



REQUEST FOR NON-AERONAUTICAL USE OF A PUBLIC AIRPORT

APPLICANT INFORMATION

AIRPORT NAME: Vidalia Regional Airport			
Airport Manager/Representative Billy Ragan		Event Sponsor (if different than Licensee) Vidalia Onion Festival Committee	
Phone Number (912) 537-3979	Email bragan@vidaliaga.gov	Phone Number (912) 537-7661	Email noverstreet@vidaliaga.gov
Mailing Address (Street/PO Box) 2921 Airport Road		Mailing Address (Street/PO Box) 114 Jackson Street	
City, ST ZIP Code Vidalia, GA 30474		City, ST ZIP Code Vidalia, GA 30474	

EVENT INFORMATION

Event Name: Vidalia Onion Festival Airshow	Event Date(s): April 21-24, 2022
Description of the Proposed Activity (i.e. where on airport/expected attendance): The 45th annual Vidalia Onion Festival will see the return of the airshow. The acts will be headlined by the Blue Angels, with others to include Team Aeroshell, Scott Francis, Buck Roetman, & Bill Braack. There will be a concert on Friday and Saturday nights with fireworks on Saturday night. Expected attendance is 30,000 over the three days of activities at the airport. <p style="text-align: right;">Runway or Taxiway Closure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
Describe why the activity, event, or occupancy must take place at the airport: The primary reason for having the festivities at the airfield is due to the return of the airshow in 2022. The 2022 event taking place at the airport will allow for additional parking and to have activities all in one location.	
Identify the Emergency Services available during the event (Check all that apply): <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Medical Personnel <input checked="" type="checkbox"/> Ambulance <input checked="" type="checkbox"/> Fire truck <input type="checkbox"/> Other _____	

Required Attachments:

- Sketch Map showing affected locations, security measures, control procedures and location of emergency services.
- Event contract/agreement with event sponsor (which includes requirement for restoration of airport to original condition).
- Safety Plan or Safety Phasing Plan
- Signed Certifications for Partial Closing of an Obligated Airport *
- Copy of tenant notifications. *

* NPIAS Airports only

CERTIFICATION

I hereby certify that I am the owner, or authorized agent, of the above named airport, that the information contained herein is true and correct, and that I am familiar with the FAA's procedures and guidelines for conducting non-aeronautical events, and understand that failure to comply with Federal grant assurances, as well as that required for non-aeronautical use approval, may affect our ability to compete for funding of future airport development projects.

Billy Ragan

Name (print)

Signature

01/11/2022

Date

Airport Manager

Title

Complete and email to: sbrian@dot.ga.gov

CITY OF VIDALIA



VIDALIA, GEORGIA

COUNCIL:
JOHN RAYMOND TURNER, Mayor Pro-tem
W. CECIL THOMPSON
LOYD MOBLEY
BOB DIXON
JENNIFER EVANS

DOUG P. ROPER, III
MAYOR

NICHOLAS D. OVERSTREET
CITY MANAGER

AMY MURRAY
CITY CLERK

January 11, 2022

Mr. Steve Brian
Georgia Department of Transportation
Aviation Programs
600 West Peachtree Street NW
Atlanta, GA 30308

Re: Request for Closure of Runway 14/32 at the Vidalia Regional Airport for Special Event

Dear Steve:

The City of Vidalia and the Vidalia Regional Airport will again be supporting a major community event, the 2022 Vidalia Onion Festival. The success of previous Festival events on the airport grounds has encouraged the City to once again stage a major concert at the airport and to include the return of the airshow featuring the U.S. Navy Blue Angels this year in addition to other aviation related activities.

The area to be used for this year's concert is the western side of the field and necessitates the temporary closure of our secondary runway, 14/32. The closure would begin April 19, 2022 and the runway would reopen April 27, 2021. Runway 07/25 will remain open and no obstruction will occur because of this request. Proper barriers will be erected to protect the airport operating areas and monitored in accordance with the Onion Festival security plan. Appropriate NOTAMs will be issued in a timely manner prior to the Festival and cancelled when necessary.

The Vidalia Onion Festival is one of the top festivals in the southeast drawing thousands of visitors to our area each year. The airport benefits from the event in the form of fuel sales, tie down rental and pilot supply sales from fly-in traffic. The use of the airport property will increase community pride and appreciation for their local airport. Enclosed is information from Onion Festival committee chairperson Andy Woodruff pertaining to:

1. Event List and Festival Diagram
2. Safety and Clean-up Plan
3. Security Plan including ingress and egress routes
4. Insurance & Liability Information
5. Copy of letter to airport tenants regarding activities and opportunity to comment

We ask for your support of this effort and if you have any questions or require further information, please let me know.

Sincerely,

Billy Ragan
Airport Manager
Vidalia Regional Airport



114 Jackson Street
P.O. Box 280
Vidalia, Georgia 30475-0280
Phone (912) 537-7661
Fax (912) 537-7708
www.vidaliaga.gov



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January 11, 2022

Mr. Steve Brian
Georgia Department of Transportation
Aviation Programs
600 West Peachtree Street NW
Atlanta, GA 30308

Re: Insurance and Liability Information, 2022 Vidalia Onion Festival at the Vidalia Regional Airport

Dear Steve:

This letter is written in support of the package submitted from Billy Ragan, Airport Manager, Vidalia Regional Airport. The request to close Runway 14/32 for the Vidalia Onion Festival is made in cooperation with the City of Vidalia. As you are aware this annual festival is produced by a committee of the city with full support of the City of Vidalia. The activities of the festival are covered under the city's liability insurance policy. The production of the festival is governed by the City and is subject to final authority of the City Council.

The City's Regional Airport benefits in several ways. This festival has traditionally been a time for showcasing the airport, promoting aviation, hosting an air show and fly-in along with various other aviation activities. The airport benefits from increased fuel sales and also from improving public awareness regarding the importance of the regional airport to our area.

I do not feel that naming the airport as an additional insured would be necessary since the airport is already a covered activity under the City of Vidalia insurance plan. We have remained in contact with our carrier to insure proper coverage during the time of the festival and the Vidalia Onion Festival is a covered event.

I hope this covers the necessary information concerning the Insurance and Liability Information portion of the package. If any further information is needed, please let me know.

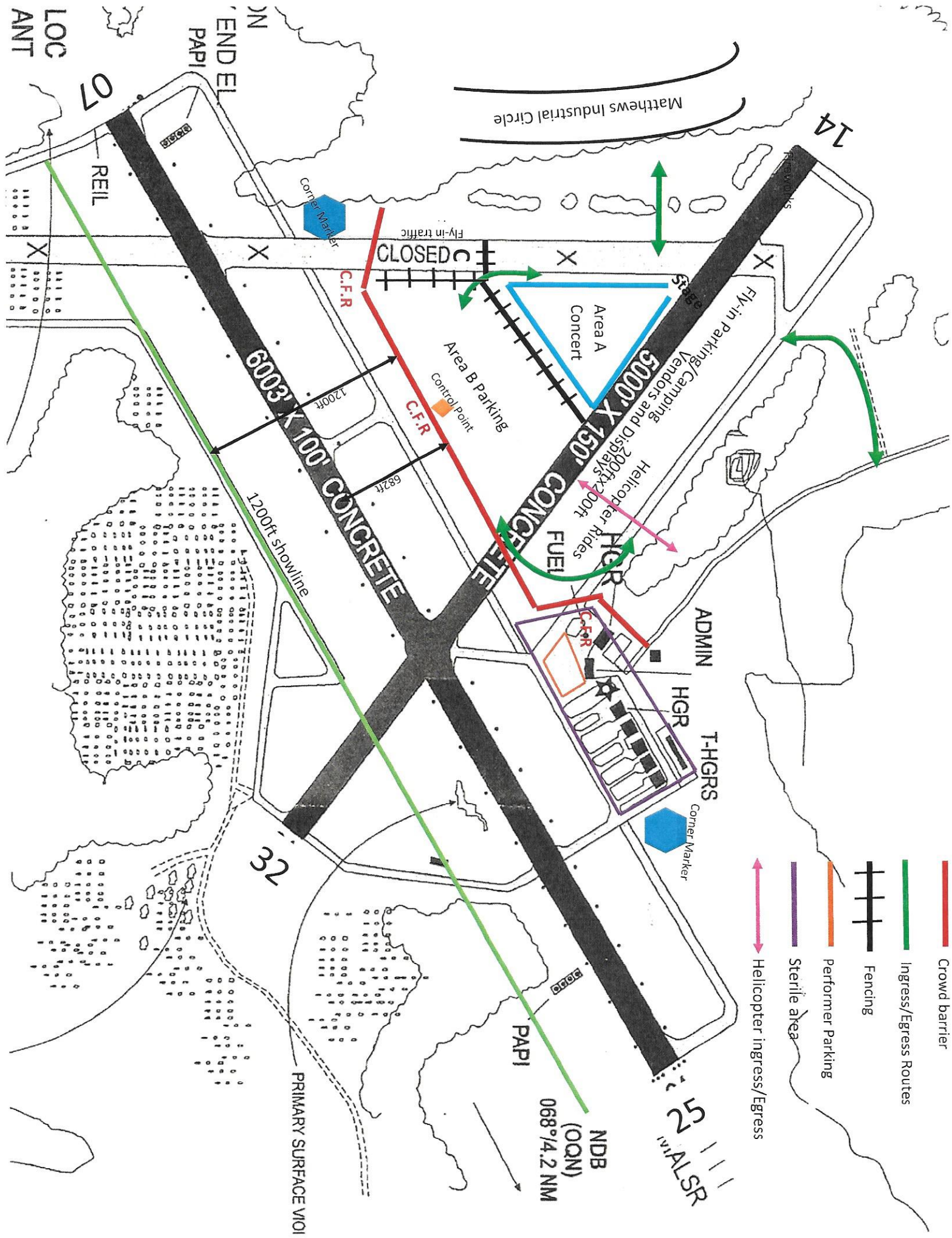
Sincerely,

Nick Overstreet
City Manager
City of Vidalia



114 Jackson Street
P.O. Box 280
Vidalia, Georgia 30475-0280
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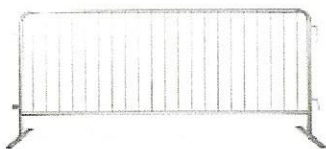


Event Sketch Supporting Information

1. The helicopter ride area will have orange construction fence (see below for picture) placed around it to create a safety zone of approximately 200ft x 200ft
2. There will be safety fence erected between the concert "Area A" and the parking "Area B". This fence will also be the orange construction fence or metal construction fence (also pictured below). This barrier will keep festival even attendees from wandering into the traffic area as volunteers are parking cars.
3. In addition this year to accommodate the expected increased traffic due to the return of the airshow we will be utilizing the abandoned runway for aircraft parking (18/36) "Area C". This runway will be thoroughly swept for FOD before being used. There will be addition orange construction fence placed between this parking area and Area B. There will be aircraft marshals on hand at all times to monitor the movement of aircraft.
4. The **red line** indicated on the event sketch is the construction fence that will be erected to separate the festival from the live airport operations. This and all fenced areas shall be monitored by the Vidalia Police Department. At points where the fence crosses runway there will be hard fence (Picture below) in place to allow for static/fly-in traffic to be moved in and out as needed.
5. On the event sketch the entrance for vehicles will be off of Matthews Industrial Circle as indicated on the map by a green arrow. After the festivities have concluded for the evening traffic will exit the airfield via a gate near where Taxiway B intersects the closed runway also indicated by a green arrow on the map exiting onto Airport Road. You will also notice a green arrow near the helicopter area. At the close of the evening traffic will be routed down the closed taxiway B to the exit. This will allow the committee to clear the field quickly. At both the entrance and exit there will be police and volunteers to keep the traffic flowing smoothly. The **green arrows** indicate vehicle traffic flow.

The general aviation side of the airport will not be affected by the closure of runway 32/14 and taxiway "B". All services will still be available to all arriving aircraft. There will be NOTAMS issued 72 hours in advance and the information will be broadcast on the AWOS.

The Vidalia Police Department will also be on hand during the entire weekend to make sure no patrons go past the erected security barricades and onto the "hot" side of the airfield. The police will also patrol the active side of the fence after hours to make sure any visiting aircraft and all hangars remain safe and secure.



1. Airport Event List – 2022 Vidalia Onion Festival
April 21 – 24, 2022

- A. Aviation Activities: Airshow on Saturday and Sunday, April 23 & 24, 2022. Featuring the U.S. Navy Blue Angels as the headliner act. Helicopter rides available on Friday, Saturday, & Sunday.
- B. Concert and Street Dance: The opening ceremony activities on Friday, April 22, 2022 will include music by Lee Brice and other artists. The Street Dance will be on Saturday evening following the conclusion of the airshow and will feature various music artists.

2022 Vidalia Onion Festival Letter of Agreement

This LETTER OF AGREEMENT is made and entered into as of January 11, 2022 (this "Agreement"), by and between the Vidalia Regional Airport (VDI) & City of Vidalia, a Georgia government entity, and the Vidalia Onion Festival Committee, a Georgia non-profit corporation ("Lessee").

