

Section 6 - Non-Commercial Sailplane Operations

General - Although currently there are no commercial sailplane operations at the Airport, the purpose of this section is to establish standard ground operating and safety procedures for the operation of glider aircraft at the Airport should they become necessary in the future. No glider operations are permitted at the Airport without written permission of the Airport Manager. Persons who operate glider aircraft shall comply with all items contained in this section.

Communications - An onboard radio capable of transmitting and receiving local Unicom frequency (122.975) is recommended due to density of traffic. Notification to personnel operating the Unicom base station of the presence of glider operations. for the purpose of pilot advisory information is required.

Standard Operating Procedures - Operator shall submit written standard operating procedures to be reviewed by the Airport Manager and FAA Flight Standards District Office, prior to operating at the Airport.

Ground Operations - Personnel and Equipment - Operator shall not exceed a specified number of motor vehicles (1) and personnel (3) to assist the glider and tow plane pilots while on the runways and taxiways, without written approval from the Airport Manager. Said motor vehicle and personnel shall be pulled back from, remain clear of the runway safety area (250' feet from centerline), and not obstruct any aircraft taxiway, when not required for glider operations. Said motor vehicle must be equipped with yellow rotating light while in use in the AOA. No more than two (2) glider passengers shall be present in the staging areas at one time. Said passenger(s) shall be escorted to and from the staging area to the terminal building by a member of the operating personnel referenced above and said passengers shall remain outside the 250-foot safety area, except while actually acting as passenger(s) in the glider.

Ground Operations - Glider Staging and Recovery - During the staging of the Sailplane for departure, the Sailplane shall be positioned no closer than 200 feet from the runway centerline. The tow plane shall remain behind the yellow hold short lines (250 feet from runway centerline) until the Sailplane has taken to the active runway. Upon return to the Airport, when not required for glider operations, the tow plane should be removed from the active runway and taxiways so as not to impede the flow of other aircraft traffic. The Sailplane must also be removed from the active runway and parallel taxiway as soon as possible. When necessary, the Sailplane and tow plane shall be repositioned onto the grass areas outside the 250 feet safety areas, adjacent to taxiways to yield to taxiing aircraft.

Registration and Acknowledgment of Risk and Liability Agreement - Due to the introduction of personnel onto an active runway, and onto the runway and/or taxiway safety areas, any pedestrian within this area shall be required to register with the airport administration desk in the main terminal, persons operating sail planes shall sign applicable acknowledgment of Risk and Liability Agreement (APPENDIX "C") forms approved by the County Attorney.

Section 7 - Flying Clubs

Each flying club desiring to base its aircraft and operate at the Airport must comply with the applicable provisions of these OPMS. However, such clubs shall be exempt from regular fixed base operator (FBO) requirements upon satisfactory fulfillment of the conditions contained herein.

Any such club shall be a nonprofit entity (corporation, association or partnership) organized for the express purpose of providing its members with aircraft for their personal use and enjoyment only. The ownership of aircraft must be vested in the name of the flying club (or owned by all of its members). The property rights of the aircraft shall be jointly held and no part of the net earnings of the club will accrue to any member in any manner. The club shall not derive greater revenue from the use of its aircraft, than the amount necessary for the operation, maintenance, insurance, and replacement, upgrading or expansion of its aircraft fleet; except those reserves as may be deemed necessary for the above purposes, which may be accommodated and maintained.

Aircraft owned by the club shall only be operated by club members. The club shall not conduct charter, air taxi, rental or any other commercial operations. The club shall not conduct aircraft flight instruction except for members. Any qualified mechanic who is a member and part owner of the aircraft owned and operated by a flying club, shall not be restricted from doing maintenance work on aircraft owned by the club and the club does not become obligated to pay for such maintenance work, except that such mechanics may be compensated by credit against payment of dues or flight time. Maintenance shall be subject to the provisions of section 2.e., Chapter II, of these OPMS. Any qualified Flight Instructor who is a member and part owner of the aircraft owned and operated by the club shall not be restricted from performing flight instruction for members of the club.

Each flying club and its members is prohibited from leasing or selling any goods or services whatsoever, to any person or firm other than a member of such club at the Airport, except that said flying club may sell or exchange its capital equipment.

The flying club, with its initial application, shall furnish the IDA a copy of its charter and by-laws, articles of association, partnership agreement or other documentation supporting its existence; a roster, or list of members, including names of officers and directors; evidence of insurance in the form of a certificate of insurance in the minimum amounts required by the state of Virginia; number and type of aircraft; evidence that ownership is vested in the club; and operating rules of the club. Evidence of insurance shall be submitted to the Airport Manager on an annual basis during the renewal month of the policy. The books and other records of the club shall be available for review at any reasonable time by the IDA and the Airport Manager.

The flying club shall comply with all Federal, State and County laws, ordinances, regulations and these OPMS.

If the flying club violates any of the foregoing, or permits one or more members to do so, and

the violation is not corrected within a reasonable time, as determined by the Airport Manager the club shall be required to terminate all operations at the Airport and vacate the Airport.

Section 8 - Ultralight Vehicles

Before operating from the Airport, the ultralight pilot shall read and adhere to airport policy and traffic pattern procedures.

Ultralight vehicle operators shall maintain, as required by the State of Virginia, a combined single limit liability insurance policy. Operators shall provide proof of insurance upon request of the Airport Manager.

Ultralight Operators wishing to pursue commercial operations, including instruction, must comply with page 33 of this manual.

Section 9 - Aerial Advertising - Banner Towing

Any person wishing to use the Airport to pick up or drop an aerial advertising banner shall obtain the prior written approval of the Airport Manager. The Airport Manager shall require such safeguards as deemed necessary, to protect the Airport, aircraft using the Airport and the general public. These requirements may include, but are not limited to, bonds, insurance policies, additional security personnel, facilities and waivers/authorizations to the FARs issued by the FAA. The IDA may establish and charge reasonable fees for this activity. Any pedestrian activity within the runway and/or taxiway safety areas shall be required to register with Airport Management in the main terminal, and sign applicable acknowledgment of Risk and Liability Agreement (APPENDIX "C") forms approved by the County Attorney.

Section 10 - Parachute Jumping

Persons wishing to use the Airport for a parachute drop area shall obtain the prior written approval of the Airport Manager as required by FAR 105.17. The Airport Manager shall require such safeguards as deemed necessary to protect the Airport, aircraft using the Airport and the general public. These requirements may include, but are not limited to, bonds, insurance policies, additional security personnel, facilities and waivers/authorizations to the FARs issued by the FAA. The IDA may establish and charge reasonable fees for this activity. Any pedestrian activity within the runway and/or Alpha taxiway safety areas, shall be required to register with the Airport management desk in the main terminal, and sign applicable acknowledgment of Risk and Liability Agreement (APPENDIX "C") forms approved by the County Attorney.

Section 11 - Assigned Areas

No person authorized to operate on or conduct business activities at the Airport shall conduct any of its business activities, or park any aircraft, on any areas except those specified in the lease or written agreement. No FBO shall occupy any common use areas

except as authorized by these OPMS or by the County.

Section 12 - Aircraft Washing

Aircraft and vehicle washing shall be conducted only in the area designated by the Airport Manager.

Section 13 - Handling and Storing Hazardous Articles and Materials

The Louisa County Airport has no cargo handling agent at the Airport. Hazardous cargo, regulated by 49 CFR including explosives, corrosives, and radioactive materials, Must be handled, stored, and transported to and from the Airport in accordance with the hazardous cargo specifications adopted by their company, in accordance with applicable Federal Regulations and prior approval by the Airport Manager.

Section 14 - Compliance With Safety and Environmental Rules and Regulations

Each user of the Airport shall comply with all County, Federal, and State safety and environmental Rules and Regulations. A copy of Spill Prevention Control Plan and Stormwater Pollution Prevention Plan shall always be available at the office of the Airport Manager.

CHAPTER III - INFRACTIONS AND ENFORCEMENT

Section 1 - Infraction Defined

Infraction means any of the following:

- A violation of these OPMS or a violation of FARs
- In the case of an FBO, a violation of the FBO Lease.
- A violation of a Hangar License Agreement,

Section 2 - Effect of Infraction

Any infraction may result in a range of actions including warnings, suspensions or termination of the lease, contract, license, or agreement under which such person is operating. Upon termination, such person may be informed as to their eligibility for a new lease, contract or agreement and may be suspended for a determined period or indefinitely from eligibility for a new lease, contract, license, or agreement.

Section 3 - Notice of Infraction and Termination

The County, acting through the Airport Director or designee, shall give notice of termination by sending a letter, by certified mail, to the person at the address listed upon the relevant lease, contract, license, or agreement or, at the option of the County, to the person's last known address.

Section 4 - Hearings

Any person whose lease, contract, license, or agreement shall hereafter terminate, may request a hearing before the IDA board, provided such request is made in writing and received by the Airport Manager within ten (10) calendar days of the date of the IDA notice of termination to such person. The hearing officer shall be the Airport Manager or designee. The IDA shall mail notice of the date, time and location of such hearing to the person requesting same, and such notice shall be mailed at least five (5) days in advance of such hearing date. At the hearing, the party requesting the hearing may appear, may be represented by counsel and may present evidence. Upon completion of the hearing, the IDA shall affirm, revoke or modify the termination and shall give prompt written notice of its action, to the person requesting the hearing. Compliance with this hearing process is a prerequisite to initiating any other legal or administrative action.

Section 5 - General

In addition to any penalties otherwise provided by County ordinance or law, Federal Aviation Regulations, Virginia Aviation Law, and all other rules and regulations of the FAA, any person found to be violating these OPMS may be promptly removed, either temporarily or permanently, from the Airport by the County and/or the Airport Manager.

CHAPTER IV - RESERVATION OF RIGHTS TO INDIVIDUAL USERS

Section 1 - Explanation of Rights and Duties Imposed

The following rights, privileges and duties are hereby conferred and imposed upon individual users of the airport facilities, including, but not limited to, individual pilots, aircraft owners, tie-down and hangarrenters.

Each individual user, as defined herein, shall meet and maintain all requirements, and regulations and standards for licensing, maintenance, and repair of aircraft established by the Federal Aviation Regulations (FAR's), Safety Bulletins, Advisory Circulars, Virginia Aviation Law, and all other Federal and State regulations and standards for licensing, maintenance, and repair of aircraft.

It shall be the duty of each individual user of the Airport to fully inform themselves of, to keep current, and to completely and promptly comply with all Federal, State and Louisa County Regional Airport Operating Procedures.

Nothing contained herein shall restrict or limit the right of individual users to conduct such maintenance and repairs on their own aircraft which are allowed by FAA or these Operating Procedures. However, all such repairs and maintenance shall be conducted strictly in accordance with Federal, State, and County Operating Procedures, circulars, airworthiness directives and requirements, and such maintenance and repairs shall be conducted within areas designated for owner maintenance, in hangars licensed by individual users of the airport, or at authorized repair facilities on the field. Aircraft maintenance conducted in hangars must be approved in writing by the lessor. It is understood that this approval will be withheld if such request is in violation of Chapter II, Section 2, Part e of these Operating Procedures, or other safety related practices identified by the Airport Manager, or State Fire Marshal.

Each airport user shall comply with these OPMS, regarding common use areas, and shall not allow any maintenance or repair activities or any part thereof, to be conducted in said common areas, and shall comply with all safety and fire regulations in effect at the time, and as set forth herein in Chapter 11, Section 6.

CHAPTER V - RESERVATION OF RIGHTS OF THE AIRPORT OWNER

Section 1 - Explanation of Rights Reserved

The Industrial Development Authority (IDA) of Louisa County, Virginia, owner and operator of the Louisa County Regional Airport, reserves all rights and powers to adhere to all Federal and State laws, and all contracts it has entered into, including, but not limited to, all Federal and State Grant Agreements with the FAA and VDOA for funding of improvements to the Airport. The IDA also reserves the right to make changes and modifications to these OPMS at any time.

CHAPTER VI - MISCELLANEOUS

Section 1 - Severability

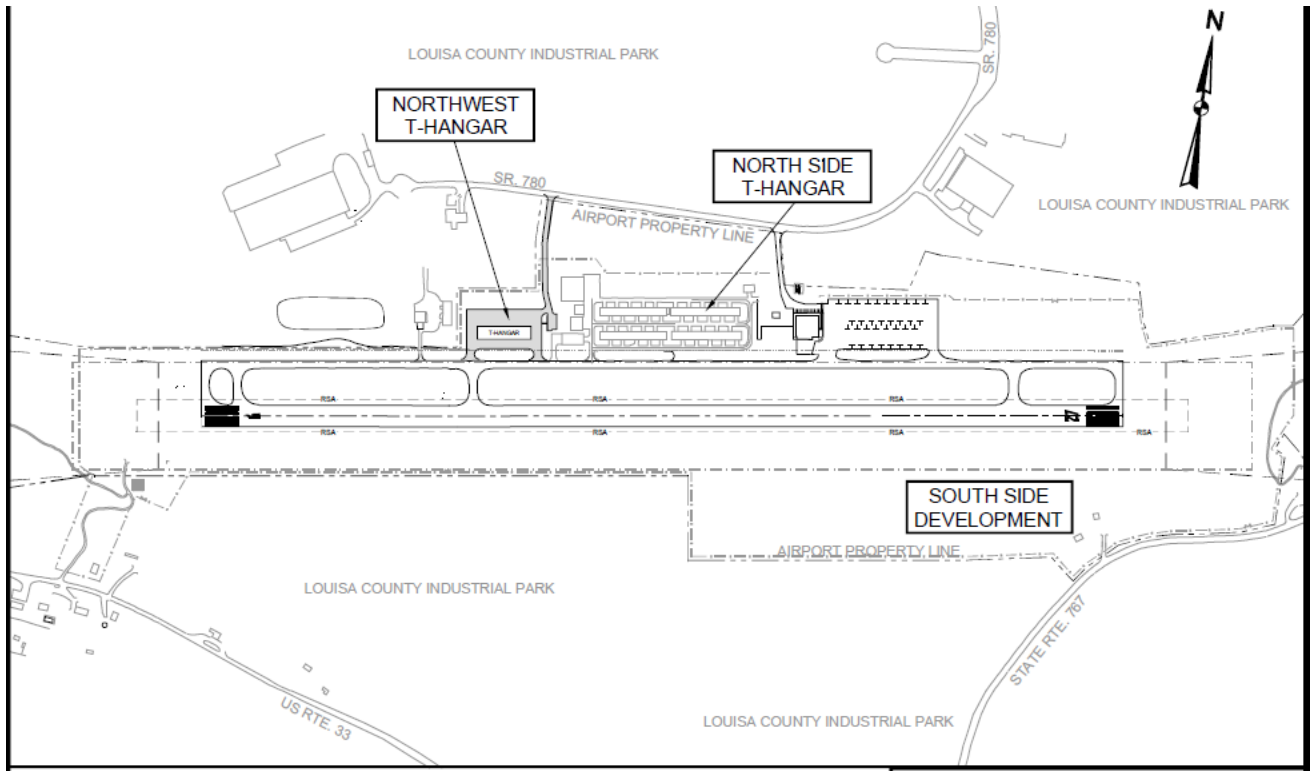
If any provision of these OPMS shall be determined to be invalid, unlawful or unenforceable in any respect, the other provisions of these OPMS shall remain in full force and effect.

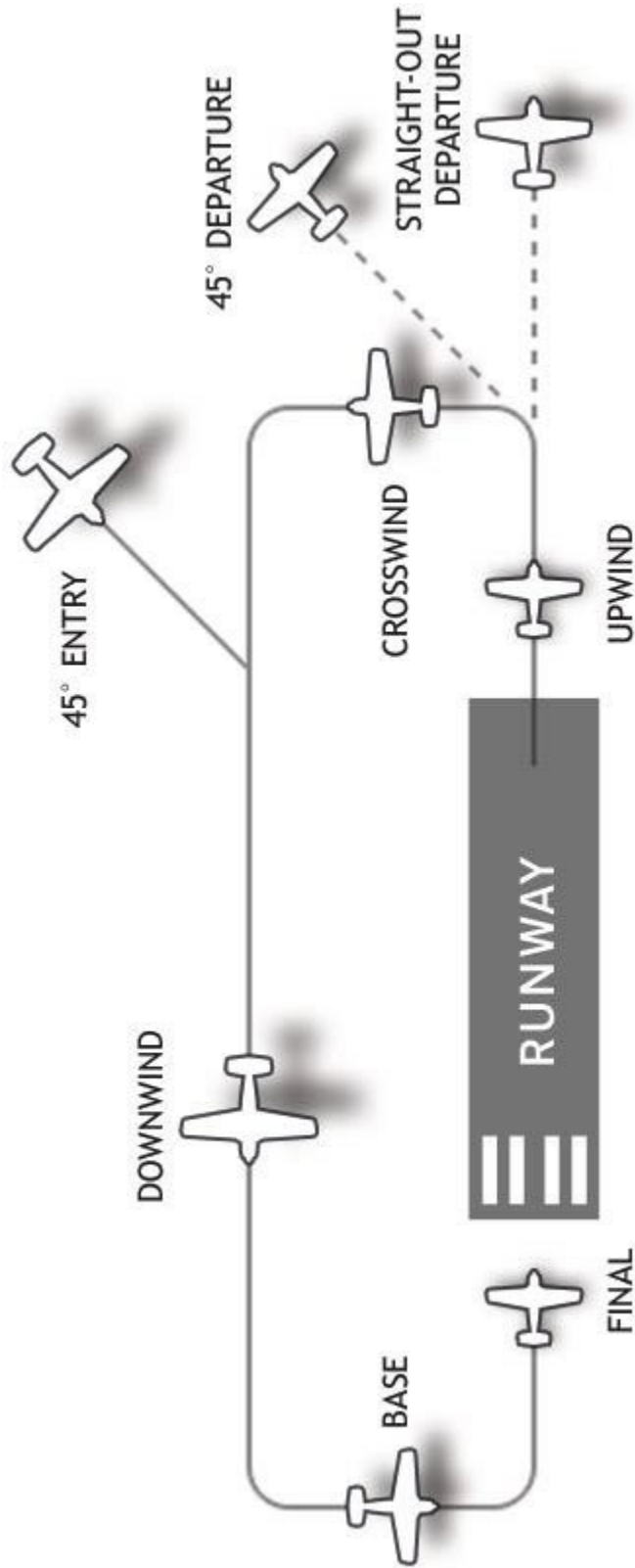
Section 2 - Effective Date

These OPMS and all subsequent revisions shall be effective on the date of approval by the IDA Chairman. Revisions will be posted for 30 days in the Airport office. A current copy with all revisions can be obtained by contacting the Airport Manager.

APPENDICES

APPENDIX A: Airport layout Map





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APPENDIX C: Acknowledgment of Risk and Liability Agreement - Runway & Taxiway Safety Area

ACKNOWLEDGMENT OF RISK AND LIABILITY AGREEMENT -
RUNWAY AND TAXIWAY SAFETY AREA

As an individual or a business involved in operations, which I have described and attached, requiring pedestrian activity within the runway and/or taxiway safety area at the Louisa County Regional Airport, I acknowledge that my involvement with such activity exposes me to risk of personal injury and property damage from other participants and users of the Airport. In consideration of being permitted to engage in such operation at the Airport, I assume all the risk and liability that may arise from such Operation. I agree (1) to defend, save and hold harmless the IDA, its agencies, officers, employees and representatives (collectively, the "County"), all of the County's FBO's, their officers, managers, agents and employees from and against, any and all liabilities, damages, expenses, causes of action, suits, claims or judgments, and (2) to pay all attorney fees, court costs, and other costs incurred in defending any claims which may accrue against, be charged to, be recovered from, or sought to be recovered from; the IDA or any FBO, their officers, managers, agencies, agents, employees, representatives or officials, by reason of, or on account of, damage to the property of, or the injury to, or death of, any person, arising from my negligence or willful neglect, while involved in any aeronautical or non-aeronautical operation requiring pedestrian activity, within the runway and/or taxiway safety area.

Name: _____

Address: _____

City, State, Zip: _____

Signature: _____

Date: _____

APPENDIX D: ACCIDENT REPORTING FORM – LOUISA COUNTY REGIONAL AIRPORT

In accordance with the accident reporting provisions of the OPMS governing the operation of the Louisa County Regional Airport, it is mandatory to report any damage to public property and any injury requiring medical attention. Damage to privately-owned property located within the confines of the Airport is to be reported to the owner. The Airport Manager will help you with contacting the owner.

This form is for local Airport usage and does not replace the reporting requirements of NTSB-830 with regard to aircraft accidents and incidents. A copy of a federal accident report may be submitted in lieu of this report.

ACCIDENT / INCIDENT REPORT FORM

TO: Airport Manager

Date: _____

1. Person making report _____
2. Address _____
3. Phone (h) or (c) _____ Phone (w) _____
4. Date/time incident occurred: _____
5. Exact location of incident: _____
6. Name of doctor or hospital: _____
7. Weather conditions at time of accident/incident: _____
8. Kind of property and extent of damage (use reverse for multiple vehicles and aircraft):

9. Name of owner: _____
10. Address: _____
11. Phone (h) or (c) _____ Phone (w) _____
12. Person(s) notified _____
13. 911 call placed Yes/No: _____ Time: _____

14. Vehicle / Aircraft Identification

Make/model/ year if known _____

Registration (N number), Vehicle tag and State _____

15. Witness(es)

Name _____

Address _____

Phone _____

16. Remarks or additional information:

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APPENDIX E: Definitions

The following words and terms shall have the meaning indicated below, unless the context clearly requires otherwise:

"AGL" means an altitude expressed in feet measured above ground level.

"AIM" means Airman's Information Manual which is a publication containing basic flight information and air traffic control procedures designed primarily for use as a pilot's instructional manual in the National Airspace System of the United States.

"Aeronautical Activities" means any activity which involves, makes possible, or is required for, the operation of aircraft, or which contributes to or is required for the safety of such operations. Aeronautical activities include, but are not limited to: air taxi and charter operations, pilot training, aircraft rental, aircraft hangar leasing, sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which directly relate to the operation of aircraft. In contrast, examples which are not "Aeronautical Activities" include: ground transportation (taxis, car rentals, limousine service, etc.), restaurants, in-flight food catering, and auto parking lots.

"Airport" means the Louisa County/Freeman Field Airport (LKU) and all of the property, buildings, facilities and improvements within the exterior boundaries of such airport as it now exists on the Airport Layout Plan, or as it may hereafter be extended, enlarged or modified.

"Airport Manager" means the person or their designee, appointed by the IDA to manage the Airport.

"Airport Operation Area" (AOA) means the area of the airport used, or intended to be used, for landing, take off or surface maneuvering of aircraft, including the associated hangars and navigational and communication facilities.

"Approved Airport Layout Plan" means a Fully executed plan that includes approval signatures from the VDOA and IDA, showing boundaries and proposed additions to all areas owned or controlled by IDA for airport purposes, the location and nature of existing and proposed airport facilities and structures, and the location at the Airport for existing and proposed non-aviation areas and improvements therein.

"County" means the County of Louisa, Virginia, and its Board of Supervisors, designated officials, officers, employees or representatives.

"Engine Run-up" means a pre-takeoff check of the performance of the engine, and in aircraft with controllable pitch propellers, the operation of the propeller. This procedure is also used to check the working condition of the magnetos to ensure that each set works satisfactorily and independently of the other.

"Employee" means a person who is on payroll of the IDA.

"FAA" means the Federal Aviation Administration.

"FAR" means Federal Aviation Regulations.

"FBO" means any Fixed Based Operator(s) duly licensed and authorized by written agreement with the IDA, to operate at the Airport under strict compliance with such agreement, and pursuant to these OPMS.

"Flying Club" means a not-for-profit organization established for the personal transportation of its members, and to promote flying for pleasure, and to develop skills in aeronautics, including pilotage, navigation, and awareness and appreciation of aviation requirements and techniques.

"FSDO" means the Flight Standards District Office.

"Full Service FBO" means a Fixed Base Operator who provides retail aviation services that may include, but not necessarily be limited to: fuel and oil sales and or aircraft maintenance. The FBO will be duly licensed and authorized by written agreement with the County to operate at the Airport, under strict compliance with such agreement, and pursuant to these Rules and Regulations.

"Heavy Twin" means a multi-engine aircraft with a gross weight exceeding 12,500 pounds.

"IFR" means Instrument Flight Rules which govern the procedures for conducting instrument flight.

"Independent Contractor" means a person or company hired to perform specific services.

"Industrial Development Authority (IDA) of Louisa County" owners of Louisa County Freeman Field airport

"Individual Users" includes individual pilots, aircraft owners, tie-down and hangar renters, transient users, and other individual users of the Airport, whether natural persons or other entities.

"Land side" means all buildings and surfaces used by surface vehicular and pedestrian traffic at the Airport.

"Light Twin" means a multi-engine aircraft with a gross weight of less than 12,500 pounds.

"MSL" means an altitude expressed in feet measured from Mean Sea Level.

"Minimum Standards" means the standards which may from time to time be established by the County, as the minimum requirements to be met as a condition for the right to conduct an aeronautical activity at the Airport.

"NFPA" means the National Fire Protection Association.

"NOTAM" means a "Notice to Airmen" published by the FAA.

"Pedestrian" means any person traveling on foot; or utilizing any other mode of transportation, other than a registered aircraft.

"Proprietary Aeronautical Activity" means an activity, as prescribed by FAA Advisory Circular 150/5190- 2A (Exclusive Rights at Airports), in which the County may engage, while denying others the right to engage in the same activity.

"Shall". The word "shall" is always mandatory.

Special Fixed Base Operator or "Specialized Aviation Service Operations" (SASO) are aeronautical businesses that offer a single or limited service.

"Unicom" means a non-governmental communications facility which may provide airport information at certain airports. Locations and frequencies are shown on aeronautical charts and publications.

"VDOA" means the Virginia Department of Aviation.

MINIMUM STANDARDS

These Minimum Standards are developed to ensure that all entities engaging, or wishing to engage, in commercial aviation activities at Louisa County Airport (LKU) are provided with a set of equitable standards governing commercial operations at LKU. These standards may from time to time be updated, changed or otherwise revised in order to more accurately reflect current conditions. Entities wishing to engage in commercial activities shall adhere to the following minimum standards.

Independent Contractors (as defined by the OPMS)

Flight instruction may be given by independent flight instructors to persons who own aircraft provided that the flight instructor is licensed to operate by the County of Louisa. The flight instructor must be insured in accordance with the OPMS of LKU and must have written permission from the Airport Manager to utilize the conference/training room for briefing and debriefing.

Mechanic work may be performed by independent aviation mechanics under contract to persons who own aircraft based at LKU, provided that the mechanic is licensed to operate by the County of Louisa and is insured in accordance with the OPMS of LKU. The extent of this work will be limited to aircraft annual inspections and routine maintenance. Major repairs such as engine overhauls, engine changes, or major airframe alterations are prohibited.

Warranty work by the manufacturer, or his representative, is excluded from these limitations.

Specialized Aviation Service Operator (SASO) (as defined by the OPMS) SASOs, must meet the following minimum standards. A SASO must be licensed by the County of Louisa and must be insured in accordance with the OPMS of LKU. If a SASO desires to give flight instruction utilizing their own aircraft, Hot Air Balloon, Ultralight etc., they must lease adequate office space with a minimum of 100 sq. ft. or as determined by the Airport Manager.

Aviation maintenance mechanic working at LKU, must be insured in accordance with the OPMS of LKU.