



**AIRPORT WORKSHOP AGENDA
ARCADIA CITY COUNCIL
CITY COUNCIL CHAMBERS
23 NORTH POLK AVENUE, ARCADIA FL**

**THURSDAY, MARCH 26, 2015
5:00 P.M.**

CALL TO ORDER AND ROLL CALL

AGENDA ITEMS

1. Presentation of options for the management of the City of Arcadia Municipal Airport:
 - a. Contract with an FBO to manage the airport
 - b. City hire an airport manager
 - c. Combination of FBO contract and City of Arcadia managing airport
2. Letter of Intent for larger hangar
3. Opportunity for each party submitting a proposal, resume or letter to speak.
4. Mike Moon, A.A.E. – Speak on the different options and answer any questions the Council has.

PUBLIC (Please limit presentation to five minutes)

ADJOURN

NOTE: Any party desiring a verbatim record of the proceedings of this hearing for the purpose of appeal is advised to make private arrangements therefore.

PLEASE TURN OFF OR SILENCE ALL CELL PHONES

CITY OF ARCADIA
OPTIONS TO MANAGE ARCADIA MUNICIPAL AIRPORT

OPTION #1 – FBO TO MANAGE AIRPORT:

Under this scenario, the contract would be very similar to what currently is in place. The City of Arcadia is the owner of the Airport, while the FBO would be running the day to day aspects of the Airport. The Minimum Standards would have to be met. Then other services and functions could be negotiated.

Requirements under the minimum standards:

1. Facilities:

- Lease 6,000 S.F. Hangar
- Lease Terminal
 - 180 S.F. Office Space
 - 800 S.F. Common Area Terminal Space

2. Land:

- Lease 50,000 S.F. Paved Ramp Area and Tie Downs
- Lease Parking Area.

3. Services:

- Fuel
- Parking
- Monthly Tie Downs
- Ramp Services

4. Equipment:

- Fuel Farm

5. Hours:

- 8 a.m. – 5 p.m., 7 days a week

EAGLE VISTAS, LLC PROPOSAL:

LEASED PREMISES:

- Butler Building: 5,000 square foot building located at the Northwest end of runway 13/31
- 3,000 square foot concrete apron adjacent to the Butler Building
- Specified amount of land surrounding the Butler Building
- Maintenance Hangar: 6,000 square foot
- Terminal Building: 980 square foot
- 50,000 square foot paved ramp area and tie downs
- Parking area
- Ability to sublet any leased space

SERVICES TO PROVIDE:

In exchange for the leases listed above, Eagle Vistas, LLC agrees to provide the following services for the Arcadia Municipal Airport:

- Receptionist / office person at terminal building with responsibilities to include managing the daily business of the airport and coordinating with City staff regarding airport matters.
- Hours of Operation - 8 am to 5 pm, 7 days a week.
- Security personnel approved by Arcadia Police Department, to live in trailer at front gate.
- Security personnel will be trained to follow recommendations from Transportation Security Administration's General Aviation Airport Watch training materials
- UNICOM and Flight Advisory Operations
- Be on call after hours
- Issue NOTAMS
- Fuel Operations
- Public Relations
- Promotions
- Maintain and Promote Relations with Established 501-C3 Aviation Groups (AOPA, EAA, NAAA, FAA, NAFI)

FUEL OPERATIONS:

Fuel would be purchased and dispensed by the FBO. The splits for the profits would be negotiated by the FBO and City. Fuel used by FBO free of commissions to city.

RENTS FOR NON-FBO HANGARS:

Currently the FBO splits the rents with the City – 90% to City / 10% to FBO.

Tie Downs - \$5 per night – 50% City / 50% FBO, less expenses (annual rope replacements)

MOWING:

Currently the city mows the portion of the airport that is not rented by the FBO.

OPTION #2 -- HIRE AIRPORT MANAGER (EMPLOYED BY THE CITY):

- Two resumes submitted
- Hire someone presently on staff at City

EMPLOYMENT OPTIONS:

1. Hire an airport manager to be at the airport and man it 8 am -5 pm, 7 days a week. \$35,000 -\$50,000 annually. (expensed fully to airport)(Time and a half for overtime and benefits) City will provide an approved and appropriately trained City employee substitute for Airport Manager when they are unable to report.
2. Split a staff member between airport and another city department. This would allow the expense to the airport to be less, but it would also mean the card reader would need to be installed in the fuel tank now, a \$15,000 expense to the airport). The staff member could have an on-call phone so they would be alerted when needed at airport for credit card issue or other needs of tenants or people utilizing the airport.

Note: Will have to determine how after hours on-call time will be treated. Will the airport manager be paid on-call amount on the weekends or just when they are called out?

Under this option, the Airport (City) would assume all the expenses of labor, fuel purchases, mowing, additional liability and building insurance costs. The refurbishment of the fuel tank can be done in stages depending on the decision made regarding staff. If someone is at the airport all day, the card reader installment could be done at a later time, allowing for the airport to pay out \$18,600 of the refurbishment now and \$15,000 at another date.

