

Minden-Tahoe Airport Rules and Regulations

Adopted by the
Douglas County Board of County
Commissioners
on
March 3, 2022

**MINDEN-TAHOE AIRPORT
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CHAPTER I - GENERAL PROVISIONS

1. DEFINITIONS

The following words, terms and phrases when used herein shall have the meanings ascribed below.

1. **AC** - Advisory Circular
2. **Access Waiver** - A written document issued by the Airport manager or his/her designee which authorizes certain access operations in areas not usually allowed by these Airport Rules and Regulations.
3. **Aeronautical Activity (or "Aeronautical Activities" or "Activity" or "Activities")** - Any activity or service that involves, makes possible, facilitates, is related to, assists in, or is required for the operation of Aircraft, or another Aeronautical Activity, or which contributes to or is required for the safety of such operations. Aeronautical Activities include, but are not limited to, sale of Aircraft Fuel and/or lubricants; passenger, crew, pilot services, and Aircraft ground services; support and amenities; Tiedown, hangar, Aircraft Parking, office, and shop rental/subleasing; Aircraft Maintenance; avionics or instrument maintenance; Aircraft Rental; Flight Training; Aircraft Charter; Aircraft management, Aircraft sales; sailplane and/or glider services; sightseeing aerial photography; aerial spraying and agriculture aviation services; aerial advertising; aerial surveying; and any other activities that in the judgment of the County, because of their direct relationship to the operation of Aircraft or the Airport, can appropriately be regarded as an "Aeronautical Activity." For purposes of these Minimum Standards, all products and services described herein are deemed to be "Aeronautical Activities".
4. **Agency** - Any Federal, state, or local governmental entity, unit, Agency, organization, or authority.
5. **Agreement** - A written Agreement executed by both parties and enforceable by law between the County and an Entity granting a concession, transferring rights or interest in land and/or improvements, and/or otherwise authorizing and/or prohibiting the conduct of certain actions.
6. **Air Charter or Taxi** - The commercial operation of providing air transportation of Person(s) or property for hire either on a charter basis or as an Air Taxi operator.

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7. **Aircraft** - Any contrivance now known or hereafter invented which is used or designed for navigation of or flight in air, except a parachute or other contrivance designed for such navigation but used primarily for safety Equipment. This includes, but is not limited to, airplanes, airships, balloons, dirigibles, helicopters, gliders, gyrocopters, ground-effect machines, sailplanes, unmanned aerial systems, amphibians, and seaplanes.
8. **Aircraft Fuel** - All flammable liquids composed of a mixture of selected hydrocarbons expressly manufactured and blended for the purpose of effectively and efficiently operating an internal combustion, jet, or turbine engine. This shall include any substance (solid, liquid, or gaseous) used to operate any engine, which shall include Aircraft or Vehicles.
9. **Aircraft Management Operations** - A Commercial Operator engaged in the business of providing Aircraft flight dispatch, flight crews, or Aircraft maintenance coordination on behalf of an Aircraft Owner.
10. **Aircraft Operation** - An Aircraft arrival into or departure from the Airport.
11. **Aircraft movement area** - the runways, taxiways, and other areas of an Airport that Aircraft use for taxiing, takeoff, and landing, exclusive of loading ramps and parking areas.
12. **Aircraft Owner** - A Person or Entity holding legal title (or a fractional interest therein) or other legal interest in an Aircraft, or any Person having exclusive legal possession of an Aircraft.
13. **Aircraft Parking and Storage Areas** - Those hangar and Apron locations of the Airport designated by the County for the parking and storage of Aircraft.
14. **Airport** - The Minden-Tahoe Airport, owned and operated by Douglas County, and all land, improvements, and appurtenances within the legal boundaries of the Airport as it now exists on the Airport Layout Plan s as currently approved within the Master Plan and as it may be modified.
15. **Airport Operator** – References Douglas County or its designated representative.

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16. **Airport Layout Plan (ALP)** - The currently approved scale drawing depicting the boundaries and physical layout of the Airport and identifying the location, type, dimensions and configuration of existing and proposed infrastructure and improvements, including but not limited to runways, taxiways, Aprons, buildings, roadways, utilities, NAVAIDs, as well as proposed extensions and reductions of existing Airport facilities.
17. **Apron** - Those paved areas of the Airport within the movement area designated by the Airport Manager for the loading or unloading of passengers, servicing, or parking of Aircraft.
18. **Based Aircraft (or “Basing”)** - An Aircraft which the owner or lessee physically locates at the Airport for an undetermined period, and whenever absent from the Airport, its owner intends to return the Aircraft to the Airport for long-term storage. Although Basing may occur where an Aircraft is parked at the Airport for less than 50% of the time that it is available for a person’s Aeronautical activity, parking an Aircraft at the Airport for more than 50% of the time that it is available for such use shall create the conclusive presumption that the Aircraft is Based at the Airport.
19. **Board** - References the Douglas County Board of County Commissioners.
20. **Certificate of Insurance** - A certificate provided by and executed by an insurance company evidencing the insurance coverages and limits of the operator.
21. **CFR** - Code of Federal Regulations, as codification of the general and permanent rules as published in the 1 Register, and as they may be amended from time to time.
22. **Commercial Aeronautical Activity** - Any activity (including Aeronautical Activities) conducted at or on the Airport by any Entity, including without limitation:
 - a. The exchange, trading, buying, or selling of commodities, goods, services or property of any kind; or
 - b. Any activity (including Aeronautical Activity) for the purpose of securing revenue, earnings, income, and/or compensation, whether or not such revenue, earnings, and/or compensation are ultimately exchanged, obtained, or transferred; or

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- c. Offering or exchange of any product, service, or facility as a part of other revenue, earnings, income, and/or compensation producing activity on or off the Airport; or
 - d. Any activity which involves, makes possible or is required for the operation of Aircraft, or which contributes to, or is required for the safe conduct and utility of such Aircraft operations, the purpose of such activity being to generate and/or secure earnings, income, compensation, and/or profit, whether or not such objectives are accomplished.
23. **Commercial Operator** - An Entity engaging in Commercial Aeronautical Activity at the Airport.
24. **Commercial Self-Service Fueling** - Fueling of an Aircraft by the pilot using commercial Aircraft Fuel pumps installed for that purpose. The Aircraft Fueling facility may or may not be attended by the vendor, which is a Fixed Base Operator or a Limited Fixed Base Operator.
25. **Common Traffic Advisory Frequency (CTAF)** - Radio frequency designed for the purpose of carrying out Airport advisory practices while operating to or from an Airport without an operating Air Traffic Control Tower or when the Tower is closed. The CTAF may be a UNICOM, MULTICOM, FSS, or tower frequency and is identified in appropriate aeronautical publications. (See below for definitions of UNICOM, MULTICOM, and FSS.)
26. **Condominium** - A Condominium is defined consistent with NRS Chapters 116 and 117.
27. **Employee(s)** - Any individual employed by an Entity (directly or through an employment Agency) whereby said Entity is responsible for the payment of wages (monetary or otherwise) to the individual.
28. **Entity (or "Entities")** - Includes a Person; Persons; firm; partnership; limited liability company; corporation; Agency: unincorporated proprietorship, association, or group; and includes any trustee, receiver, assignee, or other similar representative. The term does not include the County or Airport.
29. **Equipment** - All property and machinery, together with the necessary supplies, tools, and apparatus for the proper conduct of the Activity being performed.

