

# SALINA REGIONAL AIRPORT- SLN

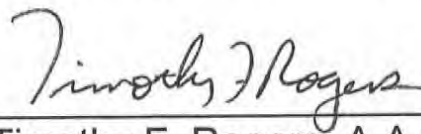
Operated by the

**SALINA AIRPORT AUTHORITY**  
SALINA, KANSAS

## AIRPORT CERTIFICATION MANUAL

### CLASS I, INDEX A AIRPORT


TO COMPLY WITH CFR 14 PART 139  
AS ADMINISTERED BY THE  
FEDERAL AVIATION ADMINISTRATION



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Timothy F. Rogers, A.A.E.  
Executive Director and Executive Director

FAA Approved



Date: JAN 31 2019

**AIRPORT CERTIFICATION MANUAL  
SALINA REGIONAL AIRPORT**

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**AIRPORT CERTIFICATION MANUAL PAGE REVISION LOG**

The SLN ACM was re-written on January 10, 2019 and submitted to the FAA for approval.

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**M. Cozad**

**Date: May 09 2022**



## **Airport Certification Manual Distribution List**

The official file copy of the Airport Certification Manual is maintained at the administrative offices of the Salina Airport Authority.

Copies or portions of the Airport Certification Manual, including all revisions and amendments are distributed to the following:

### **Main Body of the ACM and AEP**

1. Salina Airport Authority Administrative Offices
2. Salina Airport Authority ARFF, Operations, Maintenance, and Administrative Staff
3. SkyWest Airlines, d/b/a United Express
4. Avflight Salina
5. SLN ATCT
6. FAA Airways and Facilities Sector Field Office
7. City of Salina Fire Department
8. Saline County Emergency Management
9. Salina Police Department
10. Saline County Sheriff's Office
11. Salina Regional Health Center
12. Kansas Highway Patrol Troop C
13. KSARNG Army Aviation Support Facility #2
14. Saline County Coroner
15. American Red Cross
16. Salina EMS
17. Saline County Health Department
18. Lifesave
19. Salvation Army

### **Wildlife Hazard Management Plan (Appendix A):**

1. Same distribution as the ACM and AEP

### **Snow and Ice Control Plan (Appendix B):**

1. Same distribution as the ACM and AEP

### **Airport Marking and Guidance Sign Plan (Appendix M):**

1. Same distribution as the ACM and AEP

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A. Edgar

Date: Jan 04 2022

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**A. Edgar**

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**Date:** Jan 04 2022

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Date: May 09 2022

## Section 101 – General

### Administrator's Additional Provisions, Limitation, and Exemptions

- A. Additional Provisions – None
- B. Limitations – None
- C. Exemptions - None

### Airport Information

#### D. Address

Salina Airport Authority  
3237 Arnold Avenue  
Salina, Kansas 67401  
(785) 827-3914

#### E. Location

The Salina Regional Airport (hereinafter referred to as "Airport") is located approximately 3 miles southwest of downtown Salina, in Saline County, Kansas.

#### F. Airport Operator Class

The Airport is owned and operated by the Salina Airport Authority and operates as a Class I, Index A Airport under 14 CFR part 139. The Airport Board of Directors are appointed by the Salina, Kansas City Commission.

#### G. Runway and Taxiway Identification System

The Runways carry the standard magnetic heading identification, which are as follows:

- i. Runway 17-35 – 150' x 12,300'
- ii. Runway 12-30 – 100' x 6,510'
- iii. Runway 18-36 – 75" x 4,300'
- iv. Runway 4-22 – 75" x 3,648'

#### H. Taxiways are identified by a single letter and include the following

- i. Taxiway A – Parallel to Runway 17-35
- ii. Taxiway B – Connector to Runway 17-35, Runway 12-30, and Runway 18-36
- iii. Taxiway E – Connector to Runway 17-35, Runway 12-30, and Runway 18-36
- iv. Taxiways C, D, F – Connector for Taxiways for Runway 17-35
- v. Taxiway G, H – Connector Taxiway for Taxiway A to the north apron area

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**I. Aprons**

The apron areas are as follows:

- GA Apron – 6,000' x 400'
- Terminal Apron – 550' 300'

**J. Areas Available for Air Carriers**

**Movement Areas** - the following movement areas are available for use by small and large air carrier craft.

- a. Runway 17-35 and associated Taxiways
- b. Runway 12-30 and associated Taxiways

**Apron Areas** - the Terminal Apron is available for scheduled air carrier and general aviation operations. The General Aviation Apron is available for general aviation and military operations.

**K. Areas Not Available for Air Carriers**

- Ramps north of Taxiway Golf
- Runway 18-36
- Runway 4-22
- T-Hangar Areas

- L. **Scheduled and Charter Air Service** - Commercial service is provided by SkyWest Airlines, d/b/a United Express, using the 50 passenger Bombardier CRJ 200. SkyWest Airlines, d/b/a United Express, operates as a Part 121 scheduled air carrier. Part 121 charter aircraft operators are required to submit a prior permission request (PPR) for Index A, B, C, D, or E coverage. The Salina Regional Airport is Class I, Index A rated. Index B ARFF service is provided. Index E equipment is available upon request.

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## **Section 105 – Inspection Authority**

The Airport shall allow the Administrator to make any inspections, including unannounced inspections, or tests to determine compliance with 14 CFR part 139.

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J. F. Fiedler

Date: JAN 31 2019

## **Section 113 – Deviation to Part 139 Requirements**

### **I. Deviation**

In an emergency condition requiring immediate action for the protection of life or property, the Airport may deviate from an operations requirement of Title 14 CFR part 139, Subpart D, or the Airport Certification Manual, to the extent required in meeting that emergency.

### **II. Reporting**

In the event of a deviation, the Airport shall notify the FAA Regional Airports Division by phone or email within 14 days of the nature, extent, and duration of the deviation. If requested by FAA, the Airport shall submit a report in writing to the FAA Regional Airports Division Manager.

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## **Section 115- Falsification, Reproduction, or Alteration of Certificates, Reports, or Records**

### **I. The Airport shall not make or cause to be made:**

- A. Any fraudulent or intentionally false entry in any record or report that is required to be made, kept, or used to show compliance with any requirement under this part.
- B. Any reproduction for this fraudulent purpose, of any certificate or approval issued under this part.
- C. Any alteration for fraudulent purpose, of any certificate or approval under this part.

FAA Approved

J. Potrack

Date: JAN 31 2019



## Section 201/205 - ACM Maintenance/Revisions

### I. ACM Maintenance

The Airport will:

- A. Maintain the ACM current at all times. The Executive Director is responsible for maintaining the ACM current at all times.
- B. Maintain at least one complete and current copy of the approved ACM on the Airport, which will be available for inspection by the FAA. This copy will be maintained at the Salina Airport Authority offices.
- C. Furnish the applicable portions of the FAA approved ACM to the personnel responsible for its implementation.
- D. Ensure that the Regional Airports Division is provided a complete copy of the most current ACM including any amendments approved on Part 139.205.

### III. ACM Revisions/Amendments

The following procedure is in effect for revisions/amendments to the ACM:

- A. One copy of the revisions will be submitted to the Regional Airports Division electronically for review and approval.
- B. Amendments to the ACM are significant changes concerning the method of compliance to part 139 requirements and will be submitted at least 30 days prior to the proposed effective date. Revisions will be submitted as needed to maintain a current ACM.
- C. The ACM Page Revision Log will be completed and submitted with the revision.
- D. Each page of the revision, including the Page Revision Log, will have the date revision.
- E. Upon FAA approval, copies of the approved revision will be made and distributed to holders of the Airport Certification Manual listed on the distribution list.

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## Section 301-Records

### I. **Furnish Records**

Upon request of the Administrator, the Airport will furnish records listed under this section.

### II. **List of Required Records**

The Airport will maintain the following records:

- A. **Personnel Training** – 24 consecutive months for personnel training records under Sections 303 and 327.
- B. **Emergency Personnel Training** – 24 consecutive months for ARFF and emergency medical service personnel training records under Section 319.
- C. **Airport Fueling Agent Inspection** - 12 consecutive months for records of inspection of Airport fueling agents under Section 321.
- D. **Fueling Personnel Training** - 24 consecutive months for training records of fueling personnel under Section 321.
- E. **Self-Inspection** - 12 consecutive months for self-inspection records under Section 327.
- F. **Movement Areas and Safety Areas Training** - 24 consecutive months for records of training given to pedestrians and ground vehicle operators with access to movement areas and safety areas under Section 329.
- G. **Accident and Incident** - 12 consecutive months for each accident or incident in movement areas and safety areas involving an air carrier aircraft and/or ground vehicle under Section 329.
- H. **Wildlife Hazard Management** - 24 consecutive months for training related to wildlife hazard management.
- I. **Airport Condition** - 12 consecutive months for records of Airport condition information dissemination under Section 339.

All personnel training records are recorded in an excel spreadsheet per each employee. Supplemental training content is provided via airport provided via airport certification related Advisory Circulars, the ACM, Part 139, Airport site specific training PowerPoints, FAA supplemental guidance ppts, classroom training, and AAEE ANTEN digicast videos.

### III. **Additional Records**

The Airport will make and maintain any additional records required by the Administrator.

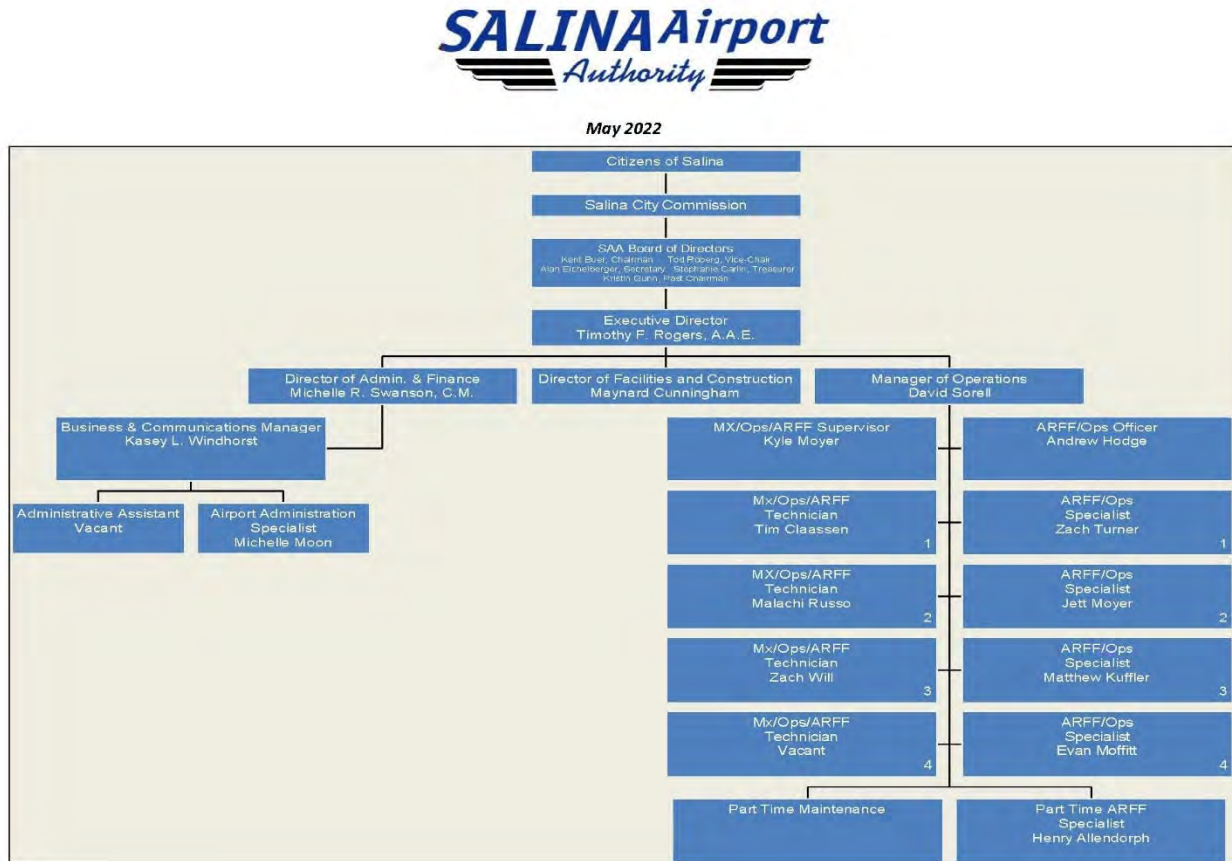
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## Section 303- Personnel

### I. Lines of Succession in Operation Responsibility

- A. The following shows the lines of succession of Airport operational responsibility:



### II. Key Personnel

- A. Timothy F. Rogers, A.A.E., Executive Director
- B. Maynard Cunningham, Director of Facilities and Construction
- C. Shelli R. Swanson, Director of Administration and Finance
- D. Kasey L. Windhorst, Business and Communications Manager
- E. David Sorell, Manager of Operations
- F. Michelle Moon, Airport Administration Specialist
- G. Team Member (1), ARFF/Operations Officer
- H. Team Member (1) Maintenance/Operations/ARFF Supervisor
- I. Team Members (4), ARFF/Operations Specialist
- J. Team Members (3), Maintenance/Operations/ARFF Technicians

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**M. Cozad**

Date: May 09 2022



### III. Personnel Requirements

The Airport will comply with the following personnel requirements:

- A. Maintain sufficient qualified personnel to comply with the requirements of the ACM and the requirements of the Title 14 CFR Part 139.
- B. Equip personnel with sufficient resources needed to comply with the requirements of Title 14 CFR Part 139.
- C. Train all personnel who access movement and safety areas to perform duties in compliance with the requirements of the ACM and Part 139.
  - i. Training shall be completed before initial duty, and at least once every 12 consecutive calendar months.
  - ii. The curriculum for initial and recurrent training shall include at least the following areas:
    - 1. Airport Familiarization, including airport marking, lighting and sign systems.
    - 2. Procedures for access to, and operations in, movement and safety areas as specified under Part 139.329.
    - 3. Airport Communications, including radio communication between the ATCT and personnel, use of the common traffic advisory frequency (CTAF) if there is no ATCT or the tower is not in operation, and procedures for reporting unsafe airport conditions.
    - 4. Duties required under the Airport Certification Manual and the requirements of Part 139.
    - 5. Any additional subject areas required under Part 139 Sections 319, 321, 327, 329, 337, and 339 as appropriate.
- D. Make a record of all training completed by each individual in compliance with this section that includes at a minimum, a description and date of training received.
  - i. Such records shall be maintained for 24 consecutive calendar months after completion of training.
- E. As appropriate, comply with the following training requirements of this ACM:
  - i. Section 319 ..... Aircraft Rescue and Firefighting (ARFF) Operations
  - ii. Section 321 ..... Hazardous Materials
  - iii. Section 327 ..... Self-Inspection Program
  - iv. Section 329 ..... Pedestrians and Ground Vehicles
  - v. Section 337 ..... Wildlife Hazard Management Plan
  - vi. Section 339 ..... Airport Condition Reporting

### IV. Personnel Training Program

A training curriculum has been prepared for the following topics related to the airport certification program as required by Part 139.30(c). The training curriculum consists of an outline of the subject matter for each airport

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certification related topic and a list of training materials available for use. Content of training is primarily based on airport certification related to Advisory Circulars, the ACM and Part 139, FAA supplemental guidance PowerPoints, and Airport site-specific training PowerPoints. The Manager of Operations is responsible for administering the training program and maintaining records of training.

The following personnel are required to receive initial and annual recurrent training in airport certification related areas as required by Part 139.303(c).

A. **Airport Maintenance** personnel are trained in accordance with a training curriculum addressing the following topics:

- i. Airport Certification Manual (ACM)
- ii. Part 139 maintenance criteria for maintaining paved areas, safety areas, airfield marking, signs, lighting, obstruction lighting, ILS critical areas, traffic, and wind indicators
- iii. VASI/PAPI calibration for Runway 35
- iv. Electrical safety practices
- v. FAA standards for airfield markings, signs, and lighting
- vi. Operational safety on Airports during construction
- vii. Ground vehicle/pedestrian operations on the movement area
- viii. Snow and ice removal plan
- ix. Airport conditioning reporting
- x. Issuing NOTAMS through the E-NOTAM system
- xi. Responsibilities in the Airport Emergency Plan (AEP)

B. **Airport Safety** personnel are trained in accordance with a training curriculum addressing the following topics:

- i. ARFF training program, including live-fire training
- ii. Airport Certification Manual (ACM)
- iii. Ground vehicle/pedestrian operations on the movement area
- iv. Airport self-inspection program
- v. FAA standards for airfield markings, signs, and lighting
- vi. Conducting quarterly inspections of fuel trucks and fuel storage areas
- vii. Responsibilities in the Airport Emergency Plan (AEP)
- viii. Monitoring and inspecting airfield construction and maintenance
- ix. Wildlife hazard management plan
- x. Snow and ice removal plan
- xi. Airport condition reporting
- xii. Issuing NOTAMS through the E-NOTAM system

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- C. **FAA Technical Operations** personnel are trained in accordance with a training curriculum addressing the following topics:
  - i. Ground vehicle/pedestrian operations on the movement area.
- D. **T-Hangar Tenants** are trained in accordance with a training curriculum addressing the following topics:
  - i. Ground vehicle/pedestrian operations on the movement area.
- E. **National Weather Service** personnel are trained in accordance with a training curriculum addressing the following topics:
  - i. Ground vehicle/pedestrian operations on the movement area.
  - ii. Ground vehicle/pedestrian operations on the non-movement area.
- F. **Farm Tenant** personnel are trained in accordance with a training curriculum addressing the following topics:
  - i. Ground vehicle/pedestrian operations adjacent to the movement area.
  - ii. Dimensions/maintenance criteria for safety areas and object free areas.
- G. **Authorized Construction** personnel are trained in accordance with a training curriculum addressing the following topics:
  - i. Ground vehicle/pedestrian operations on the movement area.
  - ii. Ground vehicle/pedestrian operations on the non-movement area.
  - iii. Construction safety phasing plan.

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Date: OCT 07 2019



## Section 305 – Paved Areas

### I. Required Conditions of Paved Areas

Airport pavement areas, including aprons available for air carrier operations, shall be promptly repaired and maintained as follows:

- A. Pavement edges shall not exceed 3 inches difference in elevation between abutting pavement section and between pavement and abutting areas.
- B. Pavement shall have no holes exceeding 3 inches in depth, nor any hole the slope of which from any point in the hole to the nearest point at the lip of the hole is 45 degrees or greater as measured from the pavement surface plane, unless, in either case, the entire hole can be covered by a 5" diameter circle.
- C. The pavement must be free of cracks and surface variations that could impair directional control of air carrier aircraft, including any pavement crack or surface deterioration that produces loose aggregate or other contaminants.
- D. Mud, dirt, sand, loose aggregate, debris, foreign objects, rubber deposits, and other contaminants shall be removed promptly and as completely as practicable, except the associated use of materials such as sand and de-icing solutions for snow and ice control.
- E. Any chemical solvent that is used to clean any pavement area shall be removed as soon as possible, consistent with the instructions of the manufacturer of the solvent, except for the associated use of deicing solutions for snow and ice control.
- F. Pavement shall be sufficiently drained and free of depressions to prevent ponding that obscures markings or impairs safe aircraft operations.

### II. Maintenance of Paved Areas

- A. Corrective action shall be initiated by Airport Maintenance personnel as soon as practical when any unsatisfactory conditions are found in the paved areas.
- B. Airport Maintenance personnel are responsible for correction of any unsatisfactory conditions on paved areas.
- C. If Airport Management determines that an uncorrected condition in a paved area is unsafe for aircraft operations, that portion of the Airport shall be closed to air carrier operations until the unsafe condition is corrected.

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*J. F. Folsom*

Date: JAN 31 2019

## Section 307 – Unpaved Areas

### I. Required Conditions of Unpaved Areas

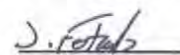
Airport unpaved areas, including gravel, turf, or other unpaved Runways, Taxiways, loading ramps, and parking areas available for air carrier operations shall be promptly repaired and maintained as follows:

- A. No slope from the edge of the full-strength surfaces downward to the existing terrain shall be steeper than 2:1.
- B. The full-strength surfaces shall have adequate crown or grade to assure sufficient drainage to prevent ponding.
- C. The full-strength surfaces shall be adequately compacted and sufficiently stable to prevent rutting by aircraft, or the loosening or build-up of surface material, which could impair directional control of aircraft or drainage.
- D. The full-strength surfaces shall have no holes or depressions that exceed 3 inches in depth and are of a breadth capable of impairing directional control or causing damage to an aircraft.
- E. Debris and foreign objects shall be promptly removed from the surface.

### II. Unpaved Areas

There are no unpaved areas available for air carrier operations at Salina Regional Airport.