AIRPORT MANAGER DUTIES:

- Responsible for daily duties of airport
- Tie down sales
- Be on call after hours
- Issue NOTAMS
- UNICOM and Flight Advisory Operations
- Operate fuel farm
- Coordinate purchase of fuel
- Management of hangar leases and monthly billings to tenants
- Communicate with City Manager and City Council regarding airport
- Public Relations
- Promotions

MOWING:

Airport would be mowed by City staff - \$10,000 (estimation)

REFURBISH FUEL FARM:

New pump, clean tank, new filter, etc.:	\$18,600
Card reader and remote display:	<u>\$15,000</u>
Total:	\$33,600

PURCHASE OF FUEL:

Estimates based on March 17-23, 2015:
1,000 gallons @ \$3.93413/gal = \$ 3,934.13
2,000 gallons @ \$3.62213/gal = \$ 7,244.26
4,000 gallons @ \$3.36613/gal = \$13,464.52

OPTION #3 -- COMBINATION OF FBO CONTRACT AND THE CITY OF ARCADIA MANAGING AIRPORT:

Minimum Standards are met by Eagle Vistas, LLC (FBO) as follows:

EAGLE VISTAS LLC PROPOSAL:

LEASED PREMISES:

- Butler Building: 5,000 square foot building located at the Northwest end of runway 13/31
- 3,000 square foot concrete apron adjacent to the Butler Building
- Specified amount of land surrounding the Butler Building
- Maintenance Hangar: 6,000 square foot
- Terminal Building: 980 square feet

- 50,000 square foot paved ramp area and tie downs
- Parking area
- Ability to sublet any leased space

SERVICES PROVIDED BY FBO:

In exchange for the leases listed above, Eagle Vistas, LLC agrees to provide the following services for the Arcadia Municipal Airport:

- Receptionist / office person at terminal building with responsibilities to include managing the daily business of the airport and coordinating with City staff regarding airport matters.
- Hours of Operation - 8 am to 5 pm, 7 days a week.
- Security personnel approved by Arcadia Police Department, to live in trailer at front gate.
- Security personnel will be trained to follow recommendations from Transportation Security Administration's General Aviation Airport Watch training materials
- UNICOM and Flight Advisory Operations
- Maintenance of runway lighting
- Be on-call after hours
- Publish NOTAMS
- Fuel operations
- Public relations
- Promotions
- Maintain and Promote Relations with Established 501-C3 Aviation Groups (AOPA, EAA, NAAA, FAA, NAFI)

USES OF AIRPORT:

Eagle Vistas, LLC is a Part 91 General Aviation VFR Flight School, with specialties in Tailwheel and Ag Pilot Certification. They propose to operate their school out of the Butler Building. They would utilize both paved and grass runways for training purposes. Eagle Vistas also uses surrounding areas and swathing over pre-authorized agricultural fields. They would operate their business daily out of the office in the terminal building while they are overseeing the traffic, fuel operations and other daily activities of the airport.

PURCHASE OF FUEL:

Eagle Vistas would be responsible for the purchase of fuel and the pumping of the fuel. Maintenance of fuel farm to be negotiated. Fuel pumped by the FBO for its use will be at cost. FBO will pay City a commission (to be negotiated) on all other sales of fuel.

SALE OF TIE DOWNS:

As part of the lease of the ramp area, Eagle Vistas would handle the use and rent of tie downs. 50/50 split. Expenses for annual tie down rope replacement will be taken out before split.

ADDITIONAL SERVICES TO BE PROVIDED BY FBO:

- FAA Part 91 VFR Flight Training from Zero Time to Commercial (SEL)
- Biennial Flight Reviews
- Business Consultants for General Aviation
- Ag Pilot Flight School
- Aircraft Sales

- Aircraft maintenance (for their fleet only, if existing maintenance contractor leaves or if City requests, in order to meet minimum standards, FBO would also offer aircraft maintenance, and would want first option to rent the hangar now being used for aircraft maintenance).

ADDITIONAL SERVICES TO BE PROPOSED:

- Designated Ag Aircraft loading areas - there are interested parties who would like to lease an Ag Pad at the airport.
- Jet A fuel

SERVICES PROVIDED BY CITY OF ARCADIA:

T-HANGAR TENANTS (A, B, F HANGARS):

City staff will be responsible for the management of the hangars not leased by FBO. This will include:

- Monthly invoices to tenants
- Collection of payments
- Maintaining/updating leases and lease renewals
- Managing new tenants and vacancies

MOWING:

Airport to be mowed by City staff - \$10,000 (estimation)

REFURBISH FUEL FARM:

New pump, clean tank, new filter, etc.:	\$18,600 (phase 1)
Card reader and remote display:	<u>\$15,000 (phase 2)</u>
Total:	\$33,600

Under this scenario, since the airport will be manned, the card reader may not be necessary immediately since someone will be there continually to run the credit card charges. Phase 1 would need to be completed fairly, but phase 2 could be scheduled for a later time.

TERM OF FBO CONTRACT:

Five year lease term, with option to extend for additional five years.

**EAGLE VISTAS, LLC RESUMES
& PROPOSAL**

Randy W Berry

446 Hendricks Field Way/ Hangar C4

Sebring, FL 33870

772-285-5506

bevsons@gmail.com

QUALIFICATIONS SUMMARY

Agricultural Aviation Professional with broad aviation and business background. Experienced FAR Part 137 Operator, Chief Pilot, Ag Aviation Consultant, Agricultural Pilot Instructor, and US Airframe and Powerplant Mechanic with Inspection Authorization. Skilled in building relationships with government and business entities. Mission minded with maturity and ability to lead as well as be part of a team focus. Adept at creating strategic plans and solving problems. Experienced promoter at trade and industry shows.