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30. **Exclusive Right** - A power, privilege, or other right excluding or debarring another from enjoying or exercising a like power, privilege, or right. An Exclusive Right may be conferred either by express Agreement, Contract, License, Lease, and Permit or by the imposition of unreasonable standards or requirements, or by any other means. Such a right conferred on one or more Entities, but excluding others from enjoying or exercising a similar right or right would be an Exclusive Right. Unless specifically so stated in an Agreement authorized by the FAA, no Entity shall have any Exclusive Right for any purpose at the Airport.
31. **FAA** - the Federal Aviation Administration.
32. **Fixed Base Operator (FBO)** - A full service Commercial Operator that is authorized to engage in the sale of products, services, and facilities to Aircraft operators. An FBO must provide the services listed in the Minimum Standards, and meet the minimum requirements applicable to FBOs as stated therein.
33. **Limited Fixed Base Operator (LFBO)** - A limited service Commercial Operator who is authorized to engage in the sale of products, services, and facilities to Aircraft operators. An LFBO must provide the services listed in the Minimum Standards, and meet the minimum requirements applicable to LFBOs as stated therein.
34. **Flight Training** - The Activity of instructing pilots in dual and solo flight, in fixed or rotary wing Aircraft, and related ground school instruction as necessary to complete an FAA written pilot's examination and flight check ride for various categories of pilot licenses and ratings. Flight Training shall also include any portion of a flight between two or more Airports or other destinations where the primary purpose is to increase or maintain pilot or crewmember proficiency.
35. **Flying Club** - A non-commercial and nonprofit Entity organized for the purpose of providing its members with any number of Aircraft for their personal use and enjoyment. Aircraft must be vested in the name of the Flying Club owners on a pro-rata share, and the club may not derive greater revenue from the use of the Aircraft than the cost to operate, maintain, and replace the Aircraft.
36. **Fuel Storage Area** - Any portion of the Airport designated temporarily or permanently by the County as an area in which aviation or motor Vehicle gasoline or any other type of Aircraft Fuel or fuel additives may be stored or loaded.

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37. **Fueling or Fuel Handling** - The transportation, sale, delivery, dispensing, storage, or draining of Fuel or Fuel waste products to or from Aircraft, Vehicles, or Equipment.
38. **General Aviation** - All civil aviation operations except scheduled commercial air carrier operations. The term does not include Aircraft manufacturing or military aviation. General Aviation Aircraft may be utilized for commercial and non-commercial purposes including business corporate, recreational/pleasure, charter/Air Taxi, industrial/special purpose, and instructional.
39. **Hazardous Material** - Any oil, petroleum products, flammable substances, explosives, radioactive materials, hazardous waste, toxic waste, or substances, or any other waste, materials, gases or pollutants which may pose a threat to the health and safety of the owners, occupants, or any Persons or Entities upon exposure or based on proximity, and/or cause any property at the Airport to be in violation of any regulatory measure.
40. **Improvements** - All buildings, structures and facilities including pavement, concrete, fencing, signs, lighting, utilities, and landscaping, constructed, installed or placed on, under or above any land on the Airport.
41. **Incident** - An occurrence other than an accident, associated with the operation of an Aircraft, which affects or could affect the safety of operations.
42. **Lease** - A written contract between the County and an Entity (Lessee) specifying the terms and conditions under which an Entity may occupy, develop, improve and / or operate from certain Airport facilities and/or property.
43. **Leased Premises** - The land and/or improvement(s) that is the subject of a Lease.
44. **Lessee** - An Entity that has entered into an Agreement with the County to occupy, use, and/or develop land and/or improvement(s) and engage in Aeronautical Activities.
45. **Manager** - The Airport Manager or such other person as the Manager may from time to time designate to carry out the duties of the Airport Manager.
46. **Minimum Standards** - The qualifications, standards, and criteria as established by the County as the minimum requirements that must be met by any Entity engaged in

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Commercial Aeronautical Activities for the right to conduct those Activities on the Airport.

47. **Non-Commercial Operator** - An Entity that either owns or leases and operates Aircraft for personal or recreational purposes. In the case of a business, the operation of Aircraft must be an ancillary Activity to support the businesses purposes by providing transportation for the exclusive use of its Employees, agents, and/or customers under Part 91 only. In all cases, the Non-Commercial Operator may neither offer nor engage in Commercial Aeronautical Activities.
48. **NOTAM** - Notice to Airmen.
49. **NFPA** - National Fire Protection Association.
50. **Obstacle Free Area (OFA)** - The area around a runway or taxiway that is to remain free of any obstacles. The OFA for each surface is defined in the ALP.
51. **Permit** - Administrative approval issued by the County to an Entity for the purposes set forth in and subject to the conditions of said approval.
52. **Person** - An individual, corporation, firm, partnership, association, organization, and any other group acting as an Entity, to conduct business on the Airport. Person includes a trustee, receiver, assignee or similar representative.
53. **Preventive Aircraft Maintenance** - Maintenance that is not considered a major Aircraft alteration or repair and does not involve complex assembly operations as listed in 14 CFR Part 43, as now or hereafter amended.
54. **Roadway** - Any street or road whether improved or unimproved, within the boundaries of the Airport and designated for use by ground Vehicles.
55. **Rules and Regulations** - The Airport Rules and Regulations, as they currently exist and as they are amended from time to time, or any successor ordinance, rule, or regulation adopted by Douglas County.
56. **Runway Protection Zones (RPZ)** - The area extending from the ends of each runway that prevents obstructions to landing and / or departing Aircraft. The RPZ for each runway is defined in the ALP.

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57. **Runway Safety Area (RSA)** - the area from the edge of the runway to the edge of the parallel taxiway and an equal area on the other side of the runway. (See AC 150/5300-13 as amended.) The RSA for each runway is defined in the ALP.
58. **Self-Fueling and Self-Service** - Self-fueling means the fueling or servicing of an Aircraft by the owner of the Aircraft with his or her own employees and using his or her own equipment. Self-fueling cannot be contracted out to another party. Self-fueling implies using fuel obtained by the Aircraft Owner from the source of his/her preference. Self-fueling is differs from using a self-service fueling pump made available by the Airport, an FBO or an aeronautical service provider. The use of a self-service fueling pump is a commercial activity and is not considered self-fueling as defined herein. Self-service includes activities such as adjusting, repairing, cleaning, and otherwise providing service to an Aircraft, provided the service is performed by the Aircraft Owner or his/her employees with resources supplied by the Aircraft Owner. Title 14 CFR Part 43 of the Federal Aviation Regulations permits the holder of a pilot certificate to perform specific types of preventative maintenance on any Aircraft owned or operated by the pilot.
59. **sUAS** – Small Unmanned Aerial System. Often referred to as a drone.
60. **Specialized Aviation Service Operation (SASO)** - A Specialized Commercial Operator that is authorized to engage in the sale of products, services, and facilities to Aircraft operators as covered in the Minimum Standards. Specialized Aviation Service Operations are not permitted to sell or otherwise distribute fuel to any Aircraft on the Airport.
61. **SOP** - Standard Operating Procedures.
62. **Sublease** - A written Agreement, approved by the County in writing, stating the terms and conditions under which an Entity may lease space from a Lessee.
63. **Taxilane** - The portion of the Airport Apron area, or any other area, used for access between taxiways and Aircraft Parking or storage area(s). Taxilanes are depicted on the ALP.
64. **Taxiway** - A defined path established for the taxiing of Aircraft from one part of the Airport to another.