1. **Premises.** City of Vidalia hereby grants to the Lessee the right to use approximately 82.74 acres of the land at the Vidalia Regional Airport, and more particularly described on Exhibit "A" for the Vidalia Onion Festival, a City of Vidalia event. Specific areas will be allocated annually based on availability and operational plan and subject to aviation needs.
2. **Term.** The term of the agreement is for four months beginning on January 11, 2022 and covering the event through May 2022. The 2022 event will be April 21-24, 2022 and shall expire on April 27, 2022. This agreement is for a four-day period. This agreement is subject to receiving approval for the use of the property from the Federal Aviation Administration (FAA) and/or the Georgia Department of Transportation. If approval is not rendered by the above agencies, this agreement is no longer valid for the year in which the approval is sought but not received. The City of Vidalia pledges to timely seek such approval and to use its best efforts to receive such approval
3. **Use of Premises and Compensation.** Lessee shall have the right to use the Premises for the purpose of parking, transportation related services, special event/concert, and operation of temporary ticket sales and will call office facilities. Such right to use the Premises shall extend only to Lessee and its invitees who are attending the Vidalia Onion Festival. Lessee shall use only those access points approved by the City of Vidalia in advance on the Premises for all vehicles entering and exiting the Premises. Before and after event staging for equipment may be allowed on a pre-approval basis and subject to approval of the operational plan by the City of Vidalia staff. Any additional use requires prior approval from the City of Vidalia.
4. **Payment of Rent.** A payment in the sum of \$9,900.00 (nine thousand nine hundred dollars and zero cents) will be paid by Lessee to the City of Vidalia no later than April 1, 2022 for use of said property during the first year of the term of this agreement. As additional compensation for use of the property, the Lessee will recognize the Vidalia Regional Airport (VDI) in its marketing for the Vidalia Onion Festival. Further, the Lessee will use its website and collateral materials to inform potential visitors of the Vidalia Regional Airport.
5. **Assignment.** Lessee shall not have the right to assign or otherwise transfer this Agreement to any other party.

6. **Surrender.** On the expiration of the four day term, Lessee shall vacate the Premises and return the Premises to the City of Vidalia in the same condition it was in on the Effective Date. If the property is not in the same condition at the expiration of the term, the Lessee shall reimburse the City of Vidalia for the cost of repair of any damage to the Premises caused by the use of the Premises under this agreement.
7. **Airport Operational Safety.** The Lessee shall cause no hazard to the air operations of the airport and will adhere to all instructions provided by the City of Vidalia pertaining to the use of the property in regard to aviation safety. The Lessee will be required to provide all necessary safety barricades and security staffing to include law enforcement as required by the City of Vidalia and if not provided, will reimburse the City of Vidalia for taking such safety actions necessary for protecting the air operation.
8. **Indemnity.** Lessee agrees to indemnify, defend and hold harmless the Vidalia Regional Airport and the City of Vidalia from any and all claims, liabilities, costs (including reasonable attorneys' fees) and claims of liability or loss which arise out of the use and/or occupancy of the premises under this agreement or as the result of the tortuous acts or negligence of Lessee, its agents, employees, invitees, or independent contractors. The indemnity obligations under this section shall survive termination of this agreement.
9. **Compliance.** Compliance with Laws, Rules and Regulations. Lessee agrees this operation shall be conducted in conformity with all applicable Federal, State, and local laws, rules, regulations, and ordinances in general and including, but not limited to, ordinance regulations and procedures of the county in particular. Lessee shall obtain, at his expense, all permits and/or licenses required by appropriate state and local agencies.
10. **Insurance.** Lessee will procure and maintain commercial general liability insurance, with limits of not less than \$1,000,000 combines single limit per occurrence providing the primary coverage for bodily injury, death, and property damage liability with respect to the Lessee use of the Premise, with a certificate of insurance to be furnished to the City of Vidalia upon execution of the Agreement. Such policy will provide that cancellation will not occur without at least five days prior written notice to the City of Vidalia. The City of Vidalia to be defined as the City of Vidalia, the Vidalia Regional Airport, and the City of Vidalia shall be listed as an additional insured under such policy.
11. **Waiver of Liability.** City of Vidalia and Vidalia Regional Airport and their agents and employees shall not be liable for and Lessee waives all claims for injury or death to person(s) or loss or damage to property, loss of business, loss of profits, and any and all other losses or damages sustained by Lessee or any person claiming through Lessee resulting from

any accident or occurrence in or upon the Premises. Said waiver shall include but not be limited to claims resulting from any act, omission or negligence of trespassers, thieves, or tenants or of other persons or occupants of the Premises or adjoining or contiguous buildings or the City of Vidalia's or occupants of adjacent or contiguous property.

IN WITNESS WHEREOF, the parties here to have caused this agreement to be executed as of the date first written above.

City of Vidalia:

By:



Nick Overstreet
City Manager

Vidalia Regional Airport

By:



Billy Ragan
Airport Manager

Lessee:

Vidalia Onion Festival

By:



Andy Woodruff
Chairperson

2. Safety and Cleanup Plan – 2022 Vidalia Onion Festival April 21 – 24, 2022

In order to host the 2022 Vidalia Onion Festival, closing the secondary runway, 14/32 will be required. The general procedures to maintain safety for airport operations as well as festival operations are as follows:

The Festival will occupy the northwest portion of the airport and be isolated from the airport operations area by erecting snow fence as indicated on the festival diagram. Vehicle parking will be on the perimeter of the Festival area with ingress/egress routes utilizing the abandoned runway and runway 14/32's parallel taxiway. Existing perimeter gates will allow traffic to enter and exit the Festival without having to encroach on airport operations areas.

Closure of the runway and taxiway will occur on Tuesday, April 19, 2022 at 8:00 a.m. to facilitate setup. All appropriate notams will be issued 48 to 72 hours prior to closure. The runway and taxiway will be reopened within 48 hours of the end of the event (April 27) to allow time for teardown and removal of equipment as well as time for cleanup. A thorough inspection will be made by airport management prior to opening.

During normal business hours, a regular airport employee will monitor Unicom and provide advisories to area traffic. The appropriate "X" markings will be placed at each end of runway 14/32 and an advisory will be broadcast over the AWOS to alert local traffic. As runway 14/32 is our secondary runway and not lighted, no changes will be necessary to airfield lighting.

The integrity of Runway 07/25 and its associated taxiways will be maintained during the Festival. Normal aircraft operations can continue on these surfaces. NAVAIDs will be unaffected by the Festival and instrument procedures can continue as usual. Protective fencing will be placed around the AWOS and wind sock. Normal fueling procedures will be unaffected by the Festival.

Snow fence and/or construction barricades will be used to prevent Festival goers and any unauthorized individuals and vehicles from accessing airport operations areas. Grassed areas will utilize fence and paved surfaces will have construction barricades. Only Vidalia Police Department and Vidalia Regional Airport vehicles operated by trained personnel will be permitted on open airport operations areas.

Airport Management and Onion Festival Management will conduct pre and post airfield inspections. Garbage cans with lids will be placed throughout the Festival grounds and serviced regularly to ensure a clean airport appearance throughout the event. At the conclusion of the Festival, Vidalia Onion Festival Committee members will ensure the airfield is returned to its pre-event appearance.

3. Security Plan – 2022 Vidalia Onion Festival
April 21 – 24, 2022

Primary responsibility for security at the Vidalia Onion Festival airport event rests with the City of Vidalia Police Department. The police will be on the field daily with increased presence during festival activities. Their primary areas of emphasis will be:

- A. Monitor all barricades and fences to ensure security of the airport operations areas
- B. Ensure only Police Department and Airport vehicles are allowed on the airport operations areas.
- C. Crowd control during Festival hours in the Festival areas.
- D. Monitoring of the Festival ingress/egress points as well as Airport Terminal access points. See diagram for traffic flow.
- E. Take control of the airfield in the event of an airport emergency. In the event of an airport emergency, the Festival will cease operations indefinitely and the Vidalia Onion Festival Air Show Emergency Operations Plan will be activated. Following the emergency, the Vidalia Regional Airport, at the discretion of the airport manager or his representative, may allow the Festival to continue.

