

LETTER OF AGREEMENT

EFFECTIVE: JUNE 20, 2022

SUBJECT: Fixed Site Operational Area Agreement

- 1. PURPOSE:** To establish responsibilities and procedures for use of San Fernando Valley RC Flyers, Inc., Fixed Site operational area.
- 2. CANCELLATION:**
 - a. This agreement may be cancelled or terminated by either party upon giving 30 days' advance written notice to the other party.
 - b. The FAA may immediately terminate or suspend flight operations/this agreement, if the safety of persons or property is compromised or there is a violation of the terms of this agreement.
- 3. SCOPE:** The procedures outlined herein are applicable to San Fernando Valley RC Flyers, Inc., and Van Nuys Airport Traffic Control Tower (VNY ATCT) for the safe use of Unmanned Aircraft Systems (UAS) within San Fernando Valley RC Flyers, Inc., approved operational area.
- 4. RESPONSIBILITIES:** San Fernando Valley RC Flyers, Inc., must:
 - a. Ensure all San Fernando Valley RC Flyers, Inc., members and Academy of Model Aeronautics (AMA) guest pilots at the Sepulveda Basin Recreation Area referred to as Apollo XI Flying Field are familiar and comply with the procedures in this agreement.
 - b. Be responsible for all San Fernando Valley RC Flyers, Inc., signage located at the Apollo XI Flying Field operational area and must comply with all applicable laws and regulations.
- 5. PROCEDURES:**
 - a. Operational area is active daily between sunrise and sunset local time and defined as follows:
 - (1) San Fernando Valley RC Flyers, Inc., is a fixed site location at 6201 Woodley Ave., Encino, CA 91436 or 34°10'25"N, 118°28'53"W.
 - (2) Vertical limit: At or below 250 feet AGL when the Van Nuys Airport (KVNY) is operating in a south configuration (Runway 16). At or below 100 feet AGL when the Van Nuys Airport (KVNY) is operating in a north configuration (Runway 34).
 - (3) The operational area is restricted to airspace bound by lines indicated in the attachment.
 - (a) The operational area starts at 34 ° 10'30.2 "N 118°29'00.3 "W (Point 1) and thence clockwise to 34°10'38.7"N 118°28'45.9"W to 34°10'36"N 118°28'40.8"W to 34°10'18.9"N 118°28'32.9"W to 34°10'15.3"N 118°28'40.4"W to 34°10'23.7"N 118°29'00.3"W and reconnecting with 34°10'30.2"N 118°29'00.3"W (Point 1).
 - (b) All operations must be contained within the Apollo XI Flying Field operational area as defined in the attachment and conform to all current federal, state and local governmental laws and regulations.
 - (4) Nighttime operations are not authorized.

(5) All departures will be conducted so as to depart to the southeast, and arrivals will be conducted so as to arrive from the southeast in order to remain inside the confines of the authorized operational area.

(6) It is the responsibility of the San Fernando Valley RC Flyers, Inc. to maintain awareness of the runway configuration in use at KVNY at all times. KVNY's automatic terminal information service (ATIS) must be used to determine the KVNY runway configuration at least at 10 and 40 minutes after every hour. KVNY ATIS can be obtained using (818) 780-4993.

b. San Fernando Valley RC Flyers, Inc., must:

(1) Immediately notify VNY ATCT at (818) 904-6166 x215 in the event of a lost link, fly-away or operational area spill-out that may affect manned aircraft operations and provide:

- (a) Location of aircraft
- (b) Size of aircraft (weight, length, width)
- (c) Direction of Flight
- (d) Altitude

(2) Ensure that VNY ATCT has current officer contact and address information.

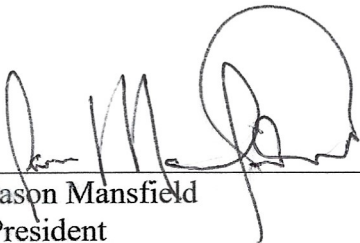
c. All operations at Apollo XI Field that are within the identified procedures listed above, do not require an additional authorization for any "Special Events."

6. **ATTACHMENT:** San Fernando Valley RC Flyers, Inc., Operational Area Diagram

**Eric K.
Chavez**

Digitally signed by Eric
K. Chavez
Date: 2022.06.13
10:21:37 -07'00'

Eric K. Chavez
Air Traffic Manager
Van Nuys ATCT
(818) 904-6166 x211



Jason Mansfield
President
San Fernando Valley RC Flyers, Inc.

ATTACHMENT

San Fernando Valley RC Flyers, Inc. Operational Area Diagram

All Operations Must Remain at or Below 250 (Rwy16) or 100 (Rwy34) AGL.

All Operations Must Remain Inside of “Outlined” Area Below.

