



Adopted August 26, 2024

# Eureka Municipal Airport Rules and Regulations

These rules will govern the conduct of all persons at the Eureka Municipal Airport also referred to as Lt. William M. Milliken Airport (“Airport”), unless Federal or State regulations create exceptions, or unless the City of Eureka or its authorized representative creates written exceptions not in conflict with Federal or State regulations. No person may operate any aircraft to or from the Airport, conduct any business on the Airport, or remain on the premises of the Airport otherwise than in conformity to the Rules and Regulations outlined here together with the laws of the State

of Kansas and applicable Federal laws, rules, and regulations. All City of Eureka codes, regulations, and laws are applicable and enforceable on Airport premises and will be subject to enforcement under the local authority of code and law enforcement.

These Rules and Regulations may be revised or amended by the City of Eureka, or the City of Eureka’s authorized representative from time to time, and those revisions will take effect 30 days from approval and posting of said Rules and Regulations at the Airport.

## Operational Control

1. The Airport will always be under the control of the City of Eureka, who will designate an Airport Manager to supervise the operation of the Airport. The Airport Manager will be under the direct supervision and control of the City of Eureka, reporting to the City Administrator.
2. The Airport Manager will be responsible to the City of Eureka for the execution of the Airport Rules and Regulations. It is the duty of the Airport Manager to see that the Rules and Regulations by the City of Eureka are observed by all persons engaged in any aeronautical activity at the Airport or by any other person on the Airport premises.
3. The Airport Manager will be the duly designated representative or agent of the City of Eureka in execution of the Airport Rules and Regulations.
4. The Airport Manager will have the authority to act as may be necessary to safeguard the public in attendance at the Airport as well as private or public property.
5. The Airport Manager may suspend or restrict any or all operations regardless of weather conditions whenever such action is considered necessary in the interest of safety or security.
6. No person or organizations will be permitted to use the Airport or any part of it for conducting any airport-based commercial activity, aeronautical or otherwise, including, but not limited to, the carrying of passengers for hire, freight mail or express, student instruction, communications, demonstrations, sales, or any other commercial enterprise until such person, persons, or organization has secured authorization for such commercial activity from the City of Eureka, or the City of Eureka’s authorized representative. All applications will have to meet such standards or pre-requisites to securing such authorization as the City of Eureka may establish from time to time.
7. The owners of all aircraft based at the Airport must:
  - a. Register such aircraft with the Airport Manager, providing information relative to such aircraft as may be required by the City of Eureka, and must secure their hangar, tie down, and aircraft.
  - b. Maintain a valid and current Federal Aviation Administration (FAA) registration number for each aircraft based at the Airport unless:
    - I. The aircraft owner has written permission from the City of Eureka or the Airport Manager; and
      1. The aircraft is under construction or temporarily out of service while actively undergoing maintenance or repair; or
      2. The aircraft is still being built or extensively restored, or temporarily out of service while becoming airworthy.
3. The Airport reserves the right to inspect an Aircraft Under Construction every 90 days to ensure demonstrable progress toward completion is being made, including, but not limited to, progress shown on owner’s written progress plan or builder’s log, and to ensure the Hangar is not being used to merely store aircraft parts.
- c. Maintain and file with City of Eureka or the Airport Manager, a general liability insurance policy for each aircraft based at the Airport for an amount at least One Million Dollars (\$1,000,000) per occurrence to cover all facets of the owner’s use of the Airport and Airport premises. The above-referenced insurance must name the City of Eureka, its officers, agents, employees, and assigns as representative. All applications will have to meet such standards or pre-requisites to securing such authorization as the City of Eureka may establish from time to time.
8. The pilot of an aircraft involved in an aircraft incident or accident as defined by the Federal Aviation Regulations (FAR) on the airport premises must report the incident or accident to the proper authorities in addition to the airport manager, or his or her authorized representative. Anyone injured on airport premises must complete and submit an injury report to the airport manager. If the pilot cannot do so, the owner of the aircraft or
9. Aircraft owners or their duly authorized representative will be responsible for the prompt disposal of wrecked aircraft and parts. Witnesses to and participants in aircraft accidents on or near the airport must report them to the airport manager as soon as practical, leaving their full names and addresses and making such statements about the accident as may be appropriate. If a disabled aircraft is a safety or a security hazard, and the owner or operator fails or refuses to comply with the directions of the airport manager or his or her designee, such disabled aircraft or any parts maybe removed by the airport without liability for damage that may result and at the expense of the owner, operator or agent.
10. All aircraft owners, pilots, agents and their duly authorized representatives agree to release, discharge, indemnify, and hold harmless the city of Eureka and the airport from liability for any damage that may be suffered by any aircraft or equipment, and personal injury or death that the aircraft owners, pilots, agents or their representatives cause themselves. The use of the airport and related facilities will constitute acceptance of the terms of this provision and these rules and regulations.

## Vehicle/Pedestrian Operations

11. No vehicle will be parked or left unattended on airport premises outside the designated parking areas unless same does not impede the safe and orderly operation of aircraft on airport premises.
12. No vehicle may remain on Airport premises longer than 48 hours without the written permission of the Airport Manager, or his or her authorized representative.
13. Motorhomes, motor coaches, trailers, Recreational Vehicles (RVs), and trucks with camper shells must not stay overnight on Airport premises without the written permission of the Airport Manager.
14. Tank trucks, tank trailers, trucks, trailers, or any vehicle containing more than 10 gallons of any liquid, other than the fuel used exclusively to power that vehicle, must not stay overnight or be left unattended on Airport premises without the written permission of the Airport Manager.
15. Only aircraft, while being operated by a pilot or licensed aircraft maintenance technician; authorized personnel; and authorized vehicles are permitted on Runway 18/36. All other pedestrians and vehicles are not permitted in the above referenced areas without written permission of the Airport Manager. Authorized personnel include the Airport Manager; City Administrator, other authorized City personnel, Airport employees; FAA and KDOT officials after permission from Airport Manager; Police, Fire, and other First Responders in response to an active aircraft accident or incident, preferably after coordination with Airport Manager. No other person or persons are permitted on Runway 18/36 or any runway exits, without written permission from the Airport Manager or being escorted by the Airport Manager or his or her designee. Any person or persons violating the above referenced limitations may be cited for trespassing and may be forcibly removed by law enforcement.
16. No person may drive a vehicle on airport premises while under the influence of intoxicating agents.

## Aircraft Operations

17. No Aircraft will be parked or left unattended on Airport premises unless same does not impede the safe and orderly operation of aircraft on Airport premises and unless same is safely chocked, tied down, or hangared.
18. At the Airport Manager’s direction, the operator, owner, or pilot of an illegally or improperly parked aircraft on the Airport must move the aircraft to a legally designated parking area on the Airport. The City of Eureka, through the Airport Manager, may cause the aircraft to be moved to such a place at the operator’s expense and without liability to the City of Eureka for damage that may result from such moving.
19. No person other than a qualified mechanic, certificated pilot, or other qualified person will taxi aircraft on any part of the Airport. No aircraft will be taxied except at a safe and reasonable speed with particular caution exercised while taxiing near other aircraft or near any buildings.
20. For fixed-wing aircraft, no landing or takeoff will be permitted except on the paved surface of runway 18/36 or on the crosswind turf runway. Landing and taking off in the runway safety area, on taxiways, or anywhere else is not permitted for fixed-wing aircraft.
21. All aircraft including fixed-wing and rotor wing must take off and land at a safe distance from buildings and aircraft. Aircraft will not land or takeoff over hangars, buildings, automobiles, parking areas, or spectators unless such glide path is strictly unavoidable or is being used in an emergency.
22. The turf runway is the crosswind runway.
23. The traffic pattern will be to the left for runway 18 and to the right for runway 36 and must conform to FARs and to the latest recommendations of the Airman’s Information Manual (AIM) for traffic patterns at non-towered airports.
24. No aircraft will be flown within the Airport’s traffic area on maneuvers other than those required under normal, routine operations.
25. All aircraft operated from the Airport must be appropriately certificated by the FAA and fully compliant with all applicable requirements. Any person operating aircraft from the Airport must be the holder of a valid FAA Airmen certificate with appropriate ratings, medical if required by the FAA, insurance coverage, and all applicable requirements, and such person or persons must not exceed the limitation of the ratings held.
26. No person may pilot, ride in, operate, or work on any aircraft while noticeably under the influence of intoxicating agents.
27. No aircraft will be operated in any way that endangers the public and property of others.

## Fire Regulations

28. All persons using the Airport or the facilities must exercise the utmost care to guard against fire and injuries to persons or property and must, at all times, comply with all applicable City of Eureka, Greenwood County, State of Kansas, and Federal Fire Codes, Rules, and Regulations.
29. No person may smoke inside any buildings at the Airport; within ten feet outside of any doorway, open window, or air intake leading into a building or facility; or within 50 feet of hazardous or flammable material including any aircraft, near any aircraft being fueled, and when “No Smoking” is written, such as the Airport’s fuel farm, 100LL tank, or the Jet A tank.
30. Aircraft must be positively grounded when being serviced with fuel.
31. No aircraft will be fueled or drained of fuel while the engine is running or while such aircraft is in any hangar or enclosed area.
32. “Hot Fueling” or fueling with the aircraft engine running is only permitted on aircraft using Jet fuel case-by-case with the written permission of the Airport Manager.
33. Adequate fire extinguishers must be kept within ready reach of personnel engaged in fueling and fuel drainage operations.
34. Hangar entrances must be always kept clear, and hangar floors must be kept clean and free of oil, gasoline, and other flammable materials by the hangar tenant.
35. The cleaning of engine parts or other parts of aircraft will preferably be with nonflammable liquids. If volatile, flammable liquids are employed for this purpose, cleaning operations must be conducted in the open air or in such places and in such a manner as specifically provided and in compliance with local, state, and federal rules and regulations.
36. Waste materials, including oils, fuels, solvents, chemicals, and any other toxic substances and pollutants, must not be emptied into any Airport drain or otherwise disposed of upon the Airport premises except for proper disposal in an Environmental Protection Agency (EPA) approved manner using EPA approved containers. The Airport may impose cleanup charge on any Airport user failing to properly dispose of waste products.
37. Trash receptacles are placed throughout the Airport are for the Airport and Airport tenant use only. Receptacles are meant for small trash only. Bulky items, batteries, appliances, tires, electronics, and hazardous waste do not belong in the Airport receptacles. Use by anyone other than the Airport or Airport tenants or the dumping of unauthorized items constitutes illegal dumping and violators will be prosecuted to the fullest extent of the law.
38. Each tenant must comply with all applicable laws protecting the environmental and natural resources and will be responsible for violations resulting from their operations on the Airport.
39. Each tenant must cooperate with any investigation or inquiry by any governmental agency about possible violation of any environmental law or regulation.
40. Each tenant will indemnify and hold harmless the Airport from any liability for fines and physical damage to property or injury or death to persons, including reasonable expenses and attorney’s fees, arising from or in any way caused by such tenant’s failure to comply with applicable law, at any time, promulgated to protect the environment.

## Penalties

41. Failure to comply with these regulations or violation of any part of them will be considered good and sufficient cause to remove or cause the removal of any aircraft, pilot, agency, or individual from the Airport and deny the offending aircraft, party, or parties concerned the use and privileges of the Airport for such reasonable time as may be determined by the City of Eureka.
42. The Airport Manager or his or her duly authorized representative will have the emergency authority to deprive any aircraft, pilot, or other persons the use of the Airport for such time as in his or her judgment it is necessary to safeguard the Airport property and the public, pending final disposition of the case by the City of Eureka.