Contact Information:

James Jermon
Chief of Police
City of Vidalia
302 1st Street East
Vidalia, GA 30474
912-585-7183

Billy Ragan
Airport Manager
City of Vidalia
2921 Airport Road
Vidalia, GA 30474
912-537-3979

Tim Jones
Concert Chairman
2021 Vidalia Onion Festival
100 Vidalia Sweet Onion Drive
Vidalia, GA 30474
912-687-3849

Andy Woodruff
Chairman
2021 Vidalia Onion Festival
100 Vidalia Sweet Onion Drive
Vidalia, GA 30474
912-293-7543

Vidalia Fire Airshow Emergency Response Guide

Purpose. The purpose of this guide is to clarify the National Fire Protection Association (NFPA) Standard 403, Aircraft Rescue and Fire Fighting Services at Airports (2018 Edition), relative to aircraft rescue and firefighting (ARFF) operations. This guide provides a template to utilize during assessments and to effectively communicate ARFF capabilities. Furthermore, it consolidates existing applicable National Fire Protection Association (NFPA) criteria pertaining to response criteria.

Aircraft Rescue and Fire Fighting Response Guidance. Several factors must be considered when determining ARFF response criteria. These factors include response time for announced and unannounced aircraft emergencies, staffing and vehicle requirements, and the use of a risk assessment process.

ARFF Response Time Requirements. These response requirements are established for two flight related aircraft emergency scenarios – announced and unannounced emergencies.

1. **Announced** - ARFF apparatus (pre-positioned) will be capable of responding to any incident/accident on the runway(s) within 1 minute.
2. **Unannounced** - ARFF apparatus will be capable of responding to any incident/accident on the runway(s) within 5 minutes.

Response Times:

Dispatch Time: The point of receipt of the emergency alarm at the public safety answering point to the point here sufficient information is known to the dispatcher and applicable units are notified of the emergency.

Turnout Time: The time interval that begins when the fire station(s) and emergency response unit(s) notification process begins (by either an audible alarm or visual annunciation or both) and ends at the beginning point of travel time. The first firefighting vehicle that can mitigate the call must sign out "in-route" as the vehicle turns a wheel in transit to an emergency incident. This is the end of turnout time, but will NOT begin travel time for "announced" emergencies due to the unknown landing timeframe.

Travel Time:

"Announced" emergencies; Travel Time begins when the IC announces that the aircraft has come to a complete stop which will account as the beginning of

response time. Travel Time ends when the first firefighting vehicle announces it is on scene.

“Unannounced” emergencies; Travel Time begins when the first firefighting vehicle that can mitigate the call signs out “in-service” until they arrive on scene.

Local fire officials may determine when unique or unusually-hazardous ramp operations warrant special operations, which could include increased ARFF ramp surveillance; ARFF standby services during peak hours of maintenance; increased fire prevention training on hazard recognition, and the use of flightline fire extinguishers by maintenance personnel.

AIR SHOW SAFETY

In recognition of the non-standard environment in which air shows are conducted, the nonstandard aircraft that often fly at these events and the non-standard manner in which those aircraft are flown, the following guidelines must be adhered to during air shows.

1. ARFF vehicles must be tactically prepositioned to provide the shortest and most direct routes to the show center. In all cases, ARFF vehicles must not be positioned behind the crowd line or staged in the fire station.
2. ARFF vehicles and Crash Fire Rescue (CFR) personnel will be deployed to the right and left of the air show/open house crowd area with unimpeded access to the area in which air show flight operations are conducted. In addition, an ARFF vehicle (preferably a Rapid Intervention Vehicle) will be positioned at or near show center. All deployed vehicles will be positioned so that they have an unobstructed line of sight on the whole airfield, specifically, the aerobatic box in which the majority of the air show flight operations are conducted. Historically, during almost all air show incidents, the aircraft wreckage comes to rest within the aerobatic box. By positioning ARFF vehicles at each end of the crowd area and one at show center, our response time will improve and may save lives.
3. The Aerobatic Box. The Federal Aviation Administration (FAA) defines the aerobatic box as the airspace at an air show where participating aircraft are authorized to perform aerobatic maneuvers appropriate to their Category (CAT). This box begins at the appropriate CAT I/II/III show line.
4. The aerobatic box is the sterile area in which air show flight operations are conducted. The boundaries, dimensions and parameters of the aerobatic box are clearly and specifically defined as part of the application that air show organizers submit to the FAA to receive authorization to conduct an air show.
5. A written or graphic illustration of the aerobatic box must be presented to performers and emergency response personnel during the pre-air show safety briefing.

6. The entire period during which the aircraft are flying during the air show will be treated as an "announced" emergency.
7. ARFF personnel will be staged to respond immediately to any incident or accident. Additionally, folding chairs or any other obstructions should never be positioned in front of prepositioned ARFF vehicles.
8. ARFF personnel will don their firefighter PPE and the vehicle engines will be running throughout the active flying portion of the air show.
9. ARFF personnel will be expected to respond in such a manner that they may deploy firefighting agent within 1-minute following an incident/accident on or near the runway used to conduct the air show.
10. To ensure clear lines of communications, the incident commander should consider positioning himself/herself or a liaison with the air boss throughout the air show.
11. Prior to the air show and not later than the first safety briefing on the rehearsal/practice day of the air show (typically Friday at most shows), firefighters will meet with the air show operations officer, the air show air boss and appropriate air traffic control personnel to discuss procedures and methods to reduce the standard radio communications and runway/taxiway clearances required for ARFF personnel to respond to an incident/accident during the air show. These procedures and methods will be developed with the goal of allowing firefighters to respond to an incident/accident without being delayed by procedural or communications issues.
12. Prior to the beginning of air show flight operations, at least one firefighter from each ARFF vehicle deployed in support of the show will make themselves available to meet with the pilot-in command of each aircraft participating in the air show/open house to discuss emergency extraction, canopy release, fuel shut off, master switch on/off switch and aircraft lift points. If the firefighters are different on subsequent days of the event, at least one firefighter will make themselves available to each pilot and other firefighters to re-brief the emergency response information.
13. In consultation with the air show operations officer and the air show air boss, firefighters will be available to conduct an emergency response drill on the practice/rehearsal day of the air show (typically a Friday for a Saturday/Sunday event).

References:

National Fire Protection Association. (2018). *Standard for aircraft rescue and fire-fighting services at airports*.

Technical Implementation Guide 403-18. (n.d.).
<https://media.defense.gov/2018/Aug/23/2001957748/-1/-1/1/NFPA%20403%202018%20EDITION%20TIG.PDF>.

CITY OF VIDALIA



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CITY MANAGER

AMY MURRAY
CITY CLERK

April 1, 2022

Re: 2022 Vidalia Onion Festival

Dear Tenant:

The City of Vidalia has agreed to allow the 2022 Vidalia Onion Festival activities to be held on the airport grounds. The 2022 Onion Festival will also see the return of the airshow featuring the U.S. Navy Blue Angels.

