
- 500.03 The posting or distributing of handbills or written advertisements on aircraft or vehicles is prohibited.
- 500.04 Use of the public area of any building on the Airport for sleeping or other purposes in lieu of a hotel, motel, or other public accommodation is prohibited.
- 500.05 No person shall litter any area of the Airport and each operator, user and tenant shall ensure that all trash and refuse is properly disposed of in the appropriate container.
- 500.06 No person shall commit any disorderly, indecent, lewd, or unlawful act or commit any nuisance on the Airport.
- 500.07 Consumption of intoxicating liquors at the Airport shall be controlled by the Garfield County Liquor Code.
- 500.08 Interference with safe operation of an aircraft landing, departing, or operating on the Airport is prohibited.
- 500.09 All domestic pets shall be under their owner's control.
- 500.10 Hunting and trapping are prohibited on the Airport, except for wildlife control authorized by the Airport Director.
- 500.11 Horseback riding is prohibited on the Air Operations Area.
- 500.12 Articles found in public areas at the Airport shall be turned over to the Airport Director. Articles unclaimed by the owner within 30 days may be returned to the finder or otherwise legally disposed of by the Airport Director.
- 500.13 No person or entity shall make, possess, use, offer for sale, pass or deliver any forged or falsely altered pass, permit, Air Operations Area gate card, identification card, sign or other authorization purporting to be issued by or on behalf of the Airport Director.
- 500.14 Gambling and bet making in any form at the Airport is prohibited.
- 500.15 All signs installed on the Airport shall meet the Garfield County Sign Code requirements and shall be approved in writing by the Airport Director. Temporary signs shall be professionally produced. Hand written signs are prohibited.
- 500.16 Persons shall not enter any restricted area without the prior authorization of the Airport Director.
- 500.17 Tampering or interfering with Airport property is prohibited.

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- 500.18 Discharge of any weapon, except in the performance of official duties or in the lawful defense of life or property, is prohibited on the Airport.
- 500.19 Persons entering the Airport are required to produce identification when asked to do so by the Airport Director.
- 500.20 Parents and or legal guardians shall supervise youth and children in their care and custody at all times. The aircraft movement area and all Air Operations Area vehicle gates pose a serious hazard rick to persons in the vicinity. Parents and or legal guardians shall not allow youth and or children to walk or run through any Air Operations Area gate.

**600 CONSTRUCTION ON AIRPORT**

- 600.01 Any construction or alteration taking place on the Airport shall be performed in compliance with FAA, state and BOCC guidelines, and proper building permits shall be obtained.
- 600.02 No construction shall take place on the Airport without execution of a written agreement with the BOCC and written approval of a construction start date by the Airport Director.

**700 ON AIRPORT ACTIVITIES**

- 700.01 All aeronautical activities conducted on the Airport shall be approved by the BOCC by means of a written agreement and shall be performed under the Rifle Garfield County Airport Minimum Standards for Aeronautical Activities and these Rules and Regulations.
- 700.02 All non-aeronautical activities performed on the Airport must be approved by the BOCC or Airport Director by means of a written agreement and performed under these Rules and Regulations.

**800 FIRE / STORAGE / DISPOSAL REGULATIONS**

- 800.01 All operators, users and tenants engaged in any activity at the Airport, whether occupying BOCC owned buildings or otherwise, shall comply with the provisions of all applicable local, state, and federal laws and regulations; the Uniform Fire Code; and the practices recommended by the National Board of Fire Underwriters.
- 800.02 All operators, users and tenants engaged in any activity at the Airport, whether occupying BOCC owned buildings or otherwise, shall comply with all directives issued by the BOCC, directly or through its Airport Director, or other authorized officials regarding fire prevention, including but not limited to the removal of fire hazards, arrangement and modification of equipment, and altering of operating procedures which are unsafe, as determined by the Airport Director and/or Fire Chief.
- 800.03 All operators, users and tenants using the Airport or the facilities of the Airport shall exercise the utmost care to guard against fire and injury to persons or property.
- 800.04 The use and storage of all flammables and hazardous liquids and materials shall be in compliance with the federal, state and local laws and ordinances, the Uniform Fire Code, and the Airport Storm Water Management Plan.
- 800.05 Open flame operations shall be conducted on the Airport only in designated areas and with the authorization of the BOCC, directly or through its Airport Director, and the Fire Chief.
- 800.06 The placement of any storage container, locker, structure or bin on the Air Operations Area shall comply with the Uniform Fire Code and be approved by the BOCC, directly or through its Airport Director, as to type, placement, size and color.