- Multi-region experience in agricultural aviation
- Developed agricultural pilot training curriculum
- Human resource and operational experience
- Experienced asset negotiation and procurement

PROFESSIONAL EXPERIENCE

Eagle Vistas LLC, Sebring, FL 2007-Present

Owner-Managing Member

Directs, and instructs in an Agricultural Pilot Mentoring program

Southeastern Aerial Crop Service, Fort Pierce, FL 2010-2013

(spraying division of Southeastern Aircraft Sales, an Air Tractor Dealership)

Chief Pilot/Aerial Applicator

Managed all aspects of Aerial Application for Southeastern, to include scheduling, regulatory compliance, human resources, asset management, customer/government relations and risk management.

Air Tractor authorized Turbine Transition trainer, all models

Coordinated with FSDO for congested area operating waiver for Mosquito Control for Indian River, Martin and St Lucie Counties as well as the NPDES standards

Coordinate with DPI (Division of Plant Industries) for control of Caribbean Fruit Fly for Citrus Exportation

Worked with State Department of Agriculture, Agronomists, and State Extension Service Agents

Heinen Brothers, Seneca, KY 2013

Aerial application for Corn and Bean Run (AT502)

Independent Contract Aerial Applicator (freelance) 2007-2010

Aerial application of Headline during herbicide season

Royal Professional Builders, West Palm Beach, FL 2002-2007

Business Development Officer

Chief Operations Officer, St Lucie County

Responsible for land acquisition and development-PUD's

Corporate Pilot-Fixed wing and helicopter

Government relations-Planning and Zoning/County Commission, OSHA, Building Departments

Business Alliance for Prosperity, St Lucie County, Board Member

Air Crop Care, Belle Glade, FL Chief Pilot/Aerial Applicator Large contract with US Sugar for sugarcane spraying and fertilizing	1998-2002
Southeastern Aerial Crop Service, Fort Pierce, FL Aerial Applicator Citrus, dusting, spraying, and fertilizing Ferry pilot, contract pilot for customers in off season	1990-1998
Pinecliff Cotton Ginn, Camila, GA Aerial Applicator Corporate Crop Duster for farm owned by Hamel McNair exclusively spraying his farm of 6,000 acres Peanuts, 7,000 Cotton, and 500 acres Tobacco	1987-1990
Griffin Cotton Ginn, Meigs, GA Aerial Applicator Corporate Crop Duster	1985-1987
Randy Berry d/b/a Maxwell Aviation, Camilla, GA Chief Pilot and 137 Certificate Holder, Airport Manager Did custom aerial applications	1982-1985
S & S Air Service, Marianna, FL Aerial Applicator Seasonal row crops, pine tree fertilizer, and Government contracts for imported fire ants	1979-1982
Custom Farm Service, Stanfield, AZ Aerial Applicator Part of John Goodwin's team that pioneered night and GPS aerial application	1976-1979
Singleton Spray Service, Pierre, SD and Casa Grande, AZ Aerial Applicator Flew wheat in SD, then cotton in AZ. Ferried 8 Ag planes from location to location.	1975-1976
Cotton Spray Service, Graceville, FL Aerial Applicator First Aerial applicator position	1973-1975

FLIGHT TIME: Total Flight Time 28,000, 22,000 hrs Ag Flight Time, 10,000+ hours in Turbine. Have flown all makes and models of Ag Aircraft in US

LICENSES HELD:

USA Commercial Pilot: Airplane - SEL/MEL/SES/MES Instruments / CFI
Rotorcraft - Helicopter / Gyroplane - CFI
Gliders / specialties- AG, Bush, Aerobatic, Tailwheel
US Airframe and Powerplant Mechanic with Inspection Authorization

Florida Certified General Contractor / 2007-2008 Past President of Treasure Coast Builders Association, Florida Certified Real Estate Salesman

Memberships / AOPA, EAA-Chapter 1240 Tech Counselor & Flight Adviser, National Association of Flight Instructors (45 years), National Agricultural Aviation Association, Florida Agricultural Aviation Association, NAAA Board Alternate, 2014-2015 for FL, Treasure Coast Builders Association, Past Pres, V Pres, Treas, Sec.

BEVERLY BERRY

446 Hendricks Field Way, Hangar C4, Sebring, FL ♦ (772) 285-5506
Email: bevsons@gmail.com

SUMMARY OF QUALIFICATIONS

Business Manager with the ability to cover the many facets of operating, expanding, and marketing a business.

Commercial Lender and Business Relationship Manager with skills to acquire and develop business contacts from first contact as prospect to client. Retention and enhancement of existing relationships through meticulous and systematic follow up. Developed wide network of centers of influence that were valuable referral sources. Exceeded expectations of new business clients to grow portfolio. Experienced in Commercial Lending, Business Deposit acquisition, and sales of Business Products.

