

**AGENDA MINUTES
AIRPORT ADVISORY COMMITTEE
CITY OF ARCADIA
THURSDAY, FEBRUARY 5, 2015
6:00 P.M.**

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE & ROLL CALL

Chairman Watson called the meeting to order at approximately 6:00 p.m. with the following members and staff present:

Airport Advisory Committee

Chairman Ronald Watson

Committee Member Ricky Hilton

Committee Member Greg Smith

Committee Member Ernest Hewett

Committee Member Gary Frierson

Vice-Chairman Glenn Walker and Committee Member Buddy Mansfield were not present.

City Staff

Interim City Administrator Beth Carsten

Project Manager Shelley Peacock

Mayor Judy Wertz-Strickland

Deputy Clerk Dena Duran

Public

Mike Moon of Hanson Professional Services

George Chase of Friends of Arcadia Airport

AGENDA ITEMS

I. CALL TO ORDER, INVOCATION AND ROLL CALL

Committee Member Smith gave the invocation, which was followed by the Pledge of Allegiance and roll call.

II. APPROVAL OF MINUTES DATED JANUARY 8, 2015

Committee Member Hewett made a motion to approve the minutes dated January 8, 2015. Committee Member Smith seconded the motion. Committee voted unanimously, 4-0, to approve said motion. Committee Member Hilton elected to not vote due to his absence at the January 8, 2015 meeting.

III. PUBLIC INPUT ON AGENDA ITEMS

None

IV. REPORTS/UPDATES

1. Friends of Arcadia Airport

Mr. Chase advised Friends of Arcadia Airport had sponsored a booth at the Sebring Aviation Expo and had on display information provided by the City regarding the RFP and they also promoted downtown shops, the County and the Rodeo. He stated they are now working on planning the Rodeo Weekend Fly-In. He advised on Saturday evening of that weekend, they are having a dinner and Jamie Beckett from the ALPA will be the special guest speaker at the scheduled forum. He invited all committee members to attend.

2. Hanson Professional Services

Mr. Moon advised the PAPIs were certified yesterday. He stated they were measured out at 2.94 degrees and no adjustments were required and the FAA accepted them. After the inspection, they respected the FBO cancel the NOTAM that were issued for the PAPIs. He advised they were doing some final edits on the working document of the Master Plan and waiting on word from Ms. Carsten regarding when they will make the final presentation to the City Council for their acceptance and authorization to transmit to the FAA.

Committee Member Smith asked why they were going to purchase the orange grove if they cannot extend the runway. Mr. Moon advised it would be where the new FBO would be located on the SE and the NE was discussed regarding having it as an aviation or non-aviation development area and it would also be for RPZ and approach protection. Committee Member Frierson said he liked the idea of having the major entrance off Highway 31 instead of a residential road like Airport Road. Mr. Moon stated that is one of the reasons that they suggested purchasing the land instead of having an easement. Committee Member Frierson asked if the acquisition and extension of that area would be primarily through a grant type situation. Mr. Moon stated all projects that had been approved in the Master Plan are anticipated to be grant funded either by FAA and FDOT or by FDOT if they don't carry enough FAA priority. He advised that DeSoto County is a community that has received a designation of rural economic development incentive which qualifies Arcadia under the sum and allow you to get 100% grant funding as long as that law stands. He pointed out that all projects done so far have not required a City match.

Regarding the two (2) approaches and the NOTAM that has the PAPIs out of service, Committee Member Hewett pointed out that the contact information is incorrect. He was advised by Ms. Peacock that she updated a lot of it yesterday and Mr. Moon advised that it takes FAA fifty-six (56) days to update a 5010 record.

3. City Administration

a. RFP Status

The Interim City Administrator stated that the RFP closes tomorrow at 5:00 p.m. She advised the Council has a workshop scheduled for February 12, 2015 to review where they are

regarding the airport and she stated they may be able to review the proposals at that point and possibly be able to give them an idea of what they have, but couldn't make any promises as to such. She advised all committee members were invited.

b. Pending Projects

Shelley Peacock advised there was erosion around the light bases and they had been written up by FDOT regarding same, but they were being filled in with dirt and sod will be added. She also advised the City was going to try to get the roller from the golf course taken to the airport to take care of some areas. She stated that Mr. Moon had pointed out the tires on the grass runway could use some paint. Committee Member Frierson advised there were a lot of tires in his hangar that belongs to the City that used to be on the runway. Chairman Watson asked if she was able to find out any estimates of what could be collected per square foot on airside and non-airside properties on an airport like theirs and Mrs. Peacock advised she is checking into it.

V. OLD BUSINESS

1. Plan of Action for April 1st Takeover

Chairman Watson advised that a Council had charged them to come up with ideas of things that would need to be taken care of immediately upon the takeover. He shared his list of ideas and asked for other's input. Committee Member Hilton asked Ms. Carsten about the FBO vs. City services and asked if it was still on the table. Ms. Carsten replied that she thought that would be the discussion at this current meeting. She pointed out the real issue is cost and the City Council will need to know what they will have to pay if they take over. Chairman Watson stated that a lot of it would be done by volunteers. Ms. Carsten stated that she is working on a plan to show the two options at the next workshop on February 12, 2015. Chairman Watson stated that he thought any proposals that had been ranked would come before the committee for their review and recommendation to City Council. Committee Member Hewett stated it may or may not and it depended on whether City Council wanted their advice or not. He stated if they meet the minimum standards, it's basically a done deal at that point and then it's up to the attorney to finalize the contract. Ms. Carsten stated the plan is to have a workshop to make City Council aware of the options and they can make a decision at that point if they want more information or recommendations from the advisory council. Committee Member Frierson shared a list of items that he felt needed to be addressed which included the City taking over the mowing and the billing, getting estimates on painting, repairing the concrete in the one building, and he also suggested having the state fund the fuel.

Mayor Wertz-Strickland asked questions and received answers regarding the fuel farm, the three (3) rentals that will be available, maintenance, and police or county surveillance.

Committee Member Smith advised he had contacted Maria Gall, the Airport Manager of the Keystone Heights Airport and the committee had received a letter from them regarding the motorsports park that went in up there and the improvements that it did for the their airport and city itself. Committee Member Smith stated he provided this letter to the committee to give

them some idea as to the impact it will have at our airport when the same facility is built down here.

Committee Member Hewett stated that copies of the current instrument approach is effective today through March 5th with the NOTAM that the PAPI lights are out of service. Chairman Watson advised the NOTAM had been changed.

VI. NEW BUSINESS

Discussion was made regarding the spraying plane and why it was parked on the helicopter pad.

VII. PUBLIC INPUT ON NON-AGENDA ITEMS

None

VIII. COMMITTEE MEMBER COMMENTS

Committee Member Hewett stated that for the record Section 62.31 gives the City Police authority.

Committee Member Hilton asked if they could get the information regarding the City selling the fuel or an FBO before the next scheduled meeting so that it could be put on for discussion. He also stated that the flag out there looks great.

IX. CONFIRM DATE AND TIME OF NEXT MEETING

The next meeting will be March 5, 2015 at 6:00 p.m.

X. ADJOURN

Having no further business at this time, Committee Member Frierson made a motion to adjourn and Committee Member Hewett seconded the motion. Committee voted unanimously, 5-0, to approve said motion. The meeting was adjourned at 7:46 p.m.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

Ronald Watson, Chairman

ATTEST:

Penny Delaney, City Clerk

EAGLE VISTAS LLC

PROPOSAL FOR FBO

ARCADIA MUNICIPAL AIRPORT

01-31-15

EAGLE VISTAS LLC PROPOSAL

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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
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



EAGLE VISTAS LLC

LISTING OF ASSETS

01-31-15

1975 Piper PA25-260 Dual Cockpit Trainer N75HM \$125,000

1960 Piper P25-150 \$50,000

These planes are owned free and clear with no liens or encumbrances.

Both of these planes are registered in the name of Eagle Vistas LLC

2012 LAVIASA PA-25-260 N25LV \$290,000

This plane is currently leased, insured by Eagle Vistas LLC

1996 FORETRAVEL MOTORHOME-no Lien \$50,000

Tools and Maintenance Equipment \$40,000

Customized Portable Classroom and Show Promotion Trailer, with AC and Heat, no liens \$6,000

Working Capital \$50,000

Business and personal Net Worth: \$500,000

Future Expansion Projections:

An additional two-place trainer aircraft

AgCat Agricultural Aircraft to be used for training in type and for spray operation

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.



Florida Department of Agriculture and Consumer Services

- | | |
|-------------------|-------------------------------|
| Categories | |
| 1w Crop | 5B Organotin Paint |
| 2 Crop | 6 Right of Way |
| 3mal | 7A Wood Treatment |
| 4Applicator Ag | 7B Chlorine Gas Infusion |
| 5d Greenhouse Fum | 7C Sewer Root Control |
| 6 Commodity Fum | 9 Regulatory Pest Control |
| 7 Pest Control | 10 Demonstration and Research |
| 8ental and Turf | 11 Aerial Application |
| 9eatment | 20 Regulatory Insp. and Samp |
| 10 Pest Control | 21 Natural Areas Weed Mgmt |

For information, call (850) 617-7870

Florida Department of Agriculture and Consumer Services
 Pesticide Certification Office
 Commercial Applicator License
 License # CM18979

BERRY, RANDY WARREN
 446 HENDRICKS FIELD WAY
 HANGAR C4
 SEBRING, FL 33870
 Issued: April 9, 2014
 Expires: March 31, 2018

Signature of Licensee: *Randy Berry*
 Signature of Commissioner: *Adam H. Putnam*
 ADAM H. PUTNAM, COMMISSIONER

The above individual is licensed under the provisions of Chapter 407, F.S. to purchase and apply restricted use pesticides.

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 Vista celebrates six graduates



Brent D. Voris (L)



Ky W. Dykes and Romke Sikkema (L-R)



Ruben Friesen (L)



Sam Stuhmer (L)



Michael F. Rowell (R)



Travis L. Mercer (L)

SEBRING, FL—We have had awesome students this year. Travis Mercer is working in South Carolina as a loader, from contacts he made at the SEAF convention, while he completes his commercial pilot license requirements. Ruben Friesen is working in Mexico. His family farms there and he will be flying a Pawnee. Brent Vorisis working in IN for a commercial operator, and is

rebuilding a Pawnee to fly this season! He has been sending pictures of the progress. It is almost done! He previously worked for Airscan. Ky Dykes and Sam Stuhmer are working on finishing their commercial pilot license requirements. Sam has a job waiting when he is finished with his commercial. Michael Rowell hopes to buy his own ag plane soon and do his own farm.

BE THE BEST YOU CAN BE!
Don't cheat yourself with partial training!

Eagle Vistas

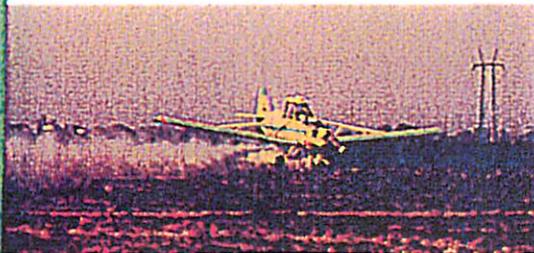
AG PILOT TRAINING

AIRCRAFT SALES

AG AVIATION CONSULTING

OFFERING: PRIVATE • COMMERCIAL • AG PILOT TRAINING
TAILWHEEL INSTRUCTION

Upset recovery, stick & rudder techniques, basic aerodynamics
Mosquito control instruction available



Featuring Dual Cockpit PA25-260 C/S Pawnee/Bantam GPS

NEW! Single Place PA25 Pawnee for actual
spraying & emergency dumping
& granular applications

There is more to being an Ag Pilot than
just flying the airplane!

Check us out to see how our programs
will better prepare you!



See our videos at eaglevistas.com (Ask our graduates about us)

Randy and Beverly Berry

Call: 772-285-5506

SEBRING, FL *Where Racecar Drivers and Ag Pilots Train!*

Legendary ag-plane returns



by Bill Laverier

A couple of months ago, I settled into the seat of the same type of ag-aircraft that started my first ag-flying season. Although the familiar appearance resonated with me, the aircraft that I found myself in some 40 years later was completely different. I remember well my very first takeoff in a Piper Pawnee PA-25 Hutchinson conversion with a 250 HP O-540 Lycoming engine and fixed pitch prop. I am not sure what the operator had done to make the engine have 15 more horsepower, but I know it

required 100-octane fuel instead of the 80-octane fuel other 235 HP Pawnees were using at the time.

The reason I remember that first takeoff so well is, based on my training in a C-150, I set the nose of the Pawnee on the horizon and darn near stalled the aircraft on departure (Or, thought I was going to. Pawnee "noses" are inherently positioned lower than a typical aircraft). I spent a long hot summer in that Pawnee and learned a lot of things not to do in



Beverly and Randy Berry have been involved in ag aviation for more than 40 years. Randy once was longtime ag-pilot for Southeastern Aerial Crop Service in Fort Pierce, Florida before opening Eagle Vistas, LLC based in Sebring, Florida, an ag-pilot training school, consultant service for ag-aviation and now exclusive U.S. dealer for LAVIASA's PA-25 p3 aircraft.

an ag-plane. It was a very forgiving aircraft and basically easy to fly, even for a pilot with less than 200 hours and no tailwheel time.

Fast forward to almost exactly, within a month, 40 years and I find myself evaluating the all new PA25 p3. This aircraft's design is based on the original C-model Pawnee, now with several performance enhancements, along with other improvements. No longer manufactured by Piper, an Argentine company, LAVIASA, now builds the PA-25 p3 in Mendoza, Argentina and has recently received

U.S. Special Airworthiness Certification. The aircraft is marketed by Randy and Beverly Berry of Eagle Vistas, LLC in Sebring, Florida. Their invitation for me to evaluate the PA-25 p3 was my reason for being in Sebring.

Randy and Beverly are familiar with ag-pilot training and entry level ag-pilots. They own and operate Eagle Vistas' ag-pilot training school and have graduated numerous students in the last several years. As a matter of fact, one of their students, Mike Rowell, graduated from their ag-course the day I flew the PA-25 p3.

Mike is an example of a candidate to own a PA-25. He is a peanut farmer in the Panhandle of Florida and will use an ag-plane to treat his peanuts, usually every 7-10 days for about 8-10 applications during the growing season. The Berry's are convinced there is a need for a simple and easy aircraft to fly and maintain for low or no-time ag pilots. They witness this need every day. They are also firm believers there is a place for the large turbine operation for an economical ag-plane to treat large fields.

Do you remember the commercial, "This is not your father's truck", or some such thing? Well, this "ain't" your typical Pawnee. The PA-25 p3 is not the same as the Pawnee I flew in 1974; not by a long shot. The PA-25 p3 can carry a load of 100 to 125 gallons in a tank. The Hutcherson Pawnee I flew was a 100-gallon load when flying over the peanut fields of Georgia. Even though it has been decades since I had flown a Pawnee, I loaded the PA-25 p3 with 150 gallons and a 3/4 tank of fuel. It was a breeze. On departure, I picked up a 1000-foot AWOS and was told the density altitude was 2,000 feet; not a real bad day, but warm enough to have an effect on the performance of an ag-plane.

Everyone knows nothing takes the place of horsepower and much of the PA-25 p3's performance can be attributed to its IO-540-D4A5 engine with 260 HP and a quiet, three-blade Hartzell HC-C3YR-1RF/F84 constant speed propeller with spin-



When you increase horsepower you would expect a better performing aircraft. The Lycoming 540 series engine is virtually bullet proof. The PA-25 is being operated in different parts of the world on av-gas, mogas and ethanol. In 2000, an STC for using ethanol in Piper Pawnees was issued to Dr. Max Shauck, while Director of the Baylor Institute for Aerospace at Baylor University in Waco, Texas.

I flew the PA-25 empty for a trial run. I'm honest, I was surprised at the looseness of the controls. I can't say if it's the aircraft or just simply me. However, with the first load of 100 lbs, the tightness went away and the aircraft flew with the nimble ease only to be had with a Pawnee. There was no staggering, no sagging, I only knew the aircraft was carrying 100 lbs. I was using 24" and 2,400 RPM burning 15.8 GPH and that was a lot of power.

Confidence level rose such that on my third flight I increased the load from 100 gallons to 150 gallons. For a turbine pilot, a 50-gallon increase in load is "pocket change". For the piston pilot, it is relative to a 50% increase in the load.

At 24" and 2,500 RPM and burning 16.5 gallons an hour, the airplane carried the 150 gallons comfortably and was certainly not in any kind of a stall. This is really important for

the new ag-pilot. He will have a lot of things going on inside and outside of the cockpit. He doesn't need his aircraft to be teetering on the edge of a stall while in a turn.

A PA-25 operator can expect 110-115 MPH ferry speeds and that much or more across the field. It will be a rare day at sea level when this aircraft cannot easily carry 150 gallons and full fuel with a set of rotary atomizers attached, such as Davidson's Hi-Tek Rotary Atomizers that were on the aircraft I flew. Often times, the pilot will be able to fill the 180-gallon hopper and 53-gallon fuel tank. There is plenty of fuel to stay out on a low-volume load, over three hours with a small reserve. Even more time can be had when the pilot reduces the power and subsequent fuel consumption as he works off the load.

LAVIASA has been building the PA-25 for at least 15 years, maybe longer. I visited them in Mendoza at least that long ago. With Argentina's fluctuating economies over the years, it has been difficult for LAVIASA to gain a foothold in the ag-aircraft marketplace. However, now the company has new owners and directors; Francisco Pocatererra, Miguel Jaramillo and Juan Carlos Venegas, who are taking the reins at LAVIASA and moving the company forward. The recent U.S. FAA Special Airworthiness

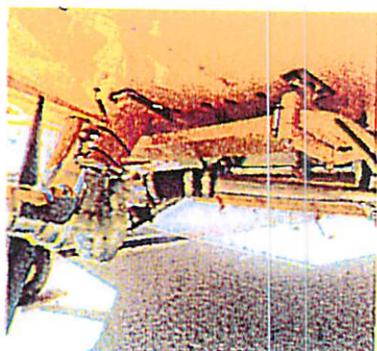
The Hoerner-style fiberglass wingtips improve the wings' performance and the aircraft's spray pattern. Note the incased strobe light.



Certification is proof of that forward movement.

LAVIASA has taken a time-proven ag-plane and improved on it. Today's PA-25 PA-25 PA-25 has dual firewalls, one before and one aft of the fuel tank. It has MVP-50 Electronics International engine instrumentation with a 28-volt electrical system as standard equipment. The MVP-50 is marvelous with its fuel flow, CHT and EGT indicators. It has countless features. One day soon, every ag-plane will have this unit. Already, all new ag-aircraft are being built with it. The spray system's pump and valves are U.S.-made by Transland with a Lane Electric Fan Brake unit.

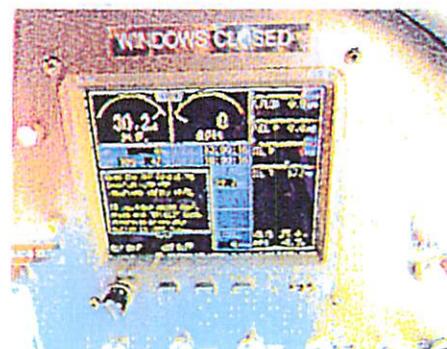
The entire fuselage is 4130 chromoly steel with metal forward fuselage panels. The wingtip wooden bow is no longer, replaced with better



Existing gear attach points used to accept the one-piece, laminar (spring) gear leg on the PA-25 p3.



The panel of the PA-25 p3 is clean with plenty of space to mount a large GPS moving map screen. Both TracMap and Satloc GPS units are used in Eagle Vistas, LLC ag-pilot training.



The Electronics International MVP-50's display at start up of the unit.

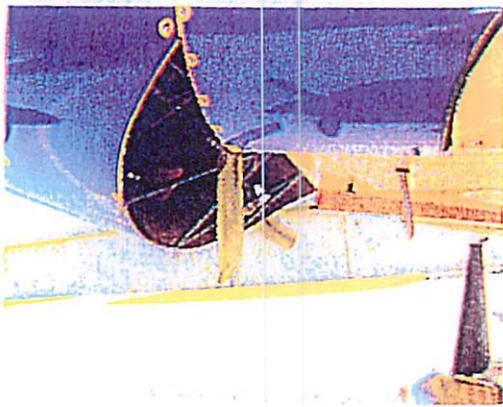


Romke Sikkema (L) is an ag instructor at Eagle Vistas' ag-school, along with Randy Berry. He has been a local general aviation instructor for 20 years and has ag experience. Romke graduated Mike Rowell (R) from Eagle Vistas, LLC's ag-aviation school during AgAir Update's evaluation flight.



Francisco Pocaterra, Director of LAVIASA, and the author hold an enlarged facsimile of the recent FAA Special Airworthiness Certificate issued March 12, 2014 for the PA-25 p3.

performing Hoerner-style fiberglass wingtips. The cooling lip on the lower cowling has been removed with improved baffling for the IO-540. The MVP-50 readouts proves this works and in doing so improves airflow around the aircraft's fuselage.



Removing the "cooling lip" from the lower cowling cleans up the airflow around the fuselage of the aircraft with no reduction in engine cooling.

The wings, control surfaces and empennage are covered in synthetic fabric that offers ease of repair and is lightweight, with aluminum spars fore and aft and aluminum ribs. The wings are strut-braced for strength. The one-piece, aluminum laminar (spring) main gear is attached at the fuselage mount brackets; no more bungee cords and more streamlined.

Not only has the hopper been increased to 180-gallon capacity, it was done in an aesthetic manner and with a larger hopper lid, too. The PA-25 p3 has a sporty paint scheme that is sure to catch the eye. In the past, the PA-25-260 could only use a two-blade constant speed propeller and no spinner was approved. Not so with the p3 and its shiny chrome spinner that not only looks good, but improves engine cooling.

I really enjoyed flying the PA-25 p3. It was easy and comfortable flying. Often when I evaluate a new aircraft,

it is very sophisticated, complex and challenging

the first few flights. I have to really stay on my "toes". With the PA-25 p3, I got no surprises. Without a doubt, the entry level ag-pilot will find this aircraft a safe aircraft to learn how to fly ag. The turbine operator will see many benefits to using the aircraft on those fields that are not profitable for the turbine powered plane. The price tag is around \$290,000USD; so is just about any new FAA certified Part 23 aircraft.

The LAVIASA-built PA-25 p3 is already certified and being sold in many Latin American countries. Latin American readers should contact Mr. Francisco Pocaterra and/or Mr. Miguel Jaramillo for more information:
fpocaterra@laviasa.com,
miguel.jaramillo@laviasa.com.
www.laviasa.com

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PHONE 352-655-5506



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AIRCRAFT SALES

AG AVIATION CONSULTING

FARMER OWNED AG AIRCRAFT WHAT ARE THE BENEFITS?



MR. FARMER: WHY DO YOU
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Tractors, Planters, Combines,
Sprayers, Fertilizer Spreaders,
and other Farm Implements

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Eagle Vistas LLC

446 Hendricks Field Way, Hangar C4
Sebring, FL 33870

Sebring, FL

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RANDY BERRY
BEVERLY BERRY

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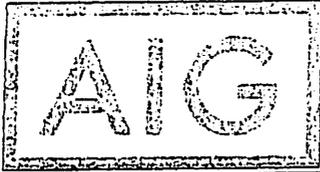
SEE OUR VIDEOS www.eaglevistas.com
bev@eaglevistas.com

772-285-5506

PA-25

THE LEGEND IS BACK

Laviosa
aerindustria



Light Aviation Division - Atlanta Branch
 100 Colony Square, Suite 1000
 Atlanta, GA 30361-6227
 Phone: (404) 249-1800
 Fax: (855) 669-6712

Agent: Doug Davidson
 Company: DOUG DAVIDSON
 Fax #:

From: Jeff Rhodes
 Date: January 8, 2015
 Insured: Eagle Vistas LLC

446 Hendricks Field Way, Hangar C4 Sebring, FL

Policy Period: January 27, 2015 to January 27, 2016

Thank you for your policy order of these coverages which are
 accepted per the terms and conditions of our quote of,

12/16/14

Coverages Bound:

General Aggregate Limit:

Premises BI/PD CSL \$1000000 each occurrence

\$900

Additional Insured

Sebring Airport Authority

Included

This binder contains a broad outline of coverage and does not include all the terms, conditions and exclusions of the policy (or policies) that may be issued to you. The policy (or policies) contain the full and complete agreement with regard to coverage. Please review the policy (or policies) thoroughly with your broker upon receipt and notify us promptly in writing if you have any questions. In the event of any inconsistency between the binder and the policy, the policy language shall control unless the parties agree to an amendment.

A signed application must be on file by: N/A

TRIA Coverage has been: Declined per your written instructions.

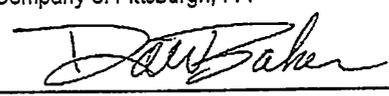
Total Annual Premium: \$900

0

Policy #: AP-028126249-02

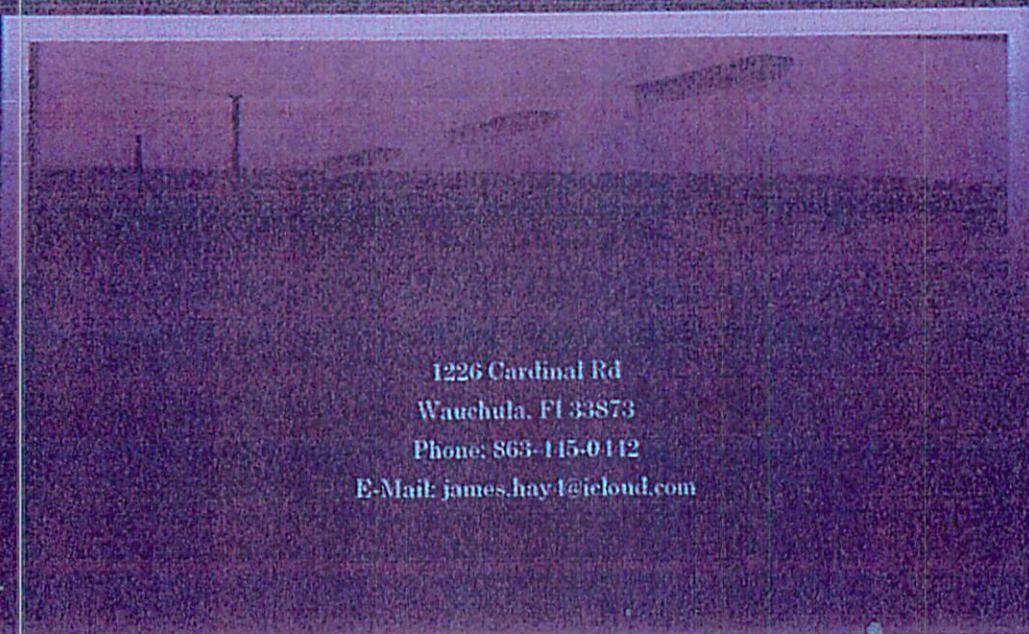
Producer Commission: 15.0%

Issuing Company: National Union Fire Insurance Company of Pittsburgh, PA

Signature of Authorized Representative: 

Comments:

Jim Hay



1226 Cardinal Rd
Wauchula, FL 33873
Phone: 863-145-0412
E-Mail: james.hay1@icloud.com

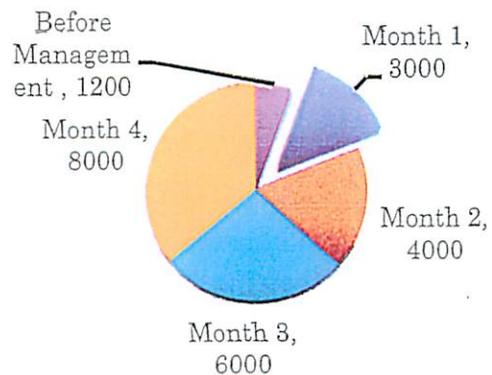


My Proposal is for Airport Management. It is Vital that small airports maintain their own fuel farm and have 1 point of contact. That contact is the Airport Manager. What brings traffic to small City Airports? What does Arcadia have that can attract traffic? FUEL is what brings traffic into Small Airports. If a small airport contracts the Fuel out they can and will loose the traffic they need. Properly Maintained and Priced Fuel brings traffic in, Traffic brings Operations and Operations help funding. I believe the one large Maintenance Hangar should be contracted out to an Aviation related business, Avionics, A&P, Paint Shop etc.



What Fuel Sales Can Be

If the Airport is managed properly and the City maintains the Fuel, here is what could happen. Fuel Sales can increase Significantly.



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

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



WAUCHULA POLICE DEPARTMENT

WILLIAM C. BEATTIE, CHIEF OF POLICE

128 South 7th Avenue Wauchula , FL 33873
PHONE : (863) 773-3265 FAX : (863) 773-9730
administration@cityofwauchula.com

James Hay
Assistant Airport Manager
Wauchula Municipal Airport

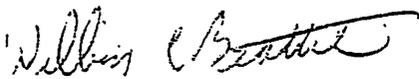
RE: Letter of Appriciation

Dear Jim:

I would like to take the opportunity and recognized all the effort that you have put into the Wauchula Municipal Airport. You have done an outstanding job in the short time you have been on board. For this reason I have Nominated you for the Honorary Mark Winkelman Blue Light Award. Attached you will find a copy of the nomination letter.