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- 800.07 Lubricating oils and hazardous liquids shall be disposed of in a manner compatible with the Airport Storm Water Management Plan, the Uniform Fire Code, and state, federal and local law.
- 800.08 No fuels, oils, dopes, paints, solvents, acids or any other hazardous liquids shall be disposed of or dumped in drains, on ramp areas, catch basins or ditches or elsewhere on the Airport.
- 800.09 The storage of waste materials and trash at the Airport is prohibited unless such are placed in suitable receptacles.
- 800.10 Open flames, smoking, matches, and lighters are prohibited within 50 ft. of any aircraft and within 100 ft. of any fuel storage area or any aircraft being fueled or defueled.
- 800.11 Hangar floors shall be kept free from the accumulation of oil, grease, flammable liquids, rags or other waste materials.
- 800.12 Drip pans shall be placed under engines of stored aircraft and shall be maintained so as to prevent accumulations of liquid in the pans.
- 800.13 Spilled oil, grease, fuel, or similar material shall be immediately cleaned up and the Airport Director shall be notified. Failure to clean the area shall result in the Airport Director arranging cleanup at the expense of the responsible party.
- 800.14 Doping processes, painting, or paint stripping shall be performed in hangars approved for that activity and in compliance with the Uniform Fire Code and the Airport Storm Water Management Plan.
- 800.15 All empty oil, paint and varnish cans, bottles or other containers shall be disposed of in a timely manner and shall not remain on the floor, wall stringers, or overhead storage areas of the hangars or other buildings.
- 800.16 No boxes, crates, rubbish, paper or litter of any kind shall be permitted to be stored in or about the hangars or other buildings.
- 800.17 All heating equipment and fuel burning appliances installed on the Airport shall comply with the requirements of the BOCC, the Uniform Fire Code, National Board of Fire Underwriters, and the Fire Chief.

**900 FUELING OPERATIONS**

- 900.01 Fueling of aircraft on the Airport shall be performed only by an FBO or individuals who have obtained a "Non-public Fuel Dispensing Permit" from the Airport Director, and shall comply with all procedures and standards set forth by the BOCC.
- 900.02 All fueling operations on the Airport shall be in accordance with the directives of the Fire Chief, the Uniform Fire Code, applicable sections of the FAA Regulations, Part 139, and the Airport certified Spill Prevention, Control & Countermeasure Plan and Procedures and standards set forth by the BOCC through the Airport Director.
- 900.03 No aircraft shall be fueled while an engine is running unless an FBO or authorized operator has a "hot fueling" procedure that is approved by the Airport Director.
- 900.04 Fueling or defueling of any Motor Vehicle or Aircraft inside a hangar is not authorized at Rifle Garfield County Airport by NFPA 407-16-5.18C4.
- 900.05 Fueling or defueling operations shall be conducted with adequate fire extinguishers immediately available. All extinguishers shall be inspected and certified, as required by law, and all personnel involved with fueling operations shall be properly trained on the use of fire extinguishers.

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- 900.06 Starting an aircraft when there is flammable material on the ground in the immediate vicinity of the aircraft is prohibited.
- 900.07 No aircraft shall be fueled or defueled if an electrical storm is in progress within 3 miles of the Airport.
- 900.08 During fueling or defueling, the aircraft and the dispensing apparatus shall be bonded in order to equalize voltage potential.
- 900.09 All hoses, funnels, and appurtenances used in fueling and defueling operations shall be equipped with a bonding device to prevent ignition of volatile liquids.
- 900.10 No aircraft shall be fueled or defueled while passengers are on-board unless a passenger loading ramp is in place at the cabin door, the door is in the open position, and an attendant is present at or near the door. If a non-ambulatory person is on board during fueling operations, ARFF personnel must be standing by at the scene.
- 900.11 Persons engaged in the fueling of aircraft shall exercise care to prevent overflow of fuel and shall be responsible for the immediate cleanup if spillage should occur.

