

Rules and Regulations

-FOR THE-

Laramie Regional Airport



555 N General Brees Rd, Laramie, WY 82070

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FOR APPROVAL

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1. DEFINITIONS

Unless otherwise noted, any terms used in these Rules and Regulations and not otherwise defined below have the same meaning as those same terms are defined in the applicable lease, license, agreement, or permit.

14 Code of Federal Regulations (CFR) Part 139: Requires the Federal Aviation Administration (FAA) to issue airport operating certificates to airports that serve scheduled passenger-carrying operations of an air carrier operating aircraft with more than 9 seats (with some exceptions for airports in the State of Alaska); and unscheduled passenger-carrying operations of an air carrier operating aircraft with at least 31 passenger seats, and that the FAA Administrator requires to have a certificate.

Abandoned Aircraft: Any aircraft voluntarily abandoned on the airport and/or remains on the Airport more than three months without payment of the appropriate airport fees.

Advisory Circular (AC): An AC provides information and guidance by describing an acceptable means, but not the only means, of demonstrating compliance with the regulations and standards.

Air Operations Area (AOA): Means the restricted portion of the airport generally located inside the secured fence which includes aircraft movement areas, non-movement areas, aircraft parking areas, loading ramps, and safety areas.

Aircraft: Any and all contrivances now known or hereafter designed, invented, or used for navigation of or flight in the air.

Aircraft Fueling Operations: The transport and delivery of fuel to aircraft on the Airport, including any activity to which directly or indirectly relates to the transport and delivery of Aviation Fuel to aircraft on the Airport.

Aircraft Fueling Permit: A permit issued by the Director and required in order to conduct aircraft fueling operations.

Aircraft Rescue and Firefighting (ARFF): Each holder of an Airport Operating Certificate issued under 14 CFR Part 139 must provide on the airport, during air carrier operations at the airport, at least the rescue and firefighting capability specified for the Index required by 14 CFR Part 139.317 in a manner authorized by the Federal Aviation Administrator or to any person to whom authority in the matter has been delegated.

Airport: Means the property and infrastructure of the Laramie Regional Airport.

Airport Security Coordinator (ASC): The primary contact for security related activities and communication with the Transportation Security Administration (TSA) at the airport. This individual is also responsible for enforcement of CFR Title 49 Part 1542.

Airport Security Program (ASP): The security program issued by the Director which contains

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procedures, measures, facilities, and equipment designed to ensure airport security both required and approved by the TSA.

Airport Authority or Authority: Collectively the Director and staff mandated to operate the Laramie Regional Airport and manage the day-to-day operations of the airport. The Authority is governed by the Board.

Board: The Laramie Regional Airport Joint Powers Board, a Wyoming joint powers board. The Board is comprised of five (5) members appointed by the Laramie City Council and Albany County Board of Commissioners.

Commercial Ground Transportation: Means the scheduled or non-scheduled transportation of persons or property to or from the airport for compensation or hire to and from the airport. Such transportation specifically includes but is not limited to rental cars, taxis, limousines, contract shuttles, courtesy shuttles or vehicles, ride sharing services, peer-to-peer vehicle sharing services and other types of businesses, whether such transportation business is located at the airport or off-site from the airport but otherwise require regular ground access to the Airport.

Common Traffic Advisory Frequency (CTAF): A designated frequency for the purpose of carrying out airport advisory practices while operating to or from an airport that does not have a control tower or an airport where the control tower is not operational. The CTAF is normally a UNICOM, MULTICOM, Flight Service Station (FSS) frequency, or a tower frequency. CTAF will be identified in appropriate aeronautical publications.

Director: The person holding the position of Director of Airports, or his or her designee, or any other person designated by the Laramie Regional Airport Joint Powers Board to exercise functions with respect to the rights and obligations of the Director.

Derelict Aircraft: Any aircraft that is in a condition that would render the aircraft or airframe unairworthy for flight. Any aircraft that is in the process of being built, repaired, or restored shall not be considered a derelict aircraft so long as such aircraft does not impede or interfere with regular operations at the airport. Aircraft owners building, repairing or restoring their aircraft shall coordinate with the Airport Director to ensure a reasonable timeframe for completion.

Escort: Trained and authorized persons with the capability to continuously accompany, monitor, and control the activities of an individual who does not have unescorted access authority into, within, and out of the AOA.

Excursion: A veer off or overrun from the runway surface.

Federal Aviation Administration (FAA): The Federal Aviation Administration of the United States Government or any federal agency or agencies succeeding to its jurisdiction.

FAR: Federal Aviation Regulations

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Fixed-Base Operator (FBO): The FBO for Laramie Regional Airport is Cowboy Aviation. Cowboy Aviation handles private aviation, aircraft passengers and other aviation-related services.

Foreign Object Debris (FOD): Any object, live or not, located in an inappropriate location in the airport environment that has the capacity to injure airport or air carrier personnel and damage aircraft.

Movement Area: The airport runways, taxiways, and safety areas.

National Fire Prevention Association (NFPA): An organization that promotes safety standards, education, training, and advocacy on fire and electrical-related hazards.

Non-Movement Area: Those areas such as taxi lanes, aircraft aprons, cargo ramps, leased areas, and aircraft parking positions.

Person: An individual, firm, trust, sole proprietorship, partnership, limited partnership, limited liability company, corporation, unincorporated association, cooperative, joint venture or other individual or entity or group, United States of America, any state or political subdivision of the United States, State of Wyoming, county or municipality or other legal entity, or the general public and shall include any officer, employee, agent, or other representative by or through whom the enterprise is operated or conducted

Ramp/Apron: The portion of the AOA designated by the Authority for aircraft parking, refueling, boarding, or maintenance.

Runway: Areas designed and designated for the takeoff and landing of aircraft.

Runway Incursion: Any occurrence at an aerodrome involving the incorrect presence of an aircraft, vehicle, or person on the protected area of a surface designated for the landing and takeoff of aircraft.

Safety Area: Runway Safety Areas (RSA) and Taxiway Safety Areas (TSA) are defined surfaces surrounding the runway or taxiway that provide a graded area in the event that an aircraft overruns, undershoots, or veers off the side of the runway or taxiway (excursion).

Secured Area: The portion of the airport used to load and unload passengers, sort and load baggage, and all adjacent areas included in the SIDA.

Security Identification Display Area (SIDA): Per 49 CFR 1540.5, the SIDA means a portion of an airport, specified in the ASP, in which security measures specified in this part are carried out. The SIDA identified in the ASP requires each person to continuously display Department issued or approved identification unless the person is under proper escort. This area includes the secured area and may include other areas of the airport.

Sterile Area: The area of the Airport to which access is controlled by the TSA through the inspection of persons and property in accordance with the federally approved ASP.

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Surface Incident: An unauthorized or unapproved movement within the designated movement area (excluding runway incursions) or an occurrence in that same area associated with the operation of an aircraft that affects or could affect the safety of flight.

Taxi lane: The portion of the airport apron area, or any other area, used for access between taxiways and aircraft parking or storage area. Taxi lanes are considered non-movement areas.

Taxiway: Areas used by aircraft to get to and from the apron/ramp or taxi lane and the runway. Taxiways are considered movement areas.