Thank you for all your hard work and diligence. I look forward to continuing to work with you.

Sincerely



William C. Beattie, Airport Manager
Wouchula Minicipal Airport

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AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

WAUCHULA POLICE DEPARTMENT

WILLIAM C. BEATTIE, CHIEF OF POLICE

128 South 7th Avenue Wauchula, FL 33873
PHONE : (863) 773-3265 FAX : (863) 773-9730
administration@cityofwauchula.com

Thomas R. Jewsbury
St. Petersburg-Clearwater International Airport
14700 Terminal Blvd., Suite 221
Clearwater, Florida 33762

RE: Nomination for Honorary Mark Winkelmann Blue Light Award

Dear Mr. Jewsbury:

I would like to nominate Mr. James Hay, Assistant Airport Manager of the Wauchula Municipal Airport for the Honorary Mark Winkelmann Blue Light Award.

Mr. Hays Extensive knowledge of customer services coupled with creative ideas for sales approach has taken the airport to soaring new levels. Mr. Hays has been with the airport for only one year, during this time his self-motivating attitude and high energy has been geared towards improving the Wauchula Municipal Airport. Mr. Hay came on board with minimal experience; he has quickly developed the skills that are needed in the day-to-day operation of an airport.

Mr. Hay has inaugurated modern technology with down home customer care. In addition he has provided the public with affordable fuel rates while maintaining a steady profit. His customer service skills can be attributed to the continued growth and success of the airport. Furthermore, Mr. Hay has established a two-time blue ribbon award winning web-site. Some of Mr. Hays other accomplishments have been the establishment of a pilots lounge offering amenities such as internet access, television, phone access, full kitchen, restrooms, snacks, car rental, and classroom facilities.

Mr. Hay is also responsible for the complete maintenance of the airport lighting system, guidance system, air traffic, airport security with a modern camera system, and grounds keeper. Some would say that these accomplishments are not out of the ordinary, but what makes Mr. Hay shine above the rest is that he does this without any monetarily compensated. Mr. Hay's only compensation is lodging and the opportunity to express his love for aviation. For these reasons I believe that Mr. Hay is deserving of this years Honorary Mark Winkelmann Blue Light Award.

Respectfully Submitted,



William C. Beattie, Airport Manager
Wauchula Municipal Airport

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AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

CERTIFICATE
OF
ACHIEVEMENT

This certifies that

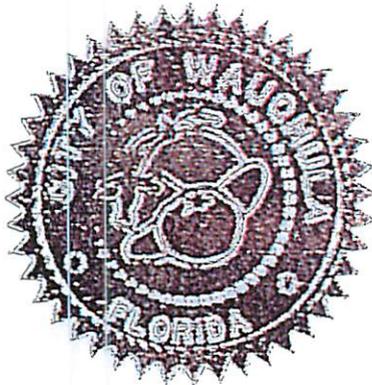
James Hay

is awarded this

Certificate of Achievement for

In grateful appreciation for your support and dedication on behalf of the City of Wauchula and its residents. It is specifically due to your contributions and commitment to the ideals of justice and your spirit of "esprit de corps" with the office of the City Manager that you are hereby awarded the Meritorious Service Medal.

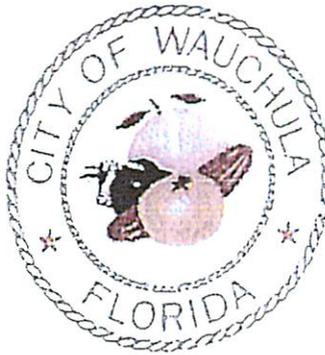
Given at City of Wauchula, July, 2010





Richard D. Giroux
City Manager
City of Wauchula, Florida

Richard D. Giroux
City Manager
126 South 7th Avenue
Wauchula, FL 33873



Phone: 863-773-3131
863-773-3535
Fax: 863-773-0773
citymgr@cityofwauchula.com

August 14, 2010

To Whom It May Concern,

RE: Letter of Reference and Recommendation of Jim Hay

Dear Sir/Madame,

I am submitting this letter of reference and recommendation in support of Mr. Jim Hay in his application for a position with your agency.

As City Manager of the City of Wauchula for many years, I am acutely familiar and aware of the high personal standards and ethical qualities that are required to be in the public sector. I have known Mr. Hay for over five years and I feel very strongly that he exhibits all the necessary qualities and drive that promotes excellence in public service.

During my association with Mr. Hay he has proven himself to be a hardworking, dedicated and self-motivated individual with a keen sense of enthusiasm and interest in airport management, information technologies and inventory controls. He is honest, forthright and has a strong sense of personal honor, which, as you know, are all preferred, necessary and important traits for a person assuming any administrative position.

During his tenure with the City of Wauchula Mr. Hay exceeded all expectations in not only his job performance, but in his work product providing very efficient and effective aviation manager services and information technologies systems that will serve the City for many years to come. The City is grateful for his efforts.

I sincerely appreciate your kind consideration of Mr. Jim Hay and his pursuit in a position with your agency. Given his proven track record of outstanding technical abilities, I am sure that he will prove himself a valuable member of your technology team and as he was for ours.

Sincerely,

Richard D. Giroux
City Manager
City of Wauchula

United Safety Council

This is to certify that

Jim Hay

has successfully completed 16 hours of training in

Intermediate Maintenance of Traffic

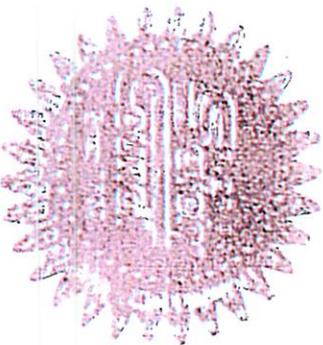
Recognized by the Florida Department of Transportation
Presented by the United Safety Council — Provider #015

Date: September 25, 2013

Expires: September 25, 2017

Bhushan Sukhram

Bhushan Sukhram
Instructor



Glenn Victor

Glenn Victor
Occupational Safety Director

Public Risk Management of Florida

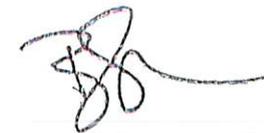
Certificate of Attendance

This is to certify that

Jim Hay
City of Wauchula

Attended

Supervisory Training
December 7, 2012



Bonnie Mims, CP, PPP
Assistant Executive Director



Heartsaver® CPR AED



→
PEEL
HERE
→

JIM HAY

This card certifies that the above individual has successfully completed the objectives and skills evaluations in accordance with the curriculum of the AHA Heartsaver CPR AED Program. Optional completed modules are those NOT marked X/C

Child CPR AED Infant CPR ~~Adult CPR~~

05/20/2014
Issue Date

06/2016
Recommended Renewal Date

Training Center Name FLORIDA HOSP. HEARTLAND FL05260 TC ID #

TC Info SEBRING, FL 33871 (866) 402.3156

Course Location FLORIDA HOSPITAL HEARTLAND

Instructor Name JOHN EASON Inst. ID # 05060100645

Holder's Signature

© 2011 American Heart Association Tampering with this card will alter its appearance. 90-1813

Strike through the modules NOT completed.
This card contains unique security features to protect against forgery.

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.

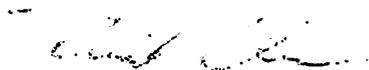
Since I have been exposed to General and Corporate Aviation for the last fifteen years, I have gained a very good knowledge of general airport operations, including FAA Airport Improvement Program Grants, airport compliance, airport planning, fueling system operations and maintenance, airfield lighting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

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

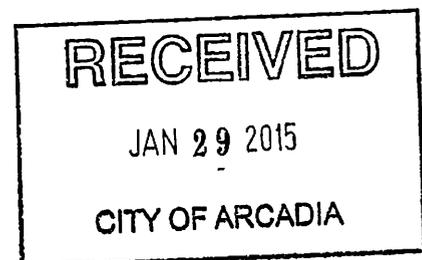
- Daily airport operations management Monday thru Friday and after hours as needed.
- Aircraft maintenance services.
- Assist with fueling of aircraft during and after normal business hours as needed.
- Routine general maintenance of runway, taxiway, beacon, PAPI,s etc..
- Supervision of rental hangars.
- 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



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.

October 23, 2006

To Whom It May Concern:

I have known Mike Newman for the past five years. I first met Mike while he working at Airport Service Company, Inc. in Blackwell, Oklahoma. In 2002, Mike was hired as the FBO / Airport Manager at the Medford Municipal Airport in Medford, Oklahoma. I was serving as the Chairman of the Airport Advisory Board when we offered Mike the position. I enjoyed working with Mike until I left Medford in November of 2004. Mike demonstrated growth in his new role as a business owner and Airport Manager during my tenure on the board. He assisted with numerous activities with the city to improve the airport which included implementing an FAA improvement grant. Mike was easy to work with and completed his assigned tasks in a timely manner. Additionally, Mike completed his Inspector of Aircraft rating from the FAA during this time period.

I feel that Mike has a passion for his work and openly accepts challenges to grow. I recommend that he be considered for future opportunities in the aviation maintenance and airport management that arise. Please feel free to call me if I can be of further assistance.

Respectfully,



Bill Holland, ARNP
42911 Crimson Lane
Shawnee, OK 74804
(405) 878-0101

24 September 2006

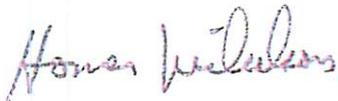
Letter of Recommendation:

Ref: Mike Newman

To Whom it May Concern

I have known and conducted business with Mike Newman for approximately four years. During that time I have found Mike to always be very courteous, timely in his work and performed quality work. He has kept me informed, and in the know of all issues minor or major. Mike has performed the annual inspections on my airplane and kept it in an airworthy condition. Last year he identified a major engine concern, metal in the oil screen, and had the engine completely overhauled and put a zero time engine on my plane that works great. He has also performed quality airframe work.

Mike is conscientious, dedicated, caring and pleasant to work with. Based on the nature of our business experience, I would expect Mike to always be trustworthy, knowledgeable, and stay until the job was completed. I can not think of any reasons why Mike Newman would not be a good employee. I would recommend Mike to be a real asset to any aircraft maintenance operation as an employee or operating his own shop.



Homer Nicholson
President Nicholson Auction Co.
580.767.1236

Request for Proposal

Sealed Enveloped Proposals marked:

“SEALED PROPOSAL – FIXED BASE OPERATION/OPERATOR – ARCADIA MUNICIPAL AIRPORT” will be received by The City of Arcadia until **5:00P.M. Friday February 6, 2015**, at the office of the Administrator – City of Arcadia, 23 North Polk Avenue, Arcadia, Florida 34266.

The City of Arcadia (“City”) is inviting proposals from qualified individuals and businesses interested in providing Fixed Base Operator (FBO) services at the Arcadia Municipal Airport.

Applicants submitting proposals for FBO must comply with specifications in the Request For Proposal (RFP) and meet the Arcadia Municipal Airport Minimum Operating Standards attached to the RFP. Those interested in becoming FBO at the City, must at a minimum, lease the existing terminal building, maintenance hangar and be responsible for the fuel farm. The FBO must be open 8:00am to 5:00pm every day except holidays. Section 3A sets forth all the requirements for a FBO.

The City will attempt through the negotiation process to enter into a contract with a qualified entity that shares the City’s long term vision for the Airport and the Airport’s public offering of FBO-related services. The successful proposer will establish a Fixed Base Operation at the City’s Municipal Airport Terminal and staff the FBO with an appropriate level of personnel to deliver first-class service to the general aviation community while meeting the City’s Minimum Operations Standards attached hereto and as may be amended. Applicants having a documented background in Fixed Base Operations and holding a position in the marketplace to attract new business and increase revenue base are encouraged to submit a proposal.