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Date: JAN 31 2019



## Section 309 – Safety Areas

### I. Safety Area Dimensions

Safety area dimensions conform to FAA standards in AC 150/5300-13, *Airport Design*. Safety area dimensions are as follows:

- A. **Runway 17-35** – 250' from centerline and 1000' off each end
  - i. Runway 35: 1000' stabilized surface with MALSAR
  - ii. Runway 17: 1000' stabilized surface with MALS
- B. **Runway 12-30** – 250' from centerline and 1000' off each end
  - i. Runway 12: 150' stabilized surface and 850' grass
  - ii. Runway 30: 150' stabilized surface and 850' grass
- C. **Taxiways** – A, B, C, D, E, and F are 59' from centerline

### II. Required Conditions of Safety Areas

Safety area conditions are maintained as follows:

- A. Each safety area shall be cleared and graded, and shall be maintained free of potentially hazardous ruts, humps, depressions, or other surface variation.
- B. Each safety area shall be drained by grading and storm sewers to prevent water accumulation.
- C. Each safety area shall be capable under dry conditions of supporting ARFF equipment and the occasional passage of aircraft without causing major damage.
  - i. Manhole or duct access covers are constructed from steel of sufficient thickness and strength to support equipment and aircraft.
- D. No objects shall be located in any safety area, except for objects that need to be located in the safety areas because of their function.
  - i. These objects shall be constructed, to the extent practical, on frangible mounted structures of the lowest practical height and maintained so the frangible point is no higher than 3 inches above grade.
- E. Safety areas shall conform to dimensions acceptable to the FAA if any Runways or Taxiways are constructed, reconstructed, or extended.

### III. Maintenance of Safety Areas

- A. Corrective action shall be initiated by Airport Maintenance staff as soon as practical when any unsatisfactory conditions are found in the safety areas.
- B. Airport Maintenance is responsible for correction of any unsatisfactory conditions in safety areas.

### IV. Service Roads

- A. Glideslope Building Road
- B. 17 PAPI Service Road
- C. 12 PAPI Service Road
- D. 30 PAPI Service Road
- E. 35 MALS Service Road

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## Section 311 – Marking, Signs, and Lighting

### I. Marking

The Airport will provide and maintain marking systems for air carrier operations in accordance with part 139.311(a) and Advisory Circular 150/5340-1, *Standards for Airport Markings*.

#### A. Runways/Taxiways

Runways and Taxiways are marked as follows:

- i. **Runway 17-35** – Precision Instrument Runway
- ii. **Runway 12-30** – Non-Precision Instrument
- iii. **Taxiways** – Taxiway markings include the following:
  - a. Taxiway centerlines
  - b. Leadoff taxi lanes on normally used exits
  - c. Dashed type edge markings along the portion of Taxiway A which is contiguous to the Terminal Apron
  - d. Enhanced Taxiway centerline markings have been installed at all Runway holding positions on Taxiways.

#### B. Holding Position Markings

- i. The aircraft approach category/airplane design group for Runway 17-35 is C-III with all holding position markings located 290' from centerline.
- ii. The aircraft approach category/airplane design group for Runway 12-30 is C-II with all holding position markings located 250 feet from centerline.
- iii. All holding position markings are glass beaded, highlighted in black and double sized in accordance with AC 150/5340-1.
- iv. In addition, an ILS holding position marking is installed on Taxiway Alpha at the boundary of the POFZ for Runway 35.
- v. All Runway hold positions locations are marked with enhanced centerlines and surface painted hold short signs.

### II. Signs

A. **Signs Identifying Taxi Routes** - the Airport will provide and maintain a sign system for air carrier operations in accordance with 14 CFR part 139.311(b) and the Marking and Sign Plan included as Appendix M. The signs will meet standards in AC 150/5340-18, *Standards for Airport Sign Systems*, and sign specifications in AC 150/5345-44, *Specifications for Taxiway and Runway Signs*.

B. **Holding Position Signs** are installed at all holding positions in accordance with the Marking and Sign Plan included as Appendix M. The signs will meet standards in AC 150/5340-18, *Standards for Airport Sign Systems*, and sign specifications in AC 150/5345-44, *Specifications for Taxiway and Runway Signs*.

C. **ILS Critical Area Signs** are installed at all ILS holding positions in accordance with the Marking and Sign Plan included as Appendix M. The signs will meet standards in AC 150/5340-18, *Standards for Airport Sign*

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Systems, and sign specifications in AC 150/5345-44, *Specifications for Taxiway and Runway Signs*.

- D. **Surface Painted Holding Position Signs (SPHPS)** are installed at all Runway holding positions on Taxiways in accordance with standards in AC 150/5340-1, *Standards for Airport Markings*, and are depicted on the Sign and Marking Plan in Appendix M of the AEP.

### III. Lighting

#### A. Runways

- i. **Runway 17-35** – High Intensity Runway Lights (HIRL)
- ii. **Runway 12-30** - Medium Intensity Runway Lights (MIRL)

- B. Runway lights are split white/yellow to mark the caution zone on the last 2000' of each Runway

- C. **Taxiways** – Medium intensity Taxiway edge lighting is installed on all Taxiways available for air carrier operations. Taxiway reflectors are located on the east side of Taxiway A, north of Taxiway E and on Taxiway B between RWY 12-30 and RWY 18-36, in order to supplement Taxiway edge lighting.

- D. **Airfield Emergency Generator** – To ensure a constant source of power for airfield lighting, the Airport maintains a diesel generator as a secondary power source to commercial power for Runway 17-35 edge lighting a Taxiway A edge lighting. Generator maintenance and testing is conducted quarterly.

- E. **NAVAIDS and Visual Landing Aids** – NAVAIDS provided and maintained by the Airport are as follows:

- i. **Runway 17-35 edge lights**
- ii. **Runway 12-30 edge lights**
- iii. **Runway 35 PAPI-4R**
- iv. **Taxiway edge lighting**
- v. **Airfield guidance signs**
- vi. **Airport rotating beacon**
- vii. **Wind cones**

FAA owned and maintained NAVAIDS are as follows:

- i. **Runway 17 – MALSR, PAPI-4L, VOR, GPS**
- ii. **Runway 35 – MALSR, NDB, GPS, Category 1 ILS**
- iii. **Runway 12 – PAPI-4L, GPS**
- iv. **Runway 30 – PAPI-4L, GPS**

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- F. **Obstruction Lighting** is maintained by the **Airport** for the following objects:
    - i. **Airport beacon**
    - ii. **Four primary wind cones** (a fifth supplemental wind cone located at the ARFF station is lighted).
  - G. **Obstruction Lighting** is maintained by the **FAA** for the following objects:
    - i. **Localizer antenna**
    - ii. **Glide Slope**
    - iii. **ATCT**
  - H. **Obstruction lighting** is maintained by the **National Weather Service** for the following object:
    - i. **ASOS weather instruments tower** to the north of Runway 35 glide slope shelter.
  - I. **Airport Beacon** – The Airport is equipped with a 22-26 RPM rotating beacon with a green and white lens, located to the southwest of the Airport.
  - J. **Lighting Interference** – All other lighting on the Airport for aprons, parking areas, roadways, fuel storage areas, and building is adjusted or shielded to prevent interference with ATC and aircraft operations.
- IV. **Runway Safety Measures** – The following Runway safety measures have been implemented as recommended by a Runway Safety Action Team to enhance Runway safety.
- A. A Hot spot brochure has been developed and issued to Airport users.
  - B. Runway 17/35 guard lights have been installed on Taxiways B and E.
  - C. Runway guard lights for Runway 18 have been installed at the intersection of Runway 18 on Taxiway E.
- V. **Maintenance**
- A. Each marking, sign, and lighting system installed on the Airport that is owned by the Airport will be properly maintained by cleaning, replacing, or repairing any faded, missing, or non-functional item. Items will also be maintained unobscured, clearly visible, and each item shall provide an accurate reference to Airport users.
  - B. Each lighting system will be maintained at least to the minimum operational criteria listed in Appendix A, Table A-8, of AC 150/5340-26, *Maintenance of Airport Visual Aid Facilities*. The operating limits for lighting systems before a system is considered inoperable are as follows:
    - i. **Runway edge lights** 85% operable for Visual, Non-precision, or Cat I Runways.
    - ii. **Runway end/threshold lights** 75% operable (no more than 2 lights inoperable at any Runway end)
    - iii. **Taxiway edge lights** 85% operable

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- C. In order to provide continuity of visual guidance, the allowable percentage of inoperable lights shall not be in such a way as to alter the basic pattern of the lighting system. In addition, an unserviceable light shall not be adjacent to another unserviceable light. Lights are considered adjacent if located either laterally or longitudinally in a lighting system.
- D. Maintenance of lighting for holding position signs will receive high priority. If the lighting for a holding position sign cannot be immediately repaired, a NOTAM will be issued in accordance with procedures in Section 339.
- E. Corrective action shall be initiated by Airport Maintenance personnel when any unsatisfactory conditions are found in the marking or lighting systems. If the above operating limits cannot be maintained and Airport Management determines that the outage may not provide an accurate reference to Airport users. Information concerning the outage shall be disseminated locally to the ATCT and airlines. If an entire lighting system is inoperable or out of service, an Airport condition report shall be issued in accordance with Section 339.
- F. When the AFSS does not accept Airport condition reports for 139 violations, the Airport will issue a local NOTAM to the ATCT and airlines.

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**M. Cozad**

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**Date: May 14 2021**



## **Section 313 – Snow and Ice Control**

Snow and ice control information is included in Appendix B as the Snow and Ice Removal Plan.

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**Date:** OCT 07 2019

## Section 315 – Aircraft Rescue and Firefighting (ARFF) Index

- I. **ARFF Index** at the Airport is Class I, Index A.
  - A. The Airport is able to provide Class I, Index A or Index B level ARFF coverage during Part 121 air carrier operations that require Index A or Index B.
  - B. The Airport has periodic charter operations by air carrier aircraft with over 30 passenger seats. The A/FD states that 24-hour prior permission is required for unscheduled air carrier operations with over 30 passenger seats.
  - C. Index E equipment is available upon request for unscheduled air carrier operations.
  - D. The A/FD also states that air carrier operations involving aircraft with more than 9 passenger seats are not authorized without ARFF Index A service available 15 minutes before scheduled arrival and after departure and prior coordination with Airport Management.
- II. **Scheduled Air Carrier Service** is provided by SkyWest Airlines, d/b/a United Express with a **50 seat Bombardier CRJ 200 Regional Jet**.
  - A. Scheduled air carrier operations with aircraft over 50 passenger seats does not occur at the Airport.

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Date: JAN 31 2019

## **Section 317 – Aircraft Rescue and Firefighting (ARFF): Equipment and Agents**

### **I. ARFF Equipment at the Airport consists of the following:**

#### **A. Primary ARFF Vehicle: ARFF #4**

- i. 2019 Striker 6x6
  - a. 3000 gallons water
  - b. 420 gallons 3% MilSpec AFFF
  - c. 500 lbs. Purple K Dry Chemical
  - d. 625 to 1250 GPM roof turret
  - e. 625 to 1250 GPM bumper turret
  - f. 250 GPM Hose Reel left side
  - g. Crew of one (1) driver/operator

#### **B. Secondary ARFF Vehicle: ARFF #1**

- i. 2004 Rosenbauer 4x4 Panther
  - a. 1500 gallons water
  - b. 150 gallons 3% MilSpec AFFF
  - c. 500 lbs. Purple K Dry Chemical
  - d. 400 or 800 GPM roof turret – dual agent
  - e. 300 GPM bumper turret
  - f. 30 to 125 GPM left side pre-connect
  - g. 60 to 125 GPM dual agent, hydro-chem
  - h. 20lb. Class D Fire Extinguisher
  - i. Crew of one (1) driver/operator

#### **C. ARFF Vehicle: ARFF #2**

- i. 1992 E-One Titan Crash Truck
  - a. 1000 gallons water
  - b. 130 gallons 3% MilSpec AFFF
  - c. 500 lbs. Purple K Dry Chemical
  - d. 150 to 1250 bumper turret
  - e. 60 GPM front booster line - dual agent
  - f. 20lb. Class D Fire Extinguisher
  - g. 20lb. Dry Chem Fire Extinguisher
  - h. Crew of one (1) driver/operator

#### **D. ARFF Vehicle: ARFF #3**

- i. 1994 International Paystar 5000 Truck
  - a. 2000 gallons water
  - b. 150 gallons 3% MilSpec AFFF
  - c. 150 to 1250 GPM turret discharge
  - d. 20lb. Purple K Fire Extinguisher
  - e. 20lb. Dry Chem Fire Extinguisher
  - f. Crew of one (1) driver/operator

## **Section 319 – Aircraft Rescue and Fire Fighting (ARFF) Operations**

### **I. ARFF Hours of Operation**

- A. Sunday through Saturday 0700 to 2300 (local) covering all scheduled air carrier operations.
- B. If a flight is delayed ARFF operations will continue until the aircraft arrives, departs, or is cancelled.
- C. ARFF hours are published in the A/FD.
  - i. The A/FD states that 24-hour prior permission is required (PPR) for unscheduled air carrier operations with over 30 passenger seats.
  - ii. The following remark has been published in the Airport/Facility Directory (A/FD):
    - a. “Air carrier operations involving aircraft with more than 9 passenger seats are not authorized in excess of 15 minutes before or after scheduled arrival or departure times without prior coordination with Airport Management to confirm that ARFF services are available prior to landing or takeoff.
- D. If Airport Management becomes aware of an unscheduled air carrier operation at the Airport without prior coordination, the FAA Airports Division will be notified at one of the following phone numbers:
  - i. (816) 329-2621 Mark Cozad, Lead Airport Certification Inspector
  - ii. (816) 329-2632 Jerry Hayes, Airport Certification Inspector
  - iii. (816) 329-2618 Andrew Edgar, Airport Certification Inspector
- E. Procedures have been established with the FBOs to notify Airport Management whenever an air carrier with over 30 passenger seats makes a fueling stop at the Airport during or after normal business hours.

### **II. Vehicle Communication**

- A. ARFF vehicles are equipped with two-way voice radio communications with the following:
  - i. ARFF Vehicles
  - ii. City of Salina Fire Department (SFD)
  - iii. Air Traffic Control Tower (ATCT)
  - iv. Common Traffic Advisory Frequency (CTAF) after ATCT hours
- B. The SAA has an interoperability communication system to enhance the Emergency Communication System (ECS/Crash Phone).
- C. The SFD is capable of the following:
  - i. During ATCT Hours (0700 to 2300 Local)
    - a. Monitoring all ATCT broadcasts
    - b. Linked with SAA repeater
  - ii. After ATCT Hours (2300 to 0700 Local)
    - a. Monitoring and transmitting on the CTAF
    - b. Monitoring and transmitting on the SAA repeater

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Date: Jan 04 2022



**III. Vehicle Marking and Lighting**

- A. The ARFF vehicles are lime-green in color and are equipped with flashing red beacons and reflective striping to contrast with the background and optimize nighttime visibility.

**IV. Vehicle Readiness**

- A. ARFF vehicles are housed in a heated ARFF station located north of Taxiway E on the east side of Taxiway A.
- B. ARFF vehicles are maintained so as to be operationally capable of performing their intended functions.
  - i. Operational checks on the ARFF vehicles and firefighting systems are conducted daily by Airport ARFF on duty.
  - ii. Scheduled service inspections and routine maintenance is performed by the Airport Maintenance Department.
  - iii. Maintenance or repairs, which cannot be accomplished at the Airport, are completed by a local heavy equipment service center.
- C. If the primary ARFF vehicle becomes inoperative to the extent that it cannot perform its required functions, the backup vehicle shall be used to maintain Index A requirements.
- D. In the unlikely event that all ARFF vehicles become out of service, the Executive Director, or his representative will notify the FAA Airports Division to coordinate an FAA approved temporary replacement equipment from the City of Salina Fire Department.
  - i. During non-business hours, notification shall be made to the FAA Regional Operations Center (ROC) at (817) 222-5006.
  - ii. The airlines shall also be notified in accordance with Section 339 of this manual if Index A ARFF equipment is temporarily not available.
- E. In the event that replacement firefighting equipment is not available, the Executive Director, or his designated representative will close the Airport to air carrier operations after 48 hours.

**V. Response Requirements**

At least one ARFF vehicle is capable of responding from the Airport Fire Station to the mid-point of Runway 12-30 within 3 minutes from the time of the alarm, and initiate discharge of extinguishing agent.

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**M. Cozad**

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**Date:** 10/30/20

## VI. Personnel

ARFF services are provided by SAA ARFF, Safety and Security personnel. At least one ARFF person is on duty at the Airport ARFF station during air carrier operations.

- A. **Equipment** – ARFF personnel are equipped with protective clothing, self-contained breathing apparatus (SCBA) meeting National Fire Protection Association (NFPA) standards.
- B. **ARFF Training** – ARFF personnel receive initial and recurrent training (minimum of every 12 months) in the following areas:
  - i. Airport familiarization, including Airport signs, marking, and lighting
  - ii. Aircraft familiarization
  - iii. Rescue and firefighting personnel safety
  - iv. Emergency communications systems on the Airport, including fire alarms
  - v. Use of the fire hoses, nozzles, turrets, and other required appliances
  - vi. Application of the types of extinguishing agents required for compliance with this part
  - vii. Emergency aircraft evacuation assistance
  - viii. Firefighting operations
  - ix. Adapting and using structural rescue and firefighting equipment for Aircraft Rescue and Firefighting
  - x. Aircraft cargo hazards, including hazardous materials/dangerous goods incidents
  - xi. Familiarization with firefighter's duties under the Airport Emergency Plan.
  - xii. ARFF personnel are trained in the above subject areas following a site-specific training curriculum. The training program includes:
    - a. FAA computer based ARFF Training Program
    - b. Airport specific training materials
    - c. Full scale emergency exercise (every 3 years)
    - d. Table Top exercise (annually)

## VII. Live Fire Drill

- A. All ARFF personnel participate in a live-fire drill prior to initial performance of ARFF duties and participate in a live-fire drill at least once every 12 months.

## VIII. Basic Emergency Medical Training

- A. Emergency medical services are provided by Salina Fire Department EMS paramedics and emergency medical technicians (EMTs)
- B. The Airport Authority maintains an ARFF Services Agreement with the City of Salina. The agreement provides for City of Salina EMS response to Airport ARFF responses. The SFD's ARFF Standard Operating Guide details EMS response to Airport ARFF responses. The SFD's ARFF Standard Operating Guide details EMS response to aircraft alerts.

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- C. Salina EMS paramedics and EMTs are certified by the Kansas Board of Emergency Medical Services. The training required meets and exceeds FAR Part 319-3 and includes:
  - i. Bleeding
  - ii. CPR
  - iii. Shock
  - iv. Primary Patient Survey
  - v. Injuries to the Skull, Spine, Chest, and Extremities
  - vi. Internal Injuries
  - vii. Moving Patients
  - viii. Burns
  - ix. Triage

**IX. Records**

- A. The Manager of Operations is responsible for maintaining records of all training given to each individual. ARFF training records will be maintained for 24 consecutive calendar months. Such records include a description and date of training received.

**X. Sufficient Personnel**

- A. At least one ARFF person during all small air carrier operations and large carrier operations are on duty to operate the ARFF vehicles, meet the 3-minute response time, and the minimum discharge rates required.

**XI. Emergency Communication System (ECS/Crash Phone)**

- A. ARFF personnel are alerted of existing or impending aircraft emergencies by the following alerting system:
  - i. ECS (Crash Phone) – This tone is audible at the SAA ARFF station, SAA offices, SAA maintenance shop, and transmitted to staff via handheld radios and pagers through the SAA Repeater.
- B. The ECS is activated by the ATCT and is tested daily prior to 0800 (Local)
- C. Alert Procedures – For Alert I, II, III, or IV the ATCT will tone the ECS alarm. The ATCT personnel on duty will then provide the emergency information over the ECS.
- D. ARFF and/or ATCT then contacts the City of Salina Dispatch via 911, with alert information.
- E. SFD then responds and provides mutual aid as necessary.

**XII. Emergency Communication System (SLN ATCT Hours of Operation)**

- A. The SLN ATCT operates 16-hours per day (0700 – 2300 local), seven days per week.
- B. In the event of an unscheduled reduction in operating hours or temporary closure of the SLN ATCT SAA will immediately issue a NOTAM covering the unscheduled reduction in operating hours or temporary closure.

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**A. Edgar**

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**Date:** Jan 04 2022

- C. The NOTAM will detail the duration of the unscheduled reduction in operating hours or temporary closure of the SLN ATCT and notify airmen to use the SLN CTAF, which is 119.3, to contact SLN ARFF.
- D. During the time of an unscheduled reduction in operating hours or temporary closure of the SLN ATCT, SAA ARFF will monitor the SLN CTAF (119.3) for aircraft needing to contact SLN ARFF.

**XIII. Hazardous Materials Guidance**

- A. Each ARFF vehicle is equipped with the “North American Emergency Response Guidebook.”

**XIV. Emergency Access Roads**

- A. The primary emergency access to the Airport for the SFD is via Beechcraft Road to AOA via gates H1 and H5 (ARFF mutual staging area). The SFD has access to all AOA access gates. Depending on the emergency, the SAA can use various gates to accommodate access for mutual aid.

**XV. Off-Airport or Other Emergency Response of ARFF Equipment**

- A. Class I, Index A requirements are maintained in the event of an off-airport or other emergency response with ARFF 3. The use of ARFF #3 for a non-aircraft, off-airport incident shall not limit the SAA's ability to provide FAR Part 139 ARFF Index Coverage for air carrier operations at SLN.

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**A. Edgar**

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**Date:** Jan 04 2022



## Section 321 – Hazardous Materials

### I. Fueling Agents

The following fueling agents operate at the Airport:

- A. Avflight Salina (FBO)
- B. SLN 100 LL Self-Fueling (Avflight Salina)

### II. Airport Fire Safety Fuel Handling Standards

NFPA 407, 2017 edition, and NFPA 30, 2015 edition, are the local standards governing airport fueling operations. To establish and maintain fire safety fueling standards at the Airport, as required by Part 139.321(b), the Airport provides Avflight Salina with a copy of the current NFPA 407 and NFPA 30 standards. Additional copies of NFPA 407, 2017 edition and NFPA 30, 2018 edition are maintained at the Airport's fire station and administrative offices. The person having jurisdiction is the Airport's Director of Facilities and Construction, who is responsible for approving equipment, materials and installation, or a procedure related to airport fueling operations. The fire safety and fuel handling standards detailed in NFPA 407, 2017 edition and NFPA 30, 2018 edition are hereby incorporated into this section by reference.

