Version 2
September 12, 2006

MINIMUM STANDARDS

FOR

AIRPORT AERONAUTICAL ACTIVITIES

AT

COBB COUNTY AIRPORT - MCCOLLUM FIELD

November 9, 2004
Cobb County BOC Regular Meeting

1. GENERAL CONDITIONS:

The following General Conditions shall apply to all commercial activities conducted at the airport:

A. No one shall be permitted to operate a commercial aeronautical business activity as a Fixed Based Operator ("FBO") or Specialized Aviation Service Operator ("SASO") at the airport without a fully executed lease agreement executed by Cobb County incorporating these Minimum Standards or an authorized sublease with an existing approved FBO or SASO.

1. Fixed Based Operator ("FBO") is hereby defined as a commercial aviation operator performing the essential primary line services to the public for based and transient aircraft, including fueling, tie-down, hangar storage and other services as required in Section 2.

2. Specialized Aviation Service Operator ("SASO") is hereby defined as a commercial aviation operator that performs specialized aviation services but not essential primary line services to the public, i.e. flight school, aircraft maintenance, aircraft sales, aircraft charter, etc. A SASO is expressly prohibited from selling aviation fuel to the public.

3. Tenant ("Tenant") is hereby defined as any person or entity either holding a lease directly with the County or holding a sublease or other use agreement authorizing operations on airport property.

B. All Tenants shall conduct their activities and render their services in a safe, responsible and efficient manner and shall be solely responsible for all acts of their agents and/or employees and shall save and hold Cobb County, its commissioners, officials, and employees harmless from any acts of the Tenant, its agents, employees and invitees.

C. All Tenants shall abide by and comply with all federal, state, and county laws and ordinances, and all rules and regulations of the Federal Aviation Administration and the Department of Transportation.

D. Tenants, in the operation and use of the airport, will not on the grounds of race, color, sex, religion or national origin, discriminate or permit discrimination against any person or group of persons in any manner prohibited by Part 21 of the Department of Transportation regulations.

E. Tenants will be required to carry the following types of insurance, with not less than the minimum specified coverage as follows:

1. Tenants conducting fueling operations.

   a. Airport General Liability:
      $3,000,000 Combined Single Limit Bodily Injury and Property Damage. Coverage is to include Premises/Operations; Independent Contractors; Contractual Liability; Personal Injury, and Products/Completed Operations with a limit of $3,000,000 Combined Single Limit Bodily Injury and Property Damage.

2. Tenants conducting aircraft maintenance operations:

   a. Airport General Liability for Turbine Engine Aircraft Maintenance:
      $2,000,000 Combined Single Limit Bodily Injury and Property Damage. Coverage is to include Premises/Operations; Independent Contractors; Contractual Liability; Personal Injury, and Products/Completed Operations with a limit of $2,000,000 Combined Single Limit Bodily Injury and Property Damage.

   b. Airport General Liability for Piston Engine Aircraft Maintenance:
      $1,000,000 Combined Single Limit Bodily Injury and Property Damage. Coverage is to include Premises/Operations; Independent Contractors; Contractual Liability; Personal Injury, and Products/Completed Operations with a limit of $1,000,000 Combined Single Limit Bodily Injury and Property Damage.

3. Tenants with no fueling and/or maintenance operations:

   a. Airport General Liability:
      $1,000,000 Combined Single Limit Bodily Injury and Property Damage. Coverage is to include Premises/Operations; Independent Contractors; Contractual Liability; Personal Injury, and Products/Completed Operations with a limit of $1,000,000 Combined Single Limit Bodily Injury and Property Damage.

4. Tenants operating leased or owned aircraft:

   a. Aircraft Liability:
      $1,000,000 Combined Single Limit Bodily Injury and Property Damage with $100,000 per passenger seat.

