

# **Astronaut Kent Rominger Airport Operating Procedures**

**RIO GRANDE COUNTY, COLORADO**

**AIRPORT IDENTIFIER: KRCV**

**Adopted August 10, 2022**

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# TABLE OF CONTENTS

<b>Definitions .....</b>	<b>4</b>
Section 1 - General.....	6
<b>1.1 Amendments and Corrections .....</b>	<b>6</b>
<b>1.2 Enforcement .....</b>	<b>6</b>
<b>1.3 Special Events, Displays and Demonstrations.....</b>	<b>6</b>
<b>1.4 Flying Clubs .....</b>	<b>6</b>
Section 2 - Aircraft Operations .....	7
<b>2.1 Aircraft Rules .....</b>	<b>7</b>
<b>2.2 Fueling Operations .....</b>	<b>7</b>
<b>2.3 Aircraft Accidents .....</b>	<b>7</b>
<b>2.4 Noise Abatement Procedures .....</b>	<b>8</b>
Section 3 - Ground Operations .....	8
<b>3.1 Motor Vehicle Traffic: (excluding aircraft) .....</b>	<b>8</b>
<b>3.2 Construction on Airport Property .....</b>	<b>8</b>
Section 4 - Personal Conduct .....	8
Section 5 - Aircraft Parking .....	9
<b>5.1 Parking .....</b>	<b>9</b>
<b>5.2 Fees .....</b>	<b>9</b>
Section 6 - ENVIRONMENTAL PRACTICES .....	9
Section 7 - Unmanned Aerial Vehicle .....	9
Section 8 - OTHER GOVERNING AIRPORT DOCUMENTS.....	9

## **Introduction**

The Astronaut Kent Rominger Airport (KRCV) is owned and operated by Rio Grande County for the benefit of residents and visitors to our beautiful communities.

As a gateway to the spectacular San Luis Valley, the newly expanded runway offers modern amenities for safe and enjoyable flying. The runway was cooperatively funded with aviation fuel tax dollars and a commitment from Rio Grande County to provide an outstanding local airport.

KRCV serves the western valley as an airport for medical flights, government and contact operation, and our enthusiastic general aviation residents and visitors. Rio Grande County continues to strive for improvements and upgrades for the benefit of its users.

These Standard Operating Procedures are adopted by the Rio Grande County Board of County Commissioners and Astronaut Rominger Airport Advisory Board to promote safe and efficient operations of the airport.

## Definitions

**Airport Authority** - The authority of the airport rests with the Rio Grande County Board of Commissioners. It may delegate duties to the County Administrator and or Airport Manager(s).

**Airport** - means the Astronaut Kent Rominger Airport, and all 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 hereinafter be extended, enlarged, or modified.

**Airport Operations Area (AOA)** - any area of the Airport used or intended to be used for landing, taking off, or surface maneuvering of aircraft.

**Building codes** – Rio Grande County Building Codes.

**FAA** - means the Federal Aviation Administration.

**FBO** - Fixed Base Operator. An airport business providing aeronautical ground services such as food, or mechanical repair and maintenance.

**Flying Club** - means a non-commercial organization established to promote flying, develop skills in aeronautics, including pilotage, navigation, awareness and appreciation of aviation requirements and techniques through ground or flight instructional procedures.

**Fuel** - means the aviation petroleum product used to operate piston, jet, or jet turbine engines.

**Fuel Operations** - means the dispensing of aviation fuel directly into aircraft or dispensing the same from a separate medium such as a fuel truck.

**Manager** - means the Airport Manager or his/her designee; may include co-managers.

**NOTAM** - means a Notice to Airmen published by the FAA.

**Nuisance Property** – any vehicle, aircraft, machinery, equipment, structure, or inanimate object that poses a significant risk to safe airport operations and management, and/or interferes with maintenance operations, including but not limited to mowing, snow removal, and sweeping, and/or detracts from the visual aesthetics of Airport.

**Owner** - means the County of Rio Grande by its Board of County Commissioners, County Administrator represented by his/her Airport Manager, or group providing any one or a combination of aeronautical services to or for aviation users at the Airport.

**Person** - means an individual, corporation, government or governmental subdivision, partnership, association, or any other legal entity.

**Policy Letters** - Directives issued by the Airport Authority as temporary or temporary to become permanent upon reprinting of these Standard Operating Procedures.

**Ramp Privilege** - means the driving of a vehicle upon an aircraft parking ramp on the airside of the airport to deliver persons, cargo, or equipment to an aircraft as a matter of convenience or necessity. See Airport Standard Operating Procedures for requirements and procedures.

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

**Tie Down Parking** - area designated to secure aircraft to minimize the possibility of movement of parked, non-hangared aircraft due to high winds or propeller wash/jet-efflux from taxiing aircraft.

**Transient Aircraft** - any aircraft lawfully registered with the FAA in any state or county outside the San Luis Valley or any aircraft tied down on KRCV property for a period of less than 30 cumulative days per calendar year.

**UNICOM** - means a communication frequency used to communicate with operating ground or airborne aircraft, or maintenance vehicles operating in the airport operations area.

**Unmanned Aerial Vehicle** -an Unmanned Aerial Vehicle (UAV), commonly known as a drone, and/or an Unmanned Aircraft System (UAS), also referred to by several other names, is an aircraft without a human pilot aboard.

## **SECTION 1 - GENERAL**

### **1.1 Amendments and Corrections**

- a. Amendments, additions, deletions, or corrections to these Standard Operating Procedures may be initiated by the Airport Authority as conditions warrant. These Standard Operating Procedures may be reinforced by a Policy Letter issued and posted by the Board of County Commissioners or County Administrator on behalf of the Board of County Commissioners that will be regulatory until these rules are amended.
- b. These Standard Operating Procedures supersede and cancel all previous Standard Operating Procedures that may have been published for the Astronaut Kent Rominger Airport.

### **1.2 Enforcement**

- a. These Standard Operating Procedures will be enforced as for the continued maintenance or safe operation of the airport.
- b. A violation of these regulations or any posted rules or regulations may result in revocation of ramp access privileges, termination of lease agreements, denial of use of airport, and/or prosecution under applicable Federal Laws, State Laws, or County Ordinances.
- c. The Airport Authority may prohibit aircraft operations when it is determined that conditions are such that continued operations would be unsafe.
- d. The Airport Authority may issue a Notice to Airmen (NOTAM) to close any portion of the Airport, or to terminate or restrict any activity thereon.
- e. The Airport Authority may ask any person who creates a nuisance or poses a threat to persons, personal property, or to an aircraft, to immediately vacate Airport property. Refusal to vacate Airport property will constitute trespass and subsequent liability.

### **1.3 Special Events, Displays and Demonstrations**

- a. Any person or organization wishing to hold a special event, other than normal aeronautical activities, utilizing airport property must first obtain permission from the Airport Authority. The Authority may require an event plan depending upon the activity, which may also require insurance with the County listed as additionally insured for the special event.
- b. Review and action of a special event plan may take up to 30 days.

### **1.4 Flying Clubs**

- a. Flying clubs are entities organized for the express purpose of providing their members with any number of aircraft for their personal use and enjoyment only.
- b. A flying club qualifies as an individual under the grant assurances and, as such, has the right to fuel and maintain the aircraft with its members.
- c. The Airport Authority has the right to require the club to furnish documents such as insurance policies, and the club shall furnish to the airport manager(s) a current list of members as reasonably necessary to ensure adequate contact information.

## **SECTION 2 - AIRCRAFT OPERATIONS**

### **2.1 Aircraft Rules**

- a. All aircraft with an operational radio should monitor the Del Norte UNICOM frequency 122.9 during taxiing, takeoff, and landing.
- b. Aircraft shall be parked only in those areas designated for such purpose by the Airport Authority and shall not be positioned in such a manner so as to block taxi lanes or obstruct access to hangars, parked aircraft or vehicles, or maintenance operations.
- c. Aircraft operators are responsible to ensure that aircraft are properly tied down and secured when parked.
- d. Leaving an aircraft unattended with the engine running is prohibited.
- e. Aircraft deemed nuisance property shall not be permitted within the tie-down or ramp areas. The Airport Authority will notify the registered owner first, but if no response is received after 14 days, the County may remove these aircraft at the expense and risk of the owner.
- f. Skydivers are not permitted to land on the AOA without coordinating with Airport Authority prior to jump.

### **2.2 Fueling Operations**

- a. Aircraft owners shall be permitted to fuel, wash, repair, and otherwise maintain their own aircraft, subject to all applicable laws and these Standard Operating Procedures.
- b. Privately owned fuel trucks or trailers used for fueling aircraft require Airport Authority approval prior to storage or operation on KRCV.

### **2.3 Aircraft Accidents**

- a. If an accident occurs on the Airport, or an aircraft is disabled on the runway, the Airport may be closed by the Airport Authority for safety and rescue operations.
- b. Anyone witnessing an aircraft accident with injuries on or near the Airport should call 911 immediately, and then call the Airport Manager who will issue a NOTAM and close the airport if necessary.
- c. The operator or owner of an aircraft involved in an accident on the Airport resulting in any injury to person or damage to property shall notify the Airport Manager immediately and comply with the applicable provisions of National Transportation Safety Board Regulations, Part 830.
- d. An aircraft involved in an accident on the Airport may not be removed from the scene of the accident until authorized by appropriate authority.
- e. Once authorization for removal of a disabled aircraft has been issued, the owner or operator shall make immediate arrangements to have the aircraft moved. If removal is not initiated within a reasonable amount of time, the Airport Manager may have the aircraft removed at the owner's expense and risk.
- f. Fire suppression services are provided by the Del Norte Fire District.

## **2.4 Noise Abatement Procedures**

- a. The Astronaut Kent Rominger Airport is located in the unincorporated area of Rio Grande County, with residential structures in close proximity to the airport and within the boundaries of the overhead traffic patterns. To enhance community relations, all pilots are encouraged to avoid close proximity to any occupied structures.

## **SECTION 3 - GROUND OPERATIONS**

### **3.1 Motor Vehicle Traffic: (excluding aircraft)**

- a. All motor vehicle operators are required to obey regulatory signs and all instructions or directives of the Airport Authority.
- b. Except for authorized emergency or maintenance vehicles, the maximum allowable speed on the Airport is 20 miles per hour.
- c. Motor vehicles shall give way to taxiing aircraft, pedestrians, emergency equipment, and snowplows at all times.
- d. Long term parking is permitted in designated areas only, and a fee may apply.
- e. Nuisance property is prohibited on Airport grounds. Owners of nuisance property may be fined, and such property removed at the owner's expense and risk.

### **3.2 Construction on Airport Property**

- a. Rio Grande County has hangar and FBO tracts for lease which can be built to park aircraft within or structures for FBO services.
- b. Rio Grande County has adopted a DECLARATION OF COVENANTS AND RESTRICTIONS FOR BUILDINGS AND STRUCTURES which are public record and filed with the Rio Grande County Clerk and Recorder office. Copies can be found on at [www.riograndecounty.org](http://www.riograndecounty.org) or upon calling Airport Manager.
- c. Any construction or alteration taking place on airport property shall be performed in full compliance with the DECLARATION OF COVENANTS AND RESTRICTIONS FOR BUILDINGS AND STRUCTURES and approved by the airport authority.
- d. Construction must comply with all Rio Grande County building codes and guidelines. Permits are issued by the Building Department located at 925 6<sup>th</sup> Street.

## **SECTION 4 - PERSONAL CONDUCT**

- a. Destroying, defacing, disturbing, removing or tampering with any Airport property is prohibited and any person found doing so will be held liable.
- b. Overnight camping by occupants of visiting aircraft is permitted in designated areas. Any other overnight camping must have prior approval by the Airport Authority.
- c. No signs are permitted on the airport unless approved by the Airport Authority.
- d. No person shall litter any area of the Airport. Food will be properly disposed of in the appropriate containers.
- e. Interference with the safe operation of any aircraft landing at, taking off from, or operating on the Airport is prohibited.



## **SECTION 5 - AIRCRAFT PARKING**

### **5.1 PARKING**

- a. Aircraft shall be parked in approved areas only unless approved by Airport Manager.
- b. A limited number of tie downs are available for use by transient aircraft.

### **5.2 FEES**

- a. There shall be no charge for transient aircraft parked at the airport in approved tie-down areas for the first 14 days. After 14 days aircraft shall be assessed a fee of \$5.00 per day going forward.
- b. Resident non-hangared aircraft tied down in approved areas are subject to a \$25 monthly fee. Tie down fees shall be made payable to Rio Grande County and mailed to: Rio Grande County Administration, 925 Sixth Street, Room 207, Del Norte, CO 81132 or deposited in **donation box** located inside the pilot shelter. Fees shall be in a sealed envelope and contain all contact information; name, address, telephone numbers, and aircraft description to include SN. Fee can be paid monthly to Airport Manager who will provide a receipt.
- c. Airport Authority may direct resident aircraft to alternate tie down areas. Resident Aircraft owners are responsible for securing aircraft in alternate tie down areas.

## **SECTION 6 - ENVIRONMENTAL PRACTICES**

- a. No fuels, oils, dopes, paints, solvents, acids, or any other hazardous liquids shall be disposed of or dumped in drains, on ramp areas, catch basins or ditches or anywhere else on the Airport.
- b. The placement of any storage containers, lockers, structures, or bins at the Airport must be approved by the Airport Authority-as to type, placement, and size.
- c. Any person who experiences overflowing or spilling of oil, grease, fuel, or similar material anywhere on the Airport is responsible for the immediate clean-up of the spill. Notification to the Airport Authority is required when the spill constitutes a hazard to the storm water runoff. Failure to clean the area may result in the Airport providing the cleanup at the expense of the responsible party.
- d. Any person wishing to conduct aerial application of agricultural pesticides using the Astronaut Kent Rominger Airport as a base of operations must present the Airport Authority-with a Safety, Security and Spill Prevention Plan before they will be allowed to conduct operations. This plan will provide for a chemical wash down containment plan if it is needed.

## **SECTION 7- UNMANNED AERIAL VEHICLE**

- a. All Unmanned Aerial Vehicles must follow FAA rules and regulations
- b. Commercial Unmanned Aerial Vehicles must have approval of Airport Authority prior to flying in or out of the airport.
- c. Personal Unmanned Aerial Vehicles must have approval of the Airport Authority to fly within the Airport Operation Area (AOA).

## **SECTION 8 - OTHER GOVERNING AIRPORT DOCUMENTS**

- a. LEASE FOR AIRCRAFT HANGAR SPACE

- b. Declaration of Covenants and Restrictions for Buildings and Structures
- c. Airport Advisory Board Operations Framework Guidelines
- d. Airport Plat Maps
- e. Airport Layout Plan

*The forgoing Operating Procedures were adopted this 10th day of August 2022.*

Rio Grande County Airport Advisory Board

\_\_\_\_\_  
Chairman

Rio Grande County Board of County Commissioners

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Clerk of the Board

Date: \_\_\_\_\_