Transportation Security Administration (TSA): An operating Administration within the Department of Homeland Security of the United States government charged with civil aviation security and security checkpoint screening, or any federal agency or agencies succeeding to its jurisdiction.

Vehicle Service Road (VSR): Designated traffic lanes which vehicles are expected to drive in on the AOA indicated by white marking on the pavement for vehicles driving in the AOA.

2. GENERAL RULES AND REGULATIONS

2.1. Purpose

These Rules and Regulations are designed to protect the public health, safety, interest, and general welfare of the operators, lessees, tenants, consumers, and users of the Laramie Regional Airport (Airport) and to restrict or prevent any activity or action which would interfere with the safe, orderly, and efficient use of the Airport by its operators, lessees, tenants, consumers, and users.

2.2. Scope

All persons on any part of the property comprising the airport shall be governed by these rules and regulations prescribed herein. These rules and regulations are subject to amendment.

2.3. Enforcement

2.3.1. The Authority and the Board are authorized to take such action as may be necessary to enforce these Rules and Regulations.

2.3.2. The Authority and the Board shall make necessary and appropriate arrangements for adequate law enforcement resources to comply with 49 CFR Part 1542 and for the safety of the public and employees at the Airport.

2.3.3. Airport ARFF, Laramie Fire and Rescue and all other applicable local, state, or federal regulatory agencies are authorized to enforce all fire and hazardous materials related regulatory measures.

2.3.4. The Laramie Police Department, Albany County Sheriff's Office, Federal Aviation Administration, Transportation Security Administration and all other applicable local, state, or federal law enforcement agencies are authorized to enforce all regulatory measures within their jurisdiction.

2.3.5. Any violation of these Rules and Regulations shall be enforced in accordance with Section 2.31 of these Rules and Regulations.

2.4. Access To, Entry Upon, or Use of the Airport

2.4.1. Access to or entry upon the Airport shall be made only at locations designated by the Authority. Any gate or door at the airport may be locked or unlocked at any time at the discretion of the Authority when deemed necessary for the safety or security of the airport or public.

2.4.2. Any permission granted directly or indirectly, expressly or by implication, to any person to enter upon or use the Airport is conditioned upon:

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2.4.2.1. Full and complete assumption of responsibility by any person taking advantage of such permission; any person accessing, entering upon, or using the Airport shall be fully and completely responsible for their actions and all actions of any person to whom they provide or facilitate access to, entering upon, or use of the Airport, whether directly or indirectly.

2.4.2.2. Full and complete compliance with these Rules and Regulations and regulatory measures.

2.4.3. The taking off or landing of aircraft at the Airport shall constitute an agreement by the aircraft owner or operator to comply fully and completely with these Rules and Regulations and regulatory measures.

2.4.4. Any person accessing, entering upon, or using the Airport shall, at all times, defend, indemnify, save, protect, and hold harmless the Airport and the Board, individually and collectively, and their representatives, officers, officials, employees, agents, and volunteers from any and all responsibility, liability, loss or damage arising from or related to the person's activities at the Airport and/or the manner in which the Airport is constructed, maintained, operated, managed, or used.

2.4.5. Nothing herein contained shall be construed to limit the use of any area of the Airport by Federal Aviation Administration personnel, Department of Homeland Security personnel, Transportation Security Administration personnel, police department personnel, Federal Bureau of Investigation, or fire department personnel/Airport ARFF personnel from acting in their official capacity.

2.4.6. The Airport and the Board, individually and collectively, and their representatives, officers, officials, employees, agents, and volunteers, and any other representative of the Board (individually and collectively) shall not be responsible for loss, injury, or damage to persons or property at or on the Airport by reason of fire, theft, vandalism, wind, flood, earthquake, collision, or natural disasters.

2.4.7. No person shall, in the use of the Airport or the improvements located at or on the Airport, discriminate or permit discrimination against any other person or group of persons on the basis of race, color, religion, sex, age, disability, or national origin in any manner prohibited by Part 21 of the Regulations of the Office of the Secretary of Transportation and Title VI of the Civil Rights Act of 1964.

2.5. Restricted Areas

Access to a restricted area, which includes the AOA, is limited to persons with proper and current airport access credentials approved by the Authority, or those accompanied by an authorized escort.

2.6. Sterile Area

Access to or entry to the sterile area is limited to persons who have been screened by Transportation Security Administration personnel and possess a valid boarding pass/ticket, commercial aircraft operator's personnel, Transportation Security Administration, Department of Homeland Security and airport employees with proper identification and background checks.

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2.7. Airport Identification Badge

2.7.1. Persons requiring access or entry to a restricted area or sterile area (who do not have a valid boarding pass/ticket) shall submit a written request to the Authority for the appropriate airport access credentials.

2.7.2. Prior to accessing or entering a restricted area, persons shall possess appropriate airport access credentials.

2.8. Security

2.8.1. Persons at or on the Airport shall fully comply with federal and state laws and regulations and the ASP. All persons at the airport are required to report any and all suspicious activity to local law enforcement.

2.8.2. No person shall, without permission of the Authority, enter any restricted area on the airport except for persons assigned to duty therein and holding appropriate security authorization, passengers under appropriate escort entering the apron for the purpose of enplaning and deplaning, or any other person authorized by the Authority to enter restricted areas or authorized by a tenant to enter an area occupied by said tenant.

2.8.3. Only individuals designated by the Authority will be allowed to conduct escorts. Individuals are only authorized to escort into areas that they have authorization for access.

2.8.3.1. Individuals with escort(s) must immediately contact Airport Operations if their escort engages in activities other than what was granted or permitted.

2.8.3.2. Escorted personnel must always be in visual and auditory contact and maintain positive control.

2.8.4. Security gates that provide access to the AOA shall be kept closed and locked at all times except when actually in use.

2.8.5. Pedestrians shall stop at the pedestrian gate and allow the gate to fully close before proceeding. Vehicle operators shall stop the vehicle at the vehicle gate and allow the gate to fully close behind them before proceeding. Vehicle operators shall ensure that no other vehicles or persons gain access to the Airport while the gate is in the process of opening or closing. If the vehicle operator cannot prevent such access, the vehicle operator shall immediately call Airport Operations at (307)742-4164.

2.8.6. Bypassing security mechanisms and protocol by any means to include tampering with, interfering with, or disabling the lock, or closing mechanism or breaching any other securing device at the Airport is prohibited unless authorized by the Authority. Any cost or fees incurred by the Authority as a result of a security violation shall be reimbursed by the individual(s) responsible.

2.8.7. Persons who have been provided a code or device for the purpose of obtaining access to the restricted area shall not, under any circumstances, divulge, duplicate, or otherwise distribute or convey the code or device to any other person.

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2.8.8. Airport tenants are responsible for ensuring that their employees, suppliers, contractors, subcontractors, and all other businesses and entities providing service to airport tenants comply with the security requirements herein.

2.8.9. Airport tenants shall be responsible for securing doors located in their leased areas. Any tenant or employee, officer, owner or agent of tenant, who fails to control unauthorized access into the restricted area/AOA through doors located in tenant-leased or permitted space is in violation of the Airport Security Rules and Regulations.

2.8.10. Persons who fail to comply with these provisions may be denied access to the Airport and/or be penalized, financially or otherwise, in accordance with these Rules and Regulations.