5. Tenants that accept the care and custody of others' aircraft:

   a. Hangarkeepers Liability:
      A Per Aircraft Limit equal to the maximum actual cash value of any aircraft but not less than $100,000 per aircraft limit and not required to exceed $5,000,000 per aircraft limit. A Per Occurrence Limit of all aircraft while in the care, custody, or control of the Tenant consistent with the storage capability of each hangar and not required to exceed $10,000,000.

6. All Tenants:

   a. Workers' Compensation:
      Statutory as required by the State of Georgia; and $100,000 Employer's Liability.

   b. Commercial/Business Automobile Liability:
      $1,000,000 Combined Single Limit Bodily Injury and Property Damage. Coverage is to include owned, non-owned, hired and leased vehicles, including loading and unloading of fuel, as required.

   c. Environmental Impairment Insurance
      As required by any federal, state, or local government, including any coverage or financial responsibility required for all fuel storage tanks.

   d. Proof of Insurance.
      Tenant shall provide County with a certificate of insurance on all required insurance.

   e. The County reserves the right to require greater amounts or different types of insurance at any time, provided that any such requirement is not unreasonable.

   f. The County, its commissioners, officials, and employees shall be named as additional insured on all coverage at the County's request.

   g. All insurance coverage must be written with an insurer licensed to do business in the State of Georgia having a Best's Rating of A- or better, or be otherwise acceptable to the County.

h. Notice of cancellation or policy change. The insurance policies for coverage listed in this Paragraph 1(E) shall contain a provision that written notice of cancellation or any material change in policy by the insurer shall be delivered to the County not less than thirty (30) days prior to cancellation or change.

F. All commercial operators proposing to lease directly with Cobb County must demonstrate financial stability and business ability in general aviation related to their proposed activities to the satisfaction of Cobb County.

G. Land within the boundary of the airport is a limited and valuable commodity. It is the policy of the County that no land or building space in excess of foreseeable requirements will be leased to any person.

H. Fuel Flow Fee. A fee of $0.164 per gallon will be paid to Cobb County on all aviation fuel and motor gas delivered into an aircraft on McCollum Field. This $0.164 per gallon fee is based upon adjustments implemented April 1, 2004. Commencing on the 1st day of April 1, 2007, and every third (3rd) April 1st thereafter the fuel flow fee shall be adjusted to the Consumer Price Index ("C.P.I." shall mean the Consumer Price Index for All Urban Consumers, all items, Selected Large Cities for Atlanta, Georgia, as published by the Bureau of Labor Statistics for the United States Department of Labor, 1982-84 base = 100), calculated by multiplying the then current fuel flow fee by a fraction, the numerator of which shall be the annual C.P.I. defined published for the year most recently preceding said April 1st date, and the denominator of which shall be the annual C.P.I. published for the year 2001.

I. These Minimum Standards shall not apply so as to affect Tenants at the Airport that have a current, valid lease, sublease, and/or use agreement with the County or FBO on the effective date of the adoption hereof. However, after any lease and/or use agreement with the County or sublease with an FBO expires, or is terminated, the new lease shall meet the appropriate provisions of the Minimum Standards. If the Tenant wishes to extend the term of an existing lease and/or use agreement or add new services, the existing and/or new services shall meet the appropriate provisions of the Minimum Standards.

2. FULL SERVICE FIXED BASE OPERATORS (FBO):

A. GENERAL. A full service FBO is the only operator permitted to sell fuel. All services provided by the FBO shall be in accordance with the applicable minimum standards for the service.

B. LAND. A minimum area of 11 acres (479,1600 square feet) to provide for building, paved automobile parking, dispensing equipment, and paved tie down area necessary to accommodate a variety of aircraft.

C. BUILDINGS. A minimum of 4,000 square feet of properly lighted and heated building space for the following required facilities: offices, public restroom facilities, public lounge, pilots' lounge, and 40,000 square feet of aircraft storage hangars.

D. PAVED AREAS. A paved aircraft ramp of at least 250,000 square feet and a paved automobile parking lot of at least 43,000 square feet.