In order to accommodate this event, runway 14/32 and a portion of taxiway B will need to be closed as they have been in years past. Runway 07/25 will remain open. Be sure to check Notams regularly. Since safety and security is our primary concern, the Festival will be constructing barricades as in years past to control access to the airport operations areas. Security personnel will be required to monitor the area. No golf carts, 4-wheelers or other transportation will be permitted on airport property from the hangar/terminal area to the Festival grounds. You can walk from your hangar and attend the concert and airshow at no charge or you can utilize regular Festival entrances and purchase admission at the gate. Notams will be issued in advance as required and the AWOS will broadcast the closures.

Our goal is to have the public continue to take pride in their airport and renew their appreciation for the opportunities that the airport provides. Passes will be available from Billy or Hunter at the terminal. Due to the additional security requirements in 2022 and expected increase in traffic, we will only allow each tenant to have five (5) passes for hangar access. If you have any questions or comments, please do not hesitate to call.

Blue Skies,

Billy Ragan
Airport Manager
Vidalia Regional Airport
912-537-3979



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CITY CLERK

Mr. Steve Brian
Manager, Aviation Programs
GA Department of Transportation
Division of Intermodal Programs
600 West Peachtree Street, N.W.
6th Floor
Atlanta, GA 30308
Dear Manager Brian,

The purpose of this letter is to provide the certification for the Vidalia Regional Airport's (VDI) Grant Assurance 19 on the dates of April 21st – April 24th, 2022. The Vidalia Regional Airport through Operation and Maintenance will ensure:

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, Airport Sponsor Assurances 3/2014 Page 10 of 20 state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary.

In furtherance of this assurance, the sponsor will have in effect arrangements for:

- 1) Operating the airport's aeronautical facilities whenever required;
 - 2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3) Promptly notifying airmen of any condition affecting aeronautical use of the airport.
- Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance.

Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.



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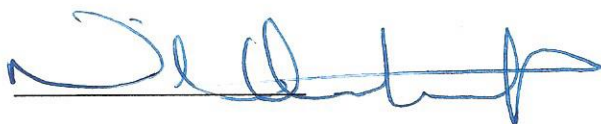


b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

CERTIFIED THIS 7th DAY OF January, 2022.

Handwritten signature of Billy Ragan in black ink, written over a horizontal line.

BILLY RAGAN, AIRPORT MANAGER

Handwritten signature of Nick Overstreet in blue ink, written over a horizontal line.

NICK OVERSTREET, CITY MANAGER

**Vidalia Regional Airport (VDI)
2022 Vidalia Onion Festival
Airport Safety Special Event Plan**

The purpose of this plan is to identify and mitigate the impacts of the 45th Annual Vidalia Onion Festival and concerts to be held April 21st-24th, 2022. The plan is being submitted to the Georgia Department of Transportation as advance advisory of the activity to occur:

I. Overview

- a. Airport Description: Vidalia Regional Airport (VDI)
- b. Event Description: Vidalia Onion Festival Airshow and Concerts.
The Vidalia Onion Festival is a longstanding event with a significant local annual economic impact while recognizing the Vidalia Sweet Onion (Georgia's State Vegetable). The airport is well positioned to provide needed space and support to this event (considering COVID-19), while bringing additional local interest and visitors to the facility with minimal impact to aviation activities. This provide the airport a community outreach opportunity to educate the public and expose it to patrons who would not otherwise visit the grounds. The annual Vidalia Onion Festival, airshow and concert events is being hosted by the Vidalia Onion Committee. The airport has a negotiated lease agreement for the conduct of this event, including compensation from the event operator to the airport for the use of the facility (Attachement A)
- c. Proposed dates/duration: April 21-24th, 2022
- d. Exhibit depicting event areas of impact: Please see attached event diagrams (Attachment B).

II. Set up and tear down of event:

- a. Schedule:
 - i. The Vidalia Onion Festival Committee will utilize those areas identified with the signed agreement and addendum between the airport and the event sponsor
 - ii. Set up for the event will begin on April 19th, with minimal incidental equipment staging occurring prior to this date without approval. All event activities will end on April 24th. There may also be minimal post-event equipment staging occurring without prior airport approval.
- b. Areas Impacted
 - i. Event areas A,B, and C have been located in areas not accessible for aviation use and outside of all RSA, ROFA, TSA, and TOFA. Utilization of these areas will have no impact on aeronautical activities.
- c. Maintenance of airport operations: There will be no ancillary markings applied to any runway or taxiway surfaces for the event. Physical barriers will be established surrounding the event areas to ensure separation of event from aviation activities. Airport staff, law enforcement, and security officers will be

staged in various areas to mitigate and issues and to monitor aircraft operations while the event is taking place.

- d. Damage assessment and repairs: Prior to reopening any airfield surfaces for aircraft activity, proper airfield inspections will be performed by airport staff. The Vidalia Onion Committee assumes all responsibility for returning the airfield to pre-event conditions and/or reimbursement to airport for repairs made by the airport on behalf of the Vidalia Onion Festival.

III. Safety Plan Areas of Concern

- a. Areas affected: Not applicable
- b. Scheduled operations: VDI is a general aviation airport with no scheduled operations. Runway 25/7 will not be impacted by the event and remains available for all general aviation activities, as does the primary general aviation apron.
- c. Taxiways affected: Access to RWY 32/14 will be closed at its intersection with TWYA. The full length of TWY B will be closed for the duration of the festival.
- d. Pavement concerns: Impact to airport pavements will be consistent with previous events where no damage or impacts occurred. The event sponsor, Vidalia Onion Festival Committee, is responsible as noted for any damages in accordance with the use agreement. No drilling, stakes or other objects will be inserted into the pavement surfaces for parking or concert activities.
- e. Other airport operating areas affected: The stage and sound booth will be set in place on Thursday, April 21, 2022. The concert setup will continue Friday morning April 22, 2022 and will not affect normal airport operations. Adequate personnel are being made available by the FBO to assist any operators. All encumbrances will be removed overnight and the runway & taxiway re-opened after airport staff safety inspection for aircraft taxi or tow by Wednesday, April 27, 2022. Personal access to hangars throughout the entire event period by hangar owners and owners guests will not be impeded.
- f. Protection of Runway Safety Areas: Event activities will remain outside of all RSA, ROFA, TSA, and TOFA areas. During the period of time that activities will utilize runway 32/14, appropriate NOTAMs will be in place and the runway will be marked as closed through the utilization of runway closure markers.
- g. Impacts to airport navigational aids: The navigational aids at the airport will not be affected. The runway being closed for festival activities has no approaches and is not lighted.
- h. Methods of separating event participants from airport operational areas: Physical barricades appropriate to location and activity will be put in place and activities monitored by airport staff. Vidalia Onion Festival Committee staff and law enforcement. Galvanized steel construction fencing along with snow fencing will be used to segregate and contain concert attendees from the rest of the airfield festival activity areas. Event area B, will be used for vehicle parking only. Temporary fencing, airport staff, and event parking personnel will be in place to prevent vehicles from entering active areas of the airfield from the parking areas.