2.8.11. These policies and procedures are subject to change without notice in response to heightened security threat levels. Persons on the airport are expected to comply with such emergent changes when notified.

2.9. Charter Activities

2.9.1. Public and private charters should coordinate all arrangements in advance through the Authority.

2.9.2. Airport Operations should be notified through the Authority prior to a military charter operation.

2.9.3. Scheduled airline operations have priority over all charters that require the use of a gate.

2.10. Accidents

Any person involved in or witnessing an aircraft or vehicle accident shall notify the Authority via UNICOM, in person, or phone call. The Authority will then follow the Airport Emergency Procedures.

2.11. Accommodation of First Amendment Activity: Solicitation, Picketing, and Demonstrations

2.11.1. Airport terminals are considered “Non-Public Fora” under the federal constitution. This designation also extends to areas outside of the terminals. All regulations within 2.11 and 2.12 are viewpoint neutral. All restrictions contained in 2.11 and 2.12 are in place to prevent problems with airport users’ activities such as congestion and/or disruption.

2.11.2. Conduct of or participation in solicitation, picketing, parading, marching, patrolling, demonstrating, sit-downs, and/or assembling, carrying, distributing, or displaying pamphlets, signs, placards, or other materials at or on the Airport require a permit issued by the Authority or his or her designee.

2.11.3. All activities listed in 2.11.2 or similar activity may be conducted only upon those Airport premises open to the public for common use. All authorized activities shall be conducted:

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- 2.11.3.1. In those areas identified by the Airport Authority without obstructing the use of the Airport by others;
- 2.11.3.2. In a peaceful and orderly manner;
- 2.11.3.3. Without physical harm, molestation, threat, or harassment of any person;
- 2.11.3.4. Without obscenities, violence, breach of the peace, or other unlawful conduct;
- 2.11.3.5. Without hindrance to or interference with the proper, safe, orderly and efficient access to/from, and operation of the Airport and activities conducted thereon; and
- 2.11.3.6. In strict conformance with any rules and regulations governing such activities on the Airport and the direction and conditions prescribed in writing by the Airport Authority.

2.11.4. Such activity shall not be conducted:

- 2.11.4.1. Beyond the security screening checkpoints through which the public must pass to reach the concourses; or
- 2.11.4.2. Within the premises of any concession area, office, or other exclusive lease area; or
- 2.11.4.3. In the baggage claim areas or airline ticket counter areas; or
- 2.11.4.4. On or in any Airport roadway, vehicle access or loading lane, or any vehicle loading island; or
- 2.11.4.5. In any Airport restroom; or
- 2.11.4.6. Anywhere not listed on the applicant's permit of approved places to engage in activities listed in 2.12.

2.11.5. Engaging in leafleting, solicitation or other speech-related activity as described herein without a permit obtained from the Authority is prohibited.

2.12. Signage and Advertisements

- 2.12.1. Signage must be consistent with local government regulations and approved by the Authority.
- 2.12.2. Advertisements, notices, circulars, and/or handbills may not be posted, displayed, or distributed in public areas, to include the parking area and vehicles without the prior written permission of the Authority. The Authority has the right to remove or relocate any such posting, display, sign, advertisement, notice, circular, and/or handbill.

2.13. Obeying All Laws

Each person conducting any permitted activity contained within 2.12 and 2.13 shall obey all Laramie Regional Airport Rules and Regulations, the Laramie Municipal Code, along with all applicable state and federal laws. Each person shall be familiar with the applicable Laramie Regional Airport Rules and Regulations. The Authority may request the removal

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of signage that is deemed inappropriate for public display or request that activity in violation of these rules and regulations be ceased. All signage and other materials must be removed at the time the individual or group leaves the Airport. The Airport will not be responsible for any items left unattended. Any materials left unattended will be disposed of by the Airport.

2.14. Revocation of Permit

If a Permittee has been issued a permit for activities in 2.12 and 2.13 but has violated any of the foregoing provisions of this Rule and Regulation the permit may be revoked.

The Authority may revoke or suspend the issued permit of any organization in the event of a significant weather event such as a tornado or blizzard, aircraft accident, significant volume of air traffic delays, power failure, or other event or condition under which the distribution of literature in such space creates a danger to persons or property, interferes with the orderly formation and progression of waiting lines, or interferes with any of the following: pedestrian and/or vehicular travel; the issuance of tickets or boarding passes or equivalent documents for air or ground transportation; luggage or cargo movement or handling; the entry to and exit from vehicles; security procedures; government inspection procedures; cleaning, maintenance, repair or construction operations.

2.15. Hunting and Fishing

No person may hunt, trap, or kill any bird or animal on the Airport, except as authorized by the Authority. This section shall not limit tenants from mitigating pests within their owned or leased structure.

2.16. General Conduct

2.16.1. No person shall make, possess, use, offer for sale, pass, and/or deliver any forged or falsely altered pass, parking pass, permit, identification card, sign, and/or other Airport authorization purporting to be issued by or on behalf of the Airport or the Board.

2.16.2. Destroying, damaging, injuring, defacing, disturbing, or tampering with property at or on the Airport is prohibited.

2.16.3. Any and all property at or on the Airport defaced, damaged, destroyed, or vandalized shall be replaced (or replacement shall be paid for) by the person(s) responsible for such damage or destruction.

2.16.4. Injuring, disturbing, or harassing any person at or on the Airport is prohibited.

2.16.5. Smoking or carrying lighted cigars, cigarettes, or pipes in any public use area of the Airport, except in areas specifically designated by the Board and posted as public smoking areas, is prohibited. In no event shall these activities take place within 50 feet of any aircraft, refueling vehicle, fuel storage facility, any aircraft being fueled, defueled, or anywhere within the AOA.

2.16.6. No person shall illegally use, possess, sell, or distribute controlled substances at or on the Airport.

2.16.7. Loitering at or on the Airport or in any building at or on the Airport is strictly prohibited. Any person who refuses to comply with a proper request to leave the Airport

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may be regarded as a trespasser.

2.16.8. Moving, tampering, starting, using, or interfering with the safe operation of any aircraft, vehicle, equipment, or any portion or part thereof without permission of the aircraft, vehicle, equipment operator, or by specific direction of the Authority is strictly prohibited.

2.16.9. No person shall ride, walk, sit, or stand on the baggage conveyor system or any portion or part thereof.

2.16.10. No person shall engage in activities that are, as determined by the Authority, disruptive to the operators, lessees, tenants, consumers, or users of the Airport and/or that creates a hazard or risk of injury to same.

2.17. Unmanned Aircraft, Model Aircraft, Rockets and Parachute Jumping

No person shall operate, land, crash, or release an Unmanned Aircraft, any kite, balloon, model aircraft, or rocket or engage in a preplanned parachute jump anywhere on the Airport without first presenting a written request to the Authority and receiving approval from the Authority and the FAA, if required, in advance.

2.18. Lasers

No person shall operate a laser on the Airport premises unless such laser is being utilized in a building for the purpose of presentations or other business specific needs or for construction activities authorized by the Authority. In no case shall a laser be pointed at an aircraft, person, or Airport vehicle.

