

**University of Central Missouri  
Max B. Swisher/Skyhaven Airport**

**AIRPORT RULES AND  
REGULATIONS  
Including  
MINIMUM STANDARDS FOR  
COMMERCIAL  
AERONAUTICAL ACTIVITIES**

**Effective: January 2025**

**AIRPORT RULES AND REGULATIONS - TABLE OF CONTENTS**

**SECTION 1 GENERAL INFORMATION**

- 1-1. GENERAL
- 1-2. SCOPE
- 1-3. DEFINITIONS
- 1-4. LEGAL RESPONSIBILITY AND COMPLIANCE
- 1-5. POLICE POWER
- 1-6. LIABILITY
- 1-7. PENALTIES
- 1-8. LOST ARTICLES
- 1-9. UNIVERSITY DEPARTMENT OF AVIATION
- 1-10. EMERGENCY PROCEDURES
- 1-11. GENERAL AVIATION SECURITY INFORMATION

**SECTION 2 RULES AND REGULATIONS**

- 2-1. PUBLIC, TENANT, AND LICENSE USAGE
- 2-2. AIRCRAFT OPERATION
- 2-3. MOTOR VEHICLES
- 2-4. SAFETY AND COMPLIANCE
- 2-5. FLYING CLUBS AND SPECIAL PURPOSE ORGANIZATIONS
- 2-6. INSURANCE REQUIREMENTS

**SECTION 3 MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL  
ACTIVITIES**

- 3-1. GENERAL
- 3-2. APPLICATION
- 3-3. CONTRACTS AND LEASES
- 3-4. BUILDINGS AND FACILITIES
- 3-5. LAND DEVELOPMENT
- 3-6. LEGAL COMPLIANCE
- 3-7. FEES, RATES, AND CHARGES

**SECTION 4 APPENDIX**

- 4-1. Airport Hangar License Agreement
- 4-2. Maintenance Hangar Agreement
- 4-4. Airport Emergency Action Plan

## **SECTION 1 GENERAL INFORMATION**

### **1-1. GENERAL**

Location: The Max B. Swisher Skyhaven Airport is located at 160 NW 251 Road, approximately three (3) miles west of Warrensburg, Missouri on U.S. HWY. 50.

Mailing Address:

Max B. Swisher Skyhaven Airport  
University of Central Missouri  
281 HWY 50  
Warrensburg, Missouri 64093

Airport / Operator Class: The Max B. Swisher Skyhaven Airport is owned and operated by the University of Central Missouri (“University” or “UCM”) and serves as the training facility for UCM’s nationally recognized aviation program. It is also open to the public as a general aviation airport. The airport operates under the authority of the Dean of Harmon College of Business and Professional Studies by delegation of the University President.

### **1-2. SCOPE**

The University of Central Missouri, being the owner and in the position of responsibility for the administration of the Max B. Swisher Skyhaven Airport (“Airport”) does hereby establish the following Rules and Regulations including Minimum Standards for Commercial Aeronautical Activities (“Rules”). These Rules may be amended from time to time at the sole discretion of the University. For any contingencies not covered by these Rules, the University is authorized to establish such additional provisions as may seem desirable and proper to ensure the safety and efficiency of the Airport.

The Rules are intended to be the governing document for the use and operation of the Airport. The governing document includes rules, regulations, and procedures for public, licensee, and tenant use. It also includes minimum standards and procedures for those wishing to provide commercial aeronautical services to the public. The procedures ensure

that those who have undertaken to provide commodities and services as approved and contracted for by the University are doing so in accordance with federal and state laws and University Policy. These Rules were developed taking into consideration the aviation role of the Airport, facilities that currently exist at the Airport, services being offered at the Airport, the future development that may occur at the Airport and to promote fair competition at Airport.

All persons on any part of the property comprising the Airport shall be governed by the rules prescribed herein and by other applicable University, Federal, State and local regulations relative to the use or occupation of any part of the property comprising the Airport.

These Rules and other documents related to the governance of the Airport can be found at <https://www.ucmo.edu/offices/skyhaven-airport/index.php>

### **1-3. DEFINITIONS**

The following words and phrases when used in this chapter shall, for the purpose of this chapter, have the meanings respectively ascribed to them in the section.

Aircraft: "Aircraft" means any apparatus now known or invented in the future for flight.

Airport: "Airport" means the Max B. Swisher Skyhaven Airport as it now exists, as it may be expanded in the future, and all improvements thereon. Where provisions in this chapter refer to real estate or to property or to activities not otherwise located or identified, they shall be in reference to real estate, property, and activities on, located at, or taking place at the airport.

Airport Manager: "Airport Manager" is the duly authorized representative appointed by the Dean. The Airport Manager shall supervise the airport staff and be responsible for the operation, management and maintenance of the airport and all facilities and equipment in connection therewith for the enforcement of these minimum standards.

Emergency Vehicle: "Emergency Vehicle" means any Police or Fire Department vehicle, and ambulances.

Fixed Base Operator: A "Fixed Base Operator" means any aviation related business duly licensed and authorized by written agreement with the airport owner to provide aeronautical activities and services at the Airport.

Flying Club: "Flying Club" shall mean any non-commercial organization or group of persons joining together equally or proportionately in aircraft ownership for the personal pleasure and use of participating members only to promote flying, develop skills in aeronautics, including pilotage, navigation, and awareness and appreciation of aviation requirements and techniques.

General Service: "General Service" means any business or service activity associated with, supporting, or complementary to any aeronautical activity.

Independent Contractor: "Independent Contractor" (IC) means any person not employed by a Fixed Base Operator who is providing authorized aeronautical services for hire at the Airport.

Landside: "Landside" means all buildings and surfaces on the airport used by surface vehicular and pedestrian traffic.

Large Aircraft: "Large Aircraft" is an aircraft of more than 12,500 pounds maximum certified takeoff weight.

Motor Vehicle: "Motor Vehicle" means any vehicle that is self-propelled, not to include aircraft.

Owner: "Owner" means any person or group owning an aircraft or motor vehicle located at or being stored at the Airport.

Person: "Person" means any individual, firm, co-partnership, corporation, company (including any assignee, receiver, trustee or similar representative thereof), any group, United States of America, any state or political subdivision thereof, any foreign government or the United Nations.

Public Aircraft Facilities: "Public Aircraft Facilities" means the following facilities, with limited exceptions, are available by the University for Public Use by all aircraft and their operators:

- Public runways for the purpose of landing and taking-off of aircraft.
- Public taxiways for the purpose of ground movement of aircraft.
- Public aircraft parking space for the purpose of parking and storing aircraft, loading and unloading passengers, baggage, freight, mail, and other cargo upon and from aircraft, aircraft performing operations incidental to the immediate arrival or departure of aircraft and servicing with fuel, and for parking mobile equipment actively used in connection with the foregoing.
- The area in the vicinity of the Terminal Building known as ramp or apron space (and any future additions thereto and improvements thereto), provided for the purpose of performing operations incidental to the immediate preparation for aircraft for departure such as servicing with fuels and inspection.
- Any other space provided by the University for public use by aircraft operators at the Airport.

Ramp Privilege: "Ramp Privilege" means the driving of a vehicle upon an aircraft parking ramp of the airport to deliver persons, cargo or equipment to an aircraft as a matter of convenience or necessity.

Self-fueling Operator: "Self-fueling Operator" means a person who dispenses aviation fuel to aircraft owned by such person, or to aircraft leased from others and operated by such person.

Small Aircraft: "Small Aircraft" is an aircraft of 12,500 pounds or less maximum certified take-off weight.

Special Purpose Organization: "Special Purpose Organization" (SPO) means any non-commercial organization, other than a flying club, which is organized and operates with the specific purpose of supporting, promoting, or preserving some aspect of aviation.

Student: "Student" means any person enrolled in classes at the University of Central Missouri.

Temporary Independent Contractor : "Temporary Independent Contractor" (TIC) means any person not employed by the Fixed Base Operator performing authorized aeronautical services for hire on the Airport which: (a) is engaged by the Fixed Base Operator or aircraft owner to perform a specific purpose, (b) operates on the Airport to perform such service for thirty (30) consecutive calendar days or less, (c) performs such service in or on premises leased or licensed by the Fixed Base Operator or aircraft owner (excluding flight instruction), and (d) does not regularly perform aeronautical services for hire on the Airport. For purposes of this definition, a person is deemed to regularly provide aeronautical services for hire on the Airport if, for compensation, they provide aeronautical services at the Airport on thirty-one (31) or more cumulative days (consecutive or nonconsecutive) in a calendar year.

University: "University" means the University of Central Missouri (UCM).

Vehicle: "Vehicle" means any device by which any person or property is or may be transported or drawn upon a highway, including bicycles.

#### **1-4. LEGAL RESPONSIBILITY AND COMPLIANCE**

1-4.A. COMPLIANCE WITH FEDERAL REGULATIONS. All users of the airport, including licensees, tenants, and the public, agree to conform to and comply with all pertinent and applicable federal regulations, to include but not limited to:



- Federal Grant Assurances
- 14 CFR 77 (Airspace)
- 49 CFR 21 (Nondiscrimination)
- Section 308 Federal Aviation Act of 1958 (Exclusive Rights)
- NFPA 407 (Fuel Facilities)
- NFPA 30 (Fueling Vehicles)

1-4.B. **EXCLUSIVE RIGHTS.** Nothing in these Minimum Standards grants an exclusive right between a licensee, tenant, or airport user and UCM. Based on issues of safety and security, and to operate the airport efficiently, the University of Central Missouri reserves the right to operate as the single source provider of services at Skyhaven Airport.

1-4.C. **COMPLIANCE WITH STATE REGULATIONS.** All users of the airport, including licensees, tenants, and the public, will obey and comply with all pertinent and applicable state regulations.

1-4.D. **COMPLIANCE WITH UNIVERSITY POLICIES.** All users of the airport, including licensees, tenants, and the public, will comply with pertinent and applicable University policies and regulations to include, but not limited to:

- Airport Emergency Plan (“AEP”)
- All University of Central Missouri Policies located in the Policy Library on the University website at <https://www.ucmo.edu/offices/general-counsel/university-policy-library/index.php>
- Airport governing documents, manuals, and policies can be located at <https://www.ucmo.edu/offices/skyhaven-airport/index.php> or upon request from the Airport Manager.

## **1-5. POLICE POWER**

The Airport Manager shall make necessary and appropriate arrangements with the University Department of Public Safety for the security of the airport.

**1-6. LIABILITY**

Any Person using the Airport and its facilities shall do so at their own risk. The University assumes no responsibility for loss, injury, damage, personal injury, or death to the person or property however caused or from fire, theft, vandalism, wind, flood, earthquakes, or any acts of God, of the public enemy, or for any other reason.

**1-7. PENALTIES**

Any Person who knowingly and willfully violates any provision prescribed in these Rules, or any valid order or instruction issued by the University, may be removed or ejected from the airport premises. The University may deny the use of the Airport and its facilities to any such person if the University determines that such denial is necessary.

**1-8. LOST ARTICLES**

All lost articles shall be turned in to the Airport Manager's office by the finders. Any such articles not claimed in sixty (60) days may be disposed of.

**1-9. UNIVERSITY DEPARTMENT OF AVIATION**

The University Department of Aviation has utilization rights to the following buildings owned by the University: Hangar Three, T-Hangars 1-10, T-Hangars 13, 14, 22, and 24, Open T-Hangars E-2, E-4, W-1, and W-10. Tie-Down parking will be provided on the Airport Apron for at least 19 aircraft in consecutive order segregating the University Department of Aviation's aircraft from the other Airport users and transient aircraft. The University Department of Aviation provides fuel and pilot supplies to students and the public.

**1-10. EMERGENCY PROCEDURES**

All users of the Airport, including licensees, tenants, and the public, should be aware of and comply with the Airport Emergency Plan listed on the Airport website at the link, <https://www.ucmo.edu/offices/skyhaven-airport/index.php>

## **1-11. GENERAL AVIATION SECURITY INFORMATION**

### **1-11.A. What to Look for:**

- Aircraft with unusual or unauthorized modifications.
- Persons or vehicles loitering for extended periods in the vicinity of parked aircraft, in air operations areas, or around the airport.
- Pilots who appear to be under the control of other persons.
- Persons with above average interests in aircraft and their performance capabilities.
- Persons wishing to obtain aircraft without presenting proper credentials or persons who present apparently valid credentials but do not have a corresponding level of aviation knowledge.
- Stolen or missing aircraft.
- Anything that doesn't look right or does not fit the pattern of lawful normal activity at your airport.

### **1-11.B. How to Report Suspicious Activity**

\*\*For emergencies, immediately dial 911. Then notify airport management. For all other activities, contact your primary agency and secondary agencies.

- Primary Agency: University of Central Missouri, Public Safety; 660-534-4123
- Secondary Agencies:
  - Warrensburg Police Department; 660-747-91333
  - Johnson County Sheriff; 816-5249200
  - Federal Aviation Administration; 816-329-4000
  - TSA GA Safety Hotline; 866-GA-SECURE
  - Kansas City FBI; 816-512-8200

## SECTION 2 RULES AND REGULATIONS

### 2-1. PUBLIC, TENANT, AND LICENSEE USAGE

- 2-1.A. CONDUCT. No person shall be or become intoxicated, commit any disorderly, obscene or indecent act, commit any act of nuisance, conduct or engage in any form of gambling, nor commit or engage in any other illegal act on the Airport. Any Airport tenant or licensee hosting or allowing use of leased or licensed facilities for special activities, gatherings, or parties on the Airport premises must obtain prior permission from the Airport Manager and is responsible for ensuring guests are aware of and adhere to these requirements.
- 2-1.B. SANITATION. No person shall dispose of garbage, papers, refuse, or other material on the Airport except in the receptacles provided for that purpose.
- 2-1.C. PRESERVATION OF PROPERTY. No person shall destroy, deface, or disturb in any way any tree, building, sign, equipment, marker, or other structure; or make any excavations on the Airport without permission of the University; or willfully abandon any personal property on the Airport.
- 2-1.D. WEAPONS, EXPLOSIVES, AND FLAMMABLE MATERIALS. No person shall carry any weapons, explosives or flammable materials on the Airport except in accordance with applicable federal, state, and local provisions.
- 2-1.E. INTERFERING OR TAMPERING WITH AIRCRAFT. No person shall interfere or tamper with any aircraft or put in motion the engine of such aircraft; or use any aircraft, aircraft parts, instruments, or tools, without permission of the owner.
- 2-1.F. RESTRICTED AREAS. No person shall enter upon the field areas, utilities and service roads or areas, or other areas as may be designated restricted except:
- Persons authorized by the University.
  - Persons authorized by the Airport Manager.
  - Passengers, under appropriate supervision, entering the apron for the purpose of embarkation or debarkation.
  - Licensee and their employees as authorized in an approved license.
- 2-1.G. ROADS AND WALKS. No person shall travel on the Airport other than on the hangar access taxiways, roads, walks, or place provided for the particular class of

- traffic. No person shall occupy the hangar access taxiways, roads or walks in such a manner as to hinder or obstruct their proper use.
- 2-1.H. ANIMALS OR PETS. Animals will not be permitted in any University owned building or other areas of the Airport, with the exception of service animals for those with disabilities in appropriate circumstances in accordance with UCM policy. Animals properly restrained and confined for transportation via aircraft are allowed.
- 2-1.I. LOITERING AND REFUSAL TO COMPLY. No person shall loiter on any part of the airport. Any person or persons who shall refuse to comply with this provision, after proper request to do so shall be requested to leave the airport, and in the event of their failure to comply with the request or abide by the regulations of Skyhaven Airport shall be regarded as a trespasser. In the instance this person is a UCM student they may be reported to Student Affairs for disciplinary action.
- 2-1.J. MODEL AIRCRAFT, ROCKETS, PARACHUTE JUMPING. No person shall operate or release any kite, balloon, model aircraft or rocket, engage in a preplanned parachute jump, anywhere on the airport, or in the runway protection areas or other restricted areas, without permission of the Airport Manager.
- 2-1.K. USE OF SHOP AREAS. All shops, garages, equipment, and facilities are expressly for the conduct of the owners or licensee's business and operations. No persons other than employees of the owner or licensee shall make use of these facilities or loiter around such premises without individual and specific permission of the owner or licensee. This section applies to Airport premises as well as all licensed premises.
- 2-1.L. TRASH CONTAINERS. Areas to be used for trash or garbage containers shall be designated by the University, and no other areas shall be used. Designated areas shall be kept clean and sanitary at all times. These containers will not be used for the disposal of hazardous materials, proper disposal of such materials is the sole responsibility of the individual user and must be done in accordance with UCM policy.

2-1.M. STORAGE OF EQUIPMENT. No Tenant or Licensee at the Airport shall store or stack materials or equipment in such a manner as to constitute a hazard to personnel or property.

2-1.N. MAINTENANCE. All Tenants and Licensees must maintain their licensed property in a condition of repair, cleanliness, and general maintenance and free from all fire hazards in accordance with their individual license agreements.

2-1.O. STRUCTURAL AND DECORATIVE CHANGES. Tenants and Licensees may not make structural or decorative changes or additions of any type without the prior written permission of the University.

2-1.P. DAMAGES. Tenants, licensee, and grantees shall be fully responsible for all damages to buildings, equipment, property, and appurtenances in the ownership or custody of the University caused by their negligence, abuse, or carelessness or that of their employees, agents, customers, visitors, suppliers, or persons with whom they may do business.

2-1.Q. DEFAULT OF OBLIGATIONS

- All billings are payable upon presentation, unless otherwise noted thereon.
- Any tenant, user, licensee or grantee who is formally notified of default of any written or implied obligation to the University, whether it be for breach of performance or service covenants or non-payment, will thereafter be billed for all losses of revenue, expenses incurred to re-establish performance or service, and other costs unless the tenant, user, grantee, or licensee files with the Airport Manager within thirty (30) days of receipt of the formal notification a statement that the corrective or preventive measures have been initiated and will diligently be carried to completion.
- If the promises contained in the statement are not fulfilled, the tenant, user, or grantee, or licensee will be considered in absolute default and the University will take appropriate lawful steps.
- This section is subordinate to license provisions that remedy default of license obligations.

**2-2. AIRCRAFT OPERATION**

- 2-2.A. AERONAUTICAL ACTIVITIES. All aeronautical activities at this Airport, and all flying of aircraft departing from or arriving in the airspace above this Airport, shall conform to the current pertinent regulations of the Federal Aviation Administration, State of Missouri and the Airport.
- 2-2.B. AIRCRAFT REGISTRATION AND OPERATION. The owners of all aircraft based on the Airport will register their aircraft with the airport prior to beginning operation. Any change in the ownership will require a change in registration.
- Aircraft are considered based at the airport if they are stored or tied-down at the airport for thirty (30) days or more.
  - No person shall operate from the Airport any aircraft that is not airworthy and/or approved for flight by the Federal Aviation Administration.
- 2-2.C. ACCIDENT REPORTS. Any person involved in an aircraft accident occurring on the Airport shall, as soon as possible, make a full report thereof to the office of the Airport Manager, including names, addresses, and all pertinent information. The Airport Manager shall file a written copy of this report with the Safety & Risk Managers. This report is separate and distinct from reports required by the NTSB and FAA in accordance with 49 CFR, Part 830.1.
- 2-2.D. REFUSAL OF AIRPORT USE. The University may restrict or refuse any flight activity or other operation at the Airport if such action is reasonable and necessary for the safe operation of the Airport or necessary to serve the civil aviation needs of the public. The Airport Manager may propose restrictions of the activity based upon safety and efficiency and those restriction must be adequately justified and supported. The Airport Manager will notify the ARP of its proposed restriction on an aeronautical activity. If the activity cannot be safely accommodated based on the FAA's Flight Standards Service review, ARP will decide that the activity may be restricted or prohibited without violating Grant Assurance 22.
- 2-2.E. CLOSING OF AIRPORT. Whenever the conditions of the Airport or any part of the Airport are determined to be unsafe for landing or taking off, a Notice to Airmen (NOTAM) closing the entire Airport or any part thereof may be issued. This shall be filed with the FAA Flight Service Station only by persons on file

- with the FAA as authorized by the Airport Manager. The same procedure will be followed when the Airport or part thereof is again usable.
- 2-2.F. **DISABLED AIRCRAFT.** The owners shall promptly remove from public view all disabled aircraft and parts thereof on the Airport. The University reserves the right to tow a disabled aircraft away or otherwise remove it at the owner's or operator's expense, and without liability for damage which may result in the course of or after such moving. The same shall apply to the removal of a damaged aircraft.
- 2-2.G. **AIRCRAFT MAINTENANCE.** Aircraft owners may repair or service their own aircraft that constitutes preventative maintenance in accordance with 14 CFR 43.3 and/or federal, state, and local laws. Maintenance performed by A&P / IA Mechanics are subject to the following conditions depending on the airport user:
- 2-2.G.1. **Licenses.** In the event a Licensee's aircraft requires maintenance performed by a third-party A&P / IA Mechanic, the Licensee may request use of the Maintenance Hangar, a designated hangar provided to the public for aircraft maintenance. Requests for use of the Maintenance Hangar can be made by contacting the Airport Manager. The Licensee and their chosen A&P / IA Mechanic must agree to comply with the terms of the Maintenance Hangar Agreement (see Appendix 4-2). If the aircraft in need of maintenance is unable to be moved from the Licensee's hangar or circumstances prevent the aircraft from being serviced inside the Maintenance Hangar, the Airport Manager will provide accommodations as necessary with appropriate waivers/acknowledgments.
- 2-2.G.2. **Flying Clubs.** A member of the club may perform A&P / IA maintenance work on club owned aircraft. In the event the club is a licensee, the club member performing the A&P / IA maintenance is restricted to performing the maintenance inside the licensed hangar of the club or the member's licensed hangar. The University may request confirmation from Flying Clubs to confirm understanding of Section 2-2.G.2.
- 2-2.H. **Other Airport Users:** Airport Users who are not Licensees or Flying Club members whose aircraft requires maintenance performed by a third-party A&P / IA Mechanic may request use of the Maintenance Hangar. Requests for use of the Maintenance Hangar can be made by contacting the Airport Manager. The Airport User and the A&P / IA Mechanic must agree to comply with the terms



of the Maintenance Hangar Agreement (see Appendix 4-2). The owner shall provide proof of insurance for the aircraft in accordance with Section 2-6 of these Rules. If the aircraft in need of maintenance is unable to be moved or poses a risk to safety, the Airport Manager may accommodate or provide emergency services deemed necessary for the operation of the Airport.

- 2-2.I. ENGINE STARTING AND RUN-UP. Aircraft at the Airport shall not perform run-up or engine test operations in any area that would result in a hazard to other aircraft, persons, or property.
- 2-2.J. AIRCRAFT PARKING. No person shall park aircraft in any area on the Airport other than that prescribed by the Airport Manager.
- 2-2.K. EXPERIMENTAL DEMONSTRATIONS. No experimental flight or ground demonstrations shall be conducted on the Airport without the express approval of the Airport Manager.

NOTE: The flying of an aircraft certified as experimental does not constitute experimental flight.

- 2-2.L. AIRPORT FACILITY DAMAGE. Any person damaging any light, fixture, or other Airport facility shall report such damage to the Airport Manager's office immediately and shall be fully responsible for any costs required to repair or replace the damaged facility as determined by UCM's Facilities Planning and Operations.

- 2-2.M. GROUND OPERATIONS, TAXIING, TAKE-OFFS AND LANDINGS. All operations of aircraft on the grounds of the Airport shall be such as not to endanger life or property; and aircraft operators shall at all times control speed and movement with the highest degree of care, having regard for other aircraft traffic, the presence of other persons, and the presence or movement of other property.

- All taxiing, take-offs, and landings will be made in accordance with FAA General Operating and Flight Rules.

## **2-3. MOTOR VEHICLES**

2-3.A. LICENSING. No person shall operate motorized ground equipment of any kind on the Airport without a valid Vehicle Operator's License. The University or Airport Manager may restrict motor vehicle operations to a certain portion or segment of aircraft facility areas.

### 2-3.B. RULES OF OPERATION.

- No person shall operate a motor vehicle of any kind on the Airport in a reckless or negligent manner, or more than 15 miles per hour on the ramp, apron, or in aircraft parking and hangar areas.
- Pedestrians and aircraft shall at all times have right of way over vehicular traffic.
- All vehicles shall pass to the rear of taxiing aircraft.
- No person operating a motor vehicle on the Airport shall fail to give proper signals or fail to observe the directions of posted traffic signs.
- No person under the influence of alcohol or narcotic drugs shall operate a motor vehicle or aircraft on the Airport.
- No person shall operate any motor vehicle on the Airport overloaded or carrying more passengers than that for which the vehicles were designed.
- No person shall ride on the running board, stand up in the body of moving vehicles, ride on the outside of the body of a vehicle, or with arms or legs protruding from the body of motor vehicles.
- No vehicle shall be operated on the Airport if it is so constructed, equipped or loaded as to endanger persons or property.
- No person shall operate a motor scooter, truck, or other motor vehicle without exhausts protected by screens or baffles to prevent the escape of sparks or spreading of flame on the Airport.
- Any vehicle that has been permitted to operate on the Airport will not proceed closer than 250 feet from the edge of the runways without approval from the Airport Manager.
- Vehicles crossing the runway will make certain the crossing will not interfere with any aircraft operation whether flying or taxiing.

- All vehicles operating on the Airport between sunset and sunrise shall have full operating headlights and taillights visible at least 500 feet.
- During times of emergency caused by natural disaster, wind storms, aircraft accidents, and other mishaps, no private vehicles shall be allowed in the aircraft facilities area. The Airport Manager shall determine when normal operations may be resumed.
- In the event of an emergency on the Airport, only that equipment and personnel so authorized by the Airport Manager or the University shall be used.
- This section shall not apply for Police and Fire equipment responding to a bona fide emergency.

2-3.C. SPEED LIMITS. No person shall drive a motor vehicle or a motor bicycle upon any public street, road or hangar access taxiway within the limits of the Airport at a speed greater than 15 miles per hour or endanger the life, limb or the property of any person. If the rate of speed of any motor vehicle or motor bicycle within the airport premises exceeds 15 miles per hour, such rate of speed shall be prima facie evidence that the person operating such motor vehicle or motor bicycle is running at speed greater than is reasonable or having insufficient regard to the traffic or to endanger the life or limb or the property of any person. Each person shall abide by the following speed limits:

- Aircraft Parking Area – 15 mph and 5 mph within 25’ of an aircraft
- Vehicle Parking Area – 5 mph
- Taxiways and Runways – As appropriate for conditions
- Congested Areas – 15 mph
- Towing Speeds
- Aircraft – 5 mph
- Equipment – single towed – 10 mph
- Equipment – multiple towed – 5 mph
- Ground Power Equipment – 15 mph

- This section shall not apply for Police and Fire equipment and vehicles responding to a bona fide emergency or to snow removal equipment and vehicles.

2-3.D. REPAIR OF MOTOR VEHICLES. No person shall clean or make any repairs to motor vehicles anywhere on the Airport other than in designated areas, except when those minor repairs are necessary to move such motor vehicles from the Airport; nor shall any person move, interfere or tamper with any motor vehicle part, instrument, or tool thereof, without the permission of the owner or satisfactory evidence of the right to do so duly presented to the Airport Manager.

2-3.E. VEHICLE PARKING. No person shall park a motor vehicle for loading, unloading, or any other purpose on the Airport other than in the areas specifically established for parking and in the manner prescribed by signs, lines, or other means. No person shall park or abandon any motor vehicle in a manner so as to obstruct runways, taxiways, hangars, roadways or aircraft parking areas. The University shall have the authority to tow or otherwise move vehicles which are parked by their owners or operators on the Airport in excess of 48 hours at the operator's expense, and without liability for damage which may result in the course of such moving.

2-3.F. RAMP VEHICLES. The words "vehicle", "unit", "equipment", or "device" as used in these rules and regulations shall include passenger automobiles, trucks, or any mobile or movable device used in servicing aircraft and persons on any public ramp and apron area. The speed and manner of movement of any vehicle, mobile or movable device on the public ramp and apron area shall be such as not to endanger life or property; and the operator thereof shall at all times regulate and control such speed and movement with the highest degree of care, having regard for the circumstances and conditions of traffic, the presence of other living persons and creatures, and the presence or movement of other property.

#### **2-4. SAFETY AND COMPLIANCE**

All persons shall abide by and comply with the Safety standards set forth below.

Approval from the UCM Manager of Environmental Health and Safety (EHS Manager),

for the storage, disposal, or use of hazardous materials or waste can be obtained by contacting the Airport Manager. The EHS Manager can also be contacted via the Airport Manager for questions or concerns regarding the subsections below. The EHS Manager will provide the Airport Manager and the Airport User with warranted written approval for record keeping purposes.

2-4.A. **SMOKING.** No person shall smoke or carry lighted cigars, cigarettes, pipes, matches or any open flame in or upon any fuel storage area, hangar, public landing area, public ramp or apron area, or in any other place where smoking is specifically prohibited by signs, or upon any open space within fifty feet of any fueling or defueling operation. Smoking and tobacco use will only be allowed in designated areas.

2-4.B. **CLEANING OF AIRCRAFT.** No person shall wash their aircraft or other vehicle with any chemical or soap other than in designated areas with containment capabilities or designated as such by UCM's EHS Manager.

2-4.C. **STORAGE.** No person shall keep or store any flammable liquids, gases, signal flares, or other similar material in the hangars, or in any building on the Airport; except that such materials may be kept in an aircraft in the proper receptacle installed in the aircraft for such purpose, or in rooms or areas specifically approved for such storage by UCM's EHS Manager.

- No person shall keep or store lubricating or waste oil in or about the hangars, except in sealed cans or containers of a design and type that meets the approval of the UCM's EHS Manager.
- Licensees shall provide suitable metal receptacles with self-closing covers for the storage of waste, rags, and other rubbish. All waste and rags or other rubbish shall be removed by the licensee daily, or in regular scheduled pickups, but not less than once each week.
- Gasoline, oil, and solvent drums or receptacles shall not be stored on apron and ramp areas in excess of amounts actually needed as current stock. Any material of this type that is kept in such areas will be kept enclosed and covered in housing of a design that meets the approval of the UCM's EHS Manager.

- 2-4.D. DOPING AND PAINTING. Doping, painting, or paint stripping shall only be performed in those facilities specifically approved for such activities and in accordance with the practices recommended by the National Fire Protection Agency (“NFPA”) and in full compliance with the University’s Stormwater Pollution Prevention Plan (“SWPPP”), Spill Prevention, Control and Countermeasure (“SPCC”) Plan, directives and applicable legal requirements. A waiver of this rule may be given by the UCM’s EHS Manager if they so choose after investigation of proposed operation.
- 2-4.E. LIQUID DISPOSAL. No fuels, oils, dopes, paints, solvents, or acids shall be disposed of or dumped in drains, on the ramp areas, catch basins or ditches, or elsewhere. Airport users are responsible for safe and appropriate disposal of any waste they generate on the Airport. Failure to do so may result in revocation or suspension of airport privileges.
- 2-4.F. FUELING OPERATIONS. Unless otherwise approved by the Airport Manager, the following rules govern the fueling and defueling of an aircraft:
- No aircraft shall be fueled or defueled while the engine is running or being warmed by applications of exterior heat, or while such aircraft is in a hangar or an enclosed space, or while any person is in such aircraft.
  - No person shall smoke within 50 feet of an aircraft being fueled or defueled.
  - No person shall operate any radio transmitter or receiver or switch any electrical equipment off or on in an aircraft during fueling or defueling.
  - During refueling, the aircraft and the fueling dispensing apparatus shall both be grounded to a point or points of zero electrical potential.
  - No person shall use any material or equipment during fueling or defueling of aircraft which is likely to cause a spark or ignition.
  - Fire extinguishers shall be within ready reach of all persons engaged in fueling or defueling aircraft.
  - No person shall start the engine of any aircraft when there is liquid fuel on the ground under such aircraft.

- Fueling hoses and equipment shall be maintained in a safe, sound and non-leaking condition and shall be approved by National Board of Fire Underwriters in all respects and parts.
- All hoses, funnels, and appurtenances used in fueling and defueling operations shall be equipped with a grounding device to prevent ignition of volatile liquids. This does not apply to aircraft owners that hold a valid FAA supplemental type certificate for use of automotive fuel and dispensed fuel from approved fuel cans.
- Persons engaged in the fueling and draining of aircraft shall exercise care to prevent overflow of fuel and take proper measures to remove volatile liquids when spilled during transfer.
- No person shall transport flammable liquids into any aircraft area or refuel aircraft in areas not designated for refueling.

2-4.G. All fueling operations will be done in accordance with current FAA Advisory Circulars, refueling and quality control procedures.

2-4.H. OTHER REGULATIONS. All regulations and recommendations of the University Public Safety and Environmental Health and Safety Department shall be adhered to with regard to all aspects of fueling and handling of flammable materials.

2-4.I. OPEN FLAME OPERATIONS. No person shall conduct any open flame operations in any hangar or on the Airport unless specifically authorized by the Airport Manager and EHS Manager.

2-4.J. EXPLOSIVES AND OTHER DANGEROUS ARTICLES. No person shall store, keep, handle, use, disperse or transport at, in or upon the airport any class A or class B explosives or any class A poisons (as defined in the Interstate Commission Regulations for transportation of explosives and other dangerous articles), or any other poisonous substances, liquids, gas, compressed gas, or any radioactive substance in such manner likely to unreasonably endanger persons or property.

2-4.K. EXPLOSIVES AND ARTICLES BARRED. No person shall, without prior permission of the Airport Manager, keep, transport, handle or store at, in, or upon

the Airport, any cargo of explosives or other dangerous articles which are barred from loading in or transportation by civil aircraft in the United States under the current federal regulations. The Airport Manager shall be notified at least twenty-four (24) hours in advance, Monday through Friday from 8:00a.m. to 5:00 p.m., to permit full investigation and clearance for any operation requiring a waiver of this regulation. Requests for waivers initiated during all other times may require additional time to determine approval status.

**2-4.L. RADIOACTIVE MATERIALS.** No person shall without prior permission of the Airport Manager, store, keep, handle, use or transport at, in or upon the airport, any quantity of radioactive materials except for medical purposes. No storage of medical radioactive materials is permitted without the approval of UCM's EHS Manager.

- Advance notice of at least twenty-four hours shall be given the Airport Manager to permit full investigation and clearance for any operation requiring a waiver of this regulation.

**2-4.M. PAVEMENT AND FLOOR CARE.** All Licensees and users of the Airport shall keep the floors of the hangars, hangar areas, terminal apron and ramp areas clean and clear of oil, grease, and other materials or stains except as may be provided to the contrary in any specific licenses or contracts.

## **2-5. FLYING CLUBS AND SPECIAL PURPOSE ORGANIZATIONS**

**2-5.A. VERIFICATION.** Flying clubs and Special Purpose Organizations ("SPO") will provide documentation of the club or organization's to verify their status as a Flying Club or SPO, to the Airport Manager to keep on file. The following provisions are for non-commercial entities.

**2-5.A.1.** The Airport Manager may request a membership list, a list of aircraft registered as owned by the Flying Club, and insurance documentation for Airport records. Flying Clubs should periodically provide the Airport with updated membership and aircraft documentation once a year.

**2-5.B. STATUS.** Flying Clubs are treated as individuals and enjoy the rights and benefits afforded to them as Owners or Individuals under FAA regulations.



**2-5.C. APPROVAL OF AIRPORT MANAGER.** Generally, Flying Clubs and SPO's do not need special permission to use public areas of the airport. However, in the event the Flying Club or SPO is engaging in any of the following activities, written approval from the Airport Manager is required for safety purposes:

- Skydiving
- Airshows

**2-5.D. COMMERCIAL OPERATION PROHIBITED.** A flying club or Special Purpose Organization is by definition not a commercial entity and thus it or any individual member thereof shall not provide instruction for other than its members, nor shall it operate or provide charter service or engage in any commercial operation.

NOTE: This only applies to flying clubs and Special Purpose Organizations. This does not limit the potential for Commercial Operations at Skyhaven Airport.

**2-5.E. USE OF INDEPENDENT CONTRACTORS AND TEMPORARY INDEPENDENT CONTRACTORS.** Flying Clubs or SPOs using Independent Contractors (ICs) or Temporary Independent Contractors (TICs) as a means of satisfying member requirements are reminded to ensure the ICs and TICs meet all requirements and are registered with the Airport.

## **2-6. INSURANCE REQUIREMENTS**

**2-6.A. DEFINITION OF INSURANCE.** All users, tenants, vendors and entities not affiliated with or working for the University of Central Missouri shall hold the University of Central Missouri and the Skyhaven Airport and any and all employees of the University of Central Missouri and Skyhaven Airport, university trustees, governors blameless for all damage to life and limb incurred during or as a result of the execution of work or services provided. Liability and property damage insurance must cover loss or damage to any aircraft, vehicle, buildings, fixtures, structures, equipment, or personal injury on the airport premises. Proof of insurance must be submitted to the University of Central Missouri, with proof of a Certificate of Insurance prior to conducting operations at or upon the airport. The insurance carrier will provide written notice to the Airport Manager at least two weeks prior to any changes, alteration or cancellation of any insurance.

2-6.B. **COVERAGE AMOUNTS.** At a minimum the following per occurrence and aggregate insurance amounts will apply to the Skyhaven Airport for individuals or entities who are contracted to use space at the airport or desire to operate a business at or upon the airport. UCM reserves the right to require additional insurance coverage depending on the purpose, use, or activity the individual or entity will conduct. These coverage amounts are subject to change at any time with or without advanced notice.

General Liability: Insurance is to be set at minimum limit of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) annual aggregate. Additional coverage shall include:

- Property Damage \$1,000,000/\$2,000,000
- Personal Injury \$1,000,000/\$2,000,000
- Bodily Injury \$1,000,000/\$2,000,000
- Fire Damage \$ 300,000
- Medical Expense \$ 5,000

### **SECTION 3 MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES**

#### **3-1. GENERAL.**

Business and Business Owners who propose to operate a commercial operation within a licensed hangar or a dedicated physical space at the airport are expected to comply with the Airport Rules and Regulations and these Minimum Standards for Commercial Aeronautical Activities. These Minimum Standards are only applicable to those commercial operations that have a dedicated physical presence and are not applicable to commercial operations, which may use the Skyhaven Airport facilities to conduct business related activities such as using runways or pilot space in the terminals to meet clients, etc. Such use of the Skyhaven Airport facilities does not require other such Airport users to comply with the Minimum Standards, however, all users are still subject to the Airport Rules and Regulations.

The uniform application of these Minimum Standards, containing the minimum levels of service that must be offered by the prospective service provider who operates their business with a physical presence at the Skyhaven Airport, relates primarily to the public interest and discourages substandard entrepreneurs, thereby protecting both the established aeronautical activity and the Skyhaven Airport patrons.

3-1.A. AVIATION RELATED OPERATIONS. Any activity which involves or makes possible the operation of an aircraft or aerial vehicle that would use the airport as well as any operation performed in the function of contributing to or as required for the safe operations of aircraft or aerial vehicles that include, but are not limited to the following:

- Air Carrier Operations
- Charter Operations
- Flight Training
- Aircraft Rental
- Scenic Flights
- Aerial Photography
- Agricultural Applications
- Aerial Advertising
- Aerial Surveying/Search & Rescue
- Aircraft Sales
- Aircraft Maintenance
- Aircraft Painting
- Aviation Petroleum Sales
- Aircraft Parts Sales
- Avionics Repair/Sales
- Activities Directly Related To Operating Aircraft

3-1.B. NON-AVIATION RELATED OPERATIONS. Any activity which does not involve the operation of an aircraft or aerial vehicle at the airport and has no direct supporting role in the operation or safety of aircraft or aerial vehicles but

would provide a supporting function that would operate a business at the airport to include, but not limited to the following:

- Automobile Rental/Leasing
- Catering/Vending
- Restaurants
- Retail Sales
- Media Sales
- Consultants
- Lodging Facilities
- Transportation Services
- Research And Development
- Agricultural Industries/Farming Operations
- Recreational Activities

### **3-2. APPLICATION**

3-2.A. APPLICATION REQUIREMENTS. Any individual, corporation, s-corporation, limited liability corporation, limited liability partnership, partnership, sole proprietor, firm or entity desiring to conduct, perform or to engage in commercial activity at or upon the property of the Skyhaven Airport within a licensed hangar or within a structure that creates a dedicated physical presence, shall submit to the University of Central Missouri through the office of the Airport Manager a written request of proposed activities to include the following but not limited to;

- Name of proposed business and owner, principals, or agents
- Type of activity to be conducted and services provided
- Quantitative proposed business plan with projected financial assessments
- Amount of land desired to lease
- Building space that will be constructed or leased
- Number of aircraft that will be provided
- Equipment and special tooling to be provided
- Number of persons to be employed
- Short resume for each of the owner and financial backers

- Short resume of the manager of the business (if different from 9 above) including experience and background in managing a business of this nature
- Periods (days and hours) of proposed operation
- Methods to be used to attract new business (advertising and incentives)
- Amenities to be provided to attract business
- Type and quantity of insurance coverage with coverage limits
- Responsibility and capability of applicant and staff capable of conducting, performing, maintaining, providing and servicing the needs of the general public plans for physical expansion, if business should warrant such expansion

3-2.B. **SUBMISSION REQUIREMENTS.** All pre-applications shall be submitted to the Airport Manager no less than 30 calendar days prior to the anticipated starting of operations at the airport unless otherwise directed by University of Central Missouri. All applications received by the Airport Manager will be signed and forwarded to the University of Central Missouri legal department for review and consultation with the authorized UCM decision maker. Once the application is approved by the legal department as to form and content a written agreement will be drafted and become binding once signed by all interested parties.

3-2.C. **OPERATIONAL REQUIREMENTS.** All applicants will be required to provide written proof of any certificate, license or registration necessary for performing proposed activities at or upon the airport property.

### **3-3. CONTRACTS AND LEASES**

Any individual, corporation, s-corporation, limited liability corporation, limited liability partnership, partnership, sole proprietor, firm or entity desiring to conduct, perform or to engage in any commercial activity at or upon the property of the Skyhaven Airport shall have executed a legally binding written lease, license, agreement, contract, or other appropriate permit with the University of Central Missouri prior to the start of any operation at or upon the airport.

**3-3.A. LENGTH AND DURATION OF CONTRACTS, LEASES AND AGREEMENTS**

- 3-3.A.1. **CONTRACTS.** No contract will be issued to any applicant that would exceed a 12 consecutive month period provided the applicant cannot prove with significant and sufficient detail why a longer period would be required for the normal operation of activity being conducted. Generally, no contract will be awarded beyond a 60 month period.
- 3-3.A.2. **SUB LEASES OR SUB LICENSES.** No tenant or licensee shall assign or sublease to any other individuals, parties or firms the rights acquired in their agreement with UCM, whether partially or wholly, without written approval by the University of Central Missouri. Any tenant or licensee who so desires to assign or sublease will provide a written request to the University of Central Missouri and will be obligated to submit any information requested by the University of Central Missouri who will evaluate and make recommendation to any proposed assignment or sublease. The decision of the University of Central Missouri to accept or deny any assignment or sublease is final.
- 3-3.A.3. **AGREEMENTS.** All agreements will be represented by an official written agreement between the University of Central Missouri and stated party or parties and will remain in effect unless otherwise stipulated in the agreement. All agreements are subject to approval by UCM.
- 3-3.B. **AUTHORITY.** The University of Central Missouri reserves the right to accept or to deny any portion and or all portions of any contract, lease, license or agreement. Furthermore, all contracts, leases and agreements are subject to any and or all provisions of applicable Federal, State, Local or University laws, rules, orders and regulations.

**3-4. BUILDINGS AND FACILITIES**

- 3-4.A. **MODIFICATION, ALTERATION AND ADDITION TO LEASED OR LICENSED FACILITIES.** With written consent by the University of Central Missouri tenants or licensees may have the right to make such reasonable changes,

- alterations or additions to the premises necessary for the conduct of the business operation and any such changes, alterations or additions to the premises shall, at the option of the University of Central Missouri, become the property of the University of Central Missouri and remain upon and surrendered with the premises as a part of the termination of a lease or license. The University of Central Missouri reserves the right to require a tenant or licensee upon termination of a building lease agreement to restore the premises to a condition equal to or comparable to how it was received by the tenant or licensee, less reasonable wear and tear expected.
- 3-4.B. **BUILDING CODES AND STANDARDS.** Any proposed modifications, alterations or additions will conform to all applicable Federal, State, Local and University codes and standards. Furthermore, all plans, blueprints and drawings will be submitted to the University of Central Missouri for approval prior to making any modifications, changes or alterations to any facility. In the case of new facility construction all plans, blueprints and drawings will be submitted to the University for approval and will conform to all applicable codes and standards prescribed herein.
- 3-4.C. **LANDSCAPING STANDARDS.** All landscaping at the Airport shall be in the direction and control of UCM.
- 3-4.D. **ADVERTISING.** All advertising for the tenant's or licensee's business purposes will be the tenant's or licensee's responsibility to install and maintain advertising material. Prior to the installation or erection of advertising structures a detailed and graphical example of the proposed advertisement, including the location of the advertisement will be submitted to the University of Central Missouri for approval. Advertisements that will adversely affect the safe operation of aircraft, or would be in violation of 14 CFR 77 regulations will not be allowed at or upon the airport at any time. If required to do so the tenant or licensee will be responsible for removal of any and all advertisement upon termination of a lease or license agreement at their own expense.
- 3-4.E. **AUTOMOBILE AND AIRCRAFT PARKING.** The University of Central Missouri, when applicable and practicable, will attempt to provide the public with

ample and suitable parking area space for the purpose of conducting normal business operations at or upon the airport. Furthermore, design, installation and maintenance of any parking facilities will be done so by the University of Central Missouri unless alternative options are agreed upon by all interested parties involved in a leased premises.

3-4.F. NEW FACILITY CONSTRUCTION. Prior to the start of construction by a proposed tenant, a signed lease must be executed between the proposed tenant and the University of Central Missouri.

#### 3-4.G. AIRPORT ZONING

3-4.G.1. BUILDING HEIGHTS. Any person or organization proposing to construct any structure at or upon the airport must comply with Title 14 Part 77 rules.

3-4.G.2. COMMERCIAL AND INDUSTRIAL OPERATIONS. All airport business requiring airfield access via a taxi-lane and/or a taxiway will be zoned commercial activities and will subsequently be regulated by designated zoning requirements. Industrial operations will have full access to landside areas of the airport and will be regulated by designated zoning requirements.

3-4.G.3. ZONING AUTHORIZATION. The University of Central Missouri reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstructions and to prevent any tenant operating at or upon the airport from erecting, permit to be erected, any building or structure on the airport which would limit the usefulness of the airport or constitute a hazard to aircraft. Furthermore, the University of Central Missouri reserves the right to develop and/or improve the landing area and all publicly owned air navigation facilities of the airport as it sees fit. The University will reasonably consider input from licensee, tenants, and users, but reserves the right to improve the facilities without interference or hindrance.

### 3-5. LAND DEVELOPMENT

3-5.A. GENERAL. All applicants desiring to develop property at the Skyhaven Airport must prepare and submit an approved Storm Water Pollution Prevention Plan to



the University of Central Missouri Environmental Health and Safety Department for approval prior to the execution of any contract, lease or agreement with the University of Central Missouri. In addition, land developers will be required to meet the requirements of the pre-application portion of the minimum standards as well as all other sections that are applicable.

### **3-6. LEGAL COMPLIANCE**

3-6.A. COMPLIANCE WITH FEDERAL REGULATIONS. No contract, lease or agreement will be executed with the University of Central Missouri that does not conform to all pertinent and applicable federal regulations, which may include but not limited to:

- Federal Grant Assurance
- 14 CFR 77 (Safe, Efficient Use, and Preservation of the Navigable Airspace)
- 49 CFR 21 (Nondiscrimination)
- Section 308 Federal Aviation Act of 1958 (Exclusive Rights)
- NFPA 407 (Fuel Facilities)
- NFPA 30 (Fueling Vehicles)

3-6.B. EXCLUSIVE RIGHTS. Under no circumstance will an exclusive rights contract, lease or agreement be executed with the University of Central Missouri. Based on issues of safety and security, and to operate the airport efficiently, the University of Central Missouri reserves the right to operate as the single source provider of services at Skyhaven Airport.

3-6.C. COMPLIANCE WITH STATE REGULATIONS. No contract, lease or agreement will be executed with the University of Central Missouri that does not conform to all pertinent and applicable state regulations.

3-6.D. COMPLIANCE WITH UNIVERSITY POLICIES. No contract, lease or agreement will be executed with the University of Central Missouri that does not conform to all pertinent and applicable university policies and regulations which may include, but are not limited to:

- Safety Management System Manual (“SMS”)
- Airport Emergency Plan (“AEP”)

- UCM Policies and Procedures

### **3-7. FEES, RATES, AND CHARGES**

3-7.A. ESTABLISHMENT OF FEES. The University of Central Missouri reserves the right to establish fees for any and/or all services provided at the airport to include but not limited to:

- Aircraft Landing
- Aircraft Tie Down
- Aircraft/Automobile Parking
- Aviation/Non Aviation Fuel Flowage
- Transportation Services/Rental Cars
- Credit/Debit Card Transactions

3-7.B. ESTABLISHMENT OF RATES. Rates charged by UCM will be established using a fair market regional cost analysis based on comparable facilities and services and may be adjusted annually using one of the following types of adjusters:

- Fixed percentage rate
- CPI adjustment rate (Previous year Consumer Price Index)
- Any generally accepted accounting practice for adjustment.

3-7.C. ESTABLISHMENT OF CHARGES. Charges will be established as necessary for the general course of operation of the Skyhaven Airport and may include but are not limited to:

- Overdraft/Return Check
- Utilities as applicable