- i. Temporary Structures: The only planned structure to be utilized for the primary festival support is a mobile concert trailer with accompanying shade tents. The concert trailer and tent will not be taller than 40ft AGL and will be located in the northern festival area as indicated on the map. Ancillary equipment such as portable restrooms and trash receptacles will be distributed on site to control FOD. Festival booths (souvenirs, food, drink, etc....) will be erected but will not exceed 20 feet high.
- j. Procedures and equipment to delineate closed areas from airport operational areas:
 - i. During closure of Runway 32/14 runway closure markers will be deployed to each threshold and NOTAMSs issued
 - ii. Low profile barricades, reflective traffic cones/barrels, and other appropriate physical barriers will be deployed as needed to segregate operational aeronautical areas from the event areas. Airport Operations, Maintenance, and Public Safety vehicles will also be deployed as needed to monitor the event.
- k. Communication methods: Communications for event personnel will be via established airport and public safety communication networks, digital radios, and via cellular phone.
- l. Event vehicle identification: There are no event vehicles for this event. Only airport staff, police, fire and emergency services would be allowed to operate moving vehicles on the active side.
- m. Emergency response plan: The Airport Emergency Plan will remain in effect during the event. Any emergency responses will be conducted in conformance with the plan.
- n. Foreign object debris (FOD) control provisions: Portable restrooms and trash receptacles will be distributed on site to control FOD. The event organizer has primary responsibility for FOD control and will have staff conducting continuous monitoring of the event sites. The airports operations and maintenance department and the Vidalia Onion Festival Committee will be conducting continuous surveillance inspections throughout the event to ensure all FOD is retrieved.
- o. HAZMAT management (if necessary): No hazmat conditions are expected to exist during this event.
- p. Lighting: All event lighting will be shielded and/or directed downward not to create visual confusion or distraction to aircraft.
- q. Airport inspection requirements: All appropriate airport inspections will be conducted continuously throughout the event, and prior to the opening of the closed runway.
- r. Procedures for locating and protecting utilities: The Vidalia Onion Festival Committee will have all utilities properly located prior to any digging or underground installation. There are two water faucets (hose bib)(one in area A and one in area C) next to the runway.

IV. Notifications

- a. Notices to Airmen (NOTAMs): Appropriate NOTAMs will be issued for the closure of runway 32/14 and the southeast general aviation apron, to include placing the PAPIs and runway edge lights out of service.
- b. NOTAM Examples: (all appropriate NOTAMS will be issued 72 hours in advance of the time they will take affect and will also be broadcast on the AWOS)
 - i. RWY 32/14 CLSD – VDI XX/XXX VDI RWY 32/14 CLSD
2104201200 – 2104272200
 - ii. TWY B CLSD – VDI XX/XXX VDI TWY B CLSD 2104201200
– 2104272200
- c. Tenant Advisories: The airport will be engaged with all tenants and the surrounding community. Communications will be established advising the impacts of airfield operations within two weeks of event start.

V. Responsibilities

- a. Airport Management: Airport staff will be responsible ensuring that all proper safeguards are in place and that continuous communication is conducted to ensure no encroachment to any active operational areas is done by any event participant.
- b. Event Operator: The event operator is the Vidalia Onion Festival Committee and will comply with all provisions of its written lease agreement with the airport to include compliance with the safety requirements of this plan.

VI. Sequence of Events:

- a. Event area B, will be used for vehicle parking as needed based on operations throughout the weekend of the event.

VII. Administrative/Miscellaneous:

- a. The Fair Market Value compensation methodology was based on (October-December 2021) the prior three months of fuel sales prior to the submission of our applications. The total amount of fuel sales during those three months was \$293,672.14. That was divided by 90 (excludes Thanksgiving and Christmas). The average of daily fuel sales was \$3263.02. That number was rounded up to \$3,300.00 dollars per main event day (Friday, April 22, Saturday, April 23 & Sunday, April 24) for a total of \$9,900.00
- b. The City of Vidalia understands that airport revenues may be used for expenditures of airport funds for support of community –purpose uses of airport property if such expenditures are directly and substantially related to the operation of the airport. No airport revenues are being used for the event. The event operator will provide appropriate monetary compensation to the airport commensurate to the non-aeronautical use of the facility in accordance with the negotiated lease terms.
- c. The City of Vidalia acknowledges the FAA’s policy regarding Prohibited Use of Airport Revenues. The event fees are being given directly to the Vidalia Onion Festival via the event participants and sponsors with no contributions being given by the City of Vidalia itself.

Appendix A

Letter of Agreement Between the Vidalia Regional Airport (VDI), the City of Vidalia, and the Vidalia Onion Festival Committee

2022 Vidalia Onion Festival Letter of Agreement

This LETTER OF AGREEMENT is made and entered into as of January 11, 2022 (this "Agreement"), by and between the Vidalia Regional Airport (VDI) & City of Vidalia, a Georgia government entity, and the Vidalia Onion Festival Committee, a Georgia non-profit corporation ("Lessee").

1. **Premises.** City of Vidalia hereby grants to the Lessee the right to use approximately 82.74 acres of the land at the Vidalia Regional Airport, and more particularly described on Exhibit "A" for the Vidalia Onion Festival, a City of Vidalia event. Specific areas will be allocated annually based on availability and operational plan and subject to aviation needs.
2. **Term.** The term of the agreement is for four months beginning on January 11, 2022 and covering the event through May 2022. The 2022 event will be April 21-24, 2022 and shall expire on April 27, 2022. This agreement is for a four-day period. This agreement is subject to receiving approval for the use of the property from the Federal Aviation Administration (FAA) and/or the Georgia Department of Transportation. If approval is not rendered by the above agencies, this agreement is no longer valid for the year in which the approval is sought but not received. The City of Vidalia pledges to timely seek such approval and to use its best efforts to receive such approval
3. **Use of Premises and Compensation.** Lessee shall have the right to use the Premises for the purpose of parking, transportation related services, special event/concert, and operation of temporary ticket sales and will call office facilities. Such right to use the Premises shall extend only to Lessee and its invitees who are attending the Vidalia Onion Festival. Lessee shall use only those access points approved by the City of Vidalia in advance on the Premises for all vehicles entering and exiting the Premises. Before and after event staging for equipment may be allowed on a pre-approval basis and subject to approval of the operational plan by the City of Vidalia staff. Any additional use requires prior approval from the City of Vidalia.
4. **Payment of Rent.** A payment in the sum of \$9,900.00 (nine thousand nine hundred dollars and zero cents) will be paid by Lessee to the City of Vidalia no later than April 1, 2022 for use of said property during the first year of the term of this agreement. As additional compensation for use of the property, the Lessee will recognize the Vidalia Regional Airport (VDI) in its marketing for the Vidalia Onion Festival. Further, the Lessee will use its website and collateral materials to inform potential visitors of the Vidalia Regional Airport.
5. **Assignment.** Lessee shall not have the right to assign or otherwise transfer this Agreement to any other party.