PROFESSIONAL EXPERIENCE

- EAGLE VISTAS LLC, Sebring, FL** 2007-Present
Managing Member
Established Business with husband Randy Berry.
- Developed and Manages Web Site
 - Responsible for Marketing, Project Development, Public Relations, and Relationship Management
 - Financial Management
- SUNTRUST BANK, Port St Lucie, FL** 2004 – 2009
Business Relationship Manager / Assistant Vice President
Managed Portfolio of top business clients for multiple branch locations. Focused on client retention, deposit production, loan and fee production.
- Established Monthly Business Networking groups for three branches. This became a value added service for clients to network in the community, an opportunity for reaching prospects, and a business educational forum which I facilitated.
 - Generated new business from varied centers of influence.
- WACHOVIA BANK, Stuart, FL** 2003 – 2004
Licensed Financial Specialist / Assistant Vice President
Financial services sales in investments, deposits, and loans.
- Developed Centers of Influence from community and client contacts.
- WACHOVIA BANK, Stuart and North Palm Beach Offices, FL** 2002 – 2003
Branch Manager / Assistant Vice President
Managed sales and service goals, staff, and operations for office. Participated in Business Development opportunities for office.
- Successfully transitioned clients and employees through initial and final stages of merger with First Union. This included all procedures required to close a branch and transition a staff to new offices.
- SOUTHTRUST BANK, Tequesta, FL** 1999 – 2002
Sales & Service Manager/Assistant Vice President
Responsible for sales, operations and staff management in branch.
- Acknowledged for Excellent Audits.
- WACHOVIA MORTGAGE COMPANY, Lake Park, FL** 1998 – 1999

Mortgage Loan Consultant / Assistant Vice President

Representative for 7 branches.

- Qualified as Desk Top Underwriter with FNMA.

WACHOVIA BANK, Singer Island, FL

1995 – 1998

[Formerly known as 1st United Bank / 1st National Bank of Lake PA.]

Branch Manager / Asst. Vice President

Responsible for Business development and Customer calls for Branch. Managed staff and sales goals for office

STEPHEN L SHIRLEY, BROKER, Lake Worth, FL 1990 – 1994

Realtor Associate

Realtor Sales Associate, residential and commercial sales. Set up and managed family owned brokerage.

CENTURY 21-PALM GLADES REAL ESTATE, West Palm Beach, FL

1988 – 1990

Realtor Sales Associate

Learned about the real estate business in order to set up and manage company.

SUBURBAN BANK, Lake Worth, FL

1982 – 1986

Loan Officer

Loan Officer for Commercial, Mortgage, and Installment Loans. Also served as Financial Analyst for Business Loan Requests and monitoring purposes.

- Loan authority authorized by board of directors.

EDUCATION

American Bankers Association "Commercial Lending" Diploma

American Bankers Association "Fundamentals of Banking"

Palm Beach State College Lake Worth, FL

PROFESSIONAL DEVELOPMENT

Treasure Coast Builders Association, Fort Pierce, FL
St Lucie County Chapter Chair, Board Member 2008/2009, 2009/2010 member since 2006

Treasure Coast Food Bank, Fort Pierce, FL

Board Member 2007 to 2013

Development Committee Chair 2008 to 2013

Secretary, 2010/2011, 2011/2012

St Lucie County Chamber, Member 2006 to 2009

City of Port St Lucie Chamber, Member 2009

Latin Chamber of the Treasure Coast, Member, 2008 to 2009

Rotary Club, Stuart, FL

Board Member 2003 to 2004

Rotary Club, Singer Island, FL

Board Member, Vice President 1995 to 1999

EAGLE VISTAS LLC

Proposal for FBO

Arcadia Municipal Airport

01-31-15

Eagle Vistas LLC is owned and operated by Randy and Beverly Berry. Randy Berry is a 3rd Generation Pilot and Airplane Mechanic. He grew up on his father's FBO in Sebastian, FL where he had his own Flight School in 1971 and was very active as assistant Airport Manager. He later took the position of Airport manager when his father was terminally ill.

After Sebastian, Randy moved to Camilla, GA where he was Airport Manager, ran a flight school, and a Commercial Crop Spraying operation. In the last 45 years Mr Berry has always been active in General Aviation, with the majority of his time in Agricultural Aviation. Randy placed 2nd in a National Ag Pilot Competition in 1983. Randy was also involved in the Construction Industry as a Certified General Contractor in the State of Florida. In 2009, Randy was elected to the position of President of the Treasure Coast Builders Association, which includes St Lucie, Indian River, Martin, and Okeechobee Counties. During his time in office, Randy was a board member of: 1. Workforce Development Board of the Treasure Coast, 2. Business Alliance for Prosperity (a St Lucie County Board that included County Commissioners, the mayor and City Council members, Chamber of Commerce, Realtors Association, Builders Association, and the Economic Development Council.) Randy also worked with the Planning and Zoning as a General Aviation Expert. During this time of Public Service Randy gained a wealth of knowledge about the inner workings of small government and the importance of community support and involvement.

Beverly Berry has over 25 years as a Commercial Banking Specialist and specialized in helping to grow businesses as a Business Banking Relationship Manager. She was also active in local community boards as a director, having served on the Treasure Coast Food Bank and Treasure Coast Builders Association boards.

Eagle Vistas LLC was established in 2007. We are a specialized flight school that trains Agricultural Pilots (Crop Dusters) from across the United States and internationally. Our business is growing and we will be adding additional training aircraft and instructors in the next few months. We are also Ag Aviation Consultants advising those interested in starting private or commercial aerial application operations. In addition, we are the factory representative for an Agricultural Aircraft manufacturer in South America as well as affiliated with Agricultural Aircraft built in the US. We have a Part 137 for Commercial Aerial Application under the name of Consolidated Ag Pilot Services LLC. This is a new company that will do Aerial Application and participate in research and test plots for aerial application in our area.