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65. **Tiedown** - An area paved or unpaved suitable for parking and mooring of Aircraft wherein suitable tiedown points are located.
66. **UNICOM** - A two-way communication system operated by the governmental Entity or their designee that may provide Airport advisory information.
67. **Vehicle** - Any device that is capable of moving itself, or being moved from place to place on wheels.
68. **Vehicle Parking Area** - Any portion of the Airport designated and made available temporarily or permanently by the County for the parking of Vehicles.

2. USE OF AIRPORT

- A. All users of the Airport, or any of its facilities, are subject to these Rules and Regulations. Violations of these Rules and Regulations may be handled administratively by the Airport Manager and the Board of County Commissioners as described in paragraph B below, or by citation or arrest by the Douglas County Sheriff's Department, if applicable. All users of the Airport, including FBOs and SASOs, or any of its facilities are subject to these Rules and Regulations. Violations of these rules and regulations may be handled administratively by the Airport Manager and the Board of County Commissioners as described in paragraph B below, or by citation or arrest by the Douglas County Sheriff's Department under Chapter I, Section 8 - Penalties.
- B. The use of the Airport or any of its facilities is a privilege, which can be suspended or revoked by the Board or the Airport Manager.
- C. For any violations (or willful noncompliance) of these Rules and Regulations, the Manager may warn Persons or Entities, or the Manager may suspend or revoke an Entity's or Person's privilege to use the Airport. Any decision by the Manager involving the loss of use must be in writing and include the reasons and the dates for removal or suspension of privileges. A copy of the decision must be given to the Person or Entity being suspended or revoked, if possible. The decision may be appealed to the Board by filing a written appeal, accompanied by the appropriate appeal fee as set by Resolution of the Board, within five (5) working days of the date of decision. The

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written appeal shall state the reasons why the decision to suspend or revoke use of the Airport is erroneous and cite all relevant rules and laws necessary (in the appellant's view) to the Board's consideration. If a decision is appealed, the loss of use is stayed until it is reviewed by the Board unless it involves the health, safety or welfare of the Airport and/or the Airport users. The Board will hear the appeal within 25 working days of the filing of the appeal. A Person or Entity whose use of the Airport has been revoked may request reinstatement by the Board after one year.

- D. For any violations or willful noncompliance of these rules and regulations, the Airport Manager may warn persons and, when necessary to avoid endangering persons and property and to insure the safe operation of the Airport, the Airport Manager may suspend or revoke a person's privilege to use the Airport. Any decision by the Airport Manager involving the loss of use must be in writing and include the reasons and the dates for removal or suspension of privileges. A copy of the decision must be given to the person being suspended or revoked. The decision may be appealed to the Board by filing a written appeal stating the reasons why the decision to suspend or revoke use of the Airport is erroneous, within five (5) working days of the date of decision. If a decision is appealed, the loss of use is stayed until it is reviewed by the Board unless it involves the health, safety or welfare of the Airport and/or the Airport users. The Board will hear the appeal within 25 working days of the filing of the appeal. A person whose use of the Airport has been revoked may request reinstatement by the Board after one year. Any Person or Entity who, after verbal or written notice to vacate the Airport, or during a time when they have lost their privilege to use the Airport, is upon Airport property will be subject to full prosecution of Nevada Revised Statutes 207.200 - Trespass.
- E. In consideration for being allowed to use the Airport, all users forever release, waive, discharge, and covenant not to make a claim or sue the County, for personal injury, death or property damage which the user may have, or which may occur as a result of the use of the Airport. This release is intended to discharge in advance the County (including its officers, employees, and agents) from any and all liability arising out of or connected in any way with the user's use of the Airport, even though that liability may arise of negligence or carelessness on the part of the person or entities mentioned above. Users are advised and by using the Airport acknowledge their understanding that use of the Airport and/or its facilities involves an element of risk and danger of accidents and knowing these risks users assume those risks. Users further agree that this waiver, release and assumption of risk is to be binding on their heirs and assignees. Users agree to indemnify and to hold the County free and

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harmless from any loss, liability, damage, cost or expense which they may incur as a result of a user's death or any injury or property damage that the user may sustain while using the Airport. The user agrees to release and hold harmless and indemnify the County, its Board, officers, agents and employees from any liability of loss or injury resulting from any claims resulting from or pertaining to any intentional act, omission, or negligence by the user, including any civil rights violations. The use of the Airport is conditioned on the assumption of full responsibility and risk by the user for any intentional act, negligent act, omission to act, or civil rights action by the user, and the user agrees to release and hold harmless and indemnify the County, its Board, officers, agents and employees from any liability of loss or injury resulting from these acts or claims.

- F. When an emergency exists at the Airport, the Airport Manager or other officially designated representative, is empowered to issue such directives and take such action as necessary to protect people, property and assets, and promote the safe operation of the Airport. Such directives and actions of the Airport Manager have the power of regulation as long as the emergency exists. Should any part of these Rules and Regulations irreconcilably conflict with Federal, State or local government laws, Douglas County Code or ordinances, then such Federal, State or local government authority takes precedence.
- G. The Airport Manager shall have the authority to suspend flying operations when, in the Manager's opinion, the condition of the landing field is such to make the Airport operations unsafe, or when instructed to do so by the FAA or TSA, or other governing Agency.
- H. All Persons or Entities, including but not limited to, employees, users, customers, and visitors, are expected to comply with the provisions of these Rules and Regulations. The use of the Airport or any of its facilities in any manner, by any Person, Tenant, or Entity, shall create an obligation on the part of the user to obey all the Rules and Regulations herein provided and adopted by the Board, and all other Douglas County Code or administrative procedures pertaining to the Airport's operations.
- I. All Commercial Aeronautical Businesses using the Airport shall furnish their services on a fair, equal and non-discriminatory basis. Commercial Aeronautical Businesses will not, on the grounds of religion, race, color or national origin, sex, age, height, weight, marital status, or handicap, race, color, religion or creed, or ancestry, physical or mental disability, veteran status, genetic information, or citizenship discriminate

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against any person, or groups of persons in any manner prohibited by Title VI of the Civil Rights Act of 1964; or by Part 15 of the Federal Aviation Regulations. Airport management shall have the right to take such action as the Federal Government may direct to enforce this obligation.

3. AIR SHOWS & SPECIAL EVENTS

- A. Any formal or sponsored activity conducted on, or above Airport property outside of normal or routine activities will be required to secure a Conditional Use Permit as a one-time event issued by the Board.
- B. Before applying for a Conditional Use Permit, an applicant shall be required to obtain tentative approval from the Airport Manager. Tentative approval by the Airport Manager is not a license to proceed with the event. It is merely an authorization to pursue the feasibility and planning process for a special event. This step is necessary so that details of the planning are not allowed to proceed excessively if an event is not feasible at the Airport.
- C. The Application for a permit must be submitted to the Airport Manager as early as possible, in any case, no later than 30 days before the event and must specify the particular dates and times of the event. Any Conditional Use Permit that is issued pertaining to an event at, on or over the Airport shall be subject to the following:
 - 1. The permit is not transferable or assignable.
 - 2. An Airport use fee, as determined by the Airport fee resolution, must be paid before the event.
 - 3. A cleaning deposit of \$5000.00 must be paid two weeks before the time of the event. The Airport Manager may refund the deposit if the area used is cleaned up after the event.
 - 4. The permittee must, as an express condition precedent before the event, deposit with the Airport Manager, policies or evidence of insurance in the amount as determined by the Board.
 - 5. The permittee must hold harmless and name as additional insureds, Douglas County, its Boards, officers, agents and employees.
 - 6. The permittee must provide the number of trash receptacles and chemical toilets, as determined by the Airport Manager, for use during the event and remove them promptly after the event.