E. FUELING FACILITIES. The FBO shall have adequate above ground storage facilities and suitable pumping equipment for each type of fuel offered; and the fuel farm shall not contain tanks with less than a minimum of 10,000 gallons. Two fuel-dispensing trucks shall be required, the jet fuel truck shall have a minimum capacity of 2,000 gallons, and the aviation gasoline truck shall have a minimum capacity of 750 gallons. Fuel storage tanks constructed by FBO shall meet all local, state, and federal requirements. FBO shall be responsible for any and all costs for cleanup and liability arising from tank leaks or spills as required by any local, state, or federal agency. FBO shall pay fuel flow fees in accordance with Paragraph 1(H).

F. AIRCRAFT SERVICE EQUIPMENT. Emergency starting equipment and appropriate fire extinguishers along with adequate ground support equipment shall be provided to meet the needs of aircraft which normally use the airport.

G. REQUIRED SERVICES.

1. Aircraft ground guidance and ramp service, including sale and into plane delivery of aviation fuels, lubricants and other related aviation products.

2. Apron servicing of, and assistance to, aircraft, including transient parking, aircraft towing, storage and tie-down service, for both based and transient aircraft upon or within facilities leased or designated aircraft parking areas.

3. Customary accommodations for the convenience of users, including pilot lounge area, informational services, telephone service connections to the Flight Service Station and the United States Weather Bureau, and courtesy vehicle ground transportation to and from the main terminal.

4. Hourly employees (front desk and line personnel, etc.) shall be supplied with and shall wear uniforms or other clothing that indicates their association with the Tenant.

5. Service is to be available to the public three hundred sixty-five (365) days per year, with minimum hours of operation to include, daily, 7:00 a.m.– 7:00 p.m.

6. Equipment and trained personnel to remove disabled aircraft with a gross landingweight of up to twelve thousand five hundred (12,500) pounds from the airport, and FBO shall perform such removal service on request.

7. Repair and maintenance of based and transient aircraft. FBO agrees to maintain and operate an aircraft maintenance facility that provides at a minimum the following services:

   (a) Engine: Class I – Reciprocating engines of 400 hp or less
   Class II – Reciprocating engines of more than 400 hp.

   (b) Airframe: Class III All-metal construction of small aircraft

   FBO shall provide mechanics and other technicians currently certificated by the FAA with ratings appropriate for the work being performed.

8. Must provide a minimum of two additional services listed as numbers 1-7 below in Section H "Other Services Permitted By FBO."

9. FBO may fulfill the requirements described in the above Paragraphs 7 and 8 through a third party, upon Cobb County's approval. Any approved third party operator must have a written agreement with FBO approved by Cobb County and have its facilities located on the Airport. If Cobb County deems it to be in Cobb County's best interest, Cobb County may withdraw its approval of a third party operator by giving FBO at least two-years advance notice. In the event Cobb County withdraws its approval, upon the effective date of the withdrawal (two years from notice unless otherwise set forth in the notice) FBO shall be obligated to self-perform the required services in above Paragraphs 7 and 8 on its own premises.

H. OTHER SERVICES PERMITTED BY FBO.

1. Flight training
2. Aircraft rental
3. Sale of new or used aircraft
4. Aircraft charter and air taxi
5. Avionics and aircraft parts sales
6. Avionics repair and service: Class I – Communication equipment
   Class II – Navigational equipment
7. Accessory repair and service: Class I: Mechanical accessories
   Class II: Electrical accessories
8. Any other services approved in advance by County.

3A. PISTON - AIRFRAME AND POWER PLANT REPAIR:

Any party desiring to engage in repair of aircraft on the airport must provide as a minimum the following:

A. BUILDINGS. A minimum of 3,600 square feet of properly lighted and heated building accommodations, which shall include work area, office space, and sufficient storage area for aircraft parts and equipment. Public restroom facilities must be available in the same hangar facility for customers and employees.

i. REQUIRED SERVICES. Repair and maintenance of based and transient aircraft. The Tenant agrees to maintain and operate an aircraft maintenance facility that provides at a minimum the following services:

1. Engine: Class I – Reciprocating engines of 400 hp or less
   Class II – Reciprocating engines of more than 400 hp.

2. Airframe: Class III All-metal construction of small aircraft

C. PAVED AREAS. Provide sufficient paved ramp for temporary storage and parking of aircraft and vehicle parking for customers and employees.