### III. Compliance

All fueling agents are required by the Airport to comply with NFPA 407 and NFPA 30 fire code standards, and surveillance of all fueling activities on the Airport is conducted by the Airport's Director of Facilities and Construction or his designee.

### IV. Inspections of Fueling Facilities

Airport and ARFF personnel conduct inspections every 3 consecutive calendar months (CCM) of the FBO fuel storage areas, mobile fuelers, and fuel cabinets for compliance to the above Airport Fire Safety Fuel Handling Standards. CCM inspections are conducted on or near March 31, June 30, September 30, and December 31, of each year. Follow-up inspections will be conducted within two weeks when unsatisfactory items are found. Sample checklists used by Airport ARFF personnel when conducting CCM and follow-up inspections are included as Attachments 321-1 and 321-2. Inspection records are maintained in the SAA offices for at least 12 months.

- A. All fueling agents engaged in handling and dispensing aviation fuel are required by local Fire Code to take immediate corrective action whenever notified of noncompliance with any of the NFPA 407 or NFPA 30 fire code standards. If corrective action cannot be accomplished within a reasonable period of time, the Executive Director will notify the FAA by phone, email or mail at:

- i. **Federal Aviation Administration Central Region Airports  
Division, Safety and Standards Branch, Room 364  
901 Locust Street  
Kansas City, MO 64106-2325  
(816) 329-2618/2621/2633**

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Date:

JAN 14 2020

**V. Training**

- A. A supervisor with Avflight Salina will complete an aviation fuel-training course in fire safety. The supervisor will receive recurrent training at least once every 24 months. If a new supervisor is hired, he/she will be enrolled in an authorized aviation fuel-training course that will be completed within 90 days.
- B. All other employees with AvFlight Salina who fuel aircraft, accept fuel shipments, or handle fuel, receive at least initial on-the-job training in fire safety and recurrent training every 24 months from the supervisor mentioned in previous paragraph. The OJT shall include hands-on fire extinguisher training provided by the Salina Fire Department.
- C. All fueling agents engaged in handling and dispensing fuel at the Airport shall submit confirmation to Airport Management once every 12 months, that the above training standards have been accomplished. The training confirmation records shall be maintained in the Executive Director's office for 12 months.
- D. Fueling agent personnel training records will be maintained for 24 months at the fueling agent's office.

**VI. Confirmation of Fueling Agent Training**

- A. The Airport will obtain written confirmation once every 12 consecutive calendar months from Avflight Salina that the training required by Part 139.321(e) has been accomplished. The training confirmation records shall be maintained in the Airport's Administrative Office for 12 months.

**FAA Approved**

**M. Cozad**

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**Date:** 10/30/20

## Attachment 321-1

<b>FUELING INSPECTION-FBO MOBILE FUELERS (321-01)</b>							
Inspector: _____	Fueling Agent: _____	Date: _____					
S-Satisfactory U-Unsatisfactory R-Remark below	Truck No.			Truck No.			
	Fuel type			Fuel Type			
	S	U	R	S	U	R	
Fuel trucks parked 50' from bldgs and 10' apart/No other equipment, veh.							
Fuel trucks marked with operators name on both sides							
No fuel leaks- Hoses/Nozzles/gaskets/valves/couplings							
Vehicle exhaust system- shielded/leadfree/flame & spark arrestor							
No Smoking sign in cab/No evidence of smoking/No ashtray in cab							
Flammability/Product signs sides & back/Haz Mat placards all sides							
Bonding cables provided and clips/plugs functional							
2 extinguishers on sides /BC/Inspected							
Deadman Control for all nozzles/Not bypassed							
Integral system for nozzles to be stowed before moving fuel vehicle							
Brake interlock system for bottom loading coupler							
Emergency fuel shutoffs operable and properly placard/1 each side							
Aircraft fueling hose/No blistering, cracking carcass saturation, separation							
Tire wear							
Explosion proof electrical/Light lens intact							
Dome cover seals intact with forward mounted hinge							
Truck cabinets have grating type flooring or open flooring							
Proper Fueling Procedures Observed							
Fueling Personnel Meet Training Requirements							
Fueling Personnel Training Records Maintained							
<b>Remarks:</b> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>							

**FAA Approved**

M. Cozad

**Date:** 4/1/20

## Attachment 321-2

### FUELING INSPECTION-FBO PUMPHOUSE 305 (321-02)

Inspector: \_\_\_\_\_

Fueling Agent: \_\_\_\_\_

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

<b>S-Satisfactory</b> <b>U-Unsatisfactory</b> <b>R-Remark below</b>	Jet A Section			100LL Section		
	S	U	R	S	U	R
Entrances to fueling areas posted with No Smoking signs						
No evidence of smoking						
All tanks, machinery, piping is bonded or grounded						
Areas around tanks are free of weeds, trash or combustible materials						
Emergency fuel shutoffs provided for each fueling system/Outside spill area						
Proper EMERGENCY FUEL SHUTOFF signs /7 ft above grade						
Emergency fuel shutoffs kept clear and tested every 6 months						
Fuel servicing equipment properly maintained free of leaks						
Procedures for prevention & control of spills and notification to fire dept						
Bonding connections available for loading stations						
Deadman controls available for loading stations						
No evidence of bypassing deadman controls						
Aircraft fuel hose/blistering, cracking carcass saturation, separation, kinks						
Fueling hydrants, pits, cabinets located 50' from bldg except loading bridges						
Portable fire extinguishers at fuel storage areas and loading stations						
At least 1 wheeled extinguisher if >200 gpm aircraft fueling system or equip						
Explosion proof electrical equipment						
<b>Remarks:</b>						

**FAA Approved**

M. Cozad

**Date:** 4/1/20



### Attachment 321-3

#### FUELING INSPECTION - SELF SERVICE FUEL STATIONS (321-03)

Inspector: \_\_\_\_\_

Fueling Agent: \_\_\_\_\_

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

<b>S-Satisfactory</b> <b>U-Unsatisfactory</b> <b>R-Remark below</b>	100LL Section		
	S	U	R
Entrances to fueling areas posted with No Smoking signs			
Controlled access to dispensing equipment			
All tanks, machinery, piping is bonded or grounded			
Areas around tanks are free of weeds, trash or combustible materials			
Emergency fuel shutoff provided/Incorporating a thermally actuated device			
Emergency fuel shutoff located more than 20' but less than 100' fm dispense.			
Proper EMERGENCY FUEL SHUTOFF signs /7 ft above grade			
Dispensing devices located on an island/Protected by pipe bollards/guards			
Dispensing equipment properly maintained free of leaks			
Instructions provided for notification to fire dept by emergency fuel shutoff			
Bonding connections available for dispensing equipment			
Deadman controls available for dispensing equipment			
1 extinguisher at dispenser and 1 extinguisher at emergency fuel shutoff			
Aircraft fueling hose/No blistering, cracking carcass saturation, separation			
Fueling hydrants, pits, cabinets located 50' from bldg except loading bridges			
Emergency Instructions posted in dispensing area			
Operating Instructions posted			
Explosion proof electrical equipment			

Remarks:

**FAA Approved**

M. Cozad

**Date:** 4/1/20

## Attachment 321-4



### SALINA FIRE DEPARTMENT OFFICE OF THE FIRE MARSHAL

222 W. Elm Street • Salina, Kansas 67401  
Phone (785) 826-7340 • Fax (785) 404-6335 • E-mail troy.long@salina.org

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June 18, 2021

Timothy F. Rogers  
Executive Director  
Salina Airport Authority  
3237 Arnold Ave.  
Salina, Kansas 67401

RE: Retroactive requirements of NFPA 407—Standard for Aircraft Fuel Servicing

Mr. Rogers,

I have received the request from the Salina Airport Authority regarding the retroactive requirements of section 5.1.12 of 2017 NFPA 407.

The Salina fuel farm is operated by Avflight Salina (FBO) which is a subsidiary of Avfuel Corporation. They have shown over the past 7 years that FBO has safely performed bottom loading operations at the Salina Airport and that they follow NFPA best practices that prevent over-fill of mobile refuelers.

The retroactive requirement to add an automatic shutdown system to the fuel farm as required by 5.1.12 of 2017 NFPA 407 is hereby waived based on the language of 1.3.4 of 2017 NFPA 407.

Sincerely,

Troy Long  
Salina Fire Marshal

**FAA Approved**

**M. Cozad**

**Date: Jun 28 2021**

## Section 323 – Traffic and Wind Indicators

### I. Wind Cones

- A. There are four primary wind cones and two supplemental wind cone, one unlit wind cone located at the RCAG site and one located at the ARFF station.
- B. The four primary wind cones are:
  - i. Runway 17 approach end – size 2 (lighted)
  - ii. Runway 35 approach end – size 2 (lighted)
  - iii. Runway 12 approach end – size 2 (lighted)
  - iv. Runway 30 approach end – size 2 (lighted)
- C. The two supplemental wind cones are:
  - i. ARFF Station – size 1 (lighted)
  - ii. RCAG site – size 2 (unlighted)
- D. Each wind cone is rated at 40 knots at full extension

### II. Segmented Circle

there is no segmented circle on the airfield

### III. Maintenance

- A. Airport Maintenance personnel inspect each wind cone during the morning safety inspection and night inspection for lighting compliance.
- B. The wind cones will be maintained clearly visible and functional.
- C. Airport Maintenance personnel will initiate corrective action as soon as practical when any unsatisfactory conditions are found with the wind cones.

## **Section 325-1 – Airport Emergency Plan**

### **I. Airport Emergency Plan (AEP)**

- A. An Airport Emergency Plan is included as Appendix C.
- B. The plan was developed and coordinated with the following:
  - i. Law enforcement agencies
  - ii. Rescue and firefighting agencies
  - iii. Medical personnel
  - iv. Medical organizations
  - v. Principal Airport tenants
  - vi. All persons who have responsibilities under the plan

### **II. Training of Airport Personnel**

- A. All Airport personnel having duties and responsibilities under the AEP are properly trained and familiar with their assignments.

### **III. Annual Review of the AEP**

- A. A review of the AEP is conducted at least every 12 months to ensure that the AEP is current and all parties with whom the plan is coordinated are familiar with their responsibilities.
- B. All agencies involved in the AEP are invited to participate in either an annual review, or table-top exercise at the Airport.

### **IV. Triennial Full Scale Exercise of the AEP**

- A. A full-scale exercise of the AEP is conducted at least once every 36 months. The full-scale exercise involves, to the extent practicable, all mutual aid participants and a reasonable amount of emergency equipment. The purpose of the exercise is to test the effectiveness of the AEP through a response of the airport and its mutual aid to an aircraft accident at the airport, and to familiarize emergency personnel with their responsibilities in the plan.

### **V. Consistency with Security Regulations**

- A. The AEP contains instructions for response to bomb incidents, including the following that are consistent with the approved Airport Security Program:
  - i. Parking areas for aircraft involved
  - ii. Sabotage
  - iii. Hijack incidents
  - iv. Other unlawful interference with operations

FAA Approved  


Date: JAN 14 2020



## Section 327 – Self-Inspection Program

### I. Frequency of Inspections

- A. Safety inspections are conducted daily by Airport Maintenance and ARFF personnel.
- B. Additional safety inspections will be conducted whenever necessary due to the following circumstances:
  - i. During construction and daily at the end of construction activity each day.
  - ii. During rapidly changing meteorological conditions.
  - iii. Immediately after any incident or accident.
  - iv. After any unusual condition on the Airport.
- C. When special inspections are conducted, a special inspection checklist, as shown in Attachment 327-2, is completed.
  - i. Special self-inspection forms will be stored separately from self-inspection forms.

### II. Reporting System

- A. Unsatisfactory conditions listed in Paragraph V, that are noted during safety inspections, will be recorded on the inspection checklist for prompt corrective action by Airport Maintenance.
- B. Unsatisfactory conditions that cannot be promptly corrected will be disseminated by NOTAM if determined potentially unsafe by Airport Maintenance.
  - i. If AFSS will not accept the NOTAM information on the potentially unsafe condition will be disseminated locally to the ATCT and airlines.
- C. Any Airport tenants affected by a potentially unsafe condition will receive an emailed copy of the NOTAM/Condition Report issued via NOTAM Manager.
- D. Unsatisfactory conditions on FAA NAVAIDS will be reported to the FAA SLN Sector Field Office.
  - i. If unsatisfactory conditions on FAA NAVAIDS continue to exist after notification, Airport Management will notify the FAA airport certification staff.

### III. Training

- A. The Manager of Operations is responsible for training the safety inspection personnel to ensure that qualified personnel perform the inspections.
- B. In addition to on-the-job training, a training program has been established and includes initial and recurrent training every 12 months of ACM Section 303 in the following subjects:
  - i. Airport Familiarization, including airport signs, marking, and lighting
  - ii. Airport Emergency Plan (AEP)
  - iii. Notice to Airmen (NOTAM) notification procedures
  - iv. Procedures for pedestrians and ground vehicles in movement areas and safety areas
  - v. Discrepancy reporting procedures
  - vi. Inspection procedures and record keeping

FAA Approved  


Date: OCT 07 2019

## **IV. Records**

### **A. Inspection**

- i. Copies of the Airport Safety Inspection Checklists are included as Attachment 327-1.
- ii. All regularly scheduled inspections and special inspections will be documented with inspection check lists.
- iii. Inspection records are kept on file at the M.J. Kennedy Air Terminal Building for at least 12 months.

### **B. Training Records**

- i. Training records for each individual include a description and date of training received. Training records are kept for at least 24 months.

## **V. Areas Inspected Daily and Unsatisfactory Conditions Noted**

### **A. Pavement Areas**

- i. Pavement lips exceeding 3 inches.
- ii. Holes exceeding 3 inches deep and 5 inches across.
- iii. Cracks or surface deterioration producing loose aggregate that needs repair.
- iv. Cracks or surface variations which could impair directional control of aircraft.
- v. Pavement heaves or blowups during excessive heat waves.
- vi. Presence of snow, ice, slush, standing water, or ponding.
- vii. Presence of mud, excessive sand, loose aggregate, rubber deposits, or other debris.

### **B. Safety Areas**

- i. Potentially hazardous ruts, depressions, humps, erosion, or other surface variations.
- ii. Objects in safety areas, other than those required by function.
- iii. Storm debris.
- iv. Mounting bases on authorized objects in safety areas in which the frangible point exceeds 3 inches above grade, including FAA NAVAIDs.
- v. Ponding of water or plugged drains.
- vi. Removed or missing manhole covers.
- vii. Snowbanks in such a height that all air carrier propellers, engine pods, and wingtips shall not clear the snowbanks when the aircrafts landing gear located at any point along the full-strength edge of the pavement.

### **C. Pavement Markings**

- i. Markings which are not clearly visible and in good condition.
- ii. Glass beads not clearly visible at night.
- iii. Markings which are not in accordance with standards in AC 150/5340-1 and the Marking and Sign Plan.

### **D. Guidance Signs**

- i. Signs not in accordance with the Marking and Sign Plan.
- ii. Signs not in accordance with standards in AC 150/5340-18.

**FAA Approved**

**M. Cozad**

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**Date:** 10/30/20



- iii. Markings which are not in accordance with specifications in AC 150/5345-44.
  - iv. Inoperable lighting.
  - v. Damaged, missing, peeling, flaking, or obscured signs.
  - vi. Concrete base or frangible point more than 3 inches above grade.
- E. Holding Position Markings/Signs**
- i. Signs not in accordance with standards in AC150/5340-18F and 150/5345-44.
  - ii. Marking not in accordance with standards in AC 150/5340-1.
  - iii. Hold markings SPHPS, ETCL markings not clearly visible.
  - iv. Glass beads not clearly visible at night.
  - v. Damaged, missing, peeling, flaking, inoperable, or obscured hold signs.
- F. Lighting**
- i. Lights not in accordance with standards in AC 150/5340-30.
  - ii. Lighting systems not maintained in accordance with Section 311 of this ACM or Appendix A, Table A-8 of 150/5340-26.
  - iii. Lights obscured, dirty, missing, or out of adjustment.
  - iv. Inoperable lighting system.
  - v. Pilot Control Lighting system inoperable.
  - vi. More than 15% of lights out on Runway edge light system for Cat 1, NPI or visual Runway.
  - vii. Two or more Runway edge lights out in a row. (Any missing fixtures at intersections are counted as an inoperable light.)
  - viii. Two or more threshold/Runway end lights out on any Runway end.
  - ix. More than two adjacent Taxiway lights out/more than 15% out in a Taxiway system.
  - x. Inadequate shielding of apron, parking, and roadway lighting.
- G. NAVAIDS**
- i. Inoperable rotating beacon.
  - ii. Inoperable Airport owned NAVAIDS, including radio-controlled operation.
  - iii. Inoperable FAA NAVAIDS (Notify FAA Tech Ops.)
  - iv. Inoperable lighting on wind direction indicators.
  - v. Deteriorated, faded, or malfunctioning wind cone.
  - vi. Objects, vegetation, or snow that may affect NAVAID signals.
- H. Obstructions**
- i. Inoperable obstruction lights.
  - ii. New construction nearby which may affect aircraft operations or NAVAIDS.
- I. Fueling Operations (Periodic)**
- i. Inoperable bonding cables/clips.
  - ii. Fire extinguishers missing on mobile fuelers and at fuel storage areas.
  - iii. Fire extinguishers not sealed, charged, and in place.
  - iv. Fuel leaking.
  - v. Fuel farm or fuel storage areas unlocked when unattended.
  - vi. "No Smoking" signs missing.
  - vii. Presence of trash or weeds in fuel storage area.

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Date:

OCT 07 2019

**J. Airfield Construction Areas**

- i. Barricades not in place or too high to provide adequate clearance for aircraft.
- ii. Construction warning lights inoperable.
- iii. Potential for vehicle/pedestrian deviations.
- iv. Construction warning lights on movement areas are not red.
- v. Marking of construction vehicle routes inadequate.
- vi. NOTAMS not current.
- vii. Construction equipment parked or operating in unauthorized areas.
- viii. Marking, lighting, or sign systems being installed contrary to FAA standards.
- ix. Potentially confusing marking/lighting/signs around construction areas
- x. Construction activity is contrary to AC 150/5370-2.
- xi. Construction activity contrary to the Construction Safety Phasing Plan.

**K. Fencing**

- i. Perimeter fencing down, gates open, or signs missing.
- ii. Erosion under the fence/gaps in gates.
- iii. Apron fencing down, gates open, or signs missing.

**L. Wildlife Hazards**

- i. Presence of birds, deer, coyotes, or other wildlife that could affect safe operations of air carrier aircraft.

FAA Approved

Date: OCT 07 2019

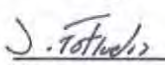


## Attachment 327-1 Airport Safety Self-Inspection List

### Salina Airport Authority Airfield Self Inspection Checklist (Part 139.327-01)

Date: \_\_\_\_\_  
 Day Inspector: \_\_\_\_\_ TIME: Start \_\_\_\_\_ End \_\_\_\_\_  
 Night Inspector: \_\_\_\_\_ TIME: Start \_\_\_\_\_ End \_\_\_\_\_

FACILITIES	CONDITIONS	Day	Night	REMARKS/LOCATION
Pavement Areas (including heliports)	Pavement Lip over 3"			
	Hole, 5" wide/ 3" Deep			
	Cracks/ Spalling/Bumps			
	FOD:Gravel/Debris/Etc.			
	Vegetation			
	Ponding			
Safety Areas	Ruts/Humps/Erosions			
	Drainage			
	Objects/Frangible Bases			
	Vegetation			
Markings	Visible/Faded			
	Obscured missing			
Obstructions	Obstruction lights			
	Cranes/ Trees/Etc.			
Rwy, Twy, & Ramp Lighting	Obscured/Dirty			
	Damaged/missing			
	Inoperative			
Navigational Aids	Guidance Signs			
	Wind Indicators			
	Rotating Beacon			
	FAA Owned			
Wildlife haz.	Birds/Animals			
Construction	Security			
	barricades			
	Marking/Lighting			
	Equipment			
Public Protection	Fencing/Gates/Signs			
	Unauthorized access			
ARFF	equipment & Crew			
	Communications			
Fuel Handling & Storage	Fencing/Gates/Signage			
	Fuel Marking/Labeling			
	Fuel Leaks/Spills			
	Fire Extinguishers			
	Grounding Clips			
Snow & Ice	Vegetation			
	Surface Conditions			
	Windrows			
Additional Safety Area Check	Equipment			
	<div style="display: flex; justify-content: space-between;"> <div> <div style="display: flex; justify-content: space-between; width: 100%;"> <div>S</div> <div>M</div> <div>T</div> <div>W</div> <div>T</div> <div>F</div> <div>Sa</div> </div> <div style="display: flex; justify-content: space-between; width: 100%;"> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> </div> </div>	Note: This is a dedicated trip down the safety areas in addition to the items above. Enter any corrections above.		