Eagle Vistas LLC submits this application for consideration of the position of Airport Manager/FBO to the Arcadia City Council. We believe that an Airport is the heartbeat and pulse of a county and that it should be used for the good of all of its residents and not just a few select people that have recreational airplanes. Aviation commerce based out of a local airport is a good way to more fully utilize this asset. We believe that an airport should be self-supporting and well kept, in addition to serving the aviation community.

DeSoto County's main source of revenue is its agriculture. This is an area known for the many groves, including one of the largest citrus groves in the world. Drought in California over the past few years is presenting an opportunity for winter vegetable crops in Florida and increases in this type crops could add to crops per acres here in DeSoto County. Even though the Ag industry isn't in the city limits, if production is increased in the area, all local support industries in the area will benefit (jobs, retail, restaurants, farm centers, warehouses, truck terminals, etc.).

We propose a full time designated Ag Aircraft loading area, with EPA approved loading pads with reclaimed water, to be available for lease or rent, with the stipulation that all fuel used while at Arcadia be purchased from the airport, only. A daily pad rental could be waived if over a certain amount of fuel is purchased. Most people don't know that the jet engines in the new crop dusting aircraft burn 75-100 gallons of Jet A per hour and the Radial engines burn 30-50 gallons of AV-100 per hour. With the uncertainty of AV-100 (FAA is requiring it to be phased out and replacements are under development), we would propose using the existing 10,000 gallon fuel tank for Jet A and purchase a used truck to pump into aircraft at the Ag Pad or to service small turboprop and business jets, who cannot be moved as easily as the small personal aircraft for fueling. A 1,500 to 2,500 gallon tank attached to the existing fuel pump could easily service the small aircraft with AV-100.

We plan to bring our Ag Flight School as well as a full time commercial spraying operation to the airport. A local commercial spraying operation will contribute to the local economy, adding to the tax base and in the end benefit schools, roads, and local government.

We believe we can make a positive difference in the way the airport is operated. We would be active in the local business community and promote the value of a local airport and general aviation to Arcadia. Arcadia will be one of only a few places in the country where Ag Aviation Training is available and our students will stay from two to six weeks, supporting the local economy for housing, restaurants, and retail. We are currently working with Agriculture and Aviation Colleges to include an Ag Aviation Program with us. Some of these affiliations will also provide opportunities for financing of our programs as well as providing veteran's benefits. Our affiliation with our state (Florida Agricultural Aviation Association) and national association (National Agricultural Aviation Association) offers opportunities for us to host events that will also attract visitors to the area for special events.

We have many ideas to help the City have a sustainable self-supporting asset in the airport, with smart growth and contributing towards DeSoto County's economic future, if given this opportunity.

**EAGLE VISTAS LLC
PROPOSED SERVICES AS FBO AT
ARCADIA MUNICIPAL AIRPORT**

- **Manage and operate FBO at Arcadia Municipal Airport according to Minimum Standards**
- **Lease Existing terminal building, maintenance hangar, and 5,000 sq. foot hangar at northwest end of runway 13/31**
- **Be responsible for fuel farm, mowing, lighting maintenance.**

Additional Services to be provided:

- **Ag Pilot Flight School, currently operated under Eagle Vistas LLC, in Sebring, FL**
- **Aircraft sales (Ag Planes): Currently we are the exclusive US representative for LAVIASA, an aircraft manufacturer of the new PA-25, formerly build by Piper. We have a brand new airplane for Demo purposes. We also represent other Ag Airplane manufacturers and plan to bring additional aircraft for demo and sales purposes.**
- **Aircraft maintenance-Randy Berry is an A & P with IA. Our current plan is to maintain our own fleet and in the future also offer Aircraft maintenance of Ag Aircraft. We see no conflict with the existing Aircraft Mechanic.**
- **Commercial Part 137 for Aerial Application**

Additional Services to be proposed:

- **Add designated Ag Aircraft loading areas, equipped with EPA approved loading pads with reclaimed water, available for lease or rent (fee waived with a daily minimum purchase of fuel-to be determined.) Use of Agricultural loading must be done at designated loading areas only. Ag operators working out of Arcadia can be required to purchase fuel to work out of Arcadia Municipal Airport.**
- **Propose to use existing 10,000 gallon fuel tank for Jet A fuel.**
- **Provide a fuel truck to pump into aircraft at Ag Pad or to service small turboprop and business jets**
- **Designate a small 1,500 to 2,500 gallon tank for small aircraft needing AV-100**

Business Entity and Principals:

**EAGLE VISTAS LLC
Randy W Berry, Managing Member
Beverly Berry, Managing Member
446 Hendricks Field Way Hangar C-4
Sebring, FL 33870
Ph: 772-285-5506**



**JAMES HAY RESUME
& PROPOSAL**

Jim Hay

863-445-0442

1226 Cardinal Rd
Wauchula, FL 33873

Objectives

Airport Management

Education

1988 | Sylvania Northview High - Diploma

Employment

- 1993-1997 Wauchula Ford - Warranty Specialist / Office Mgr. / Financials
- 1997-2000 Bill Jarrett Automotive Group - Warranty Specialist/Office Mgr.
Certification:
 - Warranty Claims Preparation - FORD
 - Warranty & Policy Administration - FORD
 - Advanced Warranty Administration - FORD
 - Body Shop Warranty Claims Preparation - FORD
 - Warranty Claims Preparation and Submission - FORD
 - Service Inquiries and Requests - FORD
 - General Office Management - FORD
 - Financial Statement Analysis - FORD
 - Financial Statement Preparation - FORD
 - Inventory Management - FORD
 - General Accounting - FORD
- 2000-2001 Dee's Camo Blinds & Hunting Supplies - Owner/Operator
- 2002-2014 City of Wauchula - Assistant Dir. of Public Works / IT Administrator / GIS Coordinator / Cemetery Coordinator / Airport Manager / City Liaison EOC

Skills

- Airport Management (8 Years)
- GPS/GIS(7 Years)
- IT(Information Technologies)(15 Years)
- Cemetery Management and mapping(7 Years)
- Gov Accounting/Inventory Control/Purchasing (13 Years)

Achievements/Special Recognition

- 2007 - Special Recognition-Airport
- 2007 - Letter of Commendation - Airport
- 2008 - Letter of Appreciation - Airport
- 2008 - Nomination for Honorary Mark Winkelmann Blue Light Award - Airport
- 2010 - Certificate of Achievement - City Manager
- 2010 - Letter of Reference & Recommendation
- 2012 - Certificate of Attendance - Public Rick Management of Fla - Supervisory Training
- 2013 - Certificate of Training - United Safety Council/FDOT - Intermediate Maint of Traffic
- 2014 - Heartsaver CRP & AED - American Heart Association

Certification (Geographic Information System)

- ESRI-Customizing ArcGIS Desktop
- ESRI-Working with Geodatabase Subtypes & Domains
- ESRI-Learning ArcGIS Desktop
- ESRI-Basics of the Geodatabase Data Model
- ESRI-The 15-Minute Map: Creating a Basic Map in ArcMAP
- ESRI-Creating and Editing Labels and Annotations
- ESRI-Customizing ArcMAP: Ways to extend the Interface
- ESRI-Using ArcCatalog: Tips & Tricks
- ESRI-Creating and Maintaining Metadata Using ArcGIS Desktop

What are the benefits of hiring an Airport Manager?

1-Airport Manager is the Main point of contact for the Airport.

It is important because no one likes having to make multiple calls to get a question answered. After they are forwarded to one or more people they get irritated. Having that ONE person to answer questions is Vital.

2-FAA-FDOT-Engineers etc

From past experience these Organizations also depend on someone that knows the airport. Someone there to answer the phone 24/7. The Airport Manger would be responsible for communicating directly with the FAA, FDOT, Engineers, Airport Board Members and also City Council (Following all Sunshine Laws of course).

3-FDOT Inspections

Communication with FDOT is very important, especially when it comes to the FDOT Airport Inspection. Having an Airport Manager that knows the Airport, Knows the Rules, Regulations, Policies and Procedures will help keep the Deficiencies to a minimum or none at all. When FDOT comes to inspect, they know what to look forward too when I'm in charge. There is no guessing, no surprises. They like that.

4-Airport Safety & Security

An experienced Airport Manager knows what to look for. Not only suspicious persons, but also safety issues on the field and in the air. As an Airport Manager I monitor the Unicom 24/7. You never know when something is going to happen. The Manager also communicates directly with FBI, TSA, NTSB, Secret Service and Homeland Security.

5-Accident & Incident Response

The Airport manager is also there to respond to all aircraft accidents and incidents. The manager must know the Policy and Procedure to follow. The Airport Manager can handle it all. From Emergency Response, to calling the FAA and NTSB. In the past I have had about 8 Accidents (All Pilot Error). The average time to clear the scene is about 30 minutes (No fatality). For non-experienced personnel it could take hours if not days. You have to remember if the accident in on the runway, the airport is Closed. So the faster you can get the scene cleared the better.

6-Fuel Farm & Terminal Building

With the City (Airport Manager) Maintaining the Fuel Farm, the Terminal Building will be available to Pilots 24/7. This will provide a "Safe

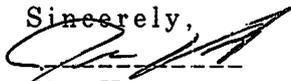
Haven" for pilots who encounter bad weather or just need to take a break. Having the Terminal Building open 24/7 is Important. There should be a Computer available to pilots so they can File Flight Plans, Check Weather etc. Fuel availability is another BIG plus. There must be a Credit Card machine at the pump. Once the Fuel is priced right and the Terminal Building open 24/7, the Pilots will come. They will tell their friends. The Business will grow. Having an Airport Manager available 24/7 to respond to any needs and just be there to answer the Phone will bring Pilots in. And the best part is the City gets ALL the profit from fuel sales. This could be from \$1500 to \$3000/Month or even more (Annually \$18,000 to \$30,000)

When I first started at the Wauchula Airport, fuel sales were about 1500 gallons/month. Within the first few months I increased sales to 10,000 gallons/month. My cell phone rang 24/7 with questions, concerns and even people at the pump at 2AM that couldn't figure out how to operate the credit card machine. Having this One person, the Airport Manager, will make a BIG difference at Arcadia. I have a few pilots that I know of that have already called to Reserve Hangars at Arcadia because they heard I was trying to get on here. I also have a Group of Gyrocopter pilots that are very interested in renting the 5000sq ft commercial hanger.