## **1000 SAFETY AND SECURITY RESPONSIBILITIES OF OPERATORS, USERS AND TENANTS.**

- 1000.01 The Airport operates in such a manner to provide for the safety and security of persons and property on any aircraft against an act of criminal violence, aircraft piracy, the introduction of any deadly or dangerous weapon, explosive, or incendiary onto an aircraft; inadvertent wildlife access to the Air Operations Area or any other event that would be dangerous or hazardous to Airport operations.
- 1000.02 No operator, user, and tenant may tamper or interfere with, compromise, modify, attempt to circumvent, or cause an operator, user, and tenant to tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure implemented by the BOCC or FAA.
- 1000.03 No operator, user, and tenant may enter or be present within a restricted area, the Air Operations Area, or any building without complying with these Rules and Regulations, security systems, measures, or procedures applied to control access to and prevent inadvertent or unlawful access to the Air Operations Area.
- 1000.04 No operator, user, and tenant shall use, allow to be used, or cause to be used, any Airport-issued or Airport-approved access medium or identification medium that authorizes the access, presence, or movement of persons or motor vehicles in secured areas or Air Operations Area in any other manner than that for which it was issued by the Airport Director.
- 1000.05 To minimize runway "incursions", the runway and associated safety area is restricted to aircraft and Airport maintenance operations.
- 1000.06 No operator, user and tenant shall allow an unauthorized or unknown motor vehicle or person to follow them (tailgating/piggyback) through a security gate onto the Air Operations Area. Unauthorized motor vehicles, operators, users, or persons must be reported immediately to the Airport Director or law enforcement officer.
- 1000.07 No operator, user, and tenant shall allow an unauthorized or unknown motor vehicle, person, operator, or user to access the Air Operations Area by any means.
- 1000.08 The airport security camera system may be used to verify compliance with and or identify violators of Airport Rules and Regulations. Enforcement of Rules and Regulations violations may be derived solely from this security system. Note: infrared lights operate and illuminate airport property at night allowing for video capture of all activities on airport property 24/7.

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**1100 RATES, FEES AND CHARGES**

The Board of County Commissioners for Garfield County, Colorado (BOCC) is the owner and operator of the Rifle Garfield County Airport (Airport), located in Rifle, Colorado. The BOCC is hereby issuing its "Rates, Fees &

Charges" applicable to aircraft landing at and taking off from the Airport. Operators, ground transportation operators, concessionaires, off-airport delivery service operators, tenants and all other Airport users accessing the Airport facilities, supplies and services. Unless otherwise noted, these amended rates, fees & charges shall be deemed to take effect on January 1, 2017

These rates, fees & charges supersede all previous schedules of rates, fees & charges promulgated by the BOCC. These rates, fees & charges are promulgated pursuant to the BOCC's regulatory authority under C.R.S. §41-3-106(l)(h) and 49 U.S.C. §2210(a)(9), and in accordance with F.A.A. regulations, rules, directives, and policy statements pertaining to the implementation, modification, and enforcement of airport fees and charges. The BOCC may amend these rates, fees & charges at a regularly scheduled board meeting.

To maintain financial stability, consistency, and currency of all airport rates, fees & charges, it is the intent of the Airport Director to review the rates, fees & charges document on an annual basis. The review of the rates, fees & charges by the Airport Director may include, but not be limited to, a comparison of the operating revenues and expenses allocated for each airport cost center (which may be modified from time to time) for previous fiscal years, market comparisons of rates and charges of other airports and related industries, and the mission, goals, and objectives as contained in the Airport Master Plan, Airport Layout Plan, annual budget and planning documents.

All payments of these rates, fees and charges to the BOCC shall be made through the Garfield County Treasure. Payments may be received at the airport office or directly to the Garfield County Treasure.

**1100.01 Fees, Charges, and Requirements for Use of Airport Facilities and Services:**

Unless otherwise expressly specified in a written agreement between the BOCC and an operator, aircraft operator, user and tenant, the following terms and conditions shall apply to all operators, aircraft operators, users and tenants at the Airport.

**1100.02 Commercial Activity Fee:**

- a. Any and all commercial operators requesting access to the Air Operations Area of the airport shall pay an Airport Operating Permit fee of \$300.00 annually, \$50.00 per month or \$10.00 per day. Proof of commercial vehicle insurance is required to obtain the Air Operations Area - Airport Operating Permit. Purchase of a monthly or daily Airport Operating Permit does not accumulate towards subsequent Airport Operating Permit's.
- b. Any and all commercial operators requesting access to the non-Air Operations Area of airport property shall pay an Airport Operating Permit fee of \$60.00 annually, \$20.00 per month or \$5.00 per day.
- c. Commercial operators that access airport property without a valid Airport Operating Permit shall pay a single use fee of \$50.00 per vehicle for each entry onto airport property.
- d. Commercial operators that access the Air Operations Area by any means without a valid Airport Operating Permit shall pay a fee of \$75.00 per vehicle for each entry onto the Air Operations Area.
- e. Commercial operators, with or without a valid Airport Operating Permit that access or attempt to access the Air Operations Area by means of tailgating/piggybacking through gate 3 east entrance lane shall pay a single use access fee of \$50.00

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- f. Commercial operators, with or without a valid Airport Operating Permit that access or attempt to access the airport by means of tailgating/piggybacking through gate 3 west EXIT lane shall pay a single use access fee of \$100.00.
- g. Daily Airport Operating Permit's may be obtained from the FBO in person or by calling the 24hr Airport Operations phone at 970-230-1685. The FBO may add an administration fee of up to \$10.00 per request.
- h. Unless otherwise identified in a lease or written agreement, commercial operators that purchase the annual Airport Operating Permit may request up to 5 Air Operations Area access cards at no additional fee. Additional Air Operations Area gate cards may be requested at the current gate card fee rate. Lost or stolen cards shall be replaced for \$10.00 per card.
- i. Note: Violations are cumulative. A non-permitted commercial operator that access airport property and enters the Air Operations Area through gate 3 west EXIT lane will receive an invoice for (accessing airport property without an Airport Operating Permit = \$50.00 + accessing the Air Operations Area without an Air Operations Area-Airport Operating Permit = \$75.00 + entering the west EXIT lane of gate 3 = \$100.00 for a total invoice of \$225.00. If the same vehicle, person or company enters the airport the same way a second time the \$50.00 second infraction fee applies for a total fee of \$275.00. Each subsequent violation of that vehicle, person and or operator results in the third infraction fee of \$250.00 per entry for a total fee of \$475.00 for each infraction.
- j. Note: Commercial operators that have obtained an Air Operations Area-Airport Operating Permit do not need gate cards to access the Air Operations Area. Vehicle Operators may identify themselves by their company name, driver's full name, and company permit number and vehicle license plate number. Airport or FBO personnel may then grant unescorted Air Operations Area access to the vehicle. Tailgating/piggybacking onto the Air Operations Area through either gate 3 entrance or exit lane is prohibited at all times for every operator, user and tenant.

#### **1100.03 Landing Fees:**

The landing fee is calculated at the rate of \$4.50 per thousand pounds of maximum aircraft landing weight on all large aircraft of 10,000 pounds or more. Tenants' aircraft, including hangar tenants, with annual hangar contracts at Garfield County Airport of \$12,000 or more per-aircraft are deemed to have paid their landing fees while the contract is in force. The aircraft operators shall pay the BOCC through the appropriate FBO who will collect the fee.

#### **1100.04 Ramp Parking Fees:**

Aircraft operators shall pay the BOCC for the overnight parking of any aircraft on the ramp as charged by the FBO or by direct contract with the Airport Director applying approved FBO fees.

Monthly fees are available for small aircraft that intend to stay for 12 months or longer and are current on their tie-down fees. The month-to-month rate will continue after completion of 12 consecutive months with no further time obligation. Monthly rate aircraft that are not current with this fee shall pay the nightly rate as identified in the tie-down contract until all fees are paid in full. After 3 months of non-payment a new 12-month contract is required to obtain the monthly rate.

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### 1100.05 Infraction of Airport Rules and Regulations:

Operators, users and tenants shall pay the BOCC the following fees, unless a penalty is otherwise specifically detailed in these Rules and Regulations, progressively, for each successive violation occurring during the same calendar year. Tenants are responsible for the leasehold they control on which a violation occurs. Violations also apply to vehicles parked without permission on tenants leased area.

1<sup>st</sup> Infraction.....Written notice of infraction – next offense may result in fee.

2<sup>nd</sup> Infraction.....\$50 (Air Operations Area gate access will be locked if fee is not paid in 30 days)\*

3<sup>rd</sup> Infraction.....\$250 (Air Operations Area gate access will be locked by the Airport Director until fee is paid.

The operator, user and tenant must also provide assurances that, in the sole discretion of the Airport Director, are sufficient to prevent future infractions). Regardless of how many infractions occur on the leasehold, should said infraction(s) result in a damage award, citation, or fine against Airport, then the Operator, User and Tenant shall fully reimburse the BOCC for said damage award, citation, or fine and for all costs and expenses, including reasonable attorney's fees, incurred by the BOCC in defending against or satisfying the damage award, citation, or fine.

### 1100.06 Non-Public Fuel Dispensing Permit:

Parties wishing to fuel their own aircraft at Rifle Garfield County Airport must possess a Non-Public Fuel Dispensing Permit and comply with all environmental regulations. An annual application fee of \$230.00 and Fuel Flowage Fee apply. Federally contracted entities shall pay \$25.00 per week or \$0.18 cents per gallon of fuel dispensed into their aircraft on airport property, whichever is more.

### 1100.07 Overtime Labor Rate:

Overtime costs shall be at the rate of forty eight dollars and 92 cents (\$48.92) per hour, based on quarter-hour increments, for overtime costs incurred by the BOCC employees if requested by operators, users and tenants, plus an 8% administration fee. (\$52.83) If a BOCC employee is called back to the airport to provide these services, a two-hour minimum charge will be imposed for each called-back employee involved. These services include, but are not limited to, stand- by service, aircraft extraction, custodial and maintenance services.

### 1100.08 Labor Rate:

A/n FBO/operators, users and tenants shall pay the BOCC thirty seven dollars and 86cents (\$37.86) per hour per employee, charged in one-quarter hour increments for services requested and provided for by the BOCC employees during normal business hours plus an 8% administration fee. (\$40.89) These services include, but are not limited to, stand- by service, aircraft extraction, custodial and maintenance services.

### 1100.09 Clean-up Charge:

- a. The Airport Director may request that the responsible party clean up any debris, objects or spills at the Airport facility. If such cleanup is not accomplished in the required time or of necessity, the Airport Director may assign the County Airport employees to perform the required cleaning, and will apply the appropriate labor rate.
- b. Hazardous liquid spills shall be properly cleaned up and disposed of immediately upon identification. The Airport Director shall be notified immediately upon discovery of any small or large spill as defined below.



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- c. Small hazardous liquid spills that are puddling, over five (5) gallons and or are larger than three feet in diameter shall be cleaned up with the appropriate spill prevention material and supplies that will include the airport's Safety Vac system. The responsible operator, user and or tenant shall be charged for the replacement cost of any spill prevention material used plus a rate of \$32/ ½ hr and any portion thereof of the Safety Vac system and \$14.50 per gallon or any part thereof for disposal.
- d. Large hazardous liquid spills that are over 25 gallons, larger than thirty feet in diameter and or longer than 100 feet shall be cleaned up with the appropriate spill prevention material and supplies that will include the airport's Safety Vac system. The responsible operator, user and or tenant shall be charged for the replacement cost of any spill prevention material used plus a rate of \$64/ hr or any portion thereof for the Safety Vac system and \$14.50 per gallon or any part thereof for disposal. In addition the responsible operator, user and or tenant shall be charged at a rate of \$30/gallon for the amount of asphalt re-sealer needed to restore the affected area.
- e. Failure to report a small or large hazardous liquid spill to the Airport Director shall result in a \$1,000 fee plus the cost of cleanup as listed above to the responsible operator, user and or tenant.

#### **1100.10 Repairs:**

Should repairs to the facility be required as a result of damage caused by the user of airport facilities, the BOCC through the Airport Director will assign the repair to an entity of its own choosing. If the BOCC's employees are utilized for said repair, the charges will be at the appropriate labor rate, based on quarter hour increments, plus the cost of material used in the repair plus an 8% administration fee. If the BOCC's employees are not utilized for said repair, then the user of the facilities will be charged the actual costs of the repair plus an 8% administration fee.

#### **1100.11 Equipment:**

If clean up or repairs need County equipment to complete the project, the BOCC through the Airport Director may charge up to \$120.00 per hour for each piece of equipment used.

#### **1100.12 Long Term Vehicle Parking:**

Users of the Airport facilities may store their authorized motor vehicles in the designated long-term parking lot. A fee may be charged at the rate of one dollar (\$1.00) per day. Per Airport Rules and Regulations, no abandoned vehicles are allowed on the airport beyond six months.