  
 Date: JAN 31 2019

## Attachment 327-2 Airport Special Inspection List

### Salina Airport Authority Airfield Special Inspection Checklist (Part 327-02)

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Inspector: \_\_\_\_\_

Type of Inspection: Accident   Weather   Construction   Maintenance   Snow   Wildlife

<u>Reason For Inspection:</u>				
Facilities	Conditions	x	Remarks	Resolved By: Initial & Date
Pavement Areas	FOD/debris/ponding			
	Cracks/heaves/blowups			
	Surface conditions			
	Snowbanks/windrows			
Safety Areas	Ruts/surface variations			
	Drainage/construction			
	Debris			
	Unauthorized objects			
Markings	Clearly visible			
	IA W FAA standards			
	Hold positions			
	Glass beads			
Signs	Obscured/inoperable			
	Damaged/missing			
	IA W sign & marking plan			
	IA W FAA standards/spec.			
Lighting	Inoperable/damaged/missing			
	Obscured			
	IA W FAA standards			
	Faulty aim/adjustment			
	Lighting systems operational			
NAVAIDS	Pilot control lighting			
	Rotating beacon			
	Wind indicators/Obst lights			
	VASI/PAPI/REIL systems			
Construction	FAA ILS & approach lights			
	Barricades/red lights			
	Equipment parking/materials			
	Complying plans & specs			
	Const safety phasing plan			
Wildlife	Confusing signs/markings			
	Wildlife present/location			
Fencing	Complying with WHMP			
NOTAMS	Damaged/erosion problem			
	Issued as appropriate/current			

FAA Approved

*J. F. Frodo*

Date: JAN 31 2019

**Salina Airport Authority Airfield Self Inspection Checklist (Part 327-01)**

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

Day Inspector: \_\_\_\_\_

Night Inspector: \_\_\_\_\_

**Discrepancies**

Report No.	<a href="#">See File For Active Discrepancies</a>	Issued By	Corrected By	Date

**FAA Approved**

M. Cozad

**Date:** 4/14/20

**Attachment 327-3**  
**Construction Inspection List**

**CONSTRUCTION IN PROGRESS INSPECTION CHECKLIST (327-03)**

**Salina Regional Airport**

Inspector: \_\_\_\_\_

Inspection Time: \_\_\_\_\_

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

S-Satisfactory, U-Unsatisfactory, NA-Not Applicable					Remarks
Area: Runway	S	U	NA		
1 Closed Runway-Yellow X or lighted X properly located and functional.					
2 Temporary Displaced Threshold-marking / lighting					
3 Partial Runway Closure-marking / lighting					
4 Runway Distance Remaining Signs-Covered in appropriate direction for partial runway closure.					
5 Runway Caution Zone Lighting-adjusted for partial runway closure.					
6 Closed Runway Exit-Lead-off line obliterated for long term closure, yellow X adjacent to runway, barricades at hold position, runway exit signs covered, taxiway lights off or covered.					
7 Barricades-Outside RSA, easily collapsible, orange/white reflective, less than 18" high, 4' spacing or continuously linked, secured, red lights spacing 10' or less.					
8 Runway Object Free Area-No parked equipment in ROFA and no stockpiled material unless necessary and FAA approved.					
9 Crossing Taxiways for Closed Runway-Hold signs illuminated for night operations.					
10 No Construction Activity in RSA-of active runway, unless restriction in effect for smaller RSA.					
11 Part Time Runway Closure-RSA meets part 139 requirements before opening.					
12 Construction related NOTAMS issued and current.					
Area: Closed Taxiways	S	U	NA		Remarks
1 Taxiway Centerlines Obliterated to closed areas for long term closure.					
2a Barricades are secured					
2b Barricades are outside TSA					
2c Barricades are easily collapsible.					
2d Barricades have orange/white diagonal reflective stripes.					
2e Barricades are less than 18" high, not counting red lights/flags.					
2f Barricade spacing 4' for vehicles/equipment or continuously linked to exclude pedestrians.					
2g Barricade red lights spacing 10' or less.					
3 Taxiway Direction Signs for closed taxiways do not need to be covered as they provide info to pilots.					
4 Outbound runway destination signs covered for closed runways where appropriate.					
5 No Construction Activity in TSA of active taxiway, unless restriction in effect for smaller TSA.					
6 Taxiway object free area clear of equipment if necessary to protect aircraft wing tip clearance.					
7 Taxiway lights are disconnected or covered in closed areas.					
8 Barricade red lights are adequately maintained - night inspection.					
9 Construction crossing points on active taxiways are controlled by flag persons, have FOD control.					
10 Construction related NOTAMS issued and current.					
<b>Remarks:</b>					

**FAA Approved**

M. Cozad

**Date:** 4/1/20



Attachment 327-4  
Post Construction Inspection List

POST CONSTRUCTION INSPECTION CHECKLIST				
Airport Name:		Inspection Date:		
Inspector:		Inspection Time:		S=Satisfactory N/A = Not Applicable
				U=Unsatisfactory Remarks Required
Area:	S	U	N/A	REMARKS
1. Paved areas swept and free of FOD				
2. No pavement lips over 3"				
3. Pavement is sufficiently drained to prevent ponding that could affect directional control of aircraft or obscure markings				
4. No Potentially hazardous surface variations present in the safety areas/ graded				
5. No Objects in the safety areas except those that are required and are frangibly mounted				
6. Safety areas are adequately drained to prevent water accumulations				
7. No exposed concrete bases located in the safety areas (potentially hazardous surface variation)				
8. Old markings which are no longer needed are removed IAW Marking AC standards				
9. Required markings are provided and are IAW Marking AC standards				
10. Required signs are provided and are IAW Sign AC standards/Sign & Marking Plan				
11. Required SPHPS are provided and are IAW Marking AC standards				
12. Required lighting is provided and is IAW lighting AC standards				
13. Supplemental wind cone is provided at the takeoff end of runways and do not have logos				
Other	S	U	N/A	REMARKS
1. ACM/Sign & Marking Plan updated if needed				
2. 5010 data updated if needed				
3. Airport Diagram Change submitted to NFDC website if needed				
Remarks				

FAA Approved

*J. Fotiadis*

Date: JAN 31 2019

## Section 329 – Pedestrians and Ground Vehicles

### I. Limiting Access

#### A. Personnel and Equipment

- i. Pedestrians and ground vehicles, authorized by Airport Management, to operate on movement areas and safety areas at the Airport are limited only to those pedestrians and vehicles necessary for airport operations and include the following types of vehicles.
  - a. Airport owned vehicles equipped with VHF and FM mode UHF band radios on Airport frequency 453.475. Airport owned vehicles are equipped with a roof top light bar or beacon.
  - b. FAA Airway Facility vehicles authorized for maintenance of FAA NAVAIDS.
  - c. Weather Service vehicles authorized for maintenance of weather equipment.
  - d. Authorized construction vehicles.
  - e. Airline employees authorized to operate the de-icing equipment at the remote de-icing pad.
- ii. Other individuals who need access to the movement areas are escorted by qualified personnel or required to attend the Airport's ground vehicle training session prior to operating a vehicle on the aircraft movement area.
  - a. Copies of the Airport's ground vehicle procedures are distributed to all employees authorized to operate a vehicle on movement areas or areas adjacent to movement areas.

#### B. Controls

- i. Access onto the apron and AOA is controlled by gate operators with a card reader control.
- ii. Access to the AOA through the outer perimeter gates is secured by padlocks.
  - a. Only persons authorized by Airport Management are issued keys.
- iii. "No Trespassing – Violators will be Prosecuted" signs are posted on all gates, including outer perimeter gates and on Airport perimeter fencing.

### II. Procedures for Ground Vehicle Operations

- A. A Letter of Agreement with the ATCT contains procedures for Air Traffic Control of the Airport Movement Area and is included as Attachment 329-1.
- B. Additional ground vehicle procedures are as follows:
  - i. Ground vehicles are required to operate under the procedures established by the Executive Director.
  - ii. Operations of any radio equipped vehicles on the movement areas must be trained and familiar with Airport radio procedures prior to operating on movement areas or safety areas.
  - iii. The vehicle beacon, if equipped, shall be operated at all times while on movement areas.

FAA Approved  
  
Date: OCT 07 2019



- iv. Vehicle operators must obtain ATCT clearance before operating on the movement area and prior to operating on active Runways or in Runway safety areas.
- v. During periods when the ATCT is closed, vehicle operators shall stop at all hold lines and visually check both approaches before they cross or enter an active Runway.
  - a. Operators shall announce their intentions on CTAF when operating on or near the Runways.
- vi. Vehicle operators must monitor the radio at all times when on movement areas and safety areas adjacent to movement areas.
- vii. The direction of travel on Runways shall generally be with the wind, when practical, with headlights on in order to provide better viewing of the Runway approach.
- viii. Aircraft have the right-of-way on movement areas and aprons. Vehicles must yield to all moving aircraft.
- ix. Movement areas or areas adjacent to movement areas under construction shall be closed to aircraft operations if possible.
  - a. Any construction equipment that must operate on active movement areas shall be controlled by a flag person or radio equipped escort vehicle.
  - b. Operators of construction equipment shall be briefed on procedures for operation on or near movement areas.
  - c. Construction personnel authorized to operate on the movement area without an escort must successfully complete the AOA Driver's Training Course.

### **III. Training of Employees Authorized to Operate on the Movement and Non-Movement Safety Areas**

- A. The Airport has prepared an AOA Access and Driver's Training Course that is provided to all persons that may have a need to operate in the AOA movement and non-movement areas.
- B. The Manager of Operations is responsible for training employees authorized to operate a vehicle on the movement and non-movement areas.
- C. The AOA Driver's Training Course includes on-the-job training and the following subjects:
  - i. Review of the SAA Airport Operations Area Access and Driver's Guide
  - ii. AOA Access and Driver's Test
- D. New Airport or FBO employees authorized to operate on the movement and non-movement safety areas are required to attend the AOA Driver's Training Course prior to the initial performance of their duties and will have recurrent training annually.
  - i. Records of classroom training are maintained by the Manager of Operations and filed in the ACM at the Maintenance Shop.
- E. To ensure tenants are familiar with the ground vehicle procedures, the Airport Information and AOA Regulations handout is disseminated to all new hangar tenants

FAA Approved

*J. F. Feltz*

Date: JAN 31 2019

- F. The Airport will ensure that all persons are trained on pedestrian and ground vehicle procedures prior to the initial performance of such duties at least once every 12 consecutive calendar months.

#### **IV. Consequences of Non-Compliance**

- A. The enforcement of the ground vehicle regulations applicable to Airport employees, tenants, and contractors shall be handled by the Executive Director or Manager of Operations.
- B. Appropriate enforcement action will be taken depending on the nature and severity of the offense.
- C. The following enforcement actions are available at the discretion of Airport Management:
  - i. 1<sup>st</sup> offense – Retake AOA Driver's Course
  - ii. 2<sup>nd</sup> offense – Suspension from AOA for 2 weeks and retake AOA Driver's Course
  - iii. 3<sup>rd</sup> offense – Not allowed to drive on AOA
- D. For all notices, a written notice will be sent to the driver's employer.
- E. All offenses must occur in a 2-year period.

#### **V. Records**

- A. **Training**
  - i. The Airport maintains a description and date of training completed by each individual operating in the movement areas, safety areas, or aprons.
  - ii. Records are maintained for 24 months after the termination of an individual's access to movement areas, safety areas, or aprons.
  - iii. The FAA Tech Operations Office is located aboard Salina Regional Airport.
  - iv. The National Weather Service Office (ASOS) is located off-airport.
  - v. Records of ground vehicle/pedestrian training site specific to Salina Airport conducted by FAA Tech Ops and the NWS ASOS techs are provided to the Director of Facilities and Construction annually.
- B. **Accidents/Incidents**
  - i. The Airport maintains records of accidents or incidents in the movement areas and safety areas, involving air carrier aircraft and/or ground vehicles.
  - ii. Records of each accident or incident are maintained for 12 months from the date of the accident or incident.
  - iii. Any Airport records of accidents or incidents on movement areas, involving air carrier aircraft and/or ground vehicles, will be made available on request to the FAA.

FAA Approved

J. Potradis

Date: JAN 31 2019



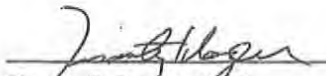
Attachment 329-1  
**ATCT Letter of Agreement for Control of Airport Movement  
Area**


**LETTER OF AGREEMENT**

Vehicles, Equipment and Personnel on Airport Movement Area

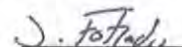
May 2015

1. **Purpose:** To define responsibilities and procedures for the operation of vehicles, equipment, and personnel on the Salina Regional Airport (SLN) movement area between the Salina Airport Authority (Authority) and the Salina Airport Traffic Control Tower (SLN ATCT). This agreement replaces any preceding agreements for vehicles, equipment, and personnel on the movement area.
2. **Scope:** The movement area includes runways, taxiways, and other areas utilized for taxing, takeoff, and landing of aircraft, exclusive of loading ramps, parking areas and roadways as depicted on Attachment "A".
3. **Responsibility:**
  - a. Only vehicles, equipment, and personnel authorized by the Authority shall operate inside the perimeter fence of airport property.
  - b. All personnel needing access into the movement area shall first complete an Authority AOA Driving Course.
  - c. SLN ATCT has responsibility for the control of traffic on the movement area. Aircraft movement on the ramps and parking areas are issued advisory information and does not imply control responsibility.
4. **Procedures:**
  - a. Vehicles, equipment, or personnel intending to enter the movement area shall:
    1. Have a working VHF radio to contact SLN ATCT
    2. Contact SLN ATCT on the non-movement area for access to movement area
    3. Read back all SLN ATCT instructions
  - b. If a vehicle needs access across a runway, the vehicle operator shall contact SLN ATCT Ground on 121.9.
  - c. If a vehicle needs to be on the runway or runway safety areas, the vehicle operator shall contact SLN ATCT on 119.3.
  - d. Vehicles in a group shall be given SLN ATCT instruction to a single call sign. The radio-equipped vehicle shall be responsible for relaying the SLN ATCT information to the group.
  - e. During snow removal operations, the Authority will close runways where equipment is operating and those vehicles shall contact SLN ATCT on 119.3 and remain on the frequency.
  - f. During Alert responses, runways used for the Alert are considered closed. Emergency vehicles shall monitor and contact the SLN ATCT on 119.3 if necessary. The Salina Fire Department will monitor the Tower frequency during an Alert.

  
Timothy F. Rogers, A.A.E.  
Executive Director  
Salina Airport Authority

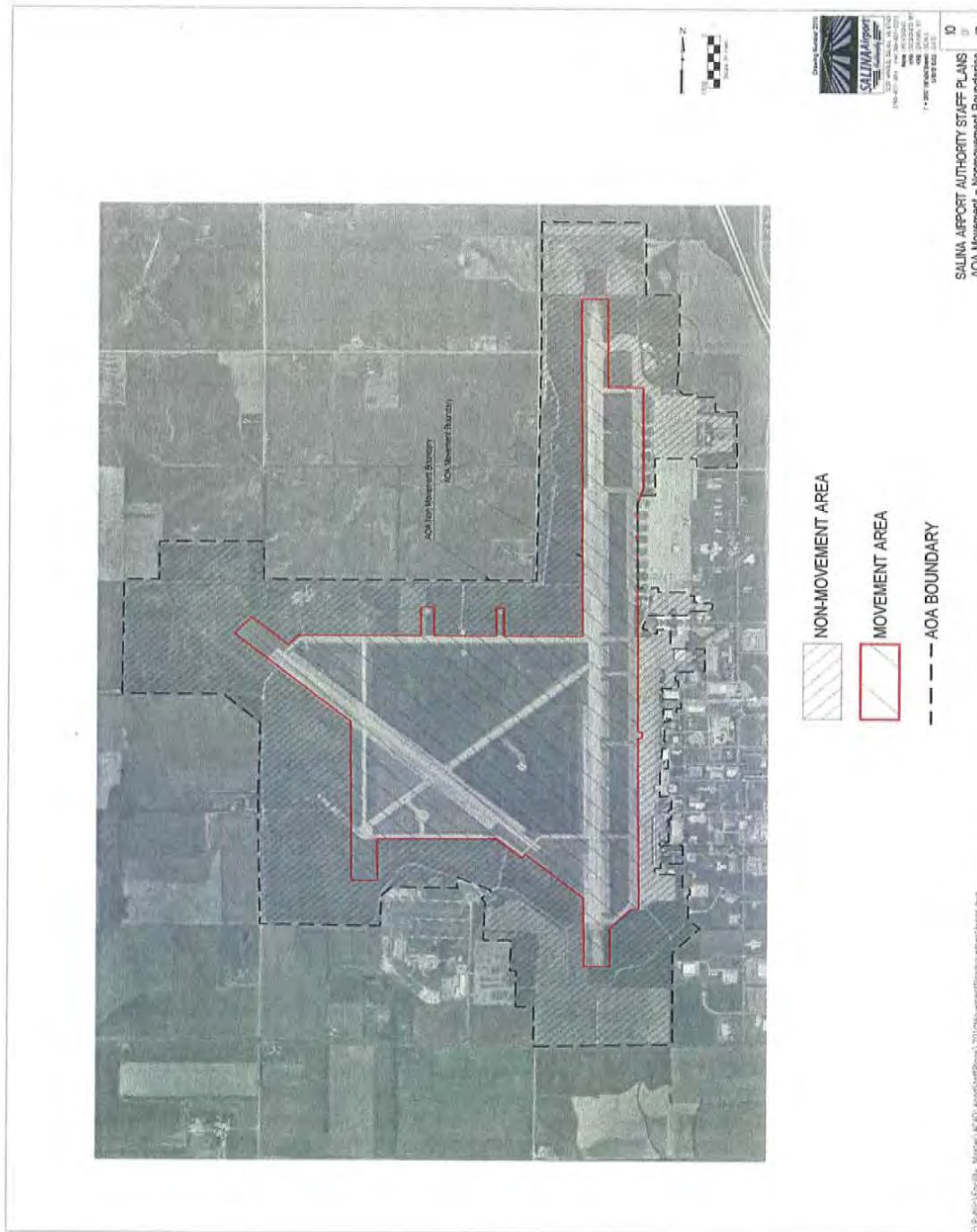
  
Dave Hansen  
Manager, Salina Tower  
Midwest Air Traffic Control

FAA Approved



Date: JAN 31 2019

Attachment 329-1  
ATCT Letter of Agreement for Control of Airport Movement Area  
Attachment A



FAA Approved

*J. F. Fiedler*

## Section 331 – Obstructions

### I. General

- A. The Airport will ensure that each object within the authority of the Airport that penetrates a FAR Part 77 imaginary surface is removed, marked, or lighted unless determined to be unnecessary by an FAA aeronautical study.

### II. Obstructions

- A. Obstructions to FAR Part 77 surfaces are listed in Section 311 of this manual.
- B. Obstruction lights are inspected daily during periodic night inspections conducted by Airport Maintenance or ARFF Personnel.
- C. The Airport Maintenance staff will repair any inoperable obstruction lights owned by the Airport.
- D. Airport Management will notify the appropriate owner of inoperable obstruction lights not under Airport responsibility.

FAA Approved

Date: OCT 07 2019



## **Section 333 – Protection of NAVAIDS**

### **I. Construction**

- A. No facilities shall be constructed on the Airport that, when determined by the FAA, would derogate the operation of an electronic or visual NAVAID or air traffic control tower facilities.
- B. The Executive Director shall notify the FAA if aware of any changes in construction plans or equipment.
- C. Utility plans for airport utilities are on file in the Executive Director's office.
  - i. The location of any airport utility lines in the areas of construction shall be marked by Airport Maintenance personnel prior to the start of construction.
  - ii. All FAA utility lines for NAVAIDS and ILS critical areas shall be marked by the FAA.
- D. Airport Maintenance staff are responsible for monitoring construction activity on the Airport to prevent the interruption of visual and electronic signals of NAVAIDS.

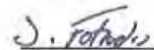
### **II. Protection Against Vandalism**

- A. All NAVAIDS are located on airport property within the perimeter fence and are protected against vandalism and theft by the fence.

### **III. Interruption of Visual and Electronic Signals of NAVAIDS**

- A. Interruption of visual and electronic signals of NAVAIDS is prevented by Airport Authority rules and regulations.
- B. The City of Salina and Saline County have adopted height and hazard zoning control throughout the City and County and enforce the building height and obstruction limitations imposed by zoning around the Airport.
  - i. The City and County have also adopted land use zoning control for the land surrounding the Airport.
- C. Signs have identified ILS critical areas and ground vehicle procedures have been established to prevent inadvertent entry into critical areas by a vehicle during IFR condition.
  - i. In addition, Airport Maintenance personnel maintain the height of grass and snow in ILS critical area below levels that may affect electronic signals of NAVAIDS.

FAA Approved

  
Date: JAN 31 2019



## **Section 335 – Public Protection**

### **I. Fencing**

- A. A six-foot chain-link fence, with one-foot barbed wire over guard secures the airport perimeter.
- B. Fencing at the Airport will prevent inadvertent entry onto airport property by persons or vehicles.
- C. Signs restricting access are posted on all gates and at regular intervals around the perimeter.
- D. The Airport has established procedures in the Airport Security Program for controlling access onto the AOA through perimeter gates.

### **II. Access Control**

- A. Procedures for controlling access onto the terminal apron are included in the Airport's Airport Security Program.
- B. Access onto apron areas is limited.
- C. Procedures for authorizing temporary access on the AOA require Airport Management approval.

### **III. Aircraft Blast Protection**

- A. The Airport does not have a problem with aircraft blast.
- B. If an aircraft blast problem develops in the future, procedures will be established, and a blast fence installed if needed to provide reasonable protection of persons and property.

### **IV. Inspection and Maintenance**

- A. Perimeter fencing, gates, and signs are inspected during the daily safety inspections.
- B. Gates will be closed and locked if found open and recorded on the inspection list.
  - i. Airport Management will follow up with the tenant with control responsibility.
- C. Airport Maintenance is responsible for maintaining fencing.