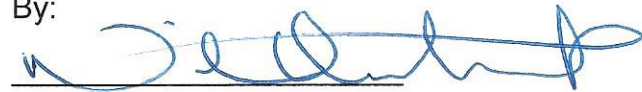
6. **Surrender.** On the expiration of the four day term, Lessee shall vacate the Premises and return the Premises to the City of Vidalia in the same condition it was in on the Effective Date. If the property is not in the same condition at the expiration of the term, the Lessee shall reimburse the City of Vidalia for the cost of repair of any damage to the Premises caused by the use of the Premises under this agreement.
7. **Airport Operational Safety.** The Lessee shall cause no hazard to the air operations of the airport and will adhere to all instructions provided by the City of Vidalia pertaining to the use of the property in regard to aviation safety. The Lessee will be required to provide all necessary safety barricades and security staffing to include law enforcement as required by the City of Vidalia and if not provided, will reimburse the City of Vidalia for taking such safety actions necessary for protecting the air operation.
8. **Indemnity.** Lessee agrees to indemnify, defend and hold harmless the Vidalia Regional Airport and the City of Vidalia from any and all claims, liabilities, costs (including reasonable attorneys' fees) and claims of liability or loss which arise out of the use and/or occupancy of the premises under this agreement or as the result of the tortuous acts or negligence of Lessee, its agents, employees, invitees, or independent contractors. The indemnity obligations under this section shall survive termination of this agreement.
9. **Compliance.** Compliance with Laws, Rules and Regulations. Lessee agrees this operation shall be conducted in conformity with all applicable Federal, State, and local laws, rules, regulations, and ordinances in general and including, but not limited to, ordinance regulations and procedures of the county in particular. Lessee shall obtain, at his expense, all permits and/or licenses required by appropriate state and local agencies.
10. **Insurance.** Lessee will procure and maintain commercial general liability insurance, with limits of not less than \$1,000,000 combines single limit per occurrence providing the primary coverage for bodily injury, death, and property damage liability with respect to the Lessee use of the Premise, with a certificate of insurance to be furnished to the City of Vidalia upon execution of the Agreement. Such policy will provide that cancellation will not occur without at least five days prior written notice to the City of Vidalia. The City of Vidalia to be defined as the City of Vidalia, the Vidalia Regional Airport, and the City of Vidalia shall be listed as an additional insured under such policy.
11. **Waiver of Liability.** City of Vidalia and Vidalia Regional Airport and their agents and employees shall not be liable for and Lessee waives all claims for injury or death to person(s) or loss or damage to property, loss of business, loss of profits, and any and all other losses or damages sustained by Lessee or any person claiming through Lessee resulting from

any accident or occurrence in or upon the Premises. Said waiver shall include but not be limited to claims resulting from any act, omission or negligence of trespassers, thieves, or tenants or of other persons or occupants of the Premises or adjoining or contiguous buildings or the City of Vidalia's or occupants of adjacent or contiguous property.

IN WITNESS WHEREOF, the parties here to have caused this agreement to be executed as of the date first written above.

City of Vidalia:

By:

A handwritten signature in blue ink, appearing to read "Nick Overstreet", written over a horizontal line.

Nick Overstreet
City Manager

Vidalia Regional Airport

By:

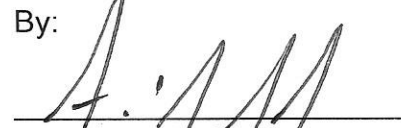
A handwritten signature in black ink, appearing to read "Billy Ragan", written over a horizontal line.

Billy Ragan
Airport Manager

Lessee:

Vidalia Onion Festival







By:

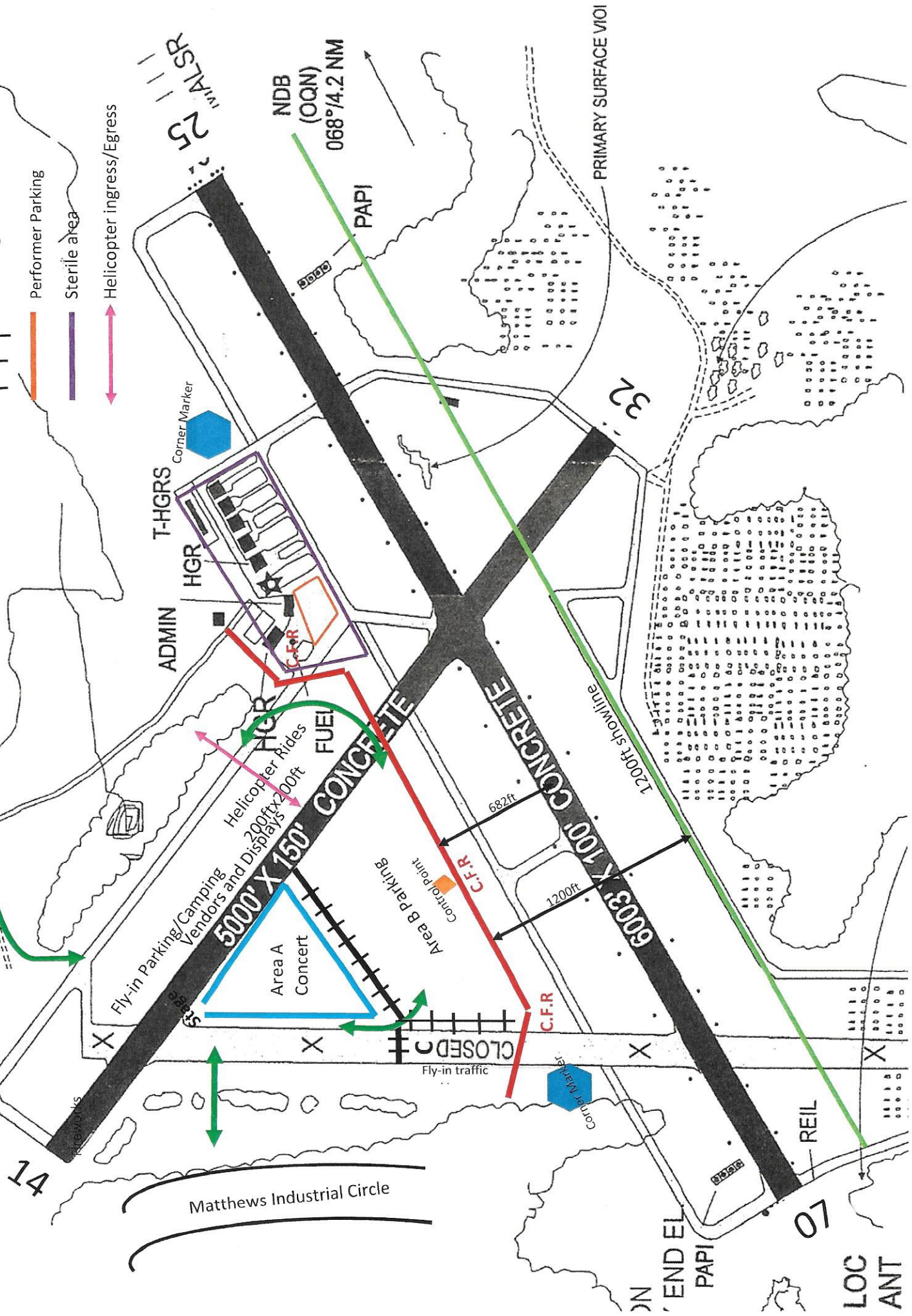
A handwritten signature in black ink, appearing to read "Andy Woodruff", written over a horizontal line.