#### **1100.13 Gate Cards:**

- a. Air Operations Area gate cards are \$10.00 each for the card plus an annual gate maintenance fee of \$27.00 per year. Inoperable, broken or destroyed cards shall be replaced at no charge if they are turned into the airport office. Lost or stolen cards shall be replaced at \$10.00 each. Replaced cards maintenance fee shall remain in effect for the duration of the Airport Operating Permit.
- b. Any unescorted vehicle that accesses the Air Operations Area by means of tailgating/piggybacking through gate 1, 2, 4 and 5 shall pay a single use fee of \$50.00. Any vehicle that accesses the Air Operations Area by means of tailgating/piggybacking through gate 3 east entrance lane shall pay a single use fee of \$50.00.
- c. Any vehicle that accesses or attempts to access the Air Operations Area by means of tailgating/piggybacking through gate 3 west EXIT lane shall pay a single use fee of \$100.00.
- d. Any vehicle that attempts to enter or exit an Air Operations Area gate through tailgating/piggybacking that damages the Air Operations Area gate shall pay to repair the gate to full operating capacity. A claim for damages may be made directly with the insurance provider. Failure to report damage of airport property to the Airport Director may result in criminal prosecution to the fullest extent of the law.

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**1100.14 Runway Incursion:**

Operators, users and tenants shall pay a fee of \$1,000 for every intentional, unintentional and or inadvertent runway "incursion" as defined in these Rules and Regulations. Additional penalties, including exclusion for the airport, may occur.

**1100.15 ARFF:**

There is no fee or charge for ARFF response to an alert one, alert two or alert three. Fees may apply after an emergency response is over, as determined by the Airport Director. Fees for the replacement cost of halon or similar, foam agent, recharging of fire extinguishers and any other supply used in any ARFF response plus an 8% administration fee shall be billed to the responsible party/s as determined by the Airport Director. Operators, users and tenants shall pay the BOCC one-hundred fifty dollars (\$150.00) per occurrence for any requested Aircraft Rescue Firefighting (ARFF) standby service plus the appropriate labor rate for each employee.

**1100.16 Advance Payment:**

The Airport Director may require advance payment of an amount sufficient to cover the cost of any service set forth in this part.

**1100.17 Water Usage:**

Operators, users and tenants of the Airport facilities are required to pay for their water usage.

**1101 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL AERONAUTICAL FBO OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTIONS (1)**

Unless otherwise expressly specified in a written agreement between the BOCC and a FBO, the following terms and conditions shall apply at the Airport.

**1101.01 Fees**

**1. FBO Operator**

Each FBO shall pay activity fees as established by the BOCC. Each specific activity is listed in the Commercial Aeronautical Activity defined in Part III of the Rifle Garfield County Airports Minimum Standards for Aeronautical Activities. Specifically:

Applications fees:	\$2500
Annual Activity Fees:	No Charge
Annual Aircraft Fees:	No Charge
Fuel Flowage Fee:	
AVGAS	\$.14 Gal.
Jet	\$. 16/Gal
Fuel Storage:	\$.058/Gal
Capacity Tank:	\$.0192/Gal
Any / All Concessions:	
Auto Rental	0.00 / contract
Detailing	To Be Determined
Gift Shop	To Be Determined
Restaurant	To Be Determined
Vending	To Be Determined
Other Commercial Activities	To Be Determined

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### 2. Landing Fees:

The FBO that services large aircraft shall collect landing fees from that aircraft. If no services are rendered by the FBO, the FBO may collect the landing fees as economically feasible without charging the aircraft facility or other FBO fees. After hours aircraft with no service requested from the FBO shall be the responsibility of the Airport Director to direct bill, given the economic feasibility. The FBO shall include a detailed list of all landing fees collected and include it in the monthly fee schedule given to the Airport Director. The FBO shall pay the BOCC a rate of 80% of all landing fees collected. No waiver of any kind is allowed by the FBO in collecting this fee.

### 3. Ramp Parking Fee:

The FBO shall pay the BOCC a rate of 50% of the FBO charged ramp parking fees. The FBO shall maintain a ramp parking fee structure that shall be applied to all aircraft and tenants. The FBO shall make such rates available for review of the Airport Director as requested. Minimum fuel purchase may be utilized to waive ramp parking fees as set in the FBO fee structure.

### 4. FBO Authorized Airport Operating Permit Access Fees

The FBO shall pay the BOCC \$5.00 for every daily non-Air Operations Area-Airport Operating Permit issued and \$10.00 for every Air Operations Area-Airport Operating Permit issued. The FBO may collect an administrative set fee to cover their costs associated with this permit. The Airport Operating Permit daily permit fees collected shall be paid monthly and be included as a separate line item on the monthly report. The FBO is not authorized to issue monthly or annual Airport Operating Permit's or gate cards.