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7. The permittee must provide an acceptable operations plan to the Airport Manager before the event. The plan must at a minimum, list the operations personnel, security and crowd control procedures, as well as Aircraft and vehicle control procedures.
8. If the special event is expected to attract an attendance of 500 Persons or more, the event sponsor must coordinate parking, road and highway impacts with local police, sheriff and/or the state police and obtain an Outdoor Festival Permit from the County per Douglas County Code § 5.12. The event sponsor must also submit an acceptable traffic and parking plan not less than 45 days prior to the event.

4. AIRPORT FEES AND CHARGES

Airport fees and charges are established in the Airport Fee Resolution, which is adopted by the Board. The Board may, from time to time, update the Airport Fee Resolution. Interested individuals may contact the Airport to obtain a copy of the current Airport Fee Resolution.

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5. ACCESS WAIVER PROCEDURE

A Person or Entity needs an Access Waiver to conduct operations in the areas depicted in red on the map below.

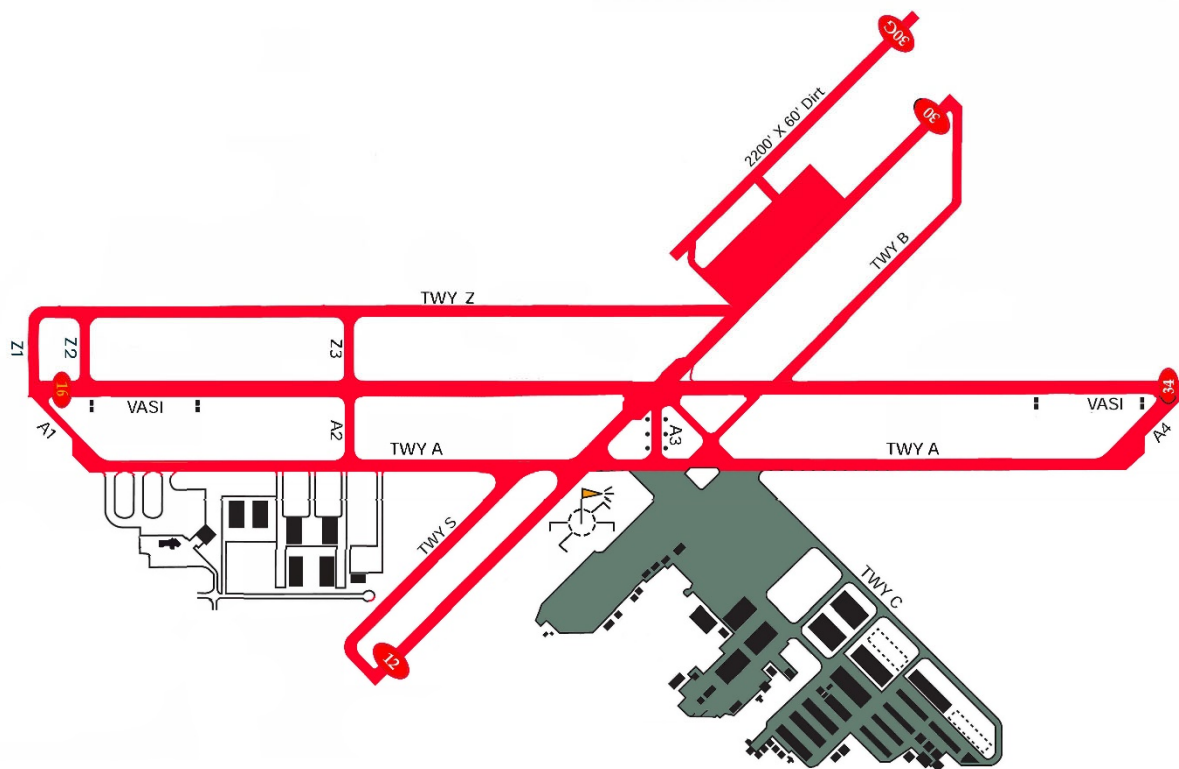


Figure 1 - Airport Access Waiver Areas

- A. Businesses, employees, and persons must meet the requirements of AC 150/5210 before being allowed to conduct activities in and around the obstacle free zones, runway protection areas, and closed areas.
- B. Any Access Waiver issued may be suspended, for a specific period of time or revoked for a breach of any of the conditions of the Access Waiver. The decision by the Airport Manager to suspend or revoke an Access Waiver may be appealed to the Board as set out in Chapter I section 2. In the case of an Access Waiver, an appeal *does not* stay the suspension or revocation.

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- C. All vehicles operated in the access area must have a radio capable of communication on the common traffic advisory frequency (CTAF). The radio must be operating and monitoring CTAF frequency and the radio operator must be trained in the proper communication procedures.
- D. All vehicles operated in the access area must have a white and orange checkered flag mounted clearly visible on the vehicle and/or an amber flashing beacon.
- E. Any vehicles operated in the access area during low-visibility times (visibility less than 1 nm or at night) must have an overhead amber flashing beacon. The beacon must be visible from all directions and of sufficient brilliance to be seen under clear weather conditions at a distance of at least one mile.
- F. Necessary Equipment (radio, flag, and/or beacon) is the responsibility of the vehicle operator. This Equipment will not be provided by the Airport.

6. STATE AERONAUTICS LAW

The Nevada Revised Statutes chapters 493 and 495 are incorporated by this reference.

7. FEDERAL AVIATION ADMINISTRATION REGULATIONS

The FAA Federal Aviation Regulations and parts relevant to operations at or on the Airport and any applicable National Transportation Safety Board (NTSB) regulations are incorporated by this reference.

8. PENALTIES

Any person violating the provisions of these rules and regulations may be punished by an administrative fee of \$1,000, per occurrence.

CHAPTER II: AERONAUTICAL ACTIVITIES

1. AERONAUTICAL ACTIVITIES

All Aeronautical Activities at the Airport and all flying of Aircraft departing from or arriving in the air space above the Airport must be operated in conformity with the current pertinent provisions of the FAA regulations and NOTAMs issued by the Airport or the FAA. The operators of Aircraft and providers of Aeronautical Activities at the Airport must abide by all of these Airport Rules and Regulations.