**FAA Approved**

**M. Cozad**

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**Date:** 10/30/20

## **Section 337 – Wildlife Hazard Management Plan**

### **I. General**

- A. The Airport shall take immediate measures to alleviate wildlife hazards whenever they are detected or reported.
- B. As part of the Self-Inspection Program, Airport Safety personnel shall:
  - i. Watch for and report any unusual concentration of wildlife or birds that may be a hazard to aircraft operations, especially when low flying or in the vicinity of the Runways, their respective safety areas and immediate approach areas.
  - ii. In circumstances when such concentration of wildlife or birds otherwise attempt to alleviate any risk of strikes by aircraft and immediately advise the ATCT.
    - a. Dispersal activities will be coordinated with ATC to avoid dispersing wildlife into the path of aircraft.
- C. When the Airport is aware of projects or activity that might create a wildlife hazard having a potentially adverse impact on aircraft operations, the Airport shall make reasonable efforts to prevent such project from taking place.
- D. If said prevention efforts are unsuccessful or if the activity is of short duration, the Airport shall initiate the airport condition reporting procedures and/or close the affected areas to aircraft operations.

### **II. Events Triggering a Wildlife Hazard Assessment**

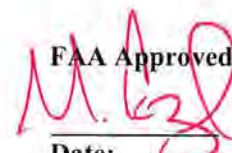
- A. The Executive Director will arrange for a Wildlife Hazard Assessment to be conducted when any of the following events occur on or near the Airport.
  - i. An air carrier aircraft experiences multiple wildlife strikes
  - ii. An air carrier aircraft experiences substantial damage from striking wildlife
  - iii. An air carrier aircraft experiences an engine ingestion of wildlife
  - iv. Wildlife is observed to have access to any airport movement area or light pattern, in a size or in numbers capable of causing on of the above events.
- B. If one of the above events occurs the Manager of Operations will notify the FAA Airport Certification and Safety staff.
- C. The Airport thought it in our best interest to conduct a Wildlife Hazard Assessment in 2009.
  - i. The survey was conducted by the USDA Wildlife Services from 2009 to 2010.

### **III. Wildlife Hazard Management Plan**

- A. The Wildlife Hazard Management Plan is located in the ACM as Appendix A.

### **IV. Wildlife Hazard Management Plan Training**

- A. The Airport will arrange for wildlife hazard management training every 12 months for Airport Personnel with responsibilities in the Wildlife Hazard Management Plan.
- B. The training will be conducted by a qualified airport wildlife biologist to provide Airport personnel with the knowledge and skills needed to successfully carry out the Wildlife Hazard Management Plan.

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Date:

OCT 07 2019

## **V. Wildlife Hazard Management Plan Annual Review**

- A. The WHMP will be reviewed and evaluated every 12 months during the annual training conducted by a qualified airport wildlife biologist or following an event described in Part 139.377(b)(1), (b)(2), or (b)3.
- B. The review and evaluation will be conducted for the following:
  - i. The WHMP's effectiveness in dealing with known wildlife hazards on the Airport and in the Airport's vicinity.
  - ii. Aspects of the wildlife hazards described in the Wildlife Hazard Assessment that should be reevaluated.

## **VI. Crop Buffers for Runways and Taxiways at KSLN**

- A. The following crop buffers will be maintained after December 31, 2014.
  - i. **Runway 17-35 Crop Buffer** – 575' from the Runway centerline to any crop or agricultural land use.
  - ii. **Runway 12-30 Crop Buffer** – 530' from the Runway centerline to any crop or agricultural land use.
  - iii. **Runway 18-36 Crop Buffer** – 400' from the Runway centerline to any crop or agricultural land use.
  - iv. **Runway 4-22 Crop Buffer** – 400' from the Runway centerline to any crop or agricultural land use.
  - v. **All Taxiways east of Runway 17-35** – 93' from the Taxiway centerline to any crop or agricultural land use.
  - vi. **All Taxiways west of Runway 17-35** – 66' from the Taxiway centerline to any crop or agricultural land use.
- B. The Airport will continue to prohibit the production and growing of cereal grain crops in all areas outside of the Runway and Taxiway crop buffer zones.

## **VII. The Following Actions are Priorities for Habitat Modifications and Land Use Changes**

- A. The Airport has the following actions underway:
  - i. Clearing trees and overgrowth from the airport perimeter fence.
  - ii. Perimeter fence repair.
  - iii. Storm water drainage structures inspected and repaired.

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## **Section 339 – Airport Condition Reporting**

### **I. Airfield Surface Condition Assessments**

- A. Airport Maintenance Personnel conduct surface condition checks during snow and ice conditions.
- B. Friction surveys are conducted using a Vericom decelerometer as an assessment tool to help determine when to initiate friction-enhancing treatments and to monitor the trend of increasing or decreasing friction of Runways.
- C. MU values are documented on the Airport Conditions Assessment Worksheet included in Attachment 339-1 or on a printed RCAM form included in Attachment 339-2, for use when downgrading or upgrading a RwyCC.
- D. Airport Safety personnel will document the airport conditions on either the Airport Conditions Assessment Worksheet or the printed RCAM form before entering airport conditions into the Runway Condition Assessment Matrix (RCAM) in NOTAM Manager.
- E. A minimum of three friction surveys are conducted in the touchdown, midpoint, and roll out zones for each Runway in the direction of landing and the MU values are averaged for each zone.

### **II. Personnel Authorized to Issue Surface Condition Reports**

- A. Airport personnel in the following positions are authorized to issue NOTAMS to the AFSS, or disseminate airport conditions locally to the ATCT and airlines:
  - i. Executive Director
  - ii. Manager of Operations
  - iii. ARFF and Maintenance Personnel
  - iv. ATCT
  - v. FAA Airways and Facilities
- B. Names of the personnel authorized to issue surface condition reports are supplied to the Lockheed Martin Flight Services and kept current.

### **III. Conditions Requiring a Surface Condition Report**

- A. The following airport conditions that may affect the safe operations for air carriers shall be disseminated to the AFSS, or disseminated locally to the ATCT and airlines if AFSS shall not accept the condition for NOTAM distribution:
  - i. Construction or maintenance activity on movement areas, safety areas, or loading ramps and parking areas.
  - ii. Surface irregularities on movement areas, safety areas, or loading ramps and parking areas.
  - iii. Snow, ice, slush, or water on movement areas, or loading ramps and parking areas.
  - iv. Snow piled or drifted on or near movement areas in such a height that all air carrier aircraft propellers, engine pods, rotors, and wingtips may not clear the snowdrift or snowbanks as the aircraft's landing gear traverses any full-strength portion of the movement area.
  - v. Objects on the movement area or safety areas contrary to 139.309.

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Date: OCT 07 2019



- vi. Out of service or malfunction of any required lighting system, holding position signs, surface painted holding position signs, or ILS critical area signs.
- vii. The following light outage conditions, as described in AC 150/5340-26, current edition, Table A-8, shall be disseminated locally to the ATCT and the airlines:
  - a. Less than 85% Runway edge lights operable for Cat I.
  - b. Runway light outages that alter the basic pattern of the lighting system.
  - c. Two or more threshold lights out at a Runway end.
  - d. Less than 85% Taxiway edge lights operable.
  - e. Taxiway light outages that alter the basic pattern of the lighting system.
- viii. Unresolved wildlife hazards in accordance with 139.337.
- ix. Non-availability of any required ARFF capability required in 139.317 or 139.319.
- x. A NOTAM will be issued closing a Runway whenever a NIL pilot braking action report is received or whenever a NIL braking action assessment is made by the Airport Safety Office, or when the RCAM generates a RwyCC "0".
  - a. The Runway will remain closed until the NIL braking condition no longer exists.
- xi. Any other condition that may otherwise adversely affect the safe operations of air carriers.

#### **IV. NOTAM/Airport Condition Reporting Records**

- A. The FAA Digital NOTAM Manager website is used to issue NOTAMS.
- B. The Airport informs the ATCT, airlines, and tenants via email whenever a NOTAM is issued.
- C. Records of NOTAMS issued in the Digital NOTAM Manager System for the Airport are maintained for at least 12 months.

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Date: OCT 07 2019

Attachment 339-1



Airport Conditions Assessment

Airport ID: KSLN Date: \_\_\_\_\_ Observed Time (Local): \_\_\_\_\_  
Pilot Reported Breaking Action: \_\_\_\_\_ Observed By: \_\_\_\_\_  
(Within 15 minutes of assessment when available)

Runway Direction in Use: \_\_\_\_\_

Is Outside Air Temperature (OAT) Yes No  
warmer than 5° F (-15 °C)? ☐ ☐

Coverage		Depth	Contaminants	Runway Cond. Code
Location	%			
Touchdown				
Midpoint				
Rollout				

Runway Direction in Use: \_\_\_\_\_

Is Outside Air Temperature (OAT) Yes No  
warmer than 5° F (-15 °C)? ☐ ☐

Coverage		Depth	Contaminants	Runway Cond. Code
Location	%			
Touchdown				
Midpoint				
Rollout				

Runway Direction in Use: \_\_\_\_\_

Is Outside Air Temperature (OAT) Yes No  
warmer than 5° F (-15 °C)? ☐ ☐

Coverage		Depth	Contaminants	Runway Cond. Code
Location	%			
Touchdown				
Midpoint				
Rollout				

Runway Direction in Use: \_\_\_\_\_

Is Outside Air Temperature (OAT) Yes No  
warmer than 5° F (-15 °C)? ☐ ☐

Coverage		Depth	Contaminants	Runway Cond. Code
Location	%			
Touchdown				
Midpoint				
Rollout				

Notam Issued: Yes ☐ No ☐ SAA By: \_\_\_\_\_

Time (24 Hour): \_\_\_\_\_ Date: \_\_\_\_\_ AFSS By: \_\_\_\_\_

Agencies Notified:

SLN ATCT: \_\_\_\_\_ SkyWest \_\_\_\_\_ AvFlight: \_\_\_\_\_

7/29/2016

AC 150/5200-30D

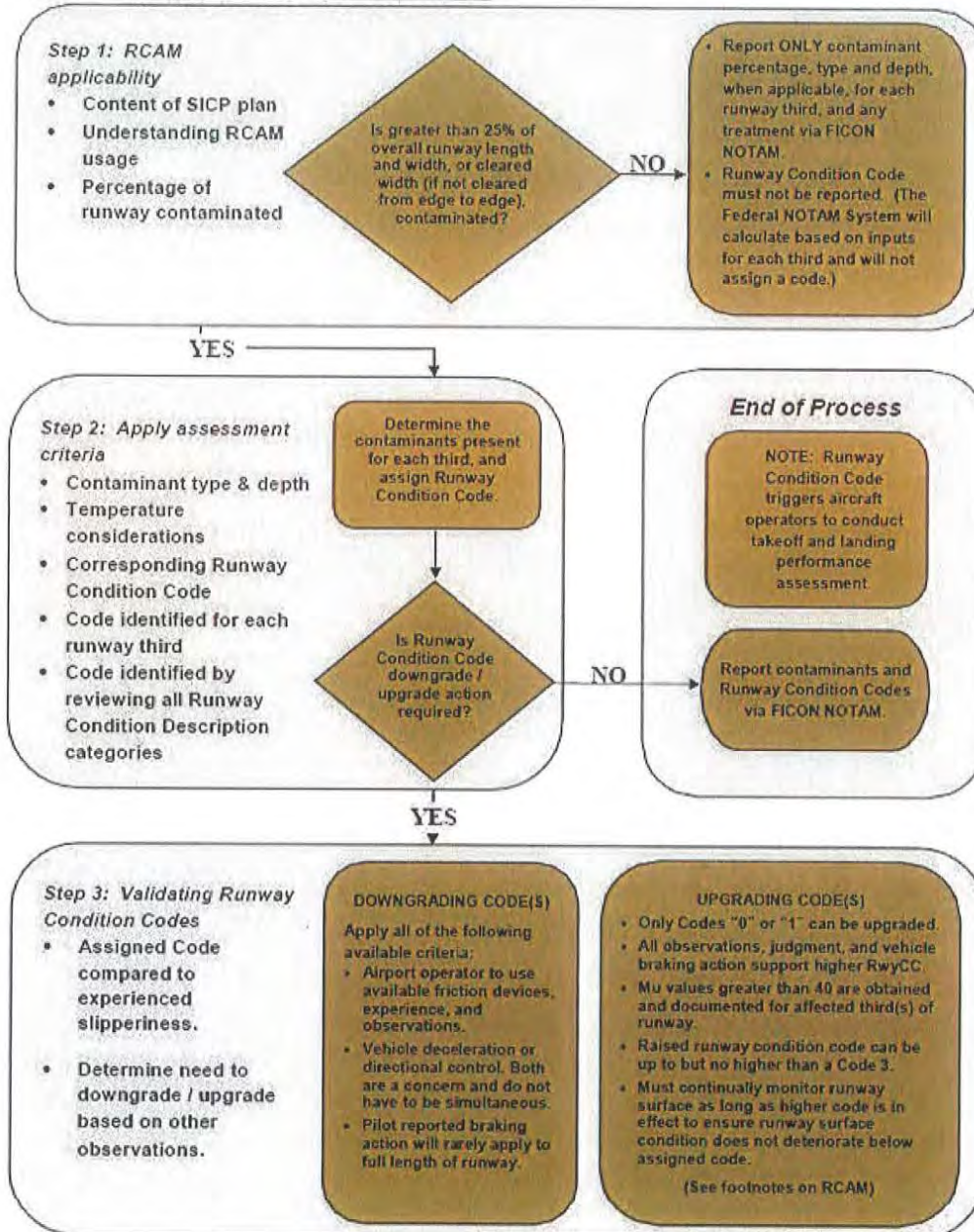
FAA Approved

*J. Foltz*

Date: JAN 31 2019



5.3.2 Overview of the Basic RCAM Process.



FOR AIRPORT OPERATORS' USE ONLY

Assessment Criteria		Downgrade Assessment Criteria		
Runway Condition Description	Code	Mu ( $\mu$ ) <sup>1</sup>	Vehicle Deceleration or Directional Control Observation	Pilot Reported Braking Action
<ul style="list-style-type: none"> <li>Dry</li> </ul>	6			
<ul style="list-style-type: none"> <li>Frost</li> <li>Wet (includes Damp and 1/8 inch depth or less of water)</li> <li>1/8 inch (3mm) depth or less of:</li> <li>Slush</li> <li>Dry Snow</li> <li>Wet Snow</li> </ul>	5	40 or higher	Braking deceleration is normal for the wheel braking effort applied AND directional control is normal.	Good
5° F (-15° C) and Colder outside air temperature: <ul style="list-style-type: none"> <li>Compacted Snow</li> </ul>	4	39 to 40	Braking deceleration OR directional control is between Good and Medium.	Good to Medium
<ul style="list-style-type: none"> <li>Slippery When Wet (wet runway)</li> <li>Dry Snow or Wet Snow (Any depth) over Compacted Snow</li> </ul> Greater than 1/8 inch (3mm) depth of: <ul style="list-style-type: none"> <li>Dry Snow</li> <li>Wet Snow</li> </ul> Warmer than 5° F (-15° C) outside air temperature <ul style="list-style-type: none"> <li>Compacted Snow</li> </ul>	3	29 to 40	Braking deceleration is noticeable reduced for the wheel braking effort applied OR directional control is noticeable reduced.	Medium
Greater than 1/8 inch (3mm) depth of: <ul style="list-style-type: none"> <li>Water</li> <li>Slush</li> </ul>	2	29 to 31	Braking deceleration OR directional control is between Medium and Poor.	Medium to Poor
<ul style="list-style-type: none"> <li>Ice<sup>2</sup></li> </ul>	1		Braking deceleration is significantly reduced for the wheel braking effort applied OR directional control is significantly reduced.	Poor
<ul style="list-style-type: none"> <li>Wet Ice<sup>2</sup></li> <li>Slush over ice</li> <li>Water over Compacted Snow<sup>2</sup></li> <li>Dry Snow or Wet Snow over ice<sup>2</sup></li> </ul>	0	20 or lower	Braking deceleration is minimal to non-existent for the wheel braking effort applied OR directional control is uncertain.	Nil

<sup>1</sup> The correlation of the Mu ( $\mu$ ) values with runway conditions and condition codes in the Matrix are only approximate ranges for a generic friction measuring device and are intended to be used only to downgrade a runway condition code; with the exception of circumstances identified in Not 2. Airport operators should use their best judgment when using friction measuring devices for downgrade assessments, including their experience with the specific measuring devices used.

<sup>2</sup> In some circumstances, these runway surface conditions may not be as slippery as the runway condition code assigned by the Matrix. The airport operator may issue a higher runway condition code (but no higher than code 3) for each third of the runway if the Mu value for that third of the runway is 40 or greater obtained by a properly operated and calibrated friction measuring device, and all other observations, judgment, and vehicle braking action support the higher runway condition code. The decision to issue a higher runway condition code than would be called for by the Matrix cannot be based on Mu values alone; all available means of assessing runway slipperiness must be used and must support the higher runway condition code. This ability to raise the reported runway condition code to a code 1, 2, or 3 can only be applied to those runway conditions listed under codes 0 and 1 in the Matrix. The airport operator must also continually monitor the runway surface as long as the higher code is in effect to ensure that the runway surface condition does not deteriorate below the assigned code. The extent of the monitoring must consider all variables that may affect the runway surface condition, including any precipitation conditions, changing temperatures, effects of wind, frequency of runway use, and type of aircraft using the runway. If sand or other approved runway treatments are used to satisfy the requirements for issuing this higher runway condition code, the continued monitoring program must confirm continued effectiveness of the treatment.

Caution: Temperature near and above freezing (e.g., at 26.6° F (-3° C) and warmer) may cause contaminants to behave more slippery than indicated by the runway condition code given in the Matrix. At these temperatures, airport operators should exercise a heightened level of runway assessment, and should downgrade the runway condition code if appropriate.

FAA Approved

*J. Fothwell*

Date: JAN 31 2019



## **Section 341 – Identifying, Marking, and Lighting Construction and Unserviceable Areas**

### **I. Marking/Lighting of Construction Areas**

- A. Each construction area and unserviceable area on or adjacent to a movement area that may be used by air carrier aircraft shall be marked and, if appropriate, lighted in a manner acceptable to the Administrator.
- B. Plans and specifications involving marking/lighting of construction areas and unserviceable areas shall be submitted to the FAA for approval for AIP funded projects.
- C. Advisory Circular 150/5370-2 and the findings of the FAA aeronautical study shall be used as guidance for marking and lighting where appropriate, construction areas, and temporary unserviceable areas.
- D. Permanent unserviceable or closed areas shall be marked in accordance with marking standards in AC 150/5340-1, *Standards for Airport Markings*.

### **II. Marking/Lighting of Construction Equipment**

- A. Construction equipment and each construction roadway that may affect the safe movement of aircraft on the Airport shall be marked and, if appropriate, lighted in a manner acceptable to the Administrator.
- B. Plans and specifications involving marking and lighting of construction equipment and construction roadways shall be submitted to the FAA for approval on AIP funded projects.
- C. Advisory Circular 150/5370-2 and finding of the FAA aeronautical study shall be used as guidance for marking, lighting where appropriate, construction equipment, and roadways.

### **III. Procedures for Avoiding Damage to Utilities**

- A. Utility plans for airport utilities are on file in the Executive Director's office.
- B. The location of any airport utility lines in the areas of construction shall be marked by Airport Maintenance prior to the start of construction.
- C. FAA utilities shall be marked by the FAA.
- D. Airport Maintenance is responsible for monitoring construction activity on the Airport to prevent the interruption of utilities.

FAA Approved  
  
Date: OCT 07 2019

## **Section 343 – Non-Complying Conditions**

### **I. Halt Air Carrier Activity when Unsafe Conditions Exist**

Unless otherwise authorized by the administrator, whenever the requirements of subpart D of 14 CFR Part 139 cannot be met to the extent that uncorrected unsafe conditions exist on the airport, the certificate holder must limit air carrier operations to those portions of the airport not rendered unsafe by those conditions.

FAA Approved  
  
Date:

## **Appendix A – Wildlife Hazard Management Plan**

### **Salina Regional Airport – SLN**

### **Wildlife Hazard Management Plan**

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FAA Approved



Date: MAR 07 2019



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## **Federal Aviation Regulation Part 139.337 Wildlife Hazard Management**

### **I. Federal Aviation Regulation Part 139.337**

- A. Each certificate holder shall provide for the conduction of an ecological study, acceptable to the Executive Director, when any of the following events occur on or near the Airport.
  - i. An air carrier aircraft experiences multiple bird strike or engine ingestion.
  - ii. An air carrier aircraft experiences a damaging collision with wildlife other than birds.
  - iii. Wildlife of a size or in numbers capable of causing an event described in this section is observed to have access to any Airport flight pattern or movement areas.
  - iv. FAR 139.337 Section (d)
    - a. "When the administrator determines that a wildlife hazard management plan is needed, the certificate holder shall formulate and implement a plan using the ecological study as a basis."