2.19. Creating Disturbances or Interfering with Operations

No person shall remain on any part of the Airport in such a manner that his or her behavior or presence creates a noise disturbance; threatens, shows aggression, harasses, intimidates, or mistreats staff or other Airport users; interrupts, or interferes in any way with the regular operation of the business of the Airport. A person who refuses to cease such behavior may be directed to leave the Airport by the Authority. If the person fails to comply with such a directive, the person may be deemed a trespasser.

2.20. Lost, and Abandoned Property or Articles

2.20.1. Property shall not be abandoned at or on the Airport.

2.20.2. Abandoned, or lost property found in public areas at or on the Airport including, without limitation, equipment, machinery, baggage, electronics or parts thereof, will be reported or turned into the Airport Administrative Offices.

2.20.3. Property found on the Airport and unclaimed by the proper owner within thirty (30) days shall be deemed abandoned and shall be disposed of in any manner the Authority deems appropriate.

2.20.4. Property to which the owner or finder is not entitled to lawful possession shall be forfeited to the Airport Authority to be handled in any manner the Authority deems appropriate.

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2.20.5. Nothing in Section 2.20 shall be construed to deny the right of operators, lessees, or tenants to maintain "Lost and Found" service for property of their customers, visitors, invitees, or employees.

2.21. Roads and Walkways, Parking Areas

2.21.1. No person shall travel on the Airport other than on the roads, walkways, parking areas or places appropriate for the manner of travel being performed or occupy the roads, walkways, and parking areas in such a manner as to hinder or obstruct their proper use.

2.21.2. No person shall disregard any posted traffic signage while operating a motor vehicle on Airport roadways.

2.21.3. Unless otherwise designated, parking areas are reserved solely for Airport customers. The Airport's parking areas shall not be used as a "park and ride" for non-Airport customers, unless authorized by the Authority.

2.21.4. Airport customers who are issued a parking permit shall display the parking permit on the dash of the vehicle at all times when in restricted areas.

2.21.5. Any Airport customer desiring to park their vehicle in the Airport's parking area for more than fifteen (15) days at a time, must get pre-approval from the Authority to do so. The Authority reserves the right to tow vehicles left in its parking area for more than fifteen (15) days without permission from the owner.

2.21.6. Parking of oversized vehicles is permitted with prior authorization by the Authority.

2.22. Animals or Pets

2.22.1. Animals are permitted in the terminal building, landing areas, ramp areas, aircraft parking and storage areas of the Airport but must, at all times, be attended and restrained by a leash or confined in a manner as to be under control. The Authority reserves the right to exclude an animal at any time, or to ban an animal outright, in the sole discretion of the Authority. The airport staff shall be notified of an escaped animal immediately.

2.22.2. Domestic pets may be at or on the Airport if kept inside operator, lessee, or tenant facilities or vehicles and in accordance with any and all applicable laws, statutes, or regulations. When outside a facility or vehicle, the domestic pet must be attended and restrained by a leash or confined in a manner as to be under control at all times.

2.22.3. No person shall fail to clean up after an animal.

2.22.4. No person shall ride any animal on the Airport premises without prior authorization of the Authority.

2.22.5. No person shall feed wildlife on any airport property.

2.23. Weapons and Explosives

2.23.1. Any weapons (including, but not limited to, knives, firearms, tear gas, mace, pepper spray, or similar materials or substances) or explosives in the terminal building, or other public areas of the Airport may only be possessed and handled in accordance with all

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applicable state and federal laws.

2.23.2. Discharge of any weapon on the Airport is strictly prohibited, except in the performance of official duties, in the lawful defense of life or property, or by authorized personnel for purposes of wildlife management.

2.23.3. No person shall store, keep, handle, use, dispose of, or transport on the Airport any Class A or Class B explosives or Class A poison (as defined in the Interstate Commerce Commission Regulation for transportation of explosives and other dangerous articles), any other poisonous substances (solid, liquid, or gas), compressed gas, or radioactive article, substance, or material at such time or place or in such manner or condition that may unreasonably endanger persons or property or would be likely to do so.

2.23.4. No person shall ignite Class C explosives (e.g., fireworks, firecrackers, etc.) at or on the Airport with exception of explosives that may be used by authorized personnel for wildlife management or control purposes.

2.24. No Alcohol Permitted

Consumption of intoxicating liquor must be conducted in accordance with the local and state law. No person shall use, possess, or consume beer, wine, or alcoholic liquors in the terminal area except where such beverages are served under a license that allows the sale of alcoholic beverages at that location, or as otherwise approved by the Authority.

2.25. Trash Receptacles

2.25.1. Trash shall not be placed, discharged, or deposited at or on the Airport except in trash receptacles. No other areas at or on the Airport shall be utilized for the deposit of trash.

2.25.2. Trash receptacles shall be emptied with sufficient frequency to prevent overflowing and shall be cleaned with sufficient frequency to prevent the development of offensive odors.

2.25.3. Exterior trash receptacles shall be equipped with securely fastened lids.

2.25.4. Trash shall not be brought to or on the Airport from outside the Airport for the purpose of disposal on Airport property.

2.25.5. The burning of trash at or on the Airport is prohibited.

2.25.6. The Authority reserves the right to dispose of trash which has accumulated at the owner's expense.

2.25.7. Each individual working at or accessing the airfield shall be responsible for the proper disposal of FOD on ramps, apron areas, and the AOA. FOD shall be properly disposed of in container that prohibits the introduction of the FOD onto ramps/aprons and the AOA.

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2.26. Fire

2.26.1. All persons engaged in any activity at or on the Airport, whether occupying Airport owned land and/or improvements or otherwise, shall comply with:

2.26.1.1. Fire codes adopted by the City of Laramie;

2.26.1.2. All fire regulations or directives issued by Airport ARFF, the Authority, or the Board; and

2.26.1.3. All regulatory measures, unless otherwise permitted in writing by Airport ARFF, the Authority, or the Board to deviate from the same.

2.26.2. Any uncontrolled fires (regardless of the size of the fire or whether or not the fire has been extinguished) shall be reported immediately to "911" and Airport Operations.

2.26.3. No person shall tamper with any fire extinguisher or related equipment at or on the Airport or use the same for any purpose other than fire prevention or firefighting.

2.26.4. No person shall block or modify any self-closing fire door at or on the Airport or do anything which would interfere or prevent its closing in the event of a fire.

2.26.5. Flammable materials (solid and liquids) shall only be used or stored in full and complete compliance with the Fire Code adopted by the City of Laramie, the Airport's Spill Prevention, Control, and Countermeasures plan, and all other local, state, and federal regulatory measures. All fuel shall be considered flammable materials.

2.26.6. The use of flammable, volatile liquids having a flash point of less than 100 degrees Fahrenheit is prohibited unless such operations are conducted in open air or in a room specifically set aside and approved for the purpose for which the liquid is being used. The room must be properly fireproofed and equipped with adequate and readily accessible fire-extinguishing apparatus.

2.26.7. The procedures and precautions outlined in the criteria of NFPA Pamphlet No. 30 (Flammable and Combustible Liquids Code), NFPA Pamphlet No. 410D (Safeguarding Aircraft Cleaning, Painting and Paint Removal), and NFPA No. 410F (Aircraft Cabin Cleaning and Refurbishing Operations) shall be strictly met, adhered to, and fully complied with in all cleaning, painting, refurbishing, and other operations using flammable liquids including the storage of such liquids.