2. TRAFFIC PATTERNS, LANDING, AND TAKEOFF

- A. Powered fixed wing Aircraft - the recommended approach and landings are: left- hand pattern for runways 30 and 34, right-hand pattern for Runways 12 and 16. The designated Airport calm wind runway is Runway 34. Forced landing practice and real emergencies may require deviations from these procedures.
- B. The recommended traffic pattern altitudes to be flown are as follows:
 - 1. Light fixed wing Aircraft - 1,000 feet above Airport elevation.
 - 2. Jets and other high-speed Aircraft - 1,500 feet above Airport elevation.
- C. Except for in-flight emergencies, no fixed wing Aircraft may land or takeoff on any taxiway, ramp or Apron, road, non-improved surface or any decommissioned or closed runway, except for landings only on the unimproved Runway 30R.
- D. The noise abatement procedures established at our Airport have been prepared to help you operate in the quietest manner possible, consistent with safety. The procedures are designed so the Airport can be a good neighbor to the surrounding residential communities. Please follow the recommended guidelines unless deviations are made necessary by weather, an in-flight emergency, or other safety considerations. It is recommended that all departing Aircraft avoid flying over residential and identified noise sensitive areas listed as follows:

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1. Departures on Runway 34 - as soon as altitude and safety allow, turn to a heading of 320° to avoid flying over the Johnson Lane residential areas to the north, northeast of the departure end of Runway 34.
 2. Departures on Runway 16 - as soon as altitude and safety allow, turn east or to the southwest to avoid flying over the residential area of Windhaven, Minden, and Gardnerville.
 3. Departures on Runway 30 - as soon as altitude and safety allow, turn to a heading of 270° to avoid flying over or near the two residences situated to the north and south of the departure end of runway 30 (split the difference between the two residences.)
- E. Glider and tow plane patterns - the recommended approach and landings are: right-hand pattern for Runways 30, 30 Right, and 34; left-hand pattern for Runways 12 and 16.

3. POWERED AIRPLANE OPERATIONS

- A. No Person may operate any Aircraft in an unsafe, hazardous, or endangering manner, or in any manner which may pose a threat or hazard to any person or property.
- B. No Aircraft may be taxied into or out of a hangar.
- C. No Aircraft may, under any circumstances, be left unattended while an engine is running.
- D. No Person may leave any Aircraft in a disassembled or partially disassembled condition or leave miscellaneous or loose materials on the public tiedown ramp except for normal assembly or repairs when authorized by the Airport Manager. The Airport Manager may remove and place in storage any Aircraft, parts, or materials at owner's expense, when there is a violation of this rule.

4. GLIDER OPERATIONS

- A. Staging of gliders. It is recommended when the surface winds are calm or out of the northwest quadrant, that gliders be staged from the east side of Runway 30 in the glider staging area.

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- B. Ground handling. It is recommended that a radio call on common traffic advisory frequency (CTAF) be made that a glider hookup is in progress on a specific runway. The tow pilot and line people will visually check the other runway for traffic (on the ground and in the air). If another Aircraft calls entering the traffic pattern or is noted in the traffic pattern without a radio call and takeoff cannot be made, the tow plane and glider will exit the runway for the landing Aircraft. The following safety precautions are required.
1. All vehicles used to tow the gliders onto the runway must have a radio on and tuned to the CTAF frequency. All tow vehicles must have an orange and white checkered flag of not less than three (3) foot by three (3) foot in size.
 2. Ground vehicles must stop prior to the hold line and visually check for approaching traffic before pulling the glider beyond the hold line and maintain visual awareness for traffic until they are back across the hold line. Radio calls must be made when the ground vehicle enters the runway, and again when the ground vehicle exits the runway.
 3. After a normal landing, the pilot must immediately deplane and push the glider clear of the runway, unless another tow can clearly be accomplished without interfering with the use of the runway by other traffic.
 4. All gliders towed across runways must be under the positive control of the operator while approaching and crossing runways and at a speed that allow a stop in a safe manner.

5. HELICOPTER OPERATIONS

Helicopters shall only use paved areas for landings and takeoffs. At the discretion of the Airport Manager, Helicopter operations may require additional planning review or a revision to the Airport Layout Plan to show parking areas and hover taxiing routes to the runways.

6. HOT AIR BALLOON OPERATIONS

- A. Ground or retrieval crews must check in with the Airport Manager's office and receive permission prior to entering any operational areas on the Airport to retrieve balloons or have a current Access Waiver and must comply with these rules.

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- B. While retrieving balloons, all ground vehicles shall not park on the shoulders of or on active runways and taxiways.

7. PRIORITY OPERATIONS

- A. During an emergency or exercise, all disaster, medical relief, or military Aircraft and responding fire-suppression Aircraft activities have priority over all other activities and operations at the Airport.
- B. The Airport Manager has the authority to remove, at owner's expense, any Aircraft, vehicle, person, Equipment and any other obstructions, impeding priority ground movements and activities of military and responding fire-suppression Aircraft.
- C. Unauthorized persons, vehicles, Aircraft and Equipment may not enter any staging and ground movement areas during military and active fire-suppression activities.

8. AGRICULTURAL AIRCRAFT

- A. Agricultural operators may not take any water from any water system without the proper air gap or other approved backflow prevention device.
- B. There shall be no discharge, either chemicals or rinse water, from Aircraft or ground Equipment on Airport or other County property.
- C. The operator, unless contracted by the County, must contact the Airport Manager prior to commencing operations.

9. REMOTE-CONTROLLED MODEL AND UNMANNED AERIAL SYSTEMS OPERATIONS

- A. No person may operate remote controlled or control line models on Airport property or within Airport air space.

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- B. Operators of Small Unmanned Aerial Systems (sUAS) / drones must coordinate with Airport Management prior to operation, in accordance with FAR Part 107 and all applicable Advisory Circulars.

10. AIRCRAFT PARKING

- A. Aircraft tiedown spots are marked on the pavement. Aircraft may only park on designated tiedowns and must be securely tied down.
- B. Aircraft Parking overnight on the County-owned transient tiedown spots shall pay the overnight tiedown fee in accordance with the Airport Fee Resolution.
- C. Aircraft greater than 9,500 lbs MTOW must use the designated Heavy Aircraft Parking Area. Heavy Aircraft transient parking is available on the concrete pad marked with HEAVY. Heavy Aircraft may also contact Airport FBOs for services and parking.
- D. Transient Aircraft Parking on the County's transient parking spots should contact the Airport office immediately to provide the necessary contact information. This information may also be provided via the Airport's webpage.
- E. The operator, owner, or pilot of an illegally parked Aircraft on the Airport must immediately move the Aircraft at the direction of the Airport Manager to a legally designated area. If the Aircraft is not moved in a timely fashion, the Airport Manager has the authority to move the Aircraft to a designated area, at the owner's expense and without liability for any damage that may result from the moving if due care is used. If the operator or owner of an illegally parked Aircraft is not on scene or if the operator or owner cannot be contacted, then the Manager may move or impound the Aircraft.
- F. An Aircraft is illegally parked if it is: parked on a reserved tiedown that is not assigned to the Aircraft; past due on tiedown fees; unattended on a taxiway, taxilane, or runway; or in any area not designated for Aircraft Parking.
- G. No person may park, store or leave any disabled or damaged Aircraft, wrecks, derelicts or parts anywhere on the Airport in public view. The Aircraft or parts may be stored on approved property leased by an FBO, LFBO or SASO, screened by fencing from the

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view of adjacent roads and properties, or in hangars, while awaiting repair or disposal. The Airport Manager may cause the Aircraft or its parts to be removed and placed in storage, at owner's expense, 10 days after written notice of the violation.

11. TIEDOWN & USE FEES

All Aircraft and trailers on the Airport premises are subject to fees, set by the Airport Fee Resolution as adopted or hereinafter amended, including day use, overnight, and reserved monthly use. Tenants are responsible for the security of all Aircraft and other private property entrusted to their care on the Airport Operations Area or other locations on their leased premises or the Airport.