### **II. Salina Airport Authority**

- A. SAA is home to Salina Regional Airport (SLN) and the Salina Airport Industrial Center. SLN is a publicly-owned Airport located 3 nautical miles southwest of the Salina, Kansas central business district, just west of Interstate 35 in Saline County.
  - i. SAA was created by the City of Salina in 1965 pursuant to the authority granted by the city by the surplus property and public airport authority act of the State of Kansas.
  - ii. SAA was created for the purpose of accepting as surplus property approximately 2,862 acres of the former Schilling AFB, which was closed by the United States Department of Defense in June 1965.
  - iii. SLN currently experiences 65,000 aircraft operations per year and has approximately 120 based aircraft. SLN lies at an elevation of 1,288 feet above mean sea level.
- B. Local climate conditions are characterized by warm, humid summers and semi-mild winters. Average temperatures range from about 28F in January to 81F in July and August. The Average annual rainfall on the airfield is about 26.4 inches per year, and the average annual snowfall is about 24.7 inches per year.
- C. It is Airport Management's responsibility to provide a safe and efficient operating environment for its patrons, and negligence in this regard can result in tremendous liability. Because of a large population of urban waterfowl, migratory raptor species and a host of other contributing factors, wildlife hazards on the airfield are a safety concern and must be addressed.
- D. In an effort to ensure the safety of its customers and to comply with the guidelines outlined in CFR 14, Part 139.337, Airport Management requested that USDA WS conduct an analysis of wildlife hazards at SLN (August 2009 – July 2010).

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Date: OCT 07 2019



- i. The intent is to use the findings from the study to better understand and reduce or mitigate wildlife hazards to a level acceptable to SLN, FAA, and airport patrons.

### **Authority and Responsibilities FAR 139.337(e) (1)**

#### **I. Executive Director**

- A. Responsible for the administration and operation of Salina Airport Authority.

#### **II. Director of Facilities and Construction**

- A. Responsible for resources needed to support the previous provisions of the WHMP.
- B. Acts as a project manager for habitat modification activities.
- C. Acts as a liaison with the public, the private sector and local, state and federal government entities with regard to wildlife habitat modification activities conducted by the Salina Airport Authority.
- D. Reviews design of new structures to reduce architectural features attractive to wildlife.
- E. Advises the Executive Director in land use planning and wildlife hazard mitigation issues.
- F. Reviews and submits the Annual Report Form/Depredation Permit with the United States Department of the Interior – U.S. Fish and Wildlife Service.
- G. Reviews and updates the WHMP, when appropriate.
- H. Shall convene annual Wildlife Hazard Management Plan meeting.

#### **III. Director of Administration and Finance**

- A. Responsible for all land utilization leases.

#### **IV. Manager of Operations**

- A. Maintains the Airport physical environment in accordance with this plan to reduce wildlife attractants and minimize wildlife access to the airfield.
- B. Assists in the removal and disposal of dead wildlife.
- C. Contacts airfield operations when large flocks of birds are observed on or above the airfield.
- D. Ensures adequate hazing supplies are available.
- E. Monitors wildlife activities at the Airport.
- F. Responds to wildlife strike notifications made by the ATCT, pilots, and other personnel and takes appropriate action deemed necessary for the protection of life and property.
- G. Ensures wildlife hazard conditions are NOTAMed as needed or published in the Flight Information Airport Facility Directory.
- H. Maintains documentation concerning observed or reported wildlife activity, wildlife strikes, and remedial activities associated with his plan.
- I. Submit work requests to Airport Maintenance for items that need correcting to control the movement of wildlife.

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Date: OCT 07 2019

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**V. Aircraft Rescue and Fire Fighting (ARFF) and Operations Specialist**

- A. Perform airfield self-inspections in accordance with FAR 139, and the Airport Certification Manual.
- B. Reports to ATCT wildlife activity that may pose an imminent danger to aircraft that are taxiing, departing, or arriving.
- C. Assists in dispersal of wildlife when deemed necessary for the protection of life and property, in accordance with the guidelines of this WHMP.
- D. Responds to wildlife strike notifications made by the ATCT, pilots, and other personnel and take appropriate action deemed necessary for the protection of life and property.
- E. Conduct Wildlife Assessments weekly, or as needed. Special Wildlife Assessments will be conducted during peak migration periods of waterfowl or migrating birds.
- F. Complete the Wildlife Assessment Worksheet (Enclosure 1) to document any wildlife observed during assessments.
- G. Document and forward to the Manager of Operations, wildlife strikes involving known and unknown aircraft and any significant wildlife activities observed on, above, or in the vicinity of airport property.

**VI. Airport Traffic Control Tower**

- A. Reports to pilots who are taxiing, arriving, departing, or transitioning through Salina Regional Airport airspace, any significant wildlife activity observed by or reported to ATCT.
- B. Advises Airport Operations of significant wildlife activity that is observed on the airfield by ATCT or pilots that may have an imminent danger to pilots arriving or departing at Salina Regional Airport.
- C. Completes the FAA Wildlife Strike Report when applicable.

FAA Approved



Date: MAR 07 2019

## **Wildlife Hazard Management Training**

- I. Training curriculum for Airport personnel actively involved in implementing FAA approved Wildlife Hazard Management Plan.
  - A. The training course must provide the knowledge, skills, and abilities needed by Airport personnel to safely and accurately implement relevant portions of the FAA approved WHMP.
  - B. Initial and annual recurrent training must be completed every 12 months.
  - C. Training shall be conducted by a qualified Airport Wildlife Biologist and/or a member of the Salina Airport Authority Staff that has completed a FAA approved train-the-trainer course.
  - D. The training curriculum shall include at least the following:
    - i. Review of wildlife strikes, control actions, and observations at the Airport over the previous 12 months.
    - ii. Review of the Airport's WHA.
    - iii. Existing wildlife hazards and trends in wildlife abundance.
    - iv. Status of any open or unresolved recommended action items for reducing identified wildlife hazards to air carrier operations within the past 12 months.
    - v. Review of the Airport's WHMP, to include:
      - a. Airport-specific wildlife attractants, including man-made and natural features.
      - b. Habitat management, modification, and exclusion practices of the past 12 months.
      - c. Wildlife population management.
    - vi. Review of the Airport's wildlife permits (local, state, and federal).
    - vii. Responsibilities for Airport Personnel for:
      - a. Reporting wildlife strikes, control actions, and wildlife observations.
      - b. Communicating with personnel who conduct wildlife control actions or who see wildlife hazards and air traffic control tower personnel and others who may require notifications, such as Airport Operations or Maintenance departments.
      - c. Documenting and reporting wildlife hazards seen during patrols and inspections and follow-up control efforts.
    - viii. Basic bird and mammal identification, stressing local hazardous populations and threatened and endangered species of concern.
      - a. The Airport is reported to be within the migrating path of Whooping Cranes.
      - b. SAA personnel will receive training in the identification and limitations of wildlife mitigation of endangered species.
    - ix. Any Airport personnel using pyrotechnic launchers or firearms must receive training on the following topics:
      - a. Safety, parts, and operation of firearms and pyrotechnic launchers.
      - b. Fundamentals of using ammunition and pyrotechnics.
      - c. Personal protective equipment.
      - d. Cleaning, storage, and transport of firearms and pyrotechnic launchers.

**FAA Approved**

**M. Cozad**

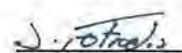
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**Date:** 10/30/20



- e. Applicable local, state, and federal regulations on firearms, pyrotechnic launchers, and pyrotechnics.
- f. Live fire training with any firearms and pyrotechnic launchers.
- g. Any other training required by local, state, or federal regulations.
- x. State Certificated Hunter Safety Instructors, Police Officers, and Firearms Instructors should teach firearms safety and possible the safe use of pyrotechnic launchers.
  - a. Pyrotechnics are classified as high explosives by the Bureau of Alcohol, Tobacco, and Firearms (ATF) and as Division 1.4 explosives by the US Department of Transportation.
  - b. There are numerous regulations, security considerations, and ATF licensing requirements that apply to pyrotechnics.
- xi. After completion of required training, the personnel listed in Enclosure 2 will be authorized to conduct wildlife mitigation.
- xii. All training requirements are subject to review and recurring will be required on a yearly basis.

FAA Approved



Date: MAR 07 2019



### **Wildlife Hazard Management Training Records**

- I. Training records will be maintained for a period of 24 calendar months for those who mitigate wildlife.

FAA Approved



Date: MAR 07 2019

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## Annual Review of Wildlife Hazard Management Plan

- I. The WHMP will be reviewed annually in October to determine its effectiveness in dealing with wildlife issues.
  - A. Topics to be reviewed will include, but are not limited to:
    - i. The previous year's recorded wildlife observations and wildlife strikes.
    - ii. Review of the Airport's WHMP, to include:
      - a. Airport specific wildlife attractants, including mammals and natural features.
      - b. Habitat management, modification, and exclusion practices of the last 12 months.
      - c. Wildlife population management.
      - d. Status of any open or unresolved recommended action items for reducing identified wildlife hazards to air carrier operations within the past 12 months.
      - e. Future Airport planning and development.
    - iii. Recommended changes to the WHMP.
    - iv. Recommendations and plans for revised or new procedures, habitat modification projects, and wildlife management procedures.

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Date: MAR 07 2019

## Wildlife Hazard Management

### I. Habitat Management

- A. Habitat Management is a primary component of the WHMP.
- B. Modifying habitats to reduce attractants on the Airport is the most effective long-term method of reducing wildlife hazards.
- C. Area Attractants include:
  - i. Food Sources
    - a. Presence or large open area used for agriculture nearby.
    - b. Numerous dumpsters, many of which are used for disposal of food wastes.
    - c. Undeveloped areas throughout the Airport which offers natural habitat areas with abundant cover, food, and water.
  - ii. Water Sources
    - a. Presence of permanent, year-round sources of water.
  - iii. Resting/Roosting/Nesting areas
    - a. Large numbers of landscaping, cone-bearing trees are scattered across the public areas of the Airport offering ideal roosting locations for birds seeking refuge from the cold winter months.
    - b. Structural design of many buildings and aircraft boarding bridges offer roosting and nesting habitats to avian wildlife.
    - c. Open parking lots and street light poles offer resting areas for birds and serve as hunting perches for predatory bird species.

### II. Current Wildlife Habitat Management Measures

- A. Airfield Maintenance maintains the airfield grass height between 6-12 inches in the crop buffer zones.
  - i. Runway and Taxiway safety areas are maintained to height of approximately 6" to accommodate FAR Part 139 requirements.
  - ii. By maintaining the grass with these limits, airfield grass areas do not provide attractive nesting, roosting, and feeding areas for the majority of wildlife species in this area.
- B. Areas of trees and brush have been eliminated near the approach end of the Runways and throughout the entire Airport.
- C. The goal is to eliminate all trees aboard the airport property.
- D. The airfield is maintained to provide a minimum of low swell areas where standing water remains for an extended period after rains.
- E. Control burns are conducted as needed to reduce wildlife habitat.
  - i. Fires will only be started in the morning in order to allow for several hours of monitoring.
  - ii. When possible, berms or disking will be conducted around the burn area to prevent the fire from spreading.
  - iii. Calls to Saline County Emergency Management will be made to notify prior to conducting any burns in accordance with the burn permit.
- F. Future building designs will be designed to reduce potential wildlife habitat.
- G. Remove located pigeon and other bird nests.

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Date: OCT 07 2019



- H. The airfield is enclosed by a six-foot chain link fence with three strands of barbed wire at the top.
  - i. The base is routinely inspected for crawl holes and other openings that would allow wildlife access to the airfield.
  - ii. Regular wildlife and security patrols conducted inspect the fence, reporting any needed repairs and flagging wash-outs or animal digs under the fence.
    - a. During a patrol, if any fencing is in need of repair, ARFF personnel will mark the area with high visible ribbon and fill out a work order for repair.

### **III. Wildlife Dispersal**

- A. Noise makers, primarily “bangers” or “screamers,” are used to haze flocks of birds on the airfield.
  - i. Close coordination with the ATCT personnel is required prior to the discharge of any pyrotechnics in areas close to active Runways.
- B. High intensity, portable spotlights are used to displace birds from their night time roosts.
- C. Such methods are generally effective at dispersal of transient/migratory flocks attracted to the landscaped areas of the Airport.
  - i. As these birds become acclimated to traditional dispersal methods, alternative methods, or more intense hazing may be necessary.
  - ii. In the event that birds become accustomed to traditional hazing practices and gather in numbers unacceptable to the SAA:
    - a. As appropriate, the Airport shall adopt an intensive hazing campaign that consists of several operations such as personnel working simultaneously with pyrotechnics to deter birds from their accustomed roosting locations across the airfield.
    - b. These operations generally take place during the fall/winter months and hazing generally lasts from a couple of hours before dusk to a couple of hours after sunset.
    - c. Such dispersal campaigns shall be maintained until the residential bird population has been displaced and no longer deserves to use Airport property as a roosting site.
    - d. Other measures may be employed as needed.

### **IV. Wildlife Depredation**

- A. Depredation techniques are employed as they are deemed necessary and appropriate.
  - i. Firearms, avicides, trapping, etc. can be effective control tools when dealing with wildlife in the Airport environment.
    - a. It is commonly agreed among wildlife managers that the use of firearms effectively reinforces the effectiveness of pyrotechnics and other noise makers.

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**M. Cozad**

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**Date:** 10/30/20

- b. May wildlife species are protected by federal and state laws against depredation.
  - c. Use of firearms in public areas is not acceptable for controlling wildlife.
- ii. Avicides and traps should not be used in a manner in which domestic animals, or protected species might have access to them.
  - a. Any traps set for the control of mammals on the Airport should be checked every 24 hours.
- iii. The use of lethal methods can be anticipated to precipitate very negative public image, adverse media response, and the possibility of legal actions in an attempt to prevent the future use of such methods.
- iv. Disposal of dead animals must be done in an approved manner to avoid potential health issues.
  - a. Burial and incineration of dead animals are two of the preferred methods for disposal.
- v. SAA personnel are provided access to shotguns and rifles to be used for the removal of wildlife when necessary.
  - a. Shotguns are also used to haze wildlife and reinforce pyrotechnics daily.
- vi. All depredation activities are to be recorded and filed.

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Date: MAR 07 2019

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## **Endangered, Threatened, or Species in Need of Conservation**

- I.** There are two broad categories for creatures whose rarity puts them in danger:
  - A. Endangered – Immediate risk of either local or complete extinction.
  - B. Threatened – Rare enough to become endangered soon.
- II.** Within Saline County there are seven animals listed on the Kansas Threatened and Endangered (T&E) Species list:
  - A. Topeka Shiner
  - B. Whooping Crane
  - C. Least Tern
  - D. Piping Plover
  - E. Snowy Plover
  - F. Eastern Spotted Skunk
  - G. American Burying Beetle
- III.** In each state a third category may be used for those species who are generally considered in need of protection.
  - A. In Kansas this is called a Species in Need of Conservation (SINC).
- IV.** Within Saline County there are eleven animals listed on the Kansas SINC list:
  - A. Southern Bog Lemming
  - B. Western Hognose Snake
  - C. Black Tern
  - D. Short-eared Owl
  - E. Ferruginous Hawk
  - F. Golden Eagle
  - G. Wabash Pigtoe Mussel
  - H. Bobolink
  - I. Henslow's Sparrow
  - J. Long-billed Curlew
  - K. Franklin's Ground Squirrel
- V.** During any wildlife management measures taken, caution should be used to protect species that are considered endangered, threatened, or in need of conservation.
  - A. The first step in this process is to educate the SAA staff on identification procedure for those species.
- VI. Bald and Golden Eagle Protection Act**
  - A. The bald eagle is still protected by the Bald and Golden Eagle Protection Act, even though it has been delisted under the Endangered Species Act.
  - B. The law, originally passed in 1940, provides for the protection of the bald eagle and the golden eagle (as amended in 1962) by prohibiting the take, possession, sale, purchase, barter, offer to sell, purchase or barter, transport, export or import, of any bald or golden eagle, alive or dead, including any part, nest, or egg, unless allowed by permit (16 U.S.C. 668(a); 50 CFR 22).
  - C. "Take" includes pursue, shoot, shoot at, poison, wound, kill, capture, trap, collect, molest or disturb (16 U.S.C. 668c; 50 CFR 22.3).



- D. The 1972 amendments increased civil penalties for violating provisions of the Act to a maximum fine of \$5,000 or one-year imprisonment with \$10,000 or not more than two years in prison for a second conviction.
  - i. Felony convictions carry a maximum fine of \$250,000 or two years of imprisonment.
  - ii. Fines double for organizations.
  - iii. Rewards are provided for information leading to arrest and conviction for violation of the Act.
- E. SAA personnel are reminded that eagles are native the central Kansas cannot be harassed or pursued without a federal permit.
- F. If an eagle is sighted aboard the Airport, personnel will notify the Air Traffic Control Tower and the Manager of Operations immediately.

FAA Approved



Date: MAR 07 2019

## **VI. Permits and Regulations**

### **A. Federal**

- i. SAA Maintains a U.S. Department of Interior Fish and Wildlife Service Migratory Bird Depredation Permit under Code of Federal Regulations Title 50 – Wildlife and Fisheries, Part 13 – General Permit Procedures and Part 21 – Migratory Bird Permits.
- ii. Depredation activities under the permit are submitted annually in January.
  - a. The permit application is annually reviewed by the contract Wildlife Biologist for any necessary species additions or number increases for species already on the permit.

### **B. State and Local Regulations**

- i. The Kansas Department of Wildlife and Parks (KDWP) allow taking of non-protected wildlife causing damage to ones' own land.
- ii. K.S.A. 32-1000(c) (2) permits owners or legal occupants to kill any animals found in or near buildings on their premises or when destroying property with these exceptions/conditions:
  - a. Federal and state protected species.
  - b. Using or possessing any animal taken for depredation purposes.
    1. When taking animals for depredation purposes without a Nuisance Animal Damage Control (NADC) permit, no part of the animal (fur, meat, skull, or claws) can be used by the individual.
    2. The animal may be donated to an educational institution, buried, or disposed of in an approved landfill.
    3. When possible, control strategies will be employed during the legal hunting season.
- iii. Reasonable efforts to control the animals are taken before the animal is killed.
- iv. Actions can be taken without a permit, provided the action is taken by the landowner or the landowner's employee.
  - a. Outside contractors or agents used must have a valid NADC permit issued by KDWP.
- v. Control burning of potential wildlife habitat is a regular part of wildlife reduction aboard the Airport.
- vi. Saline County Emergency Management provides the required permit to conduct control burns within the county.

## **VII. Supplies**

- A. 1 Patrol Vehicle (Ops 1)
- B. 2 – 12 Gauge Stevens Model 350 Shotguns
- C. 12 Gauge Bird Banger Pyrotechnic Cartridges – Cracker Shells
- D. Pistol Launched Bird Bombs, 15mm Red Colored Cartridge
- E. Pistol Launched Bird Whistlers, 15mm Green Colored Cartridge
- F. 12 Gauge Bird Shot
- G. 12 Gauge Mammal Shot
- H. High Intensity Portable Spotlight
- I. Remington .223 Model 700 Rifle

**FAA Approved**

**A. Edgar**

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**Date:** Jan 04 2022

## **VIII. Sources of Wildlife Control Supplies**

### **A. Pyrotechnics**

#### **Address**

Sutton Ag Enterprises  
746 Vertin Avenue  
Salinas, California 93901

#### **Phone**

(866) 280-6229

#### **Fax**

(800) 482-4240

## **IX. Resource Agencies**

### **A. City of Salina Animal Control**

- i. City of Salina Animal Shelter will respond at the request of the Airport Authority for the following situations:
  - a. Domestic or wildlife animal bites
  - b. Domestic dog at large
  - c. Wild or domestic animal that is sick or injured
  - d. Livestock at large
  - e. Birds or bats inside a building
  - f. Wild or domestic animals at large in a building
- ii. For wildlife caught after Animal Control hours, contact the Salina County Sheriff's Office: (785) 826-6500

#### **Address**

329 N. Second  
Salina, Kansas 67401

#### **Phone**

(785) 826-6535

(785) 826-6536

#### **After Hours**

(785) 826-6500

#### **Fax**

(785) 826-7415

### **B. Kansas Department of Wildlife and Parks**

- i. KDWP provides assistance with nuisance wildlife, technical assistance, and general management recommendations when requested.

#### **Address**

Region 1 Office  
Route 2, P.O. Box 338  
Hays, Kansas 67601

#### **Phone**

(785) 628-8614

### **C. USDA – APHIS – Wildlife Services**

- i. USDA – WS provides contract wildlife biologists, assistance with nuisance wildlife, training, technical assistance, and general management recommendations when requested.



- ii. USDA – WS conducts Wildlife Hazard Assessments for the Airport as needed.

**Address - Manhattan**

4070 Fort Riley Blvd  
Manhattan, Kansas 66502

**Phone**

(785) 537-6855

**Address - Wichita**

2173 Air Cargo Road  
Wichita, Kansas 67209

**Phone**

(316) 204-1973

FAA Approved



Date: MAR 07 2019

## Wildlife Assessment Worksheet Enclosure 1

### WILDLIFE ASSESSMENT RECORD SHEET (139.337-04)

Record observations below. Use the Salina Airport Authority grid map to record locations.