Andy Woodruff
Chairperson

Appendix B

Event Layout Sketches

-  Crowd barrier
-  Ingress/Egress Routes
-  Fencing
-  Performer Parking
-  Sterile area
-  Helicopter ingress/Egress

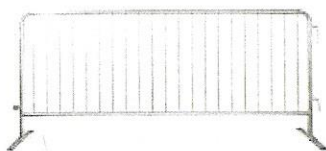


Event Sketch Supporting Information

1. The helicopter ride area will have orange construction fence (see below for picture) placed around it to create a safety zone of approximately 200ft x 200ft
2. There will be safety fence erected between the concert "Area A" and the parking "Area B". This fence will also be the orange construction fence or metal construction fence (also pictured below). This barrier will keep festival even attendees from wandering into the traffic area as volunteers are parking cars.
3. In addition this year to accommodate the expected increased traffic due to the return of the airshow we will be utilizing the abandoned runway for aircraft parking (18/36) "Area C". This runway will be thoroughly swept for FOD before being used. There will be addition orange construction fence placed between this parking area and Area B. There will be aircraft marshals on hand at all times to monitor the movement of aircraft.
4. The **red line** indicated on the event sketch is the construction fence that will be erected to separate the festival from the live airport operations. This and all fenced areas shall be monitored by the Vidalia Police Department. At points where the fence crosses runway there will be hard fence (Picture below) in place to allow for static/fly-in traffic to be moved in and out as needed.
5. On the event sketch the entrance for vehicles will be off of Matthews Industrial Circle as indicated on the map by a green arrow. After the festivities have concluded for the evening traffic will exit the airfield via a gate near where Taxiway B intersects the closed runway also indicated by a green arrow on the map exiting onto Airport Road. You will also notice a green arrow near the helicopter area. At the close of the evening traffic will be routed down the closed taxiway B to the exit. This will allow the committee to clear the field quickly. At both the entrance and exit there will be police and volunteers to keep the traffic flowing smoothly. The **green arrows** indicate vehicle traffic flow.

The general aviation side of the airport will not be affected by the closure of runway 32/14 and taxiway "B". All services will still be available to all arriving aircraft. There will be NOTAMS issued 72 hours in advance and the information will be broadcast on the AWOS.

The Vidalia Police Department will also be on hand during the entire weekend to make sure no patrons go past the erected security barricades and onto the "hot" side of the airfield. The police will also patrol the active side of the fence after hours to make sure any visiting aircraft and all hangars remain safe and secure.



Appendix C

GDOT Non-Aeronautical Event Checklist

Review of Non-Aeronautical Event Request

Items addressed in Request package	Addressed Y/N	GDOT Comments	Sponsor comments
1 The type of event proposed and a description of the proponent	Yes		Vidalia Onion Festival opening ceremonies, Friday night concert, Saturday airshow/concert and Sunday airshow.
2 Who is the sponsor of the event	Yes		City of Vidalia
3 Where on the airport the event will occur and the structures and equipment needed to facilitate the event	Yes		Within Event Areas A-C and concert area as depicted on the accompanying enclosures. The only planned structure to be utilized for the primary festival support is a concert trailer with accompanying shade tents. The concert trailer and tent will not be taller than 40ft AGL and will be located in Area A. Ancillary equipment such as portable restrooms and trash receptacles will be distributed on site to control FOD. For concessions vendors will be set up in Area C with tent heights not to exceed 20ft AGL
4 The duration of the event, including any set up and take-down times required	Yes		All setup, cleanup, and event activities occur between April 19-27, 2022.
5 An Operations Plan that provides a description of how this event will impact the airport's capacity, security, safety, and operations. If a runway closure is requested how will NAVVALDs, approaches to the runway, etc. (if any) be affected. Plan should include any NOTAMs to be issued.	Yes		Event Area C will be used for vehicle parking only and are all in areas which will not impact airport operations. Event concession will be used for vendors and concessions and will require a temporary closure of Runway 32/14 and TWY B. This closure is expected to last less than seven days. The festival events area will not affect normal airport operations or any navigational aides.

Review of Non-Aeronautical Event Request

Items addressed in Request package	Addressed Y/N	GDOT Comments	Sponsor comments
6 A Safety Plan, that provide the measures to address safety, including how the sponsor will ensure that non-aeronautical activities can be separate from active aircraft aprons, taxiways, and runways; the plan will need to identify who will be responsible for ensuring the plan is fully implemented and adhered too	Yes		Event safety plan is attached and includes sketches depicting barricade line and runway closure markers to be placed at both ends of RWY 21/14.
7 Safeguards employed to ensure airport property is not damaged	Yes		Event Sponsor to fix or repair any damage at cost to Event Sponsor or pay the airport should the airport conduct the work.
8 A description of how the sponsor will return the property back to its currently designated use	Yes		Airport sponsor to inspect and return airport to normal operations at the end of the event
9 Actions the airport sponsor has taken and will take to notify and coordinate with its based tenants and itinerant users of any temporary closures and how it will respond to any comments or concerns	Yes		Airport sponsor to issues tenant advisories to be included in the April 2022 hangar and fuel statements. Airport tenants and their guests will be issued passes to walk from the hangar area to the events area free of charge.
10 Are other airports in the area available to handle diverted traffic	Yes		Airports main runway 25/7 to remain open
11 A description of how this event will enhance the community's support and acceptance of the airport	Yes		Description included within the request package
12 The entity or entities that will benefit from the event	Yes		Airport, community, and local charities
13 A brief description of how this event will impact the airport's finances	Yes		Airport will receive \$9,900.00 along with the increased fuel sales revenue

Review of Non-Aeronautical Event Request

	Items addressed in Request package	Addressed Y/N	GDOT Comments	Sponsor comments
14	The methodology used to establish the Fair Market value fee that will be remitted to the airport (if required) and when payment will be made	Yes		The Fair Market Value compensation methodology was based on (October – December 2021) the prior three months of fuel sales prior to the submission of our application. The total amount of fuel sales during those three months was \$293,672.14. That was divided by 90 (excludes Thanksgiving and Christmas day). The average of daily fuel sales was \$3263.02. That number was rounded up to \$3,300.00 per main event day (Friday, Saturday, & Sunday) for a total of \$9,900.00
15	The mechanism used to address any potential liability concerns	Yes		Contract between Airport and Event sponsor outlines insurance and liability requirements. Airport to be held as additional insured
16	Sponsors commitment that no airport revenue will be used to support the non-aeronautical activity	Yes		Commitment provided in request letter
17	A sketch outlining the area on the airport where events are to take place. Sketch should show how the public will be kept separate from the aeronautical activities, i.e. barricade line, security staging, etc.	Yes		Sketches and narrative descriptions provided in Safety Plan Package