12. AIRCRAFT ACCIDENT / INCIDENT REPORTING

- A. All accidents and incidents as defined by the NTSB shall be reported to the Airport Manager in addition to any accident reporting procedures required by the FAA or NTSB. Additionally, any minor accidents or incidents not requiring a report to the FAA or NTSB, but involving Airport property must be reported to the Airport Manager within two (2) hours. If the accident or incident involves Airport lighting or safety devices, the report must be made immediately so appropriate actions and repairs may be made. Determination of liability for repair costs shall be within the authority of the Board of County Commissioners. Contact information is available on the Airport's webpage.
- B. Should the owner or operator fail, refuse or be unable to remove the Aircraft or any of its parts within a reasonable time as determined by the Airport Manager, and there exists a hazard created by the presence of the Aircraft or its parts, the Airport Manager may, with due care, cause it to be removed and stored away from the active or controlled areas. The cost of the removal and storage must be paid by the owner or operator of the Aircraft. The County assumes no liability for this action.

13. AIRCRAFT FUELING

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- A. Unless approved by the Airport Manager, No Aircraft may be fueled or de-fueled while the Aircraft engine is running or while the Aircraft is in a hangar or other enclosed area.
- B. During all fueling or de-fueling operations, the Aircraft and fueling Equipment must be properly bonded by an approved method.
- C. Smoking or an open flame is prohibited within fifty (50) feet of any fueling or de-fueling operation.
- D. Self-fueling operations are only allowed after securing an applicable self-fueling permit from the Airport Manager. All self-fueling operations must follow the procedures and requirements contained in the permit. Self-fueling permits requiring on Airport storage require a minimum average usage of no less than 10,000 gallons per month and all storage must be within the Airport fuel storage farm and approved by the Airport Manager. All fuel containment must meet all regulations as written or amended to include Nevada Department of Environmental Protection and East Fork Fire Protection District.
- E. Only a full service FBO or LFBO who holds a Commercial Operator Agreement that authorizes the sale of fuel and applicable permit is allowed to sell or dispense aviation fuels at the Airport.
- F. All fuel storage tanks and fuel dispensing vehicles must be marked and display all required signage and items per FAA regulations, AC 150/5230-4A, 2017 NFPA Standards for Aircraft Fueling as written and amended, Douglas County Code. Such tanks and vehicles shall be operated in accordance with these Airport Rules and Regulations. Each fuel handling vehicle shall be conspicuously marked in letters of contrasting colors, with the word "flammable" on both sides and the rear of the cargo tank, and with the wording "emergency shut off" and of the appropriate operating instructions required at the emergency operating devices. Each fuel-handling device will also be conspicuously marked on both sides and the rear with the type and grade of fuel it contains.
- G. Oxygen system servicing is not permitted on an Aircraft during Aircraft fueling operations or while other work is performed that could provide a source of ignition on the same Aircraft.

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- H. Fuel dispensing vehicles must be operated by drivers that have been trained and licensed to operate the Equipment.
- I. All fuel dispensing Equipment must be properly maintained to be in a safe condition. The Airport Manager may, at his/her discretion perform periodic safety inspections of all fuel related Equipment, training and testing procedures, records management and fuel storage facilities
- J. All fuel truck drivers/operators must stop and exit the vehicle prior to the hold line and look for Aircraft traffic prior to crossing any runways. Fuel truck drivers/operators must make a radio call on the CTAF/UNICOM before they enter the runway, and again upon exiting the runway.
- K. All fuel truck drivers must possess an Access Waiver issued within the last two (2) years.
- L. Fuel Storage Areas will be fenced, with gates and warning placards, prohibiting general public access.
- M. Aircraft and fuel servicing Equipment (trucks, carts, hydrants, nozzles) must be bonded to each other and grounded before fuel flow starts.
- N. During fuel servicing, two (2) dry chemical fire extinguishers (15 pounds or larger) or CO2 equivalent will be available for immediate use.
- O. Storage of a volatile compound having a flash point of less than 110 degrees Fahrenheit is prohibited on the Airport unless use of the compound is required for aviation purposes, approved in writing by the local fire marshal, and in a room fireproofed or otherwise fire protected according to code.
- P. In exchange for the privilege of being allowed to dispense fuel at the Airport, all operators and owners of fuel servicing Equipment expressly agree to indemnify the County against any claim arising out of or pertaining to the dispensing, storage, acquisition, or transport of fuel at the Airport.

14. FUEL SPILLS

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All fuel spills on the Airport must be reported to the Airport Manager immediately. All fuel spills are the responsibility of the operator for clean-up and remediation as required. Should the owner or operator fail, refuse or be unable to clean up a fuel spill within a reasonable time as determined by the Airport Manager and there exists a safety or environmental hazard, the Airport Manager may initiate the cleanup at the operator's expense, plus an additional 15% for administrative burden.

15. MAINTENANCE

- A. All Aircraft and engine maintenance and repairs for compensation on the Airport are considered to be a commercial aeronautical activity, which requires an Airport commercial operator permit.
- B. Performance of maintenance or repairs to Aircraft is expressly prohibited in all outdoor areas unless specifically designated by the Airport Manager as a pilot or owner maintenance and repair area.
- C. Pilots or owners may do minor maintenance on their Aircraft between sunrise and sunset in assigned public tiedown areas. They may also perform inspections and minor Aircraft repairs which may involve topping off Aircraft fluids, but may not involve fuel, hazardous materials, or other caustic liquids or materials, and shall be in compliance with 14 CFR Part 43.
- D. The Airport Manager has the right to inspect all tenant premises and to observe tenant actions as a condition to and method of preventing unsafe practices.
- E. The cleaning of engines or other parts of an airplane within an enclosure shall be with non-flammable liquids. If volatile flammable liquids are used, cleaning operations shall be carried on in the open air. The procedures and precautions outlined in the criteria of the National Fire Protection Association entitled, Safeguarding Aircraft Cleaning. Painting and Paint Removal and Aircraft Cabin Cleaning and Refurbishing Operations, will be adhered to in all cleaning and refurbishing operations using flammable fluids, including the storage of such fluids. To the extent that any Hazardous Material is used or created, the user shall be responsible for containing and appropriately handling, labeling and disposing (collectively "handle") of the Hazardous Material. If the Manager discovers that any Person or Entity fails to appropriately handle Hazardous Material, the Manager may revoke the

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Person's/Entity's authorization to handle such Material at the Airport. Such revocation may be appealed as set forth in Section (2)(b). As to Hazardous Materials, the filing of an appeal *does not* stay the revocation.

- F. Petroleum products must have secondary containment of a size to contain 110% of the total volume stored.

16. HAZARDOUS OR DANGEROUS MATERIALS

The loading, unloading, storage or parking of Aircraft, vehicles, or other equipment carrying explosive or highly toxic materials is prohibited except by prior written permission from the Airport Manager and only in areas designated in the permit. The storage or placement of hazardous materials of any kind is strictly prohibited except by prior written permission from the Airport Manager and only in areas designated in the permit.

