

CITY OF GUSTINE

PO BOX 16 - 352 5TH STREET
 GUSTINE CA 95322
 OFFICE (209) 854-6471 – Fax (209) 854-2127
 www.cityofgustine.com



GUSTINE AIRPORT

New Project Proposal

This form is to be used to propose a project at the Gustine Airport.

Project Name:			
Project Type:		Request Submission Date:	
Project Sponsor:		Project Manager:	
Phone #		Phone #	
Funding Source:		Est. Start Date:	
Total Funds Requested:		Est. End Date	
Resources Identified and confirmed:		Project Supported By: (√ One)	Contractors: Volunteers: Other:
Project Overview:			
Names of Persons that will be working at the airport (volunteer waiver must be on file for each person)			
Project Justification:			
Describe Project: (What, When, Where, Who, How, Time Frame, e.g.)			
Project Approved By:		Approval Date:	

Project Name:			
Supplies requested:			
Notes:			
Project Reviewed By:			
Project Progress: (√ One)	Complete:	Incomplete:	If incomplete, new completion date:
Final Project Cost:	\$	If over budget, explain why	

Final Project Review: I have confirmed the project has been satisfactorily completed as per the project proposal. No further action is needed. Project is closed.

Name: _____ Signature: _____ Date: _____

CITY OF GUSTINE

PO BOX 16 - 352 5TH STREET

GUSTINE CA 95322

OFFICE (209) 854-6381 – Fax (209) 854-2998

www.cityofgustine.com



AIRPORT VOLUNTEER PROGRAM AND SAFETY RULES

1. Submit Project Proposal Form to Airport Manager or his/her designee
 - a. Projects can be submitted to:
City Hall
Attention: Airport Manager
352 5th Street
Gustine CA 95322
2. If volunteers are working on the project, a volunteer waiver must be on file with the Airport Manager for each volunteer.
3. Upon project approval Airport Manager will provide supplies (if necessary) to project manager
4. A safety meeting will be required before the start of each project
 - a. Safety Rules must be followed at all times
 - b. Personal safety equipment is required. Check with the project manager to determine what is necessary.
 - c. This form must be signed by each volunteer
5. Project will proceed with inspections as needed. Call 209-854-6183 for inspections
6. Airport Manager will review project upon completion and close project

Safety Rules

General information:

- These safety rules and information will help you maintain situational awareness while on the airfield or taxiway.
- More Information about FAA recommended practices are available at the pilots lounge.
- A runway incursion is defined as any occurrence at an aerodrome involving the incorrect presence of an aircraft, vehicle, or person on the protected area of a surface designated for the landing and takeoff of aircraft. Runway incursions are a serious safety concern and significantly impact safe operations of any airport. Incursions, which also can occur on taxiways although not considered runway incursions, have involved air carrier aircraft, military planes, general aviation aircraft, air traffic controllers, ground vehicles and pedestrians.

- Situational awareness is defined as being aware of your location on the airfield and how that location relates to your destination, other vehicles and aircraft. Maintaining situational awareness will help you avoid errors that lead to runway incursions. Runway incursions are a serious safety concern and it doesn't take much to be involved with one.
- Airport Basics: The **runway safety area** is an area surrounding the runway, and is measured from the runway ends and centerline. Much like the shoulder area on a highway, the runway safety area is intended for use by aircraft in emergency situations. This area should be clear of pedestrians, vehicles, and equipment any time aircraft are present. The **Apron/Taxiway areas** are the areas where aircraft travel, park, load and unload. Watch for moving aircraft in these areas at all times.
 - When you approach the runways and taxiways, STOP, LOOK both ways, and Listen for aircraft that are landing or taking off. Vehicle windows should be open to do this properly.
 - Always yield the right-of-way to taxiing aircraft and give them plenty of room. If an aircraft is headed toward you on the same taxiway, move out of the aircraft's way.
 - If an aircraft is about to land on a runway that you need to cross, stop will clear of the runway. Continue to yield to the aircraft until it has completely stopped.
 - Be aware that some aircraft at non-towered airports are not equipped with radios.
 - If you are in a vehicle, a yellow beacon and headlights should be on.
- Safety vests must be worn at all times while on Airport property
 - Other personal safety equipment may be required depending on specific task. Always check for appropriate personal safety requirements
- Foreign Object Debris can damage aircraft in seconds. Get in the habit of picking up trash and debris you notice. Avoid tracking mud and rocks onto the taxiway and runway surfaces.
- Report any accidents promptly to the Gustine Police Department 209-854-1010

I have read and understand these safety rules

Signature

Print Name

Date

Office Use Only
Airport Manager Review

Date

**CITY OF GUSTINE
VOLUNTEER RELEASE, WAIVER AND INDEMNITY AGREEMENT**

I request to volunteer my services to the City of Gustine, a municipal corporation ("CITY"), for civic, charitable and humanitarian reasons. I hereby acknowledge, understand and agree that by participating as a volunteer, including entering CITY premises and facilities, I may be exposed to risks of damage to my person or property, including but not limited to, illness, injury to my person or personal property, accident or death. I understand, acknowledge and agree that such damage may be caused, either directly or indirectly, in whole or in part, by my participation as a volunteer.

I HEREBY AGREE that I am fully aware of the risks and hazards inherent in participating as a volunteer and I agree to accept and assume full responsibility for any and all risks of damage, injury, illness or death resulting to me or my property while participating as a volunteer. _____ (Initial)

I HEREBY AGREE, in consideration for the CITY allowing me to participate as a volunteer, that I, my personal representatives, heirs, next-of-kin and assigns (collectively the "Releasors") hereby release, waive, discharge and covenant not to sue the CITY and its officials, officers, employees, volunteers and agents, from and for any and all liability for any loss or damage to me or the other Releasors, and from and for any claim or demands therefore on account of injury to the person or property of me or the other Releasors, including illness and death, whether caused by the negligence of me or the other Releasors or otherwise while I participate as a volunteer, **whether the risks are known or unknown to me.** _____ (Initial)

I HEREBY AGREE to defend, indemnify, save and hold free and harmless the CITY and its officials, officers, employees, volunteers and agents from any and all liability from loss, damage, cost or injury, including wrongful death, to any property or persons, including third parties, in any manner arising out of or incident to any acts, omissions or willful misconduct of me while I participate as a volunteer, including without limitation the payment of attorneys' fees. Further, I shall defend at my own expense, including attorneys' fees, the CITY and its officials, officers, employees, volunteers and agents in any action or proceeding, legal, administrative or otherwise, based upon such acts, omissions or willful misconduct. _____ (Initial)

I HEREBY AGREE that I shall not be considered an employee of the CITY for any purpose, including, but not limited to, retirement benefits, health benefits, seniority, sick leave and vacation leave. I may, however, at the CITY's exclusive option (indicated by resolution) be covered by the CITY's workers' compensation insurance. _____ (Initial)

I HEREBY AGREE that this release, waiver and indemnity agreement is intended to be as broad and inclusive as is permitted by the laws of the State of California, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. _____ (Initial)

I HEREBY AGREE that I have read and voluntarily signed this release, waiver and indemnity agreement, and further agree that no oral representations, statements or inducements apart from the foregoing written agreement have been made. _____ (Initial)

I HEREBY AGREE that this release, waiver and indemnity agreement shall be binding on me and my personal representatives, heirs, assigns and next-of-kin. _____ (Initial)

I HEREBY AGREE and acknowledge that I will abide by all CITY rules, procedures, policies, safety requirements and instructions given to me by any and all CITY personnel during my participation as a volunteer. _____ (Initial)

I HAVE CAREFULLY READ, UNDERSTAND, ACKNOWLEDGE AND AGREE TO THIS RELEASE, WAIVER AND INDEMNITY AGREEMENT. I UNDERSTAND THAT I AM GIVING UP VALUABLE LEGAL RIGHTS BY SIGNING THIS RELEASE, WAIVER AND INDEMNIFY AGREEMENT, AND THAT THIS AGREEMENT REPRESENTS A CONTRACT BETWEEN MYSELF AND CITY. I HAVE AGREED TO SIGN THIS AGREEMENT OF MY OWN FREE WILL.

I UNDERSTAND THAT I MAY SEEK THE ADVICE OF AN ATTORNEY IN ANY MATTER CONNECTED WITH THIS RELEASE, WAIVER AND INDEMNITY AGREEMENT BEFORE I SIGN THIS AGREEMENT. I UNDERSTAND THAT I MAY CALL AN ATTORNEY REFERRAL SERVICE OR LEGAL AID OFFICE IN ORDER TO OBTAIN AN ATTORNEY OR LEGAL ADVICE.

I understand that volunteers are urged to carry insurance (life, disability) and the appropriate hospitalization insurance before volunteering.

Date: _____

Volunteer's Signature

Date: _____

**Signature of Parent or Legal Guardian
(If Volunteer is a minor)**

Reviewed and Accepted by:
