

RESOLUTION NO. 374 -1990

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, APPROVING THE REVISED MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES BY FIXED BASE OPERATORS AND OTHER AERONAUTICAL SERVICE PROVIDERS AT MONROE COUNTY AIRPORTS.

WHEREAS, the Board of County Commissioners of Monroe County, Florida, previously approved Minimum Standards for Commercial Aeronautical Activities by Fixed Base Operators at the Monroe County Airports, and

WHEREAS, the Board of County Commissioners reserves the right to modify these standards from time to time as may be required for the benefit of the general public and for proper and efficient operation of the airports, and

WHEREAS, the Board of County Commissioners wishes to revise the minimum standards; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, that the Board hereby approves and adopts the attached Minimum Standards for Commercial Aeronautical Activities by Fixed Base Operators and other Aeronautical Service Providers at Monroe County Airports.

PASSED AND ADOPTED by the Board of County Commissioners of Monroe County, Florida, at a regular meeting of said Board held on the 1st day of August, A.D. 1990.

FILED FOR RECORD  
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DANN KOLHAGE  
CLERK  
MONROE COUNTY, FLA.

BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, FLORIDA

BY: John C. Stewart  
MAYOR/CHAIRMAN

(Seal)

Attest: DANNY L. KOLHAGE, Clerk

Danny L. Kolhage, D.C.  
CLERK

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY  
BY: Mary Lee Wood  
Assistant Clerk

MINIMUM STANDARDS FOR COMMERCIAL  
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The Monroe County Board of County Commissioners, recognizing the need for orderly development of its airports and the necessity of protecting the public health, safety, and interest in the county airports, hereby promulgates and adopts the following procedures and minimum standards for the use of any land or facility on said airports.

- I. As used herein, the following terms shall have the meanings indicated:

Definitions

- A. Aeronautical Activity or Service. Shall mean any activity or service whether or not conducted on or off airport property which involves, makes possible, supports, or is required for the operation of aircraft or which contributes to, or is required for, the safety of such operations and shall include, but not by way of limitation, all activities or services commonly conducted on airports, such as: Charter operations, air taxi, pilot training, aircraft rental, sightseeing, aerial photography, crop dusting, flying clubs, aerial advertising and surveying, air carrier operations, aircraft sales and service, sale of aviation petroleum products, whether or not conducted in conjunction with other included activities or services, repair and maintenance of aircraft, sale of aircraft, parts, sale or maintenance of aircraft accessories, radio communication and

navigation equipment, and any other activity which, because of its direct relationship to the operation of aircraft, can appropriately be regarded as an aeronautical activity or service.

- B. Airport. Shall mean any airport owned and operated by Monroe County.
- C. Airport Director. Shall mean the Monroe County Director of Airports.
- D. Airport Master Plan or Airport Layout Plan. Shall mean the currently approved scaled dimensional layout of the entire airport property indicating current and proposed usage for each identifiable segment as approved by the Commission and amended from time to time.
- E. Applicant. Shall mean any person(s), firm, general or limited partnership, corporation, trust or association, making application for, leasing or using any land or facility at the airport for the conduct of a commercial aeronautical activity.
- F. Commission. Shall mean the Monroe County Board of County Commissioners.
- G. County Administrator. Shall mean the administrator of Monroe County.
- H. Fixed Base Operation. Shall mean the person(s) engaging in Primary Commercial Support Services, at a minimum, as described in Section V.A.
- I. Minimum Standards. Shall mean the qualifications established herein, as amended from time to time by the Commission upon recommendations of the County Administrator and/or the Airport Director, setting forth the minimum requirements to be met as a

condition for the right to conduct any aeronautical activity on the airports.

J. Person(s) or Provider(s). Shall mean any person(s), firm general or limited partnership, corporation, trust or association leasing or using any land or facility at the airport for the conduct of a commercial aeronautical activity.

K. Rules and Regulations. Shall mean the rules and regulations as may be promulgated from time to time by the Commission to protect the public health, safety, interest, and welfare on Monroe County's Airports, and to augment the ordinances and resolutions pertaining to the airport.

II. Special Restrictions on Airport Land and Facility Use No person shall be granted the right to conduct any commercial aeronautical activity upon the airport, nor shall any person be permitted to use any land or conduct any commercial aeronautical activity or the solicitation of business in connection therewith, unless such aeronautical activity is conducted in accordance with the standards herein established and as hereinafter may be amended from time to time by the Commission and the issuance of the proper permits, licenses, and/or the execution of a valid contract or agreement with Monroe County to conduct such activities with the county.

III. Application

A. How Made. Applications for the lease of ground and/or facilities on the airport or for permission to



carry on any commercial business or aeronautical activity on the airport with the necessary permits and license shall be made to the Airport Director. The Airport Director shall thereafter present the application to the Commission. The applicant shall submit all information and material necessary, or requested by, the Commission to establish to the satisfaction of the Commission that the applicant will qualify and will comply with these standards, rules and regulations. The application shall be signed and submitted by a party owning an interest in the business, or the individual who will be managing the business, or a partner of a partnership, or a director or an officer of a corporation.

B. Minimum Application Information. The Commission will not accept or take action on any request to lease building space or land area or in any way permit the installation of a commercial activity until after the proposed lessee, in writing, submits a proposal which sets forth the scope of operation he proposes, including the following:

1. Applicant. The name and address of the applicant.
2. Scope of Operation. Description of proposed land use area or facility sought and/or construction and service activities proposed.
3. Management Capability. The names and qualifications of the key management and operating personnel to be involved in conducting such activity.

4. Financial Responsibility. A certified financial statement prepared by an independent accountant or an irrevocable letter of credit from a recognized financial institution supporting the responsibility and ability of the applicant to provide the facilities and perform the activities sought for a minimum of one (1) year; together with a Pro Forma operating statement for the year. The Commission shall be the sole judge of what constitutes adequate financial capacity.
5. Facilities Proposed. The facilities, tools equipment, and inventory, if any, proposed to be furnished in connection with such activity.
6. Lease Terms(s). The requested or proposed date of commencement of the activity, and the term(s) of conducting same.
7. Capital Investment. The estimated cost of any structure or facility to be furnished, the proposed specifications for same, the means or method of financing such construction or acquisition of facilities, and the schedule of capital investment.
8. Insurance. The specific types and amounts of insurance proposed in accordance with minimum requirements for the activity.

IV. Standard Requirements for all Aeronautical Activities

Every applicant for permission to conduct aeronautical activities at the airport shall satisfy the Commission that he meets the following requirements:

- A. Management. That such applicant has a history of management ability in conducting the same or similar or comparable type of service or activity in a good and workmanlike manner.
  - B. Financial Responsibility. That such applicant has the financial responsibility and ability to provide the facilities and services proposed.
  - C. Certifications. The applicant has or can reasonably secure necessary certificates from the FAA or other authority required for the activity proposed.
  - D. Insurance. That the applicant has or can furnish suitable indemnity insurance or bond to protect and hold harmless Monroe County from any liability in connection with the conduct of the activity proposed.
- V. Fixed Base Operations Standards

The following standards described herein are established by the Commission as the minimum requirements with which any Fixed Base Operator working to establish a full service commercial aviation facility at a Monroe County Airport must comply. It is understood that only minimum standards are outlined herein and that any applicant wishing to establish a Fixed Base Operation at a County airport must negotiate a lease agreement with the Commission which will contain additional contractual provisions that are not described herein.

- A. Primary Services. Primary commercial aeronautical support services shall consist of those services rendered directly to general aviation aircraft, which are identified as all aircraft using the airport except the aircraft of certificated air carriers who are tenants of the airport. Such services must

include, but not be necessarily limited to, aircraft arrival guidance; flight line servicing, including the sale and enplaned delivery of aviation fuel and petroleum products; providing minor airframe, power plant, and avionics maintenance service to aircraft and aircraft equipment and accessories as from time to time may be required by aircraft operating or based at the airport; ramp assistance to aircraft, including aircraft parking, storage, and tiedown services; gratuitous passenger transportation services between the demised premises and other places of origin and destination on the airport for lessee's patrons arriving in non-commercial aircraft; providing emergency service to disabled aircraft on the airport, including towing or transportation of disabled aircraft having a gross landing weight not in excess of 12,500 pounds to the demised premises at the request of the owner or operator of the disabled aircraft or the Airport Director.

- B. Secondary Services. In addition to the foregoing, the Fixed Base Operator may provide Secondary Commercial Aeronautical Support Services. It is understood that providing these services by the Fixed Base Operator is strictly at his own election. However, if he so elects, he must comply with the minimum standards outlined below. A Fixed Base Operator providing these additional services will be offered a longer lease term than a Fixed Base Operator providing only Primary Services. The Secondary Commercial Aeronautical Support Services shall consist of those services generally offered at any airport which are

not classified as being in primary support of aircraft using the airport. Such services shall include but not be limited to:

1. General. Providing major airframe, power plant, avionics maintenance service to aircraft and aircraft equipment and accessories as is from time to time required by aircraft operating or based at the airport; charter or rental of aircraft, with or without pilot; air taxi service; sightseeing services; cargo handling; the sale or brokerage of new or used aircraft parts and accessories; meteorological services, aerial photography and surveying; the maintenance and servicing, including fueling, of aircraft ground servicing equipment of other tenants of the airport; and the sale from vending machines or similar facilities located within the demised premises of convenience foods, amenities, and non-alcoholic beverages, provided that such sales shall be limited to aeronautical customers of lessee, and shall not be made in the form of a restaurant operation, and shall be strictly limited to vending machines or similar facilities for the convenience of other than airline passengers.
2. Flight Instruction. The operation of an FAA approved flight school so as to provide instruction from primary flight training through and including qualifying for an A.T.R.

3. Aircraft Charter, Air Taxi and Sightseeing Services. Providing pilots for the operation of aircraft owned by others and to carry passengers and freight for hire, on a non-scheduled basis, which shall include sightseeing privileges, subject to all appropriate laws and regulations of the Federal Government, the State of Florida, the requirements of the FAA, or any other duly authorized governmental agency.
- C. Exclusions. The following concessions and the establishment thereof shall be specifically excluded from the lease of any Fixed Base Operator:
1. Ground transportation for hire
  2. Western Union and/or other commercial telecommunications services
  3. Auto rental services
  4. News and sundry sales
  5. Barber, valet and personal sales
  6. Wholesale or retail sale of non-aviation products
  7. Automotive gasoline station
  8. Automotive or marine maintenance and repair service for vehicular or marine equipment of the general public or other tenants of the Airport
- D. Detailed Requirements. A Fixed Base Operator wishing to engage in a business on the airport, which must include all of the services classified as primary and may include secondary commercial aeronautical support services hereinbefore described, will also be required to meet the following detailed requirements:

1. Investment. The minimum investment in facilities, tools, and equipment excluding aircraft to provide Primary Services at the airport is \$300,000, part of which may be satisfied by the leasing of existing facilities, the value of which shall be determined by the commission. The minimum investment in facilities, tools, and equipment to provide Secondary Service is an additional \$300,000.
2. Premises. Each Fixed Base Operator must lease a minimum of two (2) acres of airport property for Primary Service and an additional one (1) acre for Secondary Services in the area designated by the Commission. This requirement may be modified based upon availability of land.
3. Construction.
  - a) Tiedowns. Tiedown facilities must at all times be provided for a number of aircraft at least equal to the number, type and size of aircraft owned by the operator and/or based at the operator's facilities, plus an additional minimum of thirty (30) tiedown facilities for transient aircraft. This requirement may be modified based upon availability of land.
  - b) Hangars. Hangars constructed or leased from the Commission for the rental of space for aircraft storage or for aircraft and engine repair, shall not be less than 4800 square feet in floor area. The quality and design of all hangars to be constructed is

subject to approval by the Commission prior to construction.

- c) Auto Parking. A hard surfaced automobile parking area, adjacent to the main building, with a minimum of twenty spaces will be required, subject to availability of land.
  - d) Site Plan. All site, building and facilities location, plans for the area leased must be reviewed and approved by the Airport Director.
  - e) Utilities. All proposed utilities to be brought into the property must be reviewed and approved by the Airport Director.
  - f) Building Codes, Permitting Requirements, Regulations and Standards. All construction, including facility installations and building structures must comply with all appropriate local, state, and federal building, structural, electrical, HVAC, plumbing, mechanical, fire, flood, and health protection codes, permitting requirements, regulations and standards as applicable and established by the appropriate governmental agencies.
  - g) Final Approval Authority. All of the proposed construction and improvements will be subject to the final approval authority of the Commission.
4. Sale of Aviation Petroleum Products, Ramp Service and Storage. A Fixed Base Operator is



authorized to receive, store, and dispense at retail; aviation fuel, oil, and other aviation petroleum products. The following minimum services are to be provided:

a) Aircraft Parking Apron and Service Ramp.

Lease from the Commission or provide with the approval of the commission a minimum of two (2) acres (subject to availability of land) of Portland Cement Concrete or asphalt paved areas with tiedown facilities as described in Section V.D. (3) (a) for based and transient aircraft parking apron with access or accesses to taxiways. The type of pavement and pavement section thickness shall be determined by the Airport Director. The minimum area of the corresponding transient or service ramp shall be approved by the Commission.

b) Fuel Tank Farm and Refueling Vehicles.

Provide and maintain a minimum of 20,000 gallons aviation fuel storage capacity, meeting all applicable local, state, and federal safety and permitting requirements in a location acceptable to the Commission, for each grade of aviation fuel usually required for aircraft using the airport. In this regard 100 octane aviation gasoline and Jet A aviation kerosene base fuel, shall be available at all times. FBO shall operate and maintain in good condition an adequate number of aircraft refueling

vehicles for each type of product sold. Each refueling vehicle shall be of adequate volume and pumping capacity to sufficiently service these aircraft normally using the airport.

- c) Pumping Equipment. Provide and maintain pumping equipment meeting all applicable local, state, and federal safety and permitting requirements with reliable metering devices subject to state and independent inspection and with a pumping efficiency and capacity capable of servicing those aircraft normally using the airport.
- d) Hours of Operation. Have personnel on duty at all times during normal business hours of 0800 to 1800 seven days a week and at such other times as is necessary to satisfy reasonable demands for aircraft services.
- e) General Aviation Terminal Building Facilities. Construct in a location approved by the Commission, or lease from the Commission building space with a minimum of 600 square feet, comfortably heated and air conditioned with waiting rooms for passengers and crew of aircraft, including sanitary restrooms and public telephone. Design and construction plans for the facility must be reviewed, approved, and/or permitted by all applicable local, state, and federal agencies, and

approved by the Commission prior to construction of the facility.

- f) Ground Rods. Install at all fixed fueling locations adequate grounding rods to reduce the hazards of static electricity.
- g) Flight Line Repairs. A Fixed Base Operator shall demonstrate a capability to perform minor aircraft and engine repairs of the type generally known as flight line repairs.

5. Insurance.

- a) General. A Fixed Base Operator shall maintain all required insurance and bonds with insurance underwriters authorized to do business in the State of Florida satisfactory to the Commission. All policies shall name Monroe County, as additional insured. The Fixed Base Operator shall furnish the Commission with a certificate of insurance showing such insurance/bonds to be in full force and effect during the entire term of the contract. All policies shall contain a provision that written notice of cancellation or any material change in the policy by the insurer will be delivered to the Airport Director thirty (30) days in advance to the effective date of such cancellation or change.
- b) Fire, Extended Coverage and Vandalism. The Fixed Base Operator shall at its sole cost and expense, cause all improvements on the

demised premises to be kept insured to the full replacement value thereof, against the perils of fire, extended coverage, and vandalism and in the amounts customary against the perils of explosion from boilers and pressure vessels, sprinkle leakage and like perils. The proceeds of any such insurance paid on account of any of the perils aforesaid, shall be used to defray the cost of repairing, restoring or reconstructing said improvements.

- c) Indemnity. The Fixed Base Operator shall assume all risks incident to, or in connection with, its business to be conducted and shall be solely responsible for all accidents or injuries of whatever nature or kind to persons or property caused by its operations at the airport, and shall indemnify, defend and harmless Monroe County, its elected and appointed officials, employees, authorized agents and representatives from any penalties for violation of any law, ordinance or regulation affecting its operation, and from any and all claims, suits, losses, damages or injuries to persons or whatsoever kind of nature arising directly or indirectly out of such business, or resulting from the carelessness, negligence, or improper conduct of the Fixed Base Operator, or any of its agents or employees.

- d) Commercial General Liability. The Fixed Base Operator will be required to provide Commercial General Liability Insurance in the amount of not less than \$1,000,000 combined single limit, which shall apply with respect to liability because of injury to persons or destruction of aircraft or aircraft parts, including the loss of use of aircraft, which are the property of others and are in the custody of the Fixed Base Operator for storage, repair or safekeeping in or on the airport.

At all times during the term of the lease the limit of liability must be such that in the event of a loss the Fixed Base Operator will be completely insured with respect to any one accident. In accordance with paragraph 5C, Indemnity.

- e) Performance Bond. Prior to the commencement of any construction a Fixed Base Operator will provide and deliver to the Commission a Performance Bond in the amount of the budget estimate for all construction costs, which shall be conditioned upon the full and faithful performance by the Fixed Base Operator of all duties, responsibilities and obligations to design and construct all building, hangar and/or associated facilities herein required.

6. Fees. In addition to land rental and other fees established during lease negotiations, the Commission may, from time to time, establish other fees such as:

a) Fuel Flowage Fees. If Monroe County so elects to establish a fuel flowage fee, the Fixed Base Operator will pay the county the fee for aircraft fuel pumped into aircraft for any purpose, except for that fuel pumped into aircraft exempt from fuel flowage fees pursuant to agreement with Monroe County, the terms to be finalized at the time of establishment.

b) Airport Usage Fee. Monroe County may also elect to establish an airport usage fee. In that event, the Fixed Base Operator will be required to pay the fee based on a percentage of the Gross Receipts (hereinafter defined) received by the Fixed Base Operator from all commercial operations conducted on, in or from the leased premises, the terms to be finalized at the time of lease negotiations.

(1) Gross Receipts. The term "Gross Receipts" shall consist of all revenue received or realized by or accruing to the Fixed Base Operator from all sales, for cash or credit, of services, products or other merchandise made pursuant to the privileges authorized by its agreement with the county,

excluding revenue derived from the sale of aircraft fuels. All revenues shall be deemed to be received at the time of the determination of the amount due the Fixed Base Operator for each transaction, whether for cash or credit, and not at the time of billing payment. Any taxes imposed by law which are separately stated and paid for by the customer, and which are directly payable to the taxing authority by the Fixed Base Operator, shall be excluded from the receipts of the Fixed Base Operator for the computation of the percentage assessment.

7. Term of Lease. The lease term that will be granted to a Fixed Base Operator meeting all of the standards for providing Primary Services hereinbefore set forth will be for a period of five (5) years with an option to renew for one (1) additional five (5) year period, subject to renegotiations of fees and charges in addition thereto. The contract amount agreed to herein may be adjusted annually in accordance with the percentage change in the Consumer Price Index (CPI) for Wage Earners and Clerical Workers in the Miami, Florida area index, and shall be based upon the annual average CPI computation from January 1 through December 31 of the previous year. A Fixed Base Operator providing Secondary Service will be allowed the option to

renew for two additional five (5) year periods, also subject to the renegotiation of fees and charges in addition thereto.

VI. Partial or Individual Aeronautical Services

In the event a person desires to establish a business on a Monroe County Airport which includes only a part of the elements of primary and/or secondary commercial aeronautical support services, excluding sale of aviation fuel, as herein before defined, such person, will be required to negotiate a lease with the Commission upon terms, conditions, and standards necessary for the protection of the public health, welfare, and safety. In order to provide partial or individual aeronautical services, it will be necessary to meet the minimum requirements listed under the specific category as described below. In addition to the providers of individual services, all Fixed Base Operators providing these services must also meet the minimum requirements.

A. Flight Instruction and Aircraft Rental Services.

A provider in this category is authorized to carry on flight and ground school instruction and to rent aircraft. The following is required:

1. Personnel and Certifications. Have available on a full time employment basis a minimum of one (1) pilot appropriately rated, and with all applicable and current Federal Aviation Administration Instructor Pilot and Federal Aviation Administration approved Medical Certificates and possess all the required Federal Aviation Administration approvals for



ground school curriculum.

2. Aircraft and Equipment. Provide and at all times maintain, in accordance with FAA requirements, a minimum of one (1) aircraft owned or leased by and under the exclusive control of the Provider, which is properly equipped as required by the FAA regulations and is certified for flight instruction and rental.
  3. Facilities. Construct in a location directed by the Commission or lease from the Commission for his exclusive use, a minimum of 500 square feet of classroom and/or office space, to include restrooms, unless same are provided under other categories in a multi-category service. Design and construction plans must meet the Detailed Requirements described in V.D(3) (d), (e), (f) and (g.).
  4. Obligations and Responsibilities. Obligation and responsibility for determining that personnel operating rental aircraft obtained from the Provider have appropriate and current FAA Pilot licenses, ratings, approved Medical Certificates, and are capable of operating the aircraft to be rented or leased, and knowledgeable of all applicable airport rules.
  5. Insurance. Furnish required insurance as described in Section V.D.(5) (a), (b), (c), (d) and (e).
- B. Non-Scheduled Aircraft Charter, Air Taxi and Sight-seeing Services. A Provider in this category is authorized to operate a non-scheduled charter service

and non-scheduled air taxi service. Copies of all applicable certificates required of the Provider by the FAA shall be provided to the Commission. In addition, the Provider shall meet the following minimum requirements:

1. Personnel and Certifications. Have available on a full-time employment basis a minimum of one or two FAA certified pilots with current commercial and instrument ratings and appropriate and current FAA approved Medical Certificates as crew for his aircraft. The number depends on the type of aircraft used.
2. Aircraft and Equipment. Provide and at all times maintain a currently certified and continuously airworthy aircraft owned or leased by the under the exclusive control of the Provider, properly certificated and equipped for air charter or air taxi service as required by current FAA regulations.
3. Facilities. Construct a building in a location directed by the Commission or lease from the Commission for his exclusive use, a minimum of 500 square feet in a building to provide for waiting and checking in of passengers, handling of luggage, restroom facilities and public telephone, (unless restrooms and telephone are provided under other categories in a multi-category proposal), plus must provide satisfactory parking and ground transportation. Design and constructions plans for such

facilities must meet the Detailed Requirements described in V.D. (3) (d), (e), (f) and (g).

4. Insurance. Furnish required insurance as described in Section V.D. (5) (a), (b), (c), (d) and (e).

C. Aircraft Sales. A Provider in this category is authorized to conduct an aircraft sales operation. In this category, the Provider shall meet the following minimum requirements:

1. Sales or Distributorship Franchise Agreement.

Have a sales or distributorship franchise agreement from an aircraft manufacturer or a substitute arrangement satisfactory to the Commission.

2. Personnel, Certifications and Hours of Operation.

Have available during normal working hours of 0800 to 1800. FAA certificated and currently airworthy aircraft for sale and demonstration, with a minimum of one (1) fully qualified demonstrator pilot employed with current and appropriate FAA pilot ratings and FAA approved medical certificates.

3. Customer and Warranty Services.

Provider must be able to offer customer and warranty services for any new aircraft purchased as a part of the sales or distributorship franchise agreement with the manufacturer.

4. Facilities.

Construct where directed by the Commission, or lease from the Commission, for his exclusive use, a minimum of 500 square feet of office space to include restroom facilities.

The design and construction plans for this building must meet the Detailed Requirements described in Section V.D.(3) (d), (e), (f) and (g).

5. Insurance. Furnish required insurance as described in Section V.D. (5) (a), (b), (c), (d) and (e).

D. Aircraft, Engine, Propeller, and Accessory Maintenance Services. A Provider in this category is authorized to operate an aircraft, engine, propeller, and accessory maintenance and overhaul facility. The following services are to be provided:

1. Equipment, Personnel and Certifications.

Furnish facilities and equipment for airframe and power plant repairs, and employ sufficient qualified and certified A & P mechanics and such other personnel to adequately serve the flying public. Depending upon level (i.e. Individual, Primary, or Secondary) such airframes and power plant repair shall include facilities for both major and minor repair of aircraft airframes and power plants used in general aviation in Monroe County.

2. Additional Services. If required, demonstrate the ability to and assume responsibility for promptly removing from the public landing area as soon as permitted by cognizant FAA and Civil Aeronautical Board Authorities, any disabled aircraft upon request by the aircraft owner or the Director of Airports.

3. Facilities Required by Primary and Secondary Services Fixed Base Operators. For primary and secondary service Fixed Base Operators, construct in a location directed by the Commission or lease from the Commission for his exclusive use a minimum of 4800 square feet of hangar space, and a minimum of 1000 square feet of office, shop and storage space, plus sufficient ramp space adjacent to the hanger for aircraft parking. Design and construction must meet the Detailed Requirements described in Section V.D. (3) (d), (e), (f) and (g).
  4. Facilities Required by Individual Providers. Individual providers of these services must construct or lease in a location directed by the Commission for his exclusive use 3000 square feet of hangar space, and a minimum of 300 square feet of office, shop and storage space, plus sufficient tiedown space in proximity of the hangar for aircraft parking. Design and construction must meet the Detailed Requirements described in Section V.D. (3) (d), (e), (f) and (g).
  5. Insurance. Furnish required insurance as described in Section V.D. (5) (a), (b), (c), (d) and (e).
- E. Avionics and Instrument Repair Service. A Provider in this category is authorized to operate a avionics and instrument repair station. The following minimum services shall be provided:

1. Construct in a location directed by the Commission or lease from the Commission for his exclusive use a minimum of 500 square feet of shop and storage space, and, if available, sufficient ramp space adjacent to the facility for the parking of aircraft and/or storage and aircraft being worked on. Otherwise, provider must make satisfactory arrangements, acceptable to the Commission, for access to and/or storage of aircraft being worked on. Design and construction plans to be completed by the Provider shall meet the Detailed Requirements described in Section V.D. (3) (d), (e), (f) and (g).
  2. Have available on a normal full-time basis FAA certificated technicians in the field of aircraft electronics and aircraft instruments repair, with proper Federal Communications Commission license to conduct complete aircraft transmitter, receiver and antennae repair.
- F. Other Commercial Aeronautical Activities. All commercial activities not covered by the foregoing, shall be subject to specific agreements and approval by the Commission. Prior to the consideration by the Commission of such activities, a letter of application, explaining in detail the nature of the operation shall be submitted to the Airport Director by the prospective tenant who shall determine the requirements for such activities and notify the prospective tenant thereof. The Commission may designate the location and size of areas in which any commercial activities may be carried on and the

Commission may enter into a lease or agreement with such applicant authorizing and permitting him to function on the airport. No such commercial activity shall be started or conducted without written permission from the Commission.

VII. Background Investigation

All persons desiring to establish a business at a Monroe County Airport will be subject to the investigation of their aviation experience, financial ability, credit rating and other conditions usually used in good business practice to determine a person's ability to perform and fulfill the requirements of a contract of lease.

VIII. Right to Modify

The Commission reserves the right to modify these standards from time to time as may be required for the benefit of the general public and for proper and efficient operation of the airport.

IX. Precedence

In the event of any conflict between the terms of these minimum standards and the provisions of any lease, the provisions of the lease shall be controlling.