17. SKYDIVING OPERATIONS

A. Radio Communications for Skydiving Operations

1. The pilot in command of the jump plane will advise (prior to takeoff) the UNICOM operator of the intended jump activity and request any information about air traffic prior to any jump activity. If other Aircraft are in the air or about to take off, the jump Aircraft will coordinate with them for safety. If a glider tow Aircraft and glider are in position to take off on any runway to commence a tow operation, the jump Aircraft will hold off exiting jumpers until the tow Aircraft and glider are safely away from any jump activity. The determination of "safely away" from any jump activity is under the control of the pilot in command of the jump Aircraft.
2. A radio call on UNICOM/CTAF shall be made prior to any jumpers exiting the Aircraft at the following intervals: five minutes, two minutes, one minute. The transmission must include: approximate position of jump Aircraft, approximate position of jump zone, and the approximate time jumpers will be in the air.
3. A radio call is required at the time jumpers are exiting the Aircraft. The transmission must include: "jumpers are exiting the Aircraft" and the approximate time jumpers will be in the air.

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B. Jump Zone/ Safety

1. Skydiving operator will ensure ground safety personnel are located in the pre-determined and approved drop zone with two-way communication with the jump plane from takeoff until all skydivers are clear of the drop zone. If necessary, ground personnel will delay/cancel any or all drops based on unsafe conditions. Ground safety personnel must have knowledge of local powered and glider operation.
2. At the Airport Manager's discretion, the drop zone can be on the Airport at a location determined by the Airport Manager.

CHAPTER III: VEHICLE OPERATIONS

1. VEHICLE OPERATIONS

- A. No person may operate any Vehicle or construction or farm equipment on the Airport except in accordance with these Airport Rules and Regulations and the laws of the state of Nevada and Douglas County Code. All vehicle operators must have a valid driver's license.
- B. No vehicle may operate in the Aircraft movement area of the Airport without complying with the Airport Rules and Regulations, Section 0, Access Waiver Procedures.

2. VEHICLE OPERATION AREAS

- A. No person may operate a vehicle on any obstacle free area, runway safety area, runway protection zone, closed area or other area designated by the Airport Manager closed to vehicular traffic. All persons operating any/all vehicles must have successfully completed the Airport's Driver Training Program within the past two (2) years.
- B. Vehicles with an aviation related purpose are allowed to operate on the main ramp provided they do not hinder or obstruct Aircraft operations.
- C. Vehicles with an Access Waiver are allowed in all areas designated in the Waiver.
- D. All vehicles registered to operate on public streets/highways must use Bliss Road, instead of crossing the runways and taxiways, to access the east side of the Airport except with an Aircraft under tow.

3. SPEED LIMIT

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No person may operate a vehicle of any kind on the Airport without due care or in excess of the speed limit. The speed limit will be posted on the Airport gates. Unless otherwise posted, the Airport speed limit is 15 mph.

4. RIGHT-OF-WAY

No person may operate or cause any vehicle of any type to hinder or create an inconvenience to any Aircraft movement. All Aircraft movements have the right-of-way over all forms of vehicle movements.

5. PARKING

- A. All vehicles must be parked in designated areas and will be subject to parking fees after seven days of continuous overnight parking as established by the current Airport fee resolution.
- B. Tiedown tenants may park their vehicles in their designated tiedown spots in a manner not obstructing other tiedown spots or interfering with Aircraft movement or construction projects when the Aircraft is away on a trip, not to exceed 20 consecutive days.
- C. No Person may park or keep the following *inside* of the Airport fenced area: motor homes, boat trailers, boats, recreational vehicles or other types of equipment that are not directly aviation related.
- D. No Person may park or keep the following *outside* of the Airport fenced area on Airport property: motor homes, boat trailers, boats, recreational vehicles or other types of equipment that are not directly aviation related, except for in areas designated on the ALP.
- E. Parking within the private hangar section of the Airport is limited to the following: designated parking slots at the end of the hangar rows not to exceed five (5) days, one tenant vehicle per parking slot. Vehicles of non-tenants may not be left overnight under any circumstance. For non-tenant parking, use the Airport parking lot outside of the gates.

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- F. No vehicles may be parked in a way to hinder or block runways, taxiways, taxilanes, runway protection areas, taxiway obstacle free zones, or taxilane obstacle free zones.
- G. All vehicles must have a current registration with license plates displayed. In addition, all vehicles must have current general liability insurance coverage.

6. ACCESS GATES

- A. The Airport is secured with access gates that are card-controlled. Tenants will be issued two cards per Lease (tiedown/hangar) for access to their hangar or tiedown. The access cards will provide access through the two gates closest to tenant's property. Additional gates may be added to a tenant's card with the Airport Manager's approval.
- B. If a person loses a gate access card, a fee will be charged for a replacement in accordance with the Airport Fee Resolution.
- C. Gate Access Cards are non-transferable and may not be given to any other person other than the owner as indicated on the Airport's records.
- D. The Airport Manager may deactivate an access card for violations of these Airport Rules and Regulations.

7. VEHICLE ACCIDENT REPORTING

All accidents involving any type of vehicle or trailer on the Airport must be immediately reported to the office of the Airport Manager and to the Douglas County Sheriff's Office.

8. PARKING VIOLATION ENFORCEMENT

The Airport Manager has the authority to have any Vehicle and equipment, moved or removed at owner's expense plus any storage fees accrued when any of the following occur:

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1. A violation of these Airport Rules and Regulations.
2. An emergency incident or occurrence.
3. After 48-hours notice, if the vehicle or Equipment impedes or interferes with maintenance of the Airport or construction projects.
4. The vehicle or Equipment impedes Aircraft operations, creates a nuisance, hazard, or is unsightly or is in a state of disrepair.
5. A vehicle or trailer is not legally registered.

CHAPTER IV: PERSONAL CONDUCT

1. USE OF AIRPORT PREMISES

The Airport is open for public use at all hours of the day and night, subject to regulations or restrictions due to weather, conditions of the landing areas, military or fire suppression activities, maintenance and construction projects, permitted special events, and like causes, as determined by the Airport Manager, or the suspension or revocation of the use of the Airport for violation of the Airport rules and regulations.

2. COMPLIANCE WITH SIGNS

All Persons will observe and obey all Airport posted signs, fences, barricades and any Airport markings for signs required by AC150/5340, or as amended.

3. PEDESTRIANS

- A. Pedestrians may not enter any taxiway, runway, obstacle free zone, runway protection zone, restricted area or area closed to the public except when authorized by the Airport Manager.
- B. The movement of Aircraft has the right-of-way over all pedestrians.
- C. No person may linger or loiter on or around any Aircraft, or enter any Aircraft without the owner's permission or other proper authorization.

4. ANIMALS AND PETS

Any animal, other than service animals as defined in NRS Chapter 426, brought onto Airport property must be confined to a cage, vehicle or hangar, or on a leash or other means of restraint.

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5. SOLICITATIONS

No person may solicit funds for any purpose without the approval of the Airport Manager.

6. FIREARMS & HUNTING

- A. No Person or Entity may store firearms, explosives, ammunition or other hazardous materials on the Airport unless given written permission by the Airport Manager.
- B. No person, except peace officers, duly authorized state and federal employees, and holders of a Nevada concealed firearm permit, may carry firearms on Airport property. A concealed weapon permit holder shall not carry a concealed firearm while on the premises of a public building on the Airport. This subsection does not apply to persons carrying or possessing firearms in cases, broken down and unloaded, when the firearms are being transported for the purpose of sale, demonstration, sport, or as otherwise authorized by law.
- C. Hunting is prohibited on Airport property.

7. USE OF PORTABLE ELECTRONIC DEVICES

The use of any electronic devices including but not limited to; personal cell phones, electronic games, digital assistants, iPods, CD/DVD players iPads, smartphones, computers, or other personal electronic equipment shall be prohibited while operating within the Aircraft Movement Area. Text messaging or sending instant messages shall be prohibited while operating any moving vehicle, or while performing any type of fueling operation, Aircraft maintenance or safety related function on the Airport. The use of cell phones is prohibited within 50 feet of any fueling operation.

8. ADVERTISEMENTS

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No person may display in public view any sign, poster, banner or other message conveyance device without prior written authorization from the Airport Manager and unless it meets the requirements of Douglas County Code pertaining to Signs and Advertising Control. Any sign requiring a permit must be approved by the Airport Manager.

9. DAMAGE, NUISANCE, OR DUMPING

- A. No person may destroy, deface, injure, remove or disturb in any way buildings, signs, Aircraft, vehicles, Equipment, markers, NAVAIDs or other property on the Airport. Any such person will be fully responsible for any expense required to repair or replace the damages.
- B. Any person damaging Airport property, or property belonging to another, must immediately report the damage to the office of the Airport Manager and to the Douglas County Sheriff's Office.
- C. No person may deposit, or cause to be deposited, any garbage, junk, refuse, trash or other waste material on Airport property except in an authorized receptacle. Only waste generated on the Airport may be deposited into Airport receptacles. No household or private waste may be deposited into the Airport dumpsters.
- D. Airport tenants may not store Equipment, materials, trailers, vehicles and other items on the Airport unless screened from public view and authorized by the Airport Manager.

10. CAMPING

- A. No camping, or overnight parking of inhabited motor homes, trailers, and vehicles is allowed on Airport property. Camping and overnight parking within the glider operations area or any aviation area is prohibited.
- B. There is no storage of motor homes or camper trailers allowed on the Airport except in a designated storage area. (Douglas County Code 20. 660.150 C). Motor homes or camper trailers that are left uninhabited may be towed at the owner's expense.

CHAPTER V: COMMERCIAL OPERATIONS

1. MINIMUM STANDARDS

All commercial operations are regulated by the conditions, requirements and obligations contained in the Minimum Standards for Commercial Aeronautical Activities as adopted and amended by the Board.

2. COMMERCIAL OPERATOR AGREEMENT / PERMIT

All Commercial Operators must apply for and enter into a Commercial Operator Agreement with the County before engaging in or conducting any commercial activity on the Airport. The Airport Manager will review and, if appropriate, approve applications for Commercial Operator Agreements. Once approved, the Commercial Operator shall adhere to all terms and conditions contained in the Agreement, including the payment of annual fees. If the Airport Manager denies an application, the applicant may appeal the Airport Manager's final decision to the Board.

CHAPTER VI: MISCELLANEOUS PROVISIONS

1. FLYING CLUBS

- A. A flying club must be a nonprofit organization as evidenced by articles of incorporation or appropriate legal documents. Each member must be a bona fide partial owner of club Aircraft. A verification of nonprofit status accompanied by adequate evidence of the status must be submitted to the office of the Airport Manager.
- B. The club's Aircraft may only be used by members for rental and may not be used for any commercial operations.
- C. A flying club member who gives flight instruction to a member or does maintenance work on club Aircraft for compensation is deemed a commercial operator unless that compensation is solely credit against club dues or credit toward the expense of using a club Aircraft.
- D. The club must file and keep current with the Airport Manager a complete list of the club's officers, directors, and general membership, and must identify any members qualified to perform the services described in subsection C above.
- E. All Aircraft must be owned by the nonprofit corporation or owned in common by all members. The ownership must be evidenced by a copy of each club Aircraft's current FAA Certificate of Registration upon request by the Airport Manager.

2. CONDOMINIUMS

- A. The Board has discretion to permit Condominiums on the Airport. Unless expressly permitted by the Board, Condominiums and other Common Interest Communities are prohibited.
- B. If permitted by the Board, the Condominium Unit-Owners' Association ("Condo Association") will be designated as a Lessee in the Lease upon which the Condominium is constructed.

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- C. If an existing non-Condominium Airport Tenant seeks to create a Condominium, such a request will be treated like an assignment of the Lease.
- D. A Condominium shall meet the following minimum requirements:
1. The Condominium, including common space and individual Units may consist of one or more buildings, provided that the minimum buildings size for each structure shall be 20,000 square feet.
 2. Each building within a Condominium shall consist of a minimum of 4 Condominium Units.
 3. Each Condominium Unit must contain at least one hangar bay for Aircraft storage. In addition to the hangar bay, the Condominium Unit may contain facilities appurtenant to the storage of Aircraft, such as an office space.
- E. The Condo Association shall, with its request to be permitted upon the Airport, provide the Airport Manager with a complete draft of its Declaration. Any amendments to the Declaration must be provided to the Airport Manager at least 60 calendar days in advance of the proposed effective date of the amendment. The Board may reject an amendment if it is inconsistent with any federal, state or local laws, rules, regulations, standards, guidelines or advisories which pertain to the Airport. At a minimum, the Declaration shall include the following:
1. Owners are prohibited from performing a Commercial Aeronautical Activity in the Condominium.
 2. Owners shall comply with the terms of the Land Lease and will be jointly and severally liable with the Condo Association on any claim arising from a violation thereof.
 3. Each owner acknowledges that a default by the Association, any other Tenant on the underlying land lease, or any violation by any other Unit Owner may result in a finding of Default and may result in the termination of the Land Lease, automatically terminating the owner's interest in the Condominium Unit.
 4. Each Owner must obtain Airport Manager approval before selling, transferring or leasing its Unit to a new Owner/Lessee. The Airport Manager may reject a new Owner/Lessee and prohibit the transfer of a Unit, upon evidence that the new Owner/Lessee has a history of violating Airport rules (at any Airport), engaging in unsafe Aircraft operations, or interfering with the safe movement or operation of Aircraft on the ground or in flight.

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- F. At all times, the Condo Association shall keep on file with the Airport a list of all current unit owners with each owner's telephone number, email address, mailing address, and Aircraft tail number.

If necessary to achieve a just result, the Board may, in its discretion, upon termination of a Land Lease with a Condo Association, provide for individual leases with Condo Unit Owners for a duration not to exceed the term of the terminated underlying Land Lease.

3. POSTING OF THE AIRPORT RULES AND REGULATIONS

- A. These Rules and Regulations shall be posted in a prominent place in the public spaces of all FBOs, LFBOS and SASOs. The Airport will also make the Rules and Regulations available on its website. Commercial Operators are responsible for ensuring that their employees, volunteers, agents, assigns, guests, etc. have reviewed the Rules and Regulations prior to accessing the Airport.
- B. Copies of these rules will be available to applicants and interested parties upon request to Airport Manager.
- C. A copy of these Rules and Regulations will be posted to the Airport's webpage.

4. FUEL FARM

- A. Smoking is not allowed in the fuel farm area.
- B. No open flames or power tools that produce sparks are allowed in the fuel farm area.
- C. Activities not immediately associated with dispensing or deliveries of fuel are not permitted in the fuel farm area.
- D. Only aviation grade fuels and oils, and similar products used for aviation fuel trucks or Aircraft, may be stored in the fuel farm area. All temporary storage of fuel or oils must be in properly marked containers and stored in a containment area.

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- E. Temporary storage plus any fuel truck capacity cannot exceed the containment area capacity.
- F. The access gates are to remain locked, power to the fuel pumps turned off and key removed from ignition, except when the fuel farm area is occupied by personnel.