Collectors name: \_\_\_\_\_

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

Type of Wildlife: \_\_\_\_\_

Grid Box: \_\_\_\_\_

Action Taken: \_\_\_\_\_

Collectors name: \_\_\_\_\_

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

Type of Wildlife: \_\_\_\_\_

Grid Box: \_\_\_\_\_

Action Taken: \_\_\_\_\_

Collectors name: \_\_\_\_\_

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

Type of Wildlife: \_\_\_\_\_

Grid Box: \_\_\_\_\_

Action Taken: \_\_\_\_\_

Collectors name: \_\_\_\_\_

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

Type of Wildlife: \_\_\_\_\_

Grid Box: \_\_\_\_\_

Action Taken: \_\_\_\_\_

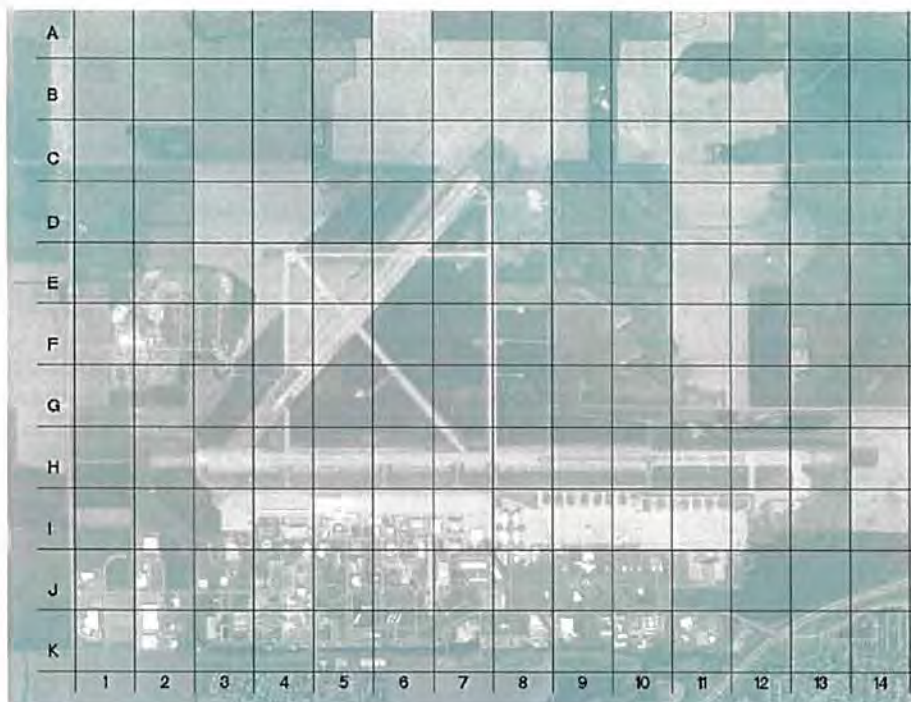
Assessment should be completed at random times of the day. The recording of information is vital to safe flight operations.

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FAA Approved

*J. F. [Signature]*

Date: MAR 07 2019



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FAA Approved

*J. F. [Signature]*

Date: MAR 07 2019



## SALINA AIRPORT AUTHORITY AUTHORIZATION TO DISCHARGE FIREARMS

Pursuant to City of Salina Code, **Ordinance No. 17-10899, Section 10.5 (b) (9)** and Salina Airport Authority Rules and Regulations, **Section 3.25 Wildlife Hazard Reduction**, the following individuals are authorized to discharge firearms on Airport Authority for the purpose of wildlife hazard reduction. Firearms are used in accordance with the Airport Authority's Wildlife Hazard Management Plan for the purposes of harassment and lethal reduction techniques.

DESIGNEES AUTHORIZED TO USE AND DISCHARGE FIREARMS ON AIRPORT AUTHORITY PROPERTY	
DESIGNEE	SAA ID#
Tim Rogers, Executive Director	100
Maynard Cunningham	213
David Sorell	166
Kyle Moyer	168
Andrew Hodge	209
Zach Will	219
Zach Turner	186
Tim Claassen	206
Jett Moyer	208
Matthew Kuffler	214
Malachi Russo	215
Evan Moffitt	216

Designated and Authorized by:

 Date 05/06/2022  
Timothy F. Rogers, A.A.E.  
Executive Director  
Salina Airport Authority



Since 1965

3237 ARNOLD AVE./ SALINA, KAN. 67401-8190/ 785.827.3914/ FAX: 785.827.2221  
www.salinaairport.com



FAA Approved

**M. Cozad**

Date: May 09 2022

**KS Rare Species Sighting Form**  
Enclosure 3

**KANSAS**  
**RARE SPECIES**  
**SIGHTING FORM**



**SIGHTING DATE:** \_\_\_\_\_

**LOCATION:**

County: \_\_\_\_\_ GPS (decimal degrees): \_\_\_\_\_

Plat Legal: Quarter \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Land Ownership (circle one): Private State Federal Municipality Other \_\_\_\_\_

(Owner Name and/or Area Title if Applicable): \_\_\_\_\_

**SPECIES INFORMATION:**

Species Name: (common) \_\_\_\_\_ (scientific) \_\_\_\_\_

Age/Number: Adults \_\_\_\_\_ Juveniles \_\_\_\_\_ Sex if known (circle one): Male Female

Environmental Status of Species (circle type of status for both the state and federal. If candidate circle type):

Kansas Status: Threatened Endangered SINC Candidate Unknown

Federal Status: Threatened Endangered Candidate Unknown

Habitat Observed Using (circle all that apply):

River/Stream Wetland Bottomland Timber Upland Timber Bottomland Prairie Upland Prairie

Cropland \_\_\_\_\_ Cool-season Pasture Old Field CRP Other \_\_\_\_\_

**COMMENTS:**

(e.g. nesting, carrying/gathering food, dead/alive, etc.): \_\_\_\_\_

**OBSERVER INFORMATION:**

Name and/or Institution: \_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

**SUBMIT COMPLETED FORM TO:**  
Attn: Endangered Species Specialist  
Kansas Dept. of Wildlife & Parks  
5089 Co. Rd. 2925  
Independence, KS 67301

**Official Use Only**

Form#: \_\_\_\_\_

Date Sent to KBS: \_\_\_\_\_

Data Entry Date: \_\_\_\_\_

FAA Approved

*J. P. [Signature]*

Date: MAR 07 2019

## USDA Wildlife Permit



DEPREDATION AT AIRPORTS

**Permit Number:** MB226332

**Version Number:** 2

**Effective:** 2022-05-02 **Expires:** 2022-12-31

**Issuing Office:**

**Department of the Interior**  
**U.S. FISH AND WILDLIFE SERVICE**  
MB Lakewood Permit Office  
P.O. Box 25486 DFC (60154)  
Lakewood, Colorado 80225-0486  
permitsR6MB@fws.gov  
Tel: 303-236-8171

**GARY  
WILLIAMS**

Chief, Migratory Bird Permit Office, Mountain-Prairie Region

**Digitally signed by**  
Digitally signed by GARY  
WILLIAMS  
Date: 2022.05.03  
17:01:13 -06'00'

**Permittee:**

SALINA AIRPORT AUTHORITY  
ATTN: TIMOTHY F. ROGERS  
3237 ARNOLD AVENUE  
SALINA, KS 67401

TIMOTHY F. ROGERS, EXECUTIVE  
DIRECTOR

Authority: Statutes and Regulations: 16 U.S.C 703-712 50 CFR Part 13, 50 CFR 21.41

**Location where authorized activity may be conducted:**

Activities authorized may be conducted at the address listed above.

**Reporting requirements:**

ANNUAL REPORT DUE: 1/31

You must submit a report to your Regional Migratory Bird Permit Office even if you had no activity. Form: <http://www.fws.gov/forms/3-202-9.pdf>

**FAA Approved**

**M. Cozad**

**Date: May 09 2022**





DEPREDATION AT AIRPORTS

Permit Number: MB226332

Version Number: 2

Effective: 2022-05-02 Expires: 2022-12-31

**Authorizations and Conditions:**

A. To resolve or prevent threats to human safety and/or aircraft safety at airports or airfields, you are authorized to take, temporarily possess, and transport the migratory birds specified below.

(1) Additional authorization is required for bald eagles, golden eagles, and bird species federally or state listed as threatened or endangered (t/e) (<http://www.fws.gov/endangered>).

Take of Birds of Conservation Concern (BCC) requires additional notification (see A(5) below). A list of BCC species can be found at: <https://www.fws.gov/migratorybirds/pdf/management/BCC2008.pdf>

For information on the presence of bird species at your airport, we recommend using IPAC: <https://ecos.fws.gov/ipac/>

(2) Lethal Take, up to:

- |  |   |
|--|---|
| (8) American Kestrels ( <i>Falco sparverius</i> )      | (40) Mallards ( <i>Anas platyrhynchos</i> )           |
| (20) Barn Swallows ( <i>Hirundo rustica</i> )          | (250) Mourning Doves ( <i>Zenaidura macroura</i> )    |
| (10) Blue-winged Teals ( <i>Anas discors</i> )         | (10) Northern Harriers ( <i>Circus cyaneus</i> )      |
| (50) Bonaparte's Gulls ( <i>Larus philadelphia</i> )   | (20) Red-tailed Hawks ( <i>Buteo jamaicensis</i> )    |
| (20) Canada Geese ( <i>Branta canadensis</i> )         | (40) Ring-billed Gulls ( <i>Larus delawarensis</i> )  |
| (10) Cattle Egrets ( <i>Bubulcus ibis</i> )            | (8) Snowy Egrets ( <i>Egretta thula</i> )             |
| (20) Eastern Meadowlarks ( <i>Sturnella magna</i> )    | (5) Swainson's Hawks ( <i>Buteo swainsoni</i> )       |
| (50) Franklin's Gulls ( <i>Larus pipixcan</i> )        | (10) Turkey Vultures ( <i>Cathartes aura</i> )        |
| (10) Great Blue Herons ( <i>Ardea herodias</i> )       | (4) Upland Sandpipers ( <i>Bartramia longicauda</i> ) |
| (30) Killdeer ( <i>Charadrius vociferus</i> )          | (1) Snowy Owls ( <i>Bubo scandiacus</i> )             |
| (15) Western Meadowlarks ( <i>Sturnella neglecta</i> ) | (8) Great Egrets ( <i>Ardea alba</i> )                |

(3) Addle eggs, up to:

one hundred (100) Canada Goose (*Branta canadensis*) eggs

FAA Approved

**M. Cozad**

Date: May 09 2022



DEPREDATION AT AIRPORTS

Permit Number: MB226332

Version Number: 2

Effective: 2022-05-02 Expires: 2022-12-31

(3) Emergency Take:

You are authorized to exceed the take authorized in 2-4 above in emergency situations and/or to take BCC species. You must notify your Migratory Bird Permit Office (contact information above Condition A) within 48 hours and include the following information:

- (i) Emergency situation description, including date and time
- (ii) Species and number of bird(s) taken
- (iii) Method of take

A response from the office is not expected nor required. You will be contacted only if further coordination is appropriate.

(4) To minimize the lethal take of migratory birds, you are required to continually apply non-lethal methods in conjunction with lethal control. All take must be done as part of an integrated wildlife damage management program that implements nonlethal management techniques. You may not use this authority for situations in which migratory birds are merely causing a nuisance.

(5) Do not report the following activities under your Airport Depredation permit. If activities are conducted under a Depredation Order, Conservation Order, or other regulatory authorization or permit you should conduct activities in accordance with those authorizations and reporting requirements. Canada goose nests should be taken and reported under the Resident Canada Goose registration system (<https://epermits.fws.gov/eRCGR/>).

B. **Methods.** You may use the following methods of take. The use of any of the below methods is at your discretion for each situation.

(1) Firearms. Shotguns must be no larger than 10-gauge and must be fired from the shoulder. You must use nontoxic shot listed in 50 CFR 20.21(j). Rifles or air rifles may be used when determined most appropriate to resolve the injurious situation. Nontoxic ammunition must be used when humane and feasible. If lead shot is used, bird remains must be disposed of in a manner that prevents introducing lead in the environment. Paint ball guns may be used to haze birds but are not an authorized firearm for take. You may not use blinds, pits, or other means of concealment, decoys, duck calls, or other devices to lure or entice migratory birds into gun range. Firearm use must be in accordance with local laws and ordinances.

C. **Sick, injured, or orphaned migratory birds.** You may possess and immediately transport any birds found sick, injured, or orphaned to a federally permitted rehabilitator or licensed veterinarian for care. You do not need to report these birds (50 CFR 21.31(a)), except:

Birds injured by your activities must be humanely euthanized or transferred immediately to a federally permitted migratory bird rehabilitator or a licensed veterinarian for medical care at the permittee's expense. You must report any birds injured by your activities on your Annual Report.

FAA Approved

**M. Cozad**

Date: May 09 2022



DEPREDAATION AT AIRPORTS

**Permit Number:** MB226332

**Version Number:** 2

**Effective:** 2022-05-02 **Expires:** 2022-12-31

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**D. Salvage.** You are authorized to salvage and temporarily possess migratory birds found dead. Salvaged birds must be disposed of as described in Condition E below within 6 months of salvage. Before you salvage any bird killed by suspected illegal activity, you must first contact the U.S. Fish and Wildlife Service Office of Law Enforcement (OLE) for authorization to salvage that bird. See FWS OLE contact information below.

Any dead bald eagle or golden eagle salvaged must be reported within 48 hours to your local U.S. Fish and Wildlife Service Office of Law Enforcement (contact information below) and to your migratory bird permit issuing office (contact information above Condition A). After clearance from OLE, contact the National Eagle Repository at (303) 287-2110 for shipment directions of these specimens.

**E. Disposition of dead migratory birds.** Migratory birds, nests, or eggs taken under this permit must be disposed of by one of the following:

- (1) Donated to an individual or entity authorized by permit or regulation to receive donated birds (i.e. scientific, educational, or tribal use);
- (2) Completely destroyed in accordance with local laws and ordinances;
- (3) Retained for diagnostic or personnel training purposes;
- (4) Retained and used as effigies; or
- (4) If the species is a migratory game bird and suitable for consumption, donated to a public charity.

**F. Reporting.**

*Immediate Notification.* You must immediately notify your Migratory Bird Permit Office at the contact information above Condition A about:

- (1) Emergency Take (Condition A(4))
- (2) Salvage of eagles (Condition D)

*Annual Report.* You must submit an annual report (Form 3-202-9). You must report take by species (e.g. ring-billed gull, Canada goose) and method (e.g. kill, nest take, trap-release, trap-relocate, DRC-1339).

**G. Subpermittees.** A subpermittee is an individual to whom you have provided written authorization to conduct some or all of the permitted activities in your absence. As the permittee, you are legally responsible for ensuring that your subpermittees are adequately trained and adhere to the terms of your permit.

In addition, any other person who is (1) employed by or under contract to you for the activities specified in this permit, or (2) otherwise designated a subpermittee by you in writing, may exercise the authority of this permit.

You and any subpermittees must carry a legible paper or electronic copy of this permit and display it upon request whenever you are exercising its authority. Subpermittees must be at least 18 years of age. You are responsible for maintaining current records of who you have designated as a subpermittee, including copies of any designation letters provided to individuals not named above.

FAA Approved

**M. Cozad**

**Date: May 09 2022**

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DEPREDAATION AT AIRPORTS

**Permit Number:** MB226332

**Version Number:** 2

**Effective:** 2022-05-02 **Expires:** 2022-12-31

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H. You and any subpermittees must comply with the below Standard Conditions. **These standard conditions are a continuation of your permit conditions and must remain with your permit.** These standard conditions are nationwide and may not be modified for individual permits.

1. All of the provisions and conditions of the governing regulations at 50 CFR part 13 and 50 CFR part 21.41 are conditions of your permit. Failure to comply with the conditions of your permit could be cause for suspension of the permit. If you have questions regarding these conditions, refer to the regulations or, if necessary, contact your migratory bird permit issuing office. For copies of the regulations and forms, or to obtain contact information for your issuing office, visit: <http://www.fws.gov/migratorybirds/mbpermits.html>.

2. General conditions set out in Subpart B of 50 CFR 13, and specific conditions contained in Federal regulations cited above, are hereby made a part of this permit. All activities authorized herein must be carried out in accord with and for the purposes described in the application submitted. Continued validity, or renewal of this permit is subject to complete and timely compliance with all applicable conditions, including the filing of all required information and reports.

3. The validity of this permit is also conditioned upon strict observance of all applicable foreign, state, local tribal, or other federal law.

4. Valid for use by permittee named above.

5. Explosive Pest Control Devices (EPCDs) are regulated by the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF). If you plan to use EPCDs, you require a Federal explosives permit, unless you are exempt under 27 CFR 555.141. Information and contacts may be found at [www.atf.gov/explosives/howto/become-an-fel.htm](http://www.atf.gov/explosives/howto/become-an-fel.htm).

6. If you encounter a migratory bird with a Federal band issued by the U.S. Geological Survey Bird Banding Laboratory, Laurel, MD, report the band number to <http://www.reportband.gov>.

7. You are responsible for obtaining appropriate, prior, written landowner permission for activity (take or release) of any migratory birds, nests, or eggs on lands where you are not the landowner or custodian.

8. You must maintain records as required in 50 CFR 13.46 and 50 CFR 21.41. All records relating to the permitted activities must be kept at the location indicated in writing by you to the migratory bird permit issuing office.

9. Acceptance of this permit authorizes the U.S. Fish and Wildlife Service to inspect any wildlife held, and to audit or copy any permits, books, or records required to be kept by the permit and governing regulations.

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**M. Cozad**

**Date: May 09 2022**



**DEPREDATION AT AIRPORTS**

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10. You may not conduct the activities authorized by this permit if doing so would violate the laws of the applicable State, county, municipal or tribal government or any other applicable law.

For suspected illegal activity, immediately contact USFWS Law Enforcement: 316-788-4474

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**M. Cozad**

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**Date:** May 09 2022

## Appendix B – Snow and Ice Removal Plan

### I. Responsibilities of the Airport ARFF and Maintenance Personnel

- A. Airport ARFF and Maintenance Personnel are responsible for the following:
- i. Checking with Air Traffic Control or Automated Flight Service Station about forecast conditions.
  - ii. Checking with Air Traffic Control on inbound and outbound flight plans.
  - iii. Determining when snow removal operations shall begin based on an evaluation of existing and forecast weather conditions (generally before ice begins to form or when snow begins and prior to an accumulation of 2" of dry snow, 1" of wet snow, or ¼" of slush).
  - iv. During snow and/or ice storms maintaining a continual check of the Airport movement area for depth of snow, drifting snow, windrows or snow, ice, slush, status of snow removal operations and pavement friction.
    - a. Frequent Checks that gates H1 and H5 are always operational for mutual aid response and ARFF response staging.
  - v. Issuing Notices to Airmen (NOTAMs) to the ATCT, AFSS, airlines, and contacting the FBOs prior to beginning snow removal operations.
  - vi. Collect data to determine RwyCCs for Surface Condition Reports.
  - vii. They will also provide a NOTAM with the following information:
    - a.
    - b. When ridges, windrows, or snow remain on or adjacent to the operational area
    - c. When conditions change from those previously noted
    - d. When any conditions exist, which are hazardous to aircraft operations
  - viii. Airport Management will be responsible for the efficient operation of all snow and ice control equipment.
    - a. All equipment will be personally inspected by the SAA Maintenance staff for proper operation and ready for either snow or ice control.
    - b. There shall be a 72-hour supply of both gasoline and diesel fuel on hand.
  - ix. Airport Management will be responsible for training new personnel and for evaluating snow removal operations after each storm.

### II. Responsibilities of the Snow Removal Crew

- A. All members of the snow/ice removal crew will be responsible for the following:
- i. Familiarizing themselves with the Airport Snow and Ice Removal Plan and Airport facilities and equipment.
  - ii. Inspecting equipment before starting operations, refueling and lubricating according to manufacturer's specifications during operations, and reporting major equipment problems to Airport Management.
  - iii. Monitoring radios on proper frequencies at all times or informing AFSS of intentions and visually checking for air and ground traffic before entering the Airport movement area and ramp area.
  - iv. Reporting all problems or hazards to Airport Management immediately.
  - v. Exercising caution to prevent damage to or burying of any airfield lighting.