2.27. Hazardous Materials

2.27.1. No person shall store, keep, handle, use, dispense, discharge, or transport at or on the Airport any hazardous materials in contravention of any local, state, or federal regulatory measure. Proper permits must be obtained from the appropriate agency, copies must be maintained on file for review by the Authority, and prior notification must be given to, and permission obtained from, the Authority.

2.27.2. Hazardous materials (including, but not limited to, used or spent fuel, oil, lubricants, grease, dope, paint, varnish, lacquer, solvent, acid, and any other hazardous liquids or fluids) shall be disposed of in a manner consistent with the Fire Code adopted by the City of Laramie, and regulatory measures.

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2.27.3. Hazardous materials shall not be stored in close proximity to operating aircraft, vehicles, or sources of heat nor be in excess of amounts needed as current stock. All hazardous material shall be kept enclosed in a clearly marked and properly labeled container, the type and design of which must meet the approval of the Authority and Airport ARFF.

2.27.3.1. Secondary containment is required for the storage of aviation fuels, automotive fuels, oils, solvents, and/or hazardous materials being stored in drums or other receptacles.

2.27.4. No hazardous materials shall be disposed of on the ground or into the air at the Airport during aircraft preflight inspections.

2.27.5. Any person who experiences a release of hazardous materials shall fully and completely comply with Section 2.28 of these Rules and Regulations and regulatory measures.

2.28. Environmental (Hazardous Materials) Clean Up

2.28.1. The party responsible for a hazardous spill (to include the overflowing or spilling of oil, fuel, lubricants, grease, dope, paint, varnish, lacquer, solvent, acid, or other hazardous material anywhere at or on the Airport) is responsible for the immediate mitigation and cleanup of the spill, proper disposal of the substance(s), and immediate notification of Airport ARFF.

2.28.2. Should the Authority determine that during the course of an environmental incident the responsible party is not capable of, has not, or refuses to take the appropriate action in a timely manner to mitigate the adverse environmental incident, the Authority may take action and/or employ those services that the Authority determines appropriate to control and/or clean up the site at the cost and expense of the responsible party without liability to the Board.

2.29. Emergency Conditions

2.29.1. An emergency condition is any significant event that poses potentially severe consequences and requires immediate action or response. The Airport has developed an Airport Emergency Plan within specifications set forth by the FAA. Emergency conditions at or on the Airport shall not mitigate or cancel these Rules and Regulations.

2.29.2. The Authority shall determine when normal operations may resume.

2.30. Special Events

2.30.1. Special events shall not be held unless written approval has been obtained from the Authority and any other agency having jurisdiction over the event and all applicable fees and charges have been paid as required.

2.30.2. Written authorization shall specify the area(s) of the Airport authorized for such special event(s) or use, the dates and duration of such event(s) or use, and any other terms and conditions deemed necessary.

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2.31. Penalties for Violation of Rules and Regulations

2.31.1. The criminal laws of the State of Wyoming apply on the Laramie Regional Airport.

2.31.2. Any person who violates, disobeys, omits, neglects, or refuses to comply with any of the provisions of these Rules and Regulations or any lawful order issued pursuant to these Rules and Regulations shall be punishable by fines and/or penalties, referral to local law enforcement, or both.

2.31.2.1. In addition to any penalties imposed by federal, state or local authorities, violations may also result in suspension or revocation of any airport access credentials, operating permits, lease, contract, agreement, or other privileges at the discretion of the Board.

2.31.2.2. Any person causing and failing to report to or reimburse the Authority for injury, destruction, damage, or disturbance of Airport property may be refused the use of any Airport facility until and unless the report or reimbursement has been made.

2.31.3. Any violations of these Rules and Regulations shall be reported to the Airport Director and/or the Airport Human Resources Director.

2.31.4. Violations of these Rules and Regulations shall be investigated and documented by the Airport Director and/or Airport Human Resources Director or their designee.

2.31.4.1. For a first violation, the Authority and/or its designee shall provide the individual or entity a written warning.

2.31.4.2. For a second violation, the Authority and/or its designee shall provide the individual or entity a written warning with a copy to the Board.

2.31.4.3. For a third violation, the Authority and/or its designee may impose a fine or penalty for continued violations with follow up with the Board.

2.31.4.4. For a fourth violation, the individuals use of the Airport may be suspended on a temporary or permanent basis by the Board.

2.31.4.5. Nothing in section 2.31 shall require the Authority, its designee, or the Board to handle a violator and violation requiring all steps identified above in order. Fines and penalties shall be imposed as appropriate and, on a case-by-case basis.

2.31.5. In addition to all other available remedies, the Board may suspend or revoke badges, operating permits, access, or other privileges at the discretion of the Board or its designee(s) for any of the following which are not exclusive:

2.31.5.1. Multiple violations of the Airport rules or policies.

2.31.5.2. Failure to pay applicable penalties within 30 days of imposition or failure to abide by a suspension of privileges.

2.31.5.3. Failure to maintain all applicable permits.

2.31.5.4. Willful conduct detrimental to the orderly operation of the Airport.

2.31.5.5. Conducting activities on Airport grounds that constitute a crime.

3. AIRCRAFT RULES AND REGULATIONS

3.1. Regulatory Measures

Activities at the Airport shall conform to all federal and state regulatory measures, these Rules and Regulations, and the directives, orders, or instructions of the Authority.

3.2. Disabled, Derelict, and Non-Airworthy Aircraft

3.2.1. Any owner, lessee, operator or other person having the control, or the right of control, of any disabled aircraft on the Airport shall be responsible for its removal and disposal and the costs associated therewith; subject, however, to any requirements or direction by the National Transportation Safety Board, FAA, or the Authority, that the removal or disposal be delayed pending an investigation of an accident.

3.2.2. Aircraft that are not airworthy shall be removed from the Airport by the aircraft operator unless otherwise authorized in writing by the Authority.

3.2.2.1. In the event the aircraft operator refuses, is unable, or unavailable to consent to removal of a disabled, damaged, or derelict aircraft, the Authority may move the aircraft at the risk, cost, and expense of the aircraft operator without liability for damage that may arise from or out of such movement and permission from the owner.

3.2.3. Abandoning an aircraft anywhere on the Airport is prohibited.

3.2.3.1. The Authority may, at the risk, cost, and expense of the aircraft operator, remove abandoned aircraft without liability for damage arising from or out of such removal and permission from the owner.

3.3. Based Aircraft Registration

3.3.1. Aircraft based at the Airport must be registered with the Authority, an authorized Fixed-Base Operator, or Specialized Aviation Service Operator. Registration information shall include the following:

3.3.1.1. Aircraft make, model and type.

3.3.1.2. Aircraft owner's name, address, and phone number.

3.3.1.2.1. If more than one person owns the aircraft, the name, address, and phone number of all owners shall be provided to the Authority, authorized Fixed Base Operator, or Specialized Aviation Service Operator responsible for the registration of all aircraft based on their leased premises.

3.3.2. Based aircraft operators understand and agree that operator's aircraft and property that may be located or stored on the Airport, either outside or inside a facility, are done so at the operator's risk. Operator covenants and agrees that it will not hold the Board or any of its officers, agents, employees, or Board members responsible for any injury or damage to persons or property, including aircraft, while operating on or occupying space at the Airport. Nothing in section 3.3 or 3.4 shall relieve the Board from liability due to injury or damage caused by the conduct of its employees or the conduct of those individuals acting

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under the Board's control and direction, subject to statutory immunity granted under Wyo. Stat. Ann. § 1-39-104.