In addition, but separate from the FBO proposal, proposers may offer a “bundle of services” typically offered to the general aviation community by an FBO operating in a community equivalent to the City’s Municipal Airport’s targeted customer base and area. These services may include aircraft maintenance, flight school, aircraft sales, etc. The City may offer as options additional duties pertaining to daily Airport Operations and Administration as well as other activities pertaining to airport property, grounds, runway and lighting maintenance for which the proposer could negotiate consideration..

Applicants are required to submit a proposal with supporting documentation to fully substantiate their ability to meet the service and economic goals as stated above. The applicant must clearly define the services they will provide. In addition, the City will consider only those with evidence of an established Affirmative Action Program and Drug-Free Workplace Program as well as compliance with all applicable Federal, State and local laws rules, regulations and ordinances.

All proposers are responsible to obtain all information regarding current activities and operations at the Arcadia Municipal Airport that it may deem necessary and advisable including but not limited to the current FBO Agreement that will expire April 1, 2015.

Detailed Specifications and Questions regarding this RFP can be obtained by submitting in writing on or before **January 30, 2015**, to Beth Carsten, Interim City Administrator at ecarsten@arcadia-fl.gov or to the City of Arcadia P.O. Box 1000, Arcadia, Florida 34265. Questions or requests received after this time may not be answered. For any additional information, contact Beth Carsten by telephone at 863-494-4114.

Overview:

The Arcadia Municipal Airport Minimum Standards project was initiated to provide the threshold entry requirements (qualifications, levels of service, facilities, insurance) for those wishing to provide aeronautical services to the public and to insure that those who have undertaken to provide commodities and services as approved are not exposed to unfair or irresponsible competition.

Our new Minimum Standards were developed taking into consideration the aviation role of the Arcadia Municipal Airport, facilities that currently exist at the Airport, services currently being offered at the Airport, and the future development and aviation services planned for the Airport. These Minimum Standards and Guidelines contain the minimum levels of service, facilities, staffing, insurance, and environmental compliance that must be met by the prospective service provider. The uniform application of these standards relates primarily to the public interest by discouraging substandard entrepreneurs and mandating insurance coverage levels, thereby protecting the Airport, airport patrons and established aeronautical activities. Commercial services include both aeronautical and non-aeronautical providers.

Proposal Format:

There is no prescribed format for formal proposals, except that each proposal shall be strictly limited to 30-pages (exclusive of cover, table of contents, and introductory letter of interest (2-pages maximum)) and they must be typewritten offers strictly responsive to the RFP. Five (5) complete copies of each proposal are required, of which at least one (1) is properly signed in ink by a representative of the proposer authorized to make contractual commitments. Such signature shall be duly notarized.

Written Application Demonstrating Intent:

as described in Section 3B

1. The proposed name and nature of the business, including intended services.
2. The names, addresses and phone numbers of all individuals who would be owners, partners or managers of the business. Copies of current FAA licenses and certificates which would be required for the proposed business.
3. A current financial statement for the business or owners. Certification by a Certified Public Accountant may be required.
4. A listing of assets owned, or being purchased, or leased which will be used in the business on the Airport.
5. A credit report on the business itself covering all geographical areas in which it has done business in the five-year period immediately prior to such application.
6. A list of employers or work history providing information covering last five years.
7. Preliminary plans, specifications and dates for any improvements which the applicant intends to make on the Airport for the proposed business. Applicant must comply with County building code, fire code, and permit requirements. Building permit applications will require the approval of the Airport Manager prior to submission to the County Department of Planning and Development Services.
8. An operations plan providing summary of intended use of airport facilities, including proposed environmental compliance plan.
9. Evidence of ability to acquire required insurance coverage. Such policies shall not be for less than the amounts listed at APPENDIX A.
10. A financial and technical business plan forecasting business development and demonstrating finances necessary to conduct the proposed operation and the capability to meet FAA requirements for the proposed service.
11. Such other information as the Airport Manager may reasonably require.

Minimum Standards for FBO Providers:

as described in Section 3A

1. The applicant shall agree to a lease for a term to be mutually agreed upon between the parties with due consideration for the applicant's financial investment and the need to amortize improvements to the leasehold. The lease will include appropriate office, hangar or shop space for the proposed services and may be with the Airport or with a tenant on the Airport. The applicant must obtain the Airport Manager's approval prior to beginning commercial operations, regardless of whether the lease is with the Airport or an existing FBO at the Airport.
2. A person shall have such business background and shall have demonstrated his business capability to the satisfaction and in such manner as to meet with the approval of the Airport Manager.
3. Demonstrate adequate resources to realize the proposed business objectives. This includes tools and FAA manuals, documentation and updates for the proposed business.
4. The prospective FBO shall lease or otherwise have adequate access to an appropriate amount of building and land space for the proposed service, including adequate floor space for hangar, shop, office, customer lounge and rest rooms, which shall be properly heated and lighted, and shall provide public telephone facilities for customer use. A Certificate of Occupancy must be obtained prior to beginning commercial operations.
5. The prospective FBO shall have the premises open and services available appropriate hours and days a week, and shall make provision for someone to be in attendance in the office or available at all times during the required operating hours.
6. The prospective FBO shall demonstrate its ability to acquire insurance coverage as stipulated in Appendix A. An FBO should make its own analysis to determine if more is needed. Higher coverage limits may be appropriate for some operations. Insurance coverage will be reviewed by the City of Arcadia Airport Manager as applications are received. The Airport Manager may require different coverage based on review of the proposed business and the background of the applicants.
7. The prospective FBO shall possess a valid State of Florida Tax ID Number, collect appropriate sales tax on revenue, file tax reports with the Department of Revenue and IRS and make all appropriate tax payments required by law.
8. Additional specific requirements for individual types of FBO businesses are listed in APPENDIX A

Application Review and Criteria