D. HOURS OF OPERATION. 9:00 am to 5:00 pm five (5) days per week.

E. PERSONNEL. The Tenant shall provide mechanics and other technicians currently certificated by the FAA with ratings appropriate for the work being performed. Hourly employees (front desk and mechanics, etc.) shall be supplied with and shall wear uniforms or other clothing that indicates their association with the Tenant.

3B. TURBINE - AIRFRAME AND POWER PLANT REPAIR:

Any party desiring to engage in repair of aircraft on the airport must provide as a minimum the following:

A. BUILDINGS. A minimum of 3,600 square feet of properly lighted and heated building accommodations, which shall include work area, office space, and sufficient storage area for aircraft parts and equipment. Public restroom facilities must be available in the same hangar facility for customers and employees.

B. REQUIRED SERVICES. Repair and maintenance of based and transient aircraft. The Tenant agrees to maintain and operate an aircraft maintenance facility that provides at a minimum the following services:

1. Engine: Class III – Turbine engines

2. Airframe: Class IV All-metal construction of large aircraft

C. PAVED AREAS. Provide sufficient paved ramp for temporary storage and parking of aircraft and vehicle parking for customers and employees.

D. HOURS OF OPERATION. 9:00 am to 5:00 pm five (5) days per week.

E. PERSONNEL. The Tenant shall provide mechanics and other technicians currently certificated by the FAA with ratings appropriate for the work being performed. Hourly employees (front desk and mechanics, etc.) shall be supplied with and shall wear uniforms or other clothing that indicates their association with the Tenant.

3C. LIGHT SPORT - AIRFRAME AND POWER PLANT REPAIR:

Any party desiring to engage in repair of aircraft on the airport must provide as a minimum the following:

A. BUILDINGS. A minimum of 3,600 square feet of properly lighted and heated building accommodations, which shall include work area, office space, and sufficient storage area for aircraft parts and equipment. Public restroom facilities must be available in the same hangar facility for customers and employees.

B REQUIRED SERVICES. Repair and maintenance of based and transient aircraft. The Tenant agrees to maintain and operate an aircraft maintenance facility that provides at a minimum the following services:

1. Engine: Reciprocating engines of 75 hp or less

3. Airframe: Class III All-metal construction of small aircraft
or
Class I Composite construction of small aircraft

C. PAVED AREAS. Provide sufficient paved ramp for temporary storage and parking of aircraft and vehicle parking for customers and employees.

D. HOURS OF OPERATION. 9:00 am to 5:00 pm five (5) days per week.

E. PERSONNEL. The Tenant shall provide mechanics and other technicians currently certificated by the FAA with ratings appropriate for the work being performed. Hourly employees (front desk and mechanics, etc.) shall be supplied with and shall wear uniforms or other clothing that indicates their association with the Tenant.

4. AIRCRAFT RENTAL AND FLIGHT TRAINING AND GROUND SCHOOL

Any party desiring to engage in for-profit aircraft rental and/or flight instruction and/or aviation ground school must provide a minimum of the following:

A. BUILDINGS. A minimum area of 200 square feet of building accommodations properly lighted and which shall include office space and access to public restroom facilities.

B. REQUIRED SERVICES:

1. Aircraft Rental
   a. A minimum of 3 FAA certified aircraft.
2. Pilot Flight Training
   a. A minimum of 1 FAA certified full-time flight instructor.
3. Hours of Operation
   a. The minimum hours of operation shall be from 9:00 am to 5:00 pm six (6) days a week.