### 5. Unauthorized vehicle access fee:

The FBO shall pay the BOCC \$50.00 for every excluded person's and or entity's vehicle they allow and or grant access to and or passively consent access to the Air Operations Area. The FBO may escort Non-Airport Operating Permit, persons and or entity's, vehicles onto the Air Operations Area at no charge. All Non-Airport Operating Permit and or excluded persons and or entity's vehicles that gain entry to the Air Operations Area via the FBO personnel are considered to be under the FBO care and custody as defined under escort.

### 6. FBO Hazardous Waste Disposal

An FBO shall pay the BOCC for their pro rata share of hazardous waste disposal when and if such fees are incurred by the County.

### 7. FBO Disposal Station Fees:

The FBO shall pay the BOCC for each use of the designated lavatory disposal station as outlined in sec 1109.

### 8. Deicing Fees:

An FBO shall pay the BOCC one dollar (\$1.00) per gallon of deicing fluid mixture dispensed at the airport. This fee shall be paid monthly and be included as a separate line item on the monthly report.

### 9. Miscellaneous Fees:

An FBO shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and faculties provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

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**1101.02 Reports/Billing**

On or before the 10<sup>th</sup> day of each month, an FBO shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by an FBO hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the FBO or its designee. Any subsequent changes in the information will be reported to the Airport Director as soon as practical: but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the FBO for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

**1102 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL AERONAUTICAL SASO OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTIONS (2)-(5)**

Unless otherwise expressly specified in a written agreement between the BOCC and a SASO the following terms and conditions shall apply at the Airport.

**1102.01 Fees**

**1. SASO Operator**

Each SASO shall pay the standard fees as established by the BOCC. Such activities are listed for each specific Commercial Aeronautical Activity defined in Part III of the Rifle Garfield County Airports Minimum Standards for Commercial Aeronautical Activities. Specifically:

Application's Fees:		\$200
Annual Activity Fees:		\$300
Self-Fueling Flowage	AVGAS	\$.16 / Gal.
	Jet	\$.18 / Gal.
Any/All Concessions:		
Auto Rental		0.00 / contract
Detailing		To Be Determined
Gift Shop		To Be Determined
Restaurant		To Be Determined
Vending		To Be Determined
Other Commercial Activities		To Be Determined

**2. Disposal Station Fees:**

A SASO shall pay the BOCC for each use of the designated lavatory disposal station when and if the Rifle Water Protection District requires such fees.

**3. Deicing Fee:**

A SASO shall pay the BOCC their pro rata share of the BOCC's expenses incurred in draining and cleaning the deicing pad holding tank, on a non-discriminatory basis with the other users thereof.

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### 4. Miscellaneous Fees:

A SASO shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and facilities provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

### 1102.02 Reports/Billing

On or before the 10<sup>th</sup> day of each month, each SASO shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by the SASO hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the SASO. Any subsequent changes in the information will be reported to the Airport Director as soon as practical; but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the Aircraft or Airport Operator for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

### 1103 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL AERONAUTICAL SASO OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTIONS (6)-(10)

Unless otherwise expressly specified in a written agreement between the BOCC and a SASO the following terms and conditions shall apply at the Airport.

### 1103.01 Fees

#### 1. SASO Operator

Each SASO shall pay the standard fees as established by the BOCC. Such activities are listed for each specific Commercial Aeronautical Activity defined in Part III of the Rifle Garfield County Airport's Minimum Standards for Commercial Aeronautical Activities. Specifically:

Applications Fees:	\$200
Annual Aircraft Fees:	
Minimum of:	\$300
or	
Per Single Piston	\$75
Per Multi-Piston	\$125
Per Jet, Turbo-Prop	\$250
Per Helicopter	\$250

(Whichever is greater)

Self-Fueling Flowage	AVGAS	\$.16/Gal.
	Jet	\$.18/Gal.

#### Any/All Concessions:

Detailing	Auto Rental	0.00 / contract
	To Be Determined	
	Gift Shop	To Be Determined
	Restaurant	To Be Determined
	Vending	To Be Determined
	Other Commercial Activities	To Be Determined

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### 2. Disposal Station Fees:

A SASO shall pay the BOCC for each use of the designated lavatory disposal station when and if the Rifle Water Protection District requires such fees.

### 3. Deicing Fee:

A SASO shall pay the BOCC their pro rata share of the BOCC's expenses incurred in draining and cleaning the deicing pad holding tank, on a non-discriminatory basis with the other users thereof.

### 4. Miscellaneous Fees:

A SASO shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and facilities provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

## 1103.02 Reports/Billing

On or before the 10<sup>th</sup> day of each month, each SASO shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by the SASO hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the SASO. Any subsequent changes in the information will be reported to the Airport Director as soon as practical; but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the aircraft or Airport operator for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

## 1104 FEES, CHARGES, AND REQUIREMENTS FOR AERONAUTICAL NON-COMMERCIAL OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTION (11)

Unless otherwise expressly specified in a written agreement between the BOCC and an aeronautical non-commercial operator the following terms and conditions shall apply at the Airport.

### 1104.01 Fees

#### 1. Aeronautical non-commercial operators:

Each aeronautical non-commercial operator shall pay the standard fees as established by the BOCC. Such activities are defined in Part III of the Rifle Garfield County Airports Minimum Standards for Commercial Aeronautical Activities. Specifically:

Applications Fees:		\$50
Association Annual Activity Fees:		\$50
Self-Fueling Flowage	AVGAS	\$.16/Gal.
	Jet	\$.18/Gal.

#### 2. Miscellaneous Fees:

Each aeronautical non-commercial operator shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and facilities provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

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**1104.02 Reports/Billing**

On or before the 10<sup>th</sup> day of each month, each aeronautical non-commercial operator shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by the aeronautical non-commercial operator hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the aeronautical non-commercial operator. Any subsequent changes in the information will be reported to the Airport Director as soon as practical; but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the aircraft or Airport operator for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

**1105 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL NON-AERONAUTICAL OPERATORS**

**Commercial Non-Aeronautical Operator Permit Fee**

Commercial operators who do not own, lease, or sublease space at the airport and who conduct commercial services and activities that originate at the Airport or use Airport facilities or space, shall pay the BOCC the appropriate airport operating permit fee to operate said activities at the Airport (vending machines excluded).

**1106 LAND AND BUILDING LEASE RATES AND FEES FOR LESSEES OF AIRPORT PROPERTY.**

Unless otherwise expressly specified in a written agreement between the BOCC and an operator, aircraft operator, user and tenant, the following terms and condition shall apply to all operators, aircraft operators, user and tenant.

Adjusted ground lease rate for 2017:

The lease rate for Commercial Aeronautical parcel sizes is \$ 0.25268/ sq -ft

The lease rate for Non-Commercial Aeronautical parcel sizes is \$0.25268 / sq-ft

The lease rate for Commercial Non-Aeronautical parcel sizes is \$0.37902 / sq-ft

**Annual Adjustments**

Annual adjustments shall be based on the average of the first half and second half semi-annual average of the Consumer Price Index for All Urban Consumers for Denver, Boulder, and Greeley, Colorado, as published in February of each year by the U.S. Department of Labor Bureau of Labor Statistics, Washington D.C. or comparable successor index plus twenty-five basis points.

Arithmetic Formula: Prior year (xxxx) lease rate x (1+CPI%change) + (.25)) = next year's lease rate.

**Building Rental Rates**

Building rental rates shall be set by contract with the BOCC.

**1107 AIRPORT OPERATIONS BUILDING CONFERENCE ROOMS RATES AND FEES**

1108.01 The AOC conference rooms shall be made available for periodic use to all Garfield County Departments, the BLM and Forest service during normal business hours at no charge. A minimum cleaning fee of \$250 may be charged as allowed by the conference room request and rules sheet.

## **RIFLE GARFIELD COUNTY AIRPORT**

### **Rules and Regulations**

1108.02 The AOC conference rooms may be available for periodic use to operator, user and or tenant at a fee of \$50.00 for the first three hours and \$25.00 per hour for each additional hour or part thereof. A \$250.00 cleaning deposit must accompany the conference room request sheet for all operator, user and or tenant requests.

1108.03 A television and DVD player are provided at no cost of use in the conference room. Other supplies used may be billed on replacement cost plus 8% administration fee.

### **1108 LAV DUMP STATION RATES AND FEES**

1109.01 A fee of \$4.00 per aircraft lav service (station) and or vehicle cleaning may be charged to each operator, user and or tenant that uses the lav dump disposal pad.

1109.02 A fee of \$500 per any waste disposal on airport property that is not done in the lav dump station or may be assessed to an operator, user and or tenant.

1109.03 A fee of \$500 per any vehicle or aircraft washing that is done on airport property that is not done in a hangar or in the designated lav dump station and where the waist water enters any or runs into any storm water system shall be paid by an operator, user and or tenant.