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### **III. Vehicles**

- A. All snow removal equipment used on the Airport movement area will be equipped with a two-way radio tuned to 121.9 MHZ during all hours of operation. After hours of operation all two-way radios will be tuned to 119.3.
  - i. Any malfunctioning radio shall be taken to the radio repair shop as soon as practicable for repairs.
- B. All snow removal equipment shall be inspected before snow removal operations begin.
- C. The following pieces of equipment are available for snow removal operations:
  - i. Snowplow 1
    - a. 1980 Mack Runway Plow
    - b. 27' rubber blade
  - ii. Snowplow 2
    - a. 1983 Idaho Runway Plow
    - b. 27' carbide blade
  - iii. Snowplow 3
    - a. 2002 Oshkosh Runway Plow
    - b. 18' carbide blade
    - c. Urea spreader – 3 tons
    - d. Potassium acetate pre-wet system
  - iv. Snowplow 4
    - a. 2002 Oshkosh Runway Plow
    - b. 18' carbide blade
    - c. Urea spreader – 3 tons
    - d. Potassium acetate pre-wet system
  - v. Blower 1
    - a. 1986 Idaho Snow Blower
    - b. 3000 tons per hour
  - vi. Tractor 1  
2021 John Deere Wheel Loader
  - vii. Tractor 2  
2012 John Deere Loader

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**A. Edgar**

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#### IV. Definitions

- A. **Airside Urea** (otherwise known as Carbamide)
  - i. The approved specifications are SAE AMS 1431, Compound, Solid Runway and Taxiway De-Icing/Anti-Icing, and MIL SPEC DOD-U-10866, Technical Urea.
  - ii. Agricultural grade urea that meets any of these specifications, called airside urea, is acceptable.
- B. **Approved Chemical**
  - i. A chemical, either solid or liquid, that meets a generic SAE or MIL specification.
- C. **Ash**
  - i. A grayish-white to black solid residue of combustion normally originating from pulverized particulate matter effected by volcanic eruption.
- D. **Compact Snow**
  - i. Snow that has been compressed or consolidated into a solid form that resists further compression such that an airplane will remain on its surface without displacing any of it.
  - ii. If a chunk of compressed snow can be picked up by hand, it will hold together, or can be broken into smaller chunks rather than falling away as individual snow particles.
  - iii. A layer of compacted snow over ice must be reported as compacted snow only.
  - iv. When operating on the surface, significant rutting or compaction will not occur.
  - v. Compact ice may include a mixture of snow and embedded ice; if it is more ice than compacted snow, then it should be reported as either ice or wet ice, as applicable.
- E. **Containment**
  - i. A deposit such as frost, any snow, slush, ice, or water on an aerodrome pavement where the effects could be detrimental to the friction characteristics of the pavement surface.
- F. **Contaminated Runway**
  - i. For purposes of generating a Runway condition code and airplane performance, a Runway is considered contaminated when more than 25 percent of the Runway surface are (within reported land and the width being used) covered by frost, ice, and any depth of snow, slush, or water.
  - ii. When Runway contaminants exist, but overall coverage is 25 percent or less, the contaminants will still be reported. However, a Runway condition code will not be generated.
  - iii. While mud, ash, sand, oil, and rubber are reportable contaminants, there is no associated airplane performance data available and no depth or RwyCC will be reported.
  - iv. **Exception** – Rubber is not subject to the 25 percent rule and will be reported as slippery when wet when the pavement evaluation/friction deterioration indicates the averaged Mu value on the wet pavement surface is below the minimum friction level classification specified in Table 3-2 of FAA Advisory Circular 150/5320-12.
- G. **Dry Pavement**
  - i. Describes a surface that is neither wet, nor contaminated.
- H. **Dry Runway**
  - i. A Runway is dry when it is neither wet, nor contaminated.
  - ii. For purposes of condition reporting and airplane performance, a Runway can be considered dry when no more than 25 percent of the Runway surface area within the reported length and width being used is covered by:

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- a. Visible moisture or dampness
    - b. Frost, slush, snow (any type), or ice
  - iii. A FICON NOTAM must not be originated for the sole purpose of reporting a dry Runway.
    - a. A dry surface must be reported only when there is need to report conditions on the remainder of the surface.
- I. **Dry Snow**
  - i. Snow that has insufficient free water to cause it to stick together.
  - ii. This generally occurs at temperatures well below 32° F (0° C).
  - iii. If when making a snowball it falls apart, the snow is considered dry.
- J. **Eutectic Temperature/Composition**
  - i. A de-icing chemical melts ice by lowering the freezing point. The extent of this freezing point depression depends on the chemical and water in the system.
  - ii. The limit of freezing point depression, equivalent to the lowest temperature that the chemical will melt ice, occurs with a specific amount of chemical.
  - iii. This temperature is called the eutectic temperature and the amount of chemical is the eutectic composition.
    - a. Collectively, they are referred to as the eutectic point.
- K. **FICON (Field Condition Report)**
  - i. A Notice to Airmen (NOTAM) generated to reflect Runway Condition Codes, vehicle braking action, and pavement surface conditions on Runways, Taxiways, and Aprons.
- L. **Fluid De-Icer/Anti-Icer**
  - i. The approved specification is SAE AMS 1435, Fluid, Generic De-Icing/Anti-Icing, Runways and Taxiways.
- M. **Frost**
  - i. Frost consists of ice crystals formed from airborne moisture that condenses on a surface whose temperature is below freezing.
  - ii. Frost differs from ice in that the frost crystals grow independently and therefore have a more granular texture.
  - iii. Heavy frost that has noticeable depth may have friction qualities similar to ice and downgrading the Runway Condition Code accordingly should be considered.
  - iv. If driving a vehicle over the frost does not result in tire tracks down to bare pavement, the frost should be considered to have sufficient depth to consider a downgrade of the Runway Condition Code.
- N. **Generic Solids**
  - i. The approved specification is SAE AMS 1431, Compound, Solid Runway and Taxiway De-Icing/Anti-Icing.
- O. **Ice**
  - i. The solid form of frozen water to include ice that is textured (i.e. rough or scarified ice).
  - ii. A layer of ice over compacted snow must be reported as ice only.

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**P. Layered Contaminant**

- i. A contaminant consisting of two overlapping contaminants.
- ii. The list of layered contaminants has been identified in the RCAM and include:
  - a. Dry Snow over Compacted Snow
  - b. Wet Snow over Compacted Snow
  - c. Slush over Ice
  - d. Water over Compacted Snow
  - e. Dry Snow over Ice
  - f. Wet Snow over Ice

**Q. Mud**

- i. Wet, sticky, soft earth material.

**R. Multiple Contaminants**

- i. A combination of contaminants (as identified in the RCAM) observed on paved surfaces.
- ii. When reporting multiple contaminants, only the two most prevalent/hazardous contaminants are reported.
- iii. When reporting on Runways, up to two contaminant types may be reported for each Runway third.
- iv. The reported contaminants may consist of a single and layered contaminant, two single contaminants, or two layered contaminants.
- v. The reporting of multiple contaminants represents contaminants which are located adjacent to each other, not to be confused with a layered contaminant which is overlapping.
- vi. **For example:**
  - a. Single contaminant and Layered contaminant
    - (i) Wet and Wet Snow over Compacted Snow
  - b. Single contaminant and Single contaminant
    - (i) Wet Snow and Slush
  - c. Layered contaminant and Layered contaminant
    - (i) Dry Snow over Compacted Snow and Dry Snow over Ice

**S. Oil**

- i. A viscous liquid, derived from petroleum or synthetic material, especially for use as a fuel or lubricant.

**T. Runway (Primary and Secondary)**

**i. Primary**

- a. Runway(s) being actively used or expected to be used under the existing or anticipated adverse meteorological conditions, where the majority of takeoff and landing operations will take place.

**ii. Secondary**

- a. Runway(s) that supports a primary Runway and is less operationally critical.
- b. Takeoff and landing operations on such a Runway are generally less frequent than on a primary Runway.
- c. Snow removal operations on these secondary Runways should not occur until Priority 1 surfaces are satisfactorily cleared and serviceable.

**U. Runway Condition Assessment Matrix (RCAM)**

- i. The tool by which an Airport Operator will assess a Runway surface when contaminants are present.

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**V. Runway Condition Code (RwyCC)**

- i. Runway Condition Codes describe Runway conditions based on defined contaminants for each Runway third.
- ii. Use of RwyCCs harmonizes with ICAO Annex 14, providing a standardized "shorthand" format (e.g. 4/3/2) for reporting.
- iii. RwyCC (which replaced Mu values) are used by pilots to determine landing performance calculations.

**W. Sand**

- i. A sedimentary material, finer than a granule and coarser than silt.

**X. Slush**

- i. Snow that has water content exceeding a freely drained condition such that it takes on fluid prototypes (e.g. flowing and splashing).
- ii. Water will drain from slush when a handful is picked up.
- iii. This type of water-saturated snow will be displaced with a splatter by a heel and toe slap-down motion against the ground.

**Y. Slush over Ice**

- i. See individual definitions for each contaminant.

**Z. Slippery When Wet Runway**

- i. A wet Runway where the surface friction characteristics would indicate diminished braking action as compared to a normal wet Runway.
- ii. Slippery when wet is only reported when a pavement maintenance evaluation indicates the averaged Mu value on the wet pavement surface is below the Minimum Friction Level classification specified in Table 3-2 of FAA Advisory Circular 150/5320-12.
- iii. Some contributing factors that can create this condition include:
  - a. Rubber buildup
  - b. Groove failures/wear
  - c. Pavement macro/micro textures

**AA. Water**

- i. The liquid state of water.
- ii. For purposes of condition reporting and airplane performance, water is greater than 1/8" (3mm) in depth.

**BB. Wet Runway**

- i. A Runway is wet when it is neither dry nor contaminated.
- ii. For purposes of condition reporting and airplane performance, a Runway can be considered wet when more than 25 percent of the Runway surface area within the reported length and the width being used is covered by any visible dampness or water that is 1/8" or less in depth.

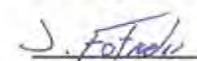
**CC. Wet Ice**

- i. Ice that is melting, or ice with a layer of water (any depth) on top.

**DD. Wet Snow**

- i. Snow that has grains coated with liquid water, which bonds the mass together, but that has no excess water in the pore spaces.
- ii. A well-compacted, solid snowball can be made, but water will not squeeze out.

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## **V. Snow Removal Principles – Runways, Taxiways, and Ramps**

- A. Drifted or piled snow shall be removed from the Airport movement area and ramp surfaces as soon as practicable.
  - i. Snow shall be positioned off the Airport movement area and ramp areas in such a manner that all aircraft propellers, engine pods, and wing tips will clear the snowdrifts and snow banks when the aircraft's outermost landing gear traverses the edge of the full-strength pavement on the movement areas.
- B. Runway 17-35 is the instrument Runway and will be cleaned first, along with the parallel Taxiway A and intersecting Taxiways.
- C. Snow removal operations on the ARFF bays, terminal ramp, the general aviation ramp and the aircraft T-hangar areas will begin as soon as practicable following completion of Runway and parallel Taxiway snow removal.
- D. When snow removal on the primary areas is completed, operations will then commence on other needed ramp areas. While snow removal is underway in the secondary areas, the condition of the active Runway will be monitored, and if continuing snowfall and/or drifting snow necessitate repeated plowing, operations on the secondary areas will be suspended and all equipment will be redirected to the primary areas.
- E. The normal snow removal priority for equipment and personnel for snow removal will be as follows:
  - i. Runway 17-35
  - ii. ARFF response staging area at Gates H1 and H5 (see Appendix E – Equipment and Mutual Aid Staging Area).
  - iii. Airline terminal apron
  - iv. Taxiways A, B, C, D, and E
  - v. General aviation ramps
  - vi. Airport service road
  - vii. Fuel farm
  - viii. Taxiways G and H
  - ix. Runway 12-30
- F. Airport ARFF and Maintenance personnel may suspend snow removal operations during periods of time when both ceiling and visibility are below minimums and equipment operators are endangered.

## **VI. Conducting Surface Assessment**

- A. Airport ARFF and Maintenance personnel will remain aware and monitor all paved surface conditions in order to plan and carry out appropriate maintenance actions in accordance with the Snow and Ice Removal Plan.
- B. The Airport strives to maintain a no worse than wet surface condition.
- C. The Airport Operator in complying with Part 139.339, at a minimum, will utilize the NOTAM system for collection, disseminations, and logs of Airport information to air carriers, and other airport users.
- D. A Digital NOTAM manager system is used to report conditions.

## **VII. Surface Condition Checks**

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- A. Airport personnel will conduct periodic inspections of the Airport movement area as often as necessary, to assess pavement friction, depth of snow, ice, slush, piles, and drifts.
- B. A NOTAM will be issued to AFSS and copies distributed to the FBOs and airlines reporting the current Airport surface friction and conditions on the Airport movement area.
- C. When conducting friction surveys, Runways are divided into three equal zones. These zones are the touchdown, midpoint, and rollout zones with a MU value reported for each zone.
- D. Runway friction surveys are conducted in the same direction as landing aircraft.
- E. When using the Vericom Meter a minimum of three braking tests are conducted for each Runway zone and the Mu values are averaged for each zone.

### **VIII. Friction Assessments**

- A. Friction assessments should be conducted if any of the following occurs:
  - i. When the central portion of the Runway, centered longitudinally along the Runway centerline, is contaminated 500 feet or more.
  - ii. After any type of snow removal operations or chemical application (including sanding)
  - iii. Immediately following any aircraft incident or accident on the Runway.

### **IX. Applying the Runway Condition Assessment Matrix (RCAM)**

- A. **Determining Runway Conditions**
  - i. Describe how the Airport will determine the type of contaminant present on surfaces from the approved contaminant list.
- B. **Step 1: Runway Condition Code (RwyCC) Applicability:**
  - i. **If 25% or less** of the overall Runway length and width or cleared width is covered with contaminants, RwyCCs must not be applied, or reported.
    - a. The Airport Operator in this case, will simply report the contaminant percentage, type, and depth for each third of the Runway, to include any associated treatments or improvements.
  - ii. If the overall Runway length and width coverage or cleared width is **greater than 25 percent**, RwyCCs must be assigned and reported, informing airplane operators of the contaminant present, and associated codes for each third of the Runway. (The reported codes will serve as a trigger for all airplane operators to conduct a takeoff and/or landing performance assessment.)
- C. **Step 2: Apply Assessment Criteria**
  - i. Based on the contaminants observed, the associated RwyCC from the RCAM for each third of the Runway will be assigned.
- D. **Step 3: Validating Runway Condition Codes**
  - i. If the observations by the Airport Operator determine that RwyCCs assigned accurately reflect the Runway conditions and performance, no further action is necessary and the RwyCCs generated may be disseminated.
- E. **Downgrade Assessment Criteria**
  - i. When observations indicate a more slippery condition than generated by the RCAM, the Airport Operator may downgrade the RwyCC(s).

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- ii. When applicable, the downgrade of RwyCCs may be based on friction ( $\mu$ ) readings, vehicle control, pilot reported braking action, or temperature.
    - a. Temperatures near and above freezing (i.e. at 26.6° F (-3° C) and warmer may cause contaminants to behave more slippery than indicated by the Runway condition code given in the RCAM.
    - b. At these temperatures Airport Operators should exercise a heightened awareness of airfield conditions and should downgrade the RwyCC if appropriate.
- F. Upgrade Assessment Criteria Based on Friction Assessments**
- i. RwyCCs of 0 or 1 may only be upgraded when the following requirements are met:
    - a. All observation, judgement, and vehicle braking actions support the higher RwyCC, and Mu values of 40 or greater are obtained for the affected third(s) of the Runway by a calibrated friction measuring device that is operated within allowable parameters.
    - b. The ability to raise the reported RwyCC to no higher than a code 3 can only be applied to those Runway conditions listed under code 0 and 1 in the RCAM. (see footnote 2 on the RCAM)
    - c. The Airport will continually monitor the Runway surface as long as the higher code is in effect to ensure that the Runway surface condition does not deteriorate below the assigned code.
      - (i) The extent of monitoring must consider all variables that may affect the Runway surface condition, including any precipitation conditions, changing temperatures, effects of wind, frequency of Runway use, and type of aircraft using the Runway.
      - (ii) If sand or other approved Runway treatments are used to satisfy the requirements for issuing the higher Runway condition code, the monitoring program must confirm continued effectiveness of the treatment.

## **X. Surface Condition Reporting**

- A. Personnel responsible for implementing the Snow and Ice Removal Plan will carefully monitor changing airfield conditions and disseminate information about those conditions via the NOTAM System in a timely manner to airport users.
- B. **Runway** condition reports will occur when contaminants are present on a Runway surface via the Federal NOTAM System.
  - i. Condition reports and RwyCCs will be updated as necessary whenever conditions change, such as a contaminant type, depth, percentage, or treatment/width change.
- C. **Taxiway, Apron, or Holding Bay** condition reports will occur when contaminants are present on these surfaces via the Federal NOTAM System.
  - i. NOTAMS will be updated as necessary whenever conditions change, such as contaminant type, depth, percentage, or treatment/width change.
- D. Assessments to these surfaces will occur when contaminants are present and whenever a contaminant is present on the surface.

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- i. Assessments will occur any time the pavement is worse than wet.
  - ii. Surfaces will be monitored on a regular, continual basis.
- E. The term dry is used to describe a surface that is neither wet, nor contaminated.
  - i. While a FICON NOTAM is not generated for the sole purpose of reporting a dry Runway, a dry surface will be reported when there is need to report conditions on the remainder to the surface.
  - ii. For example: Snow is present on the first two thirds of the Runway.

#### **XI. Reportable Contaminants without Performance Data**

- A. If present, unable to be removed, and posing no hazard, mud will be reported with a measured depth.
- B. Ash, oil, sand, and rubber contaminants will be reported without a measured depth.
- C. These contaminants will not generate a RwyCC.

#### **XII. Slippery When Wet Runway**

- A. For Runways where a friction survey (for the purposes of pavement maintenance) indicates the averaged Mu value at 40 mph on the wet pavement surface failed to meet the minimum friction level classification specified in AC 150/5320-12, the airport will report via the NOTAM system a RwyCC of '3' for the entire Runway (by thirds: 3/3/3) when the Runway is wet.
- B. A Runway condition description of Slippery When Wet will be used for this condition.
- C. If it is determined by the Airport that a downgrade is necessary, the downgrade will be made to all three Runway thirds match (e.g. 3/3/3, 2/2/2, 1/1/1).
- D. The NOTAM will be cancelled when the minimum Runway friction level classification has been met or exceeded.

#### **XIII. Requirements for Closures**

- A. Runways receiving a NIL braking (either pilot reported or by assessment by the Airport) are unsafe for aircraft operations and will be closed immediately when this unsafe condition exists.
- B. When previous PIREPs (Pilot Reports) have indicated GOOD or MEDIUM braking action, two consecutive POOR PIREPS should be taken as evidence that surface conditions may be deteriorating.
  - i. If the Airport Operator has not already instituted its continuous monitoring procedures, an assessment should occur before the next operation.
  - ii. If the Airport Operator is already continuously monitoring Runway conditions, this assessment should occur as soon as air traffic volume allows.
- C. The Airport will maintain available airport surfaces in a safe operating condition at all times and provide prompt notifications when areas normally available are less than satisfactorily cleared for safe operations.
  - i. If a surface (Runway, Taxiway, Apron, Lane, or Holding Bay) becomes unsafe due to a NIL (by braking action or assessment) or otherwise unsafe hazard or condition, the surface will be closed until the condition no longer exists and is safe.

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#### **XIV. Continuous Monitoring and Deteriorating Conditions**

- A. Under deteriorating conditions, the Airport will take all reasonable steps using available equipment and materials that are appropriate for the condition to improve the braking action.
- B. If braking action cannot be improved and the surface is not NIL, the Airport will continually monitor the Runways, Taxiways, Aprons, and Holding Bays to ensure braking does not become NIL.
- C. **Deteriorating conditions include, but are not limited to:**
  - i. Frozen or freezing precipitation
  - ii. Falling air or pavement temperatures that may cause a wet Runway to freeze
  - iii. Rising air or pavement temperatures that may cause frozen contaminants to melt
  - iv. Removal of abrasives previously applied to the Runway due to wind or airplane effects
  - v. Frozen contaminants blown onto the Runway by wind

#### **XV. Snow Removal Procedures – Runways, Taxiways, Ramps, and Gates**

- A. The initial snowplow cuts will start on Runway 35 east edge and displace snow to the west.
- B. Plows will continue north and south along the Runway, displacing snow to the west.
- C. Once the snowplows have plowed the Runway the snow blower will cast the west side snow windrow over the lights to the west infield.
- D. Gates H1 and H5 shall be kept operational and clear for mutual aid providers.
- E. When wind conditions dictate, it may be necessary to plow the snow in one direction.
- F. The Taxiways will be plowed in the same manner as the Runways, taking care to prevent windrows that could affect aircraft wingtips or landing gear along the intersections.
- G. Plowing the Airline ramp area will be from north the south. All accumulation is pushed to the south of the field.

#### **XVI. Parking Lots**

- A. SAA maintains the Terminal parking lots.
- B. The City of Salina is responsible for all Airport access streets.

#### **XVII. Ice control Procedures – Runways, Taxiways, Ramps**

- A. Both Spreaders on Snowplows 3 and 4 are always ready to treat ice contamination on pavement surfaces.
- B. When conditions are favorable for the formation of ice on pavement surfaces, the person on duty will monitor the pavement and air temperature to detect the initial formation of ice.
- C. Upon detection of ice, a mixture of urea pre-wet with potassium acetate is spread on the full length of the active Runway, Taxiways, terminal ramp, and general aviation ramp.

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- D. Once the mixture of urea and potassium acetate starts to react on the contamination, Maintenance staff will consistently evaluate the braking action of the Runway with Vericom readings.
  - i. Upon collection and assessment of Vericom readings, Airport personnel will determine a RwyCC and reissue NOTAMs if necessary.
- E. Urea (carbamide) that meets FAA approved specifications SAE AMS 1431A, Compound, Solid Runway and Taxiway De-Icing/Anti-Icing or MIL SPEC DOD-U10866D, Urea-Technical is used.
- F. Potassium acetate that meets FAA approved specification SAE AMS 1435, Fluid, Generic De-Icing/Anti-Icing, Runways and Taxiways is used.

#### **XVIII. Clean Up Operations**

- A. Airport Maintenance personnel will make periodic checks of the Airport movement area and ramps to determine which areas remain to be cleaned and will set priorities for continuing operations.
- B. Clean up Operations will continue until no deposits of snow, slush, or ice remain on the Airport movement area, and ramps have been made safe for aircraft and vehicular operation.
- C. Tenants may forward all snow removal requests to the Airport Management office.
  - i. Airport Management will determine which requests will be honored and in what order.
- D. Airport Maintenance personnel will keep the airlines and FBOs informed at all times of snow removal operations and the expected time of completion.

#### **XIX. Coordination with AFSS/ATCT**

- A. It is the desire of Airport Management to work between aircraft operations with ATCT and to avoid closing an active Runway if conditions permit.
- B. In the event that it is necessary to close an active Runway, Airport Management will seek to inform AFSS/ATCT fifteen (15) minutes before closing, unless safety considerations necessitate otherwise.
- C. Airport Management will inform AFSS/ATCT of the Runway reopening when all Runway operations are complete.
- D. During snow removal operations it may be necessary to restrict local and touch-and-go operations.
- E. Airport Management will seek to give fifteen (15) minutes advance notification to AFSS/ATCT and the FBOs.

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