3.3.3. Operator agrees to indemnify, defend, and save the Board, its agents, employees, or Airport Board members, harmless from and against any and all liability or loss resulting from claims or court action arising directly or indirectly out of activities of the Operator, its agents, employees, guests or visitors under this agreement or by reason of any act or omission of such person.

3.4. Aircraft Accidents

When an aircraft or medical emergency is declared, the Authority will follow the Airport Emergency Plan, Part 139 Directives and the Airport Security Plan.

3.5. Prohibiting Use of the Airport

3.5.1. The Authority shall have the right at any time and under any circumstances to close the Airport or any portion thereof to air traffic to prohibit aircraft landing, taking off, or moving at or on the Airport, to delay or restrict any flight or other aircraft operation, or to deny the use of the Airport to any person(s) when such actions are considered to be necessary and desirable in the interest of safety, security or regulatory concerns.

3.5.2. The Authority may prohibit aircraft operations (except for emergency landings) when it is determined that conditions are unsafe or not secure at the Airport or that the operation of an aircraft would likely endanger persons or property at or on the Airport.

3.5.2.1. The Authority, Federal Aviation Administration, or any other authorized federal agency may issue a Notice to Air Missions to close or open the Airport (or any portion thereof) or to restrict or terminate any activity at or on the Airport.

3.5.2.2. Only the Authority, Federal Aviation Administration, or any other authorized federal agency may cancel a Notice to Air Missions.

3.5.2.3. Under no circumstance shall an authorized Airport closure or restriction constitute grounds for reimbursement of any expense, cost, loss of revenue, or damage that may be incurred by any operator, lessee, tenant, or any other person.

3.6. Aircraft Maintenance

3.6.1. FAA approved owner maintenance as defined by FAR Part 43 is permitted in the aircraft owner's hangar. All other maintenance shall be performed in compliance with these Rules and Regulations and the Airport's Minimum Standards.

3.6.2. Self-maintenance by an owner/operator of their own aircraft must be done in accordance with the requirements set forth in FAR Part 91, 121, and 135.

3.6.3. Line maintenance may be performed on aircraft owned or operated by passenger or cargo air carriers on the air carrier apron if the aircraft is disabled and cannot be moved into a hangar or if a hangar of sufficient size to accommodate the aircraft does not exist at the Airport.

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3.7. Aircraft Parking and Storage

Aircraft shall be parked in such a manner as to be completely contained within the tiedown space and shall not be positioned in such a manner so as to block a runway, taxiway, taxi lane, or obstruct access to hangars, parked or staged aircraft, parked or staged vehicles, gates, or fuel storage facilities. The Authority may consider exceptions as appropriate.

3.8. Aircraft Operations

3.8.1. Operating an aircraft in a careless, negligent, or reckless manner; in disregard of the rights and safety of others; without due caution and circumspection; or at a speed or in a manner which endangers, or is likely to endanger persons or property of any person, is prohibited at or on the Airport.

3.8.2. Aircraft operators shall comply with any order, signal, or directive of the Authority by whatever means communicated on Airport grounds.

3.8.2.1. Landing any aircraft in the turf, grass, or dirt, and off the published runways is restricted.

3.8.3. The starting, positioning, or taxiing of any aircraft shall be done in such a manner so as to avoid generating or directing any propeller slipstream or engine blast that may endanger or result in injury to persons or damage to property.

3.8.4. Aircraft operators shall not land, take off, taxi, park, stage, or store an aircraft that's weight is in excess of the published pavement strength or condition without the prior, written approval of the Authority. It shall be the aircraft operator's responsibility to repair any damage to the Airport's runways, taxiways, taxi lanes or aprons caused by excessive aircraft weight loading and/or operation conducted without prior written approval of the Authority.

3.9. Taxiing and Towing Operations

3.9.1. Aircraft shall not be taxied into, out of, or within any Airport owned structure.

3.9.2. Aircraft shall only be towed in areas normally used for the operation of aircraft with training, proper equipment and approval of the Authority.

3.10. Restricted Activities

3.10.1. The following activities are permissible at the Airport with communication and coordination with the Authority.

3.10.1.1. Use of motorless aircraft: The landing upon or towing from the Airport of gliders and other certificated motorless aircraft.

3.10.1.2. Use of ultralight vehicles: The landing upon or taking off from the Airport of ultralight vehicles.

3.10.1.3. First or test flights of experimental aircraft including ground demonstrations.

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3.10.1.4. Use of lighter-than-air aircraft: The landing upon or taking off from the Airport of airships, dirigibles, blimps, balloons, and other certificated lighter-than-air aircraft that utilize gases or hot air to provide lift.

3.10.1.5. Banner or glider towing: The landing upon or taking off from the Airport of aircraft that tow banners, gliders, or any other device.

3.10.1.6. Sky diving, parachuting, or powered parachute operations.

3.10.1.7. Operation of aircraft with a maximum certificated takeoff weight in excess of the published weight bearing capacity for the runway(s) and taxiway(s). All overweight aircraft operators must have prior written approval of the Authority.

3.10.1.8. Transportation of hazardous cargo: Landing or taking off with flammable, explosive, or corrosive materials, except that which is either: (1) carried aboard for the operation of the aircraft or use by crew members or passengers or (2) for military use.

3.11. Fees and Charges

3.11.1. Aircraft shall not land or take off from the Airport unless the aircraft operator has paid the fees and/or charges that may be established and assessed from time to time by the Authority unless the operator is exempt from payment of certain fees and/or charges or unless the operator is not required to make such payments as stipulated in an agreement or permit with the Authority.

3.11.1.1. Aircraft exempt from Airport fees and/or charges are defined in Grant Assurance #27 of Federal Aviation Administration Airport Sponsor assurances, as amended.

3.11.2. The Authority shall have the right to refuse access to any Airport services, fuel, facilities, or infrastructure for non-payment of any related fees, fines, penalties and/or charges which are properly due to the Airport.

4. VEHICLE RULES AND REGULATIONS

4.1. Regulatory Measures

4.1.1. All vehicle operators at or on the Airport shall comply fully and completely with Title 31 of the Wyoming Statutes, City of Laramie Municipal Code, 14 CFR Part 139.329, these Rules and Regulations, and instructions issued by the Authority.

4.1.2. Enforcement of traffic laws shall be the responsibility of the agency having jurisdiction.

4.2. Operator Licensing

4.2.1. Any person operating a vehicle at or on the Airport shall have a valid state vehicle operator's license and evidence of insurance as required by state law.

4.2.2. Vehicle operators on the AOA are required to demonstrate an operational need to drive a vehicle within the AOA, complete the applicable airfield driver training courses and shall possess approved airport access credentials.

4.3. Equipment

4.3.1. Except for vehicles that are exclusively used on the AOA, all vehicles shall meet the State of Wyoming licensing and registration requirements.

4.3.2. Vehicles shall not be operated at or on the Airport unless the vehicle is in sound mechanical order; has adequate lights, horn, and brakes; and permits clear (unobstructed) visibility from the driver's position.