C. PAVED AREAS. A leased or constructed paved ramp to provide temporary storage and parking of aircraft.

D. PERSONNEL. Flight instructors to be properly certified by the FAA as flight instructors with ratings to cover the type of training offered.

F. AUTOMOBILE PARKING. Provide paved automobile parking for customers and employees.

5. AIR TAXI AND CHARTER OPERATIONS

Any party desiring to engage in air taxi and/or charter operations must be certificated by the FAA under Federal Aviation Regulation Part 135 as well as meet the following minimum airport operating standards:

A. AIRCRAFT. A minimum of two (2) multi-engine aircraft shall be on inventory and available for charter. All aircraft will meet all requirements of the certificate held.

B. BUILDINGS. A minimum of 200 square feet of properly lighted and heated building accommodations. Restroom facilities must be available in the same hangar facility for customers and employees.

C. PAVED AREAS. A leased or constructed paved ramp to provide temporary storage and parking of aircraft.

D. PERSONNEL. Pilots are to be properly certified by the FAA.

E. HOURS OF OPERATION. 9:00 am to 5:00 pm five (5) days a week.

6. AVIONICS INSTRUMENT AND PROPELLER REPAIR SERVICE

Any party desiring to engage in avionics, instrument, or propeller repair service must be a certificated Repair Station with appropriate ratings by the FAA as well as meet the following minimum standards:

A. BUILDINGS. A minimum of 3,000 square feet of properly lighted and heated building accommodations, which shall include work area, office space, and sufficient storage area for aircraft parts and equipment. Restroom facilities must be available in the same hangar facility for customers and employees.

B. PAVED AREAS. Provide sufficient paved ramp for temporary storage and parking of aircraft and vehicle parking for customers and employees.

C. HOURS OF OPERATION. 9:00 am to 5:00 pm five (5) days per week.

D. PERSONNEL. The Tenant shall provide technicians currently certificated by the FAA with ratings appropriate for the work being performed. Hourly employees (front desk and technicians, etc.) shall be supplied with and shall wear uniforms or other clothing that indicates their association with the Tenant.

7. MISCELLANEOUS OPERATORS

Miscellaneous operators are commercial aviation operators offering any aeronautical activity not covered in Sections 2-5 of these Minimum Standards. Such activities include, but are not limited to:

> Aircraft Sales, Aircraft Storage, Sightseeing Flights, Crop Dusting and other Agricultural Applications, Banner Towing and Aerial Advertising, Aerial Photography and Survey, Aerial Fire Fighting, Power Line and/or Pipeline Patrol, or any other operations approved by the Airport Manager.

A. BUILDINGS. No minimum space is required to be leased.

B. PAVED AREAS. Provide sufficient paved ramp for storage and parking of aircraft and vehicle parking for customers and employees.

C. PERSONNEL AND EQUIPMENT. All personnel and equipment utilized in the miscellaneous operator's operation shall be appropriately certificated by the FAA.

8. FLYING CLUB

The following requirements pertain to all flying clubs desiring to base their aircraft on the airport:

A. Each flying club organization must be a non-profit corporation or partnership. Each member must have an equal share in the ownership of the aircraft or be a member of the corporation.

B. The club may not derive greater revenue from the use of its aircraft than the amount necessary for the actual use, operation, maintenance, and replacement of its aircraft.

C. The club will have a lease with an authorized FBO and will file and keep current with the FBO a complete list of the club's membership and investment share held by each member.

D. The club's aircraft will not be used by other than bona fide members for rental and not by anyone for hire, charter or air taxi.

9. FUEL STORAGE FACILITIES

Any party desiring to utilize and construct a fuel storage facility must be an FBO or a Tenant that self-fuels aircraft it solely owns or exclusively leases and must provide as a minimum the following:

A. A hangar of not less than 25,000 square feet. A minimum fuel storage capacity of 10,000 gallons. Self-fueling operations shall require annual fuel usage of at least 100,000 gallons of jet fuel or 100,000 gallons of avgas.

B. Payment of fuel flow fee as described in Paragraph 1 (H).