The Airport Manager is not limited to just that position. I have many years experience within City Government also. This position could be split amongst different departments. I am open to anything that is there. Please see my attached resume. I am seeking pay in the range of \$40,000-\$50,000. But again this is negotiable and can be split amongst different departments if something can be worked out.

Remember, if you build it, they Will Come. It will not run itself and it will not grow on it's own. I have done it before and would Love the opportunity to build Arcadia to be the Best Little Airport in the State of Florida.

Sincerely,



Jim Hay

**MIKE NEWMAN RESUME &
PROPOSAL**

Mike W. Newman
27503 St Route 7
Harrisonville, MO 64701
660-422-2090
flyer921@gmail.com

Objective

To secure a permanent position that will utilize my education and skills and provide the opportunity for professional development in airport management and FBO operations.

Qualifications Highlights

- Airport FBO Management background and detail oriented
- Licensed FAA Airframe and Powerplant mechanic
- Licensed FAA Inspection Authorization
- Licensed FAA Private Pilot
- High School Graduate
- Knowledge and experience with FAA airport grant compliance.
- Experience with airport lighting systems, fuel systems, markings and navigation aids.
- Experience with airport hazardous materials identification and emergency response.
- Aircraft line service, fueling and aircraft parking experience.
- Flight line access and security knowledge.
- Customer service and retail computer experience.
- Demonstrated aptitude for developing new skills
- Ability to quickly and easily learn
- Resourceful in completing projects ability to multitask effectively
- Proven record of reliability and responsibility
- Experience with Total FBO, aircraft scheduling and maintenance management software.
- Motivated hard working and productive

Work Experience

Precision Aircraft Services LLC- Harrisonville, MO

March 2011 to current

Shop Manager/Owner. Repairing of various single and multi engine aircraft and aircraft inspections. Aircraft radio installations, GPS system installations and software upgrades. Vendor for City repairing and maintenance of airport mowers and other various airport equipment.

Air Associates of Kansas – Olathe, KS

June 2010 to March 2011

Contract Aircraft Mechanic. Cessna Service center, Serviced and inspected a variety of small Aircraft, G1000 system software updates, Aircraft modifications, annuals, 100 hr inspections, and assisted with camera installations on Cessna 206 aircraft.

University of Central Missouri - Warrensburg, MO

March 2007 to May 2010

Aircraft mechanic and lead inspector for FAR part 145 aircraft repair station. Serviced and maintained all flight school single and multi engine aircraft. Supervised shop employees and students, trained aircraft mechanic students in a active aircraft maintenance environment.

Mikes Aviation – Medford, OK

Nov 2002 to Feb 2007

FBO manager/owner and airport maintenance. Provided aircraft Maintenance services, inspections, and customer service. Airport mowing, issued airport notams, runway light maintenance. Provided aircraft fueling of transient aircraft, parking of aircraft, line service, arranged hotel reservations for pilots and crews and provided courtesy transportation.

Airport Service Co Inc – Blackwell, OK

Nov 1998 to Nov 2002

Aircraft mechanic and airport maintenance. Serviced and maintained a Variety of aircraft. Assisted with all phases of airport maintenance and operations as needed, including fueling of transient aircraft, runway light maintenance, parking aircraft, VASI approach light systems repairs, fuel system repairs, airport weed control, and hangar repair projects.

DynAir Services - Wichita, KS

June 1997 to Nov 1998.

Air freight ramp agent. Loading and unloading of UPS freight on UPS aircraft and assisting aircraft mechanic with repairs when needed. Supervised crew of 5.

Cessna Employees Flying Club - Wichita, KS

Jan 1997 to June 1997

Line Service and aircraft washing on C172, and C210 aircraft, Fueling of aircraft and assisting in the shop as needed with Inspections and repairs on aircraft.

Yingling Aircraft- Wichita, KS

Aug 1996 to Oct 1996

Line service and washing and cleaning of aircraft.

Pedus Aviation Services- Wichita, KS

Aug 1995 to Aug 1996

Ramp Agent, baggage handling and fueling of TWA aircraft. Loading and Unloading of passenger baggage and fueling of DC9 aircraft.

Professional Affiliations & Memberships

Experimental Aircraft Association member
Aircraft Owners and Pilots Association member
Missouri Airport Managers Association member
Professional Aviation Maintenance Association member
Cessna Pilots Association member

Technical and Specialized Skills

Total flying time:	1100+ hours
Airframe and Powerplant mechanic:	13 years
Authorized Aircraft Inspector:	9 years
Private Pilot:	19 years.

Volunteer and other experience

05/92 -- 03/93 Volunteered for the Kansas Aviation Museum in Wichita Kansas. Experience in dismantling, loading and transporting of light aircraft for over the road transport.

To Whom It May Concern:

I am writing this letter in response to an ad on Trade a Plane.com for Fixed Base Operator located at the airport. I have enclosed my resume and reference letters with this proposal for your review. I currently hold FAA Airframe and Powerplant certification with FAA Inspection Authorization and a Private Pilot License with more than fifteen years of general aviation and airport related experience and currently own a Cessna 172. I currently own and operate a small aircraft maintenance shop business located at the Harrisonville, MO airport which has been in operation for the last three years, and as a vendor for the City of Harrisonville repairing and maintaining various airport maintenance equipment.

Since I have been exposed to General and Corporate Aviation for the last fifteen years, I have gained a very good knowledge of general airport operations, including FAA Airport Improvement Program Grants, airport compliance, airport planning, fueling system operations and maintenance, airfield lighting and airport pavement.

I would be willing to offer and discuss any of the following services at the airport:

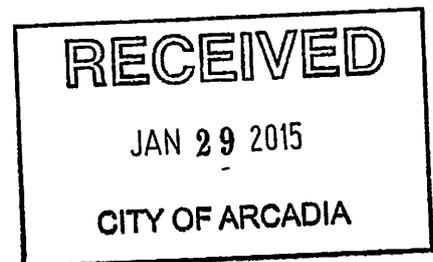
- Daily airport operations management Monday thru Friday and after hours as needed.
- Aircraft maintenance services.
- Assist with fueling of aircraft during and after normal business hours as needed.
- Routine general maintenance of runway, taxiway, beacon, PAPI,s etc..
- Supervision of rental hangars.
- Routine janitorial services for the airport terminal.
- Unicom radio monitoring during hours of operation.
- Assist and provide support for any airport promotional activities such as flyins etc.
- Refreshments for pilots and passengers.
- Provide support and ideas for future airport marketing, development and planning.

I believe my experience, passion for aviation and professionalism will add value to your airport and surrounding areas. Thank you for your consideration and I look forward to speaking with you soon.

Sincerely,



Mike Newman
Precision Aircraft Services LLC
660-422-2090



**RICKY HILTON
LETTER OF INTENT**

LETTER OF INTENT TO LEASE A LARGER HANGAR:

A letter of intent was submitted by Ricky Hilton requesting consideration for the possible lease of a larger hangar. The letter is enclosed as is a copy of what the possible lease rate could be for either the Butler hangar or maintenance hangar.



WINGMAN AVIATION

February 13, 2015

Ms Beth Carsten
Interim City Manager
City of Arcadia
P.O. Box 1000
Arcadia, Florida 34266

RE: Letter of Intent

Dear Ms Carsten

I have spoken to Shelly on different occasion concerning my need for increased hangar space and specifically the large 6000 SF hangar, it is not my wish to provide fuel services or lease the terminal building. I understand that if the City decides to sub-contract the FBO services, this hangar would not be available for a stand-a-lone rental and would need to be leased in accordance with the minimum standards.

I have also spoken with her about the leasing of the 5000 SF hangar on the NW end of the airport in the event that the 6000SF hangar was not available.

I am sure that you are aware that the T hangar F complex does not meet the minimum standards for any commercial activity. This move would allow Wingman Aviation to come into compliance with the current minimum standards and provide the necessary space to grow my business.

I would like for a decision to be made as soon as practical, on both the cost & available.

Best Regards,

Rickey Hilton

Possible Airport Hangar Rents

Butler Building: 5,000 SQ							
Tenant	Sq. Foot	Rate / Sq. Ft. Low Ave.	Low Ave. Mo. Rate	Low Ave. Ann. Rate	Rate/Sq. Ft. High Ave.	High Ave. Mo. Rate	High Ave. Ann. Rate
Hangar - 50.5 X 76	3,838	3.46	\$ 1,106.62	\$ 13,279.48	\$ 5.63	\$ 1,800.66	\$ 21,607.94
Office - 20.4 X 11.10	226	3.46	\$ 65.16	\$ 781.96	\$ 5.63	\$ 106.03	\$ 1,272.38
Other - 28.5 X 25	713	3.46	\$ 205.58	\$ 2,466.98	\$ 5.63	\$ 334.52	\$ 4,014.19
Women's Bathroom - 7 X 6	42	3.46	\$ 12.11	\$ 145.32	\$ 5.63	\$ 19.71	\$ 236.46
Men's Bathroom - 7 X 6.5	46	3.46	\$ 13.26	\$ 159.16	\$ 5.63	\$ 21.58	\$ 258.98
7X8 Storage	56	3.46	\$ 16.15	\$ 193.76	\$ 5.63	\$ 26.27	\$ 315.28
	4,921		\$ 1,418.89	\$ 17,026.66		\$ 2,308.77	\$ 27,705.23

Maintenance Hangar - 6,000 Total Sq. Footage							
	Sq. Ft.	Rate / Sq. Ft. Low Ave.	Low Ave. Mo. Rate	Low Ave. Ann. Rate	Rate/Sq. Ft. High Ave.	High Ave. Mo. Rate	High Ave. Ann. Rate
Office - bottom floor	204	3.46	\$ 58.82	\$ 705.84	\$ 5.63	\$ 95.71	\$ 1,148.52
Office - Top floor	204	3.46	\$ 58.82	\$ 705.84	\$ 5.63	\$ 95.71	\$ 1,148.52
Bathroom	40	3.46	\$ 11.53	\$ 138.40	\$ 5.63	\$ 18.77	\$ 225.20
Hangar	5,552	3.46	\$ 1,600.83	\$ 19,209.92	\$ 5.63	\$ 2,604.81	\$ 31,257.76
	6,000		\$ 1,730.00	\$ 20,760.00		\$ 2,815.00	\$ 33,780.00