

# **SURFACE VEHICLE OPERATIONS AT THE JACKSONVILLE MUNICIPAL AIRPORT**

## **I. GENERAL**

### **1.1 DEFINITIONS:**

Aircraft — Any machine or device for flying, including, but not limited to, airplanes, jets, dirigibles, balloons, helicopters, and ultralight vehicles.

Airport — All real property belonging to the Jacksonville Airport Authority, including areas not used for aeronautical purposes.

Airport administration — Persons employed by the Jacksonville Airport Authority to supervise the operation and management of the airport. This shall also mean the airport manager or his designated representative when the context permits.

Airport Manager — The Manager of the Jacksonville Municipal Airport as appointed by the Board of Commissioners of the Jacksonville Airport Authority.

Airport Traffic Area — As defined in current Federal Aviation Regulation - Part 1.

Airside — Those areas of an airport that support aircraft activities.

Apron or ramp — An area on the airport intended to accommodate aircraft for purposes of loading or unloading passengers or cargo, refueling, parking, maintenance, or other servicing operations.

Board — The Board of Commissioners of the Jacksonville Airport Authority.

Driver — Any person who drives and is in actual physical control of a vehicle on any roadway, parking lot, ramp area, taxiway; or one who is exercising control of a vehicle or steering a vehicle being towed by another motor vehicle.

Emergency vehicle — Vehicles of any police, fire department, ambulances, or any vehicle carrying an airport official or airport employee while in response to an official emergency call.

Movement area — Runways, taxiways, and other areas of the airport which are used for taxiing, hover taxiing, air taxiing, takeoff, and landing, of aircraft exclusive of aprons/ramps and aircraft parking areas. Specific approval from airport administration must be obtained prior to entering the movement area.

Non-movement area — Aprons/ramps and parking areas.

Person — Any individual, firm, co-partnership, corporation, company, or association, including any trustee, receiver, or similar representative thereof.

Rules and regulations — All procedures, rules and regulations as amended from time to time by airport administration.

Vehicle — Any device for the conveyance of people or goods on airport property, whether wheeled, tracked, or trailers hitched on to a device or for the service and maintenance of equipment or property.

## **1.2 SCOPE:**

All persons on any part of the property comprising the Airport shall be governed by the Rules and Regulations prescribed herein and by instructions of the Airport Manager relative to the use or occupation of any part of the property comprising the Airport. These Rules and Regulations are subject to amendment, as provided by statute.

## **1.3 PENALTIES:**

- A. Any person who violates any Rule or Regulation prescribed herein shall be subject to a fine of not less than \$50 and not more than \$200. Each day any violation of any Rule or Regulation shall occur or continue shall constitute a separate offense.
- B. The Airport Manager or the Board may remove or evict from the Airport premises any person who knowingly or willfully violates any Rule or Regulation prescribed herein, or any Rule or Regulation in effect by the Federal Aviation Administration or the State of Illinois and may deny the use of the Airport and its facilities to any such person if it is determined that such denial is in the public interest.

## **1.4 LIABILITY:**

The Jacksonville Airport Authority assumes no responsibility for loss, injury, or damage to persons or property by reason of fire, theft, vandalism, wind, flood, earthquake, or collision damage; nor does it assume any liability for injury to persons while on the Airport or while using the facilities of same.

## **1.5 ACCIDENT REPORTS:**

All persons involved in any accident involving personal injury or property damage occurring at the Airport shall make a report to the Airport Manager as soon as possible, giving all pertinent information as requested by the officer in charge.

## **1.6 VALIDITY:**

Voiding of any particular Rule or Regulation contained herein shall not affect the validity of the remainder of these Airport Rules and Regulations.

## **II. DRIVER REGULATIONS ON THE AIRSIDE OF THE AIRPORT**

### **2.1 VEHICLE OPERATOR REQUIREMENTS**

When loading and unloading passengers, baggage or cargo, the walk-through gates should be utilized to avoid unnecessary vehicle operations within the airside. On a limited basis, Gates A or B may be used for those activities for large amounts of cargo or baggage or multiple passengers.

Each vehicle operator shall use the appropriate gate according to their destination, as depicted on the Ground Operations Map included in this document.

Each vehicle operator using an airport perimeter (security) gate shall ensure the gate is closed behind the vehicle after passing through it. The vehicle operator shall also ensure no unauthorized vehicles or persons gain access while the gate is open.

No person operating or driving a vehicle on any aircraft ramp shall exceed a speed greater than 15 miles per hour. Factors including, but not limited to, weather and visibility shall be taken into consideration when determining safe operating speed.

No vehicle shall pass between an aircraft and passenger terminal or passenger lane when the aircraft is parked at a gate position except those vehicles servicing the aircraft. All other vehicles must drive to the rear of the aircraft and shall pass no closer than 10 feet from any wing or tail section.

Moving aircraft and passengers enplaning or deplaning aircraft shall have the right-of-way at all times over vehicular traffic. Vehicle drivers must yield the right-of-way.

When not serving aircraft or undertaking their intended functions, vehicles and equipment shall be parked only in approved areas.

No person shall park a vehicle in a manner that obstructs or interferes with operations in the aircraft movement area or apron area.

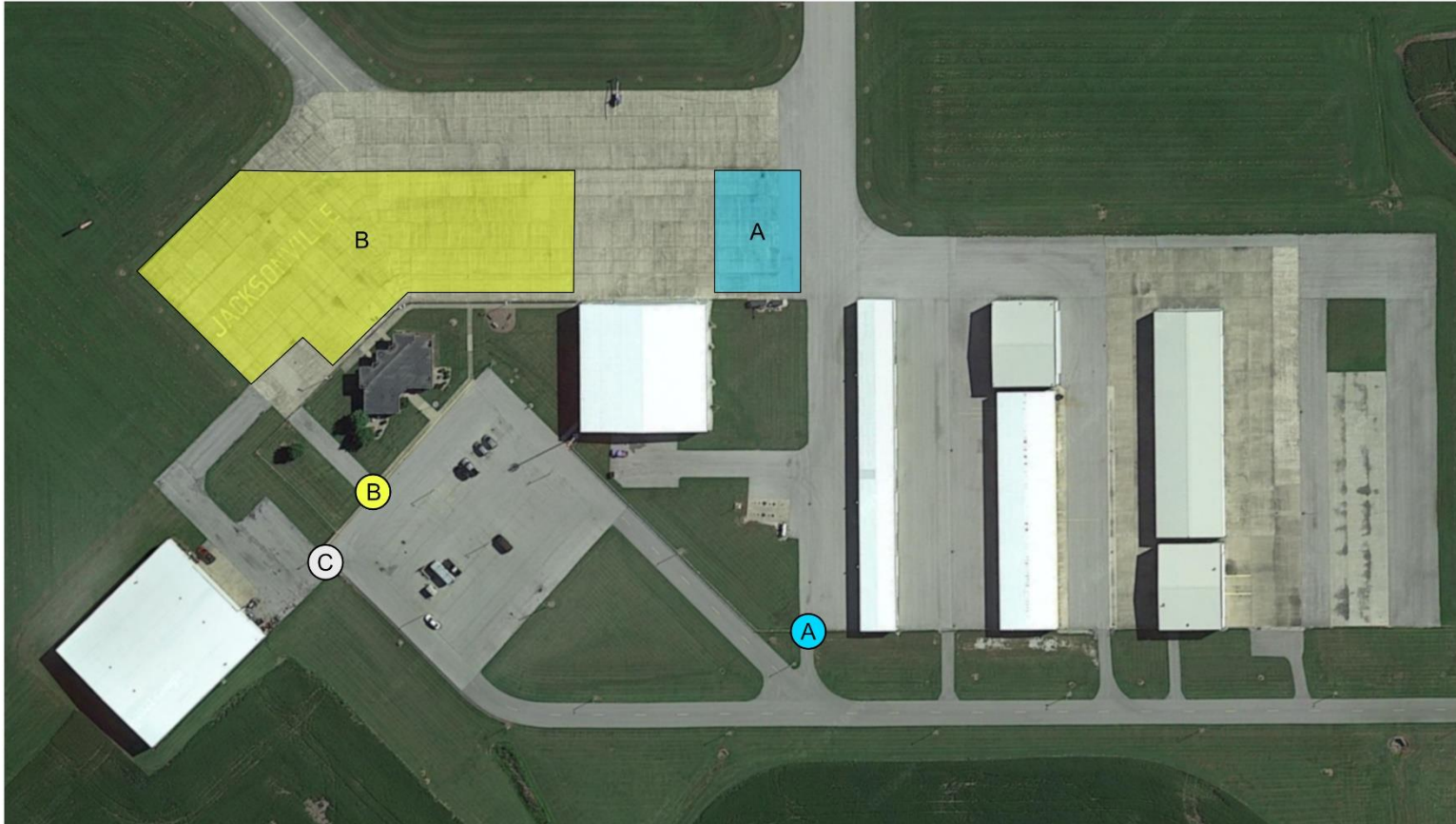
No person shall park, or leave unattended, vehicles or other equipment that interfere with the use of a facility by others or prevent movement or passage of aircraft, emergency vehicles, or other motor vehicles or equipment.

No person shall operate a vehicle or other equipment within the airside under the influence of alcohol or any drug that impairs, or may impair, the operator's abilities.

Vehicle operators shall not operate vehicles in a reckless or careless manner. A reckless or careless manner is one that intentionally or through negligence threatens the life or safety of any person or threatens damage or destruction to property.

Each vehicle operator is responsible for the activities of each vehicle passenger on the airside of the airport.

## Ground Operations Map



**A. Refueling Zone**

**B. General Parking Zone**

Gate C shall only be used to access the ramp *when it is not possible* to use Gate A or Gate B.