4.3.3. Trailers and semi-trailers are not permitted at or on the AOA unless authorization is given by the Authority.

4.3.3.1. Trailers and semi-trailers shall not be disengaged from towing vehicles.

4.4. Vehicle Operations

4.4.1. Since the presence at the Airport of a tank vehicle, truck, or semi-trailer used for the transportation of flammable liquids or fueling of aircraft could endanger persons or property, no tank vehicle, truck, or semi-trailer transporting flammable liquids or fuel shall be operated at the Airport unless approved by the Authority and otherwise in compliance with all applicable federal regulations.

4.4.2. Vehicles used for hauling trash, dirt, or any loose material(s) shall be operated in such a fashion as to prevent the contents of the vehicle from dropping, shifting, leaking, or otherwise escaping including, at a minimum, covering vehicle's load.

4.4.3. Tugs (Tow Vehicles) and Trailers

4.4.3.1. Positive locking couplings are required for all towed equipment on the movement and non-movement areas.

4.4.3.2. Tugs (tow vehicles) and baggage carts shall be returned to designated parking or staging areas immediately following unloading.

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4.5. Air Operations Area

4.5.1 Per 14 CFR Part 139.329 each airport operating certificate holder must limit access to movement areas and safety areas only to those pedestrians and ground vehicles necessary for airport operations. Only those persons with proper and current Airport access credentials and who have completed the applicable airfield driver training courses shall be permitted to operate vehicles on the AOA. All other persons must be escorted by an authorized vehicle operator or obtain permission from the Authority.

4.5.2. The Authority may restrict vehicles to a certain area(s) or portion(s) of the AOA. Such restrictions may prohibit vehicle operations outside designated area(s) or portion(s). Unauthorized vehicles found unattended or parked within the airside area are subject to citation and tow at the owner's expense.

4.5.3. Non-Movement Areas. Vehicles operating on non-movement areas shall meet all requirements listed in section 4.3 and possess current training administered by the Authority per 14 CFR Part 139.329 and AC 150/5210-20A (including updates or amendments).

4.5.4. Movement Areas. Vehicles operating on movement areas shall meet all requirements listed in 4.4, have proper training administered by the Authority, external displays of organizational marking and identification, two-way radio communication capable of receiving and transmitting on CTAF, and an operational amber rotating beacon or equivalent per 14 CFR Part 139.329 and AC 150/5210-20A (including updates or amendments). If any vehicle does not possess all requirements the vehicle shall be escorted by Airport operations.

4.5.4.1. Any runway incursion is a serious matter that will be investigated and addressed immediately.

4.6. Ground Support Equipment

4.6.1. No person shall park ground support equipment or other apparatus on any apron without first obtaining permission from the Authority or Board to do so.

4.6.2. Prior to operating ground support equipment, the operator shall become aware of their surroundings to ensure movement of the equipment can be accomplished in a safe manner.

4.7. Accidents

4.7.1. A vehicle operator involved in an accident on the Airport resulting in any injury or death to person or damage to property shall stop the vehicle at the scene (or as close as possible to the scene without unnecessarily obstructing traffic or creating a safety hazard) and immediately call "911".

4.7.2. The vehicle operator (and the vehicle) must remain at the scene until a law enforcement officer and/or Airport ARFF takes a full report.

4.8. Disabled, Abandoned, or Illegally Parked Vehicles

4.8.1. Vehicles shall not be abandoned at or on the Airport.

4.8.2. No less than 10 calendar days after issuing a written notice to Vehicle's owner, the Authority may tow or otherwise remove from the Airport any vehicle that is disabled, abandoned, or parked in violation of these Rules and Regulations (or if the vehicle creates a safety or security hazard or interferes with Airport operations) at the vehicle owner's risk, cost, and expense and without liability for damage that may result from such removal. For purposes of this section, issuing a written notice is accomplished by affixing such notice upon the vehicle.

4.8.3. Vehicles posing a safety hazard or creating an emergent condition may be towed without notice.

4.8.4. All vehicles parked at the Airport shall be subject to all applicable state and local laws and ordinances. Illegally parked vehicles are subject to immediate tow.

4.9. Fees and Charges

4.9.1. It is unlawful for any vehicle to be parked in any public parking area of the Airport unless the vehicle operator pays the fees and/or charges that may be established and assessed from time to time by the Authority unless the vehicle operator is exempt from payment as may be stipulated in an agreement or permit with the Board.

4.9.2. Nothing in these Rules and Regulations shall be construed as granting any Commercial Ground Transportation owner or operator the right to operate at or on the Airport without first obtaining authorization from the Authority and without paying the fees and/or charges that may be established and assessed by the Board from time to time.

5. COMMERCIAL VEHICLE RULES AND REGULATIONS

5.1. Regulatory Measures

5.1.1. All Commercial Ground Transportation companies doing business at or on the Airport shall comply fully with Title 31 of Wyoming Statutes, these Rules and Regulations, and instructions issued by the Authority.

5.1.2. All traffic laws must be obeyed. Enforcement of traffic laws shall be the responsibility of the agency having jurisdiction.

5.2. Commercial Vehicles on the Air Operations Area

5.2.1. If specifically requested to do so by an operator, lessee, tenant, or the passenger, escorted commercial vehicles may deliver passengers and/or baggage to the non-movement area of the AOA or may pick up passengers and/or baggage from the non-movement area of the AOA in any area designated for such purposes by the Authority.

5.2.2. Only those Commercial Ground Transportation companies that have received authorization from the Authority may conduct business on airport property.

5.3. Fees and Charges

5.3.1. Commercial Ground Transportation companies or operators must have an agreement or permit with the Authority prior to conducting commercial ground transportation activities at or on Airport property regardless of whether the operator's main place of business is located at or on Airport property or elsewhere.

5.3.1.1. If a Commercial Ground Transportation company or operator advertises services offered to the general, flying, or traveling public, the company or operator must have an agreement with the Authority prior to conducting the advertised services.

5.3.2. Nothing in these Rules and Regulations shall be construed as granting any Commercial Ground Transportation company or operator the right to operate at the Airport without first obtaining authorization from the Authority and without paying the fees or charges that may be established and assessed by the Board from time to time.

6. OPERATOR AND LESSEE RULES AND REGULATIONS

6.1. Employee Background Check

Operators, lessees, or tenants who have unescorted access to the Airport Operations Area or sterile area, must undergo a background check, to the extent allowable by law or pursuant to the Airport's badging policy.

6.2. Security

6.2.1. It shall be the responsibility of all operators, lessees, and tenants to ensure that all gates, chains, doors, locks, and all other public safeguards are continually and conscientiously maintained and used in a manner so as to protect all persons and property.

6.2.2. Gates or doors that provide access to the Airport Operations Area through an operator's, lessee's, or tenant's leased premises, are the responsibility of the operator, lessee, or tenant to ensure that such gates and doors remained closed, locked, and secured when not in use and to ensure that all gates and doors, locking/securing mechanisms, and other public safeguards are continually and conscientiously maintained and used in a manner so as to protect all persons and property.

6.2.3. If, as a result of Federal Aviation Administration, Transportation Security Administration, or Department of Homeland Security findings, a breach of security has occurred at a gate or door controlled by an operator, lessee, or tenant and the Board is fined, the operator, lessee, or tenant responsible for the gate or door shall be assessed a penalty by the Board in the minimum amount of the Airport's fine.

6.2.4. No person shall cause any object to be located within five (5) feet of the Airport perimeter fence, which could facilitate unauthorized access to a restricted area.

6.2.5. All operators, lessees, and tenants shall escort anyone without Airport access credentials on the Airport Operations Area at all times.

6.2.6. No user of the Airport shall disable, deactivate, circumvent or in any way avoid any gate, door, lock or other security mechanism to gain access to the AOA.

6.3. Construction or Alteration of Improvements

Subject to any lease terms, any construction or alteration of an improvement located at or on the Airport shall only be performed with the prior written permission of the Authority.

6.4. Maintenance of Premises

All operators, lessees, and tenants shall be fully responsible for all damage to facilities, equipment, real property, related appurtenances, and all other improvements at or on the Airport in the ownership, care, custody, or control of the Airport caused by the operator, lessee, or tenant or by their employees, agents, customers, visitors, suppliers, or persons with whom they do business.

6.5. Fire Prevention

6.5.1. Operators, lessees, and tenants shall be responsible for ensuring that fire prevention practices and/or procedures are followed at all times.

6.5.2. Operators, lessees, and tenants shall provide proper, adequate, inspected, certified, and readily accessible fire extinguishers (that are approved by fire underwriters) for the particular hazard involved or associated with the activity.

6.5.2.1. Fire extinguishers shall be maintained in accordance with the Fire Code adopted by the City of Laramie.

6.5.2.2. A log or a tag showing the date of the last inspection shall be attached to each unit or records, acceptable by fire underwriters, shall be kept documenting the status of each unit.

6.5.3. Operators, lessees, and tenants shall designate a responsible person as a point of 24-hour contact and shall provide primary and secondary contact information including phone numbers to Airport ARFF for purposes of contact in the event of a fire.

6.6. Heating Equipment

All heating equipment and fuel burning appliances installed or used at or on the Airport shall comply with the requirements of the local government, the State of Wyoming, the Fire Code adopted by the City of Laramie and Airport ARFF.

7. REFUELING AND FUEL STORAGE

7.1. Regulatory Measures

Refueling and fuel storage at or on the Airport shall conform to the current applicable provision of 14 Code of Federal Regulations; National Fire Protection Association guidelines; Federal Aviation Administration AC 150/5230- 4C (including updates or amendments); the Airport's Spill Prevention, Control and Countermeasures plan; regulatory measures established by the Wyoming Department of Environmental Quality, Wyoming Statutes, Laramie City Ordinances, and any other agency having jurisdiction relating to these activities.

7.2. Refueling and Fuel Storage Operations

7.2.1. Aircraft owners or their employees may transport aviation fuel or mogas in containers with a capacity of 10 gallons or less to their aircraft.

7.2.2. Aircraft owners may not store more than ten (10) gallons of aviation fuel or mogas in a metal container in their hangar.

7.2.3. Should a fuel or oil spill occur on the Airport, the party responsible shall fully and completely comply with Section 2.28 of these Rules and Regulations.

7.2.4. In the event that lightning is observed within 5 miles of the airport, fueling and ground operations on aircraft and ground vehicles shall be suspended immediately for a minimum of 10 minutes after the latest strike within 5 miles.

7.2.5. Hold down or hold open devices on aircraft fueling nozzles are strictly prohibited.

7.2.6. For fueling activities performed by individuals and individuals employed by entities other than the Authority, employees and/or agents of the Board assume no liability or responsibility for any violation of any aircraft or vehicle fueling requirement or procedure, any error, omission, negligence, or any violation of any regulatory measure relating to fueling activities.

7.2.6.1. The operator, lessee, or tenant shall be solely, fully, and completely responsible for any such violation, error, omission, or negligence incident to or in connection with the operator's, lessee's, or tenant's fuel storage facilities, equipment, operations, and training.

7.2.6.2. The operator, lessee, or tenant shall reimburse the Board for any costs, damages, fines, legal, or court costs, incurred by the Board for any such violation, error, omission, or negligence.

7.3. Storage of Refueling Vehicles

7.3.1. Refueling vehicles shall be stored outdoors and not less than 50 feet from a building or at the distance approved by Airport ARFF unless the building is designed, constructed, and used exclusively, and approved by Airport ARFF, specifically for this purpose.

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7.3.2. Refueling vehicles shall be parked in a manner that provides a minimum of 10 feet of separation between vehicles and any other vehicle or aircraft and a minimum of 20 feet from a storm water inlet.

7.4. Refueling Vehicles and Equipment

7.4.1. Only those fuel storage facilities, refueling vehicles and equipment that are approved by the Authority shall be used for the storage and delivery of fuel.

7.4.2. Refueling vehicles, fueling pumps, meters, hoses, nozzles, funnels, fire extinguishers, and bonding devices used during fueling operations shall be maintained in a safe operating condition and in good working order and repair at all times.

7.4.2.1. When said refueling vehicle(s) or equipment is found in a state of disrepair, malfunction, or the use constitutes an undue fire or safety hazard, or the operation of said refueling vehicle(s) or equipment would violate any regulatory measure, the operator, lessee, or tenant shall immediately discontinue the use of such vehicles and/or equipment until repairs, replacements, or changes are made to render the same safe for continued use.

7.4.3. Refueling vehicles, equipment, and fuel storage facilities shall be placarded, marked, or color coded in accordance with National Fire Protection Association Publication 407 and applicable Federal Aviation Administration Advisory Circulars.

7.4.3.1. A copy of all applicable permits, registrations, certificates, and insurance documents shall be maintained in each refueling vehicle.

7.4.4. Adequate and proper fire extinguishers shall be immediately available during all fueling operations.

7.4.4.1. At least two (2) carbon dioxide (or approved dry chemical) fire extinguishers (20 pounds or larger) or the types of fire extinguishers that are capable of extinguishing Category B and Category C fires shall be immediately available.

7.4.4.2. All extinguishers shall be inspected and certified, as required by law, and all personnel involved with fueling operations shall be qualified and properly trained to use all fire extinguishers.

7.4.5. Adequate and proper absorbent material(s) and fuel spill containment capable of damming/diking a fuel spill shall be immediately available at all times, as defined in the operator's, lessee's, or tenant's approved Spill Prevention, Control and Countermeasures plan.

7.4.6. Refueling vehicles and equipment and vehicles utilized to deliver fuel to a fuel storage facility shall be subject to inspection at any time to determine compliance with these Rules and Regulations and regulatory measures.

7.5. Fuel Storage Facilities

7.5.1. The maintenance and operation of fuel storage facilities, to include storage tanks, shall meet National Fire Protection Association Publication 30, National Fire Protection Association Publication 407, and Federal Aviation Administration regulations, and shall

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be approved by all agencies that regulate the maintenance and operation of fuel storage facilities. The installation of all tanks and/or facilities shall meet the requirements of the Fire Code adopted by the City of Laramie and Department of Environmental Quality

7.5.2. Plans for installation and operation of fuel storage facilities shall be submitted to and approved by the Authority prior to installation and operation of such facilities.

7.5.3. All security gates leading into fuel storage areas shall be kept closed and locked at all times except when actively in use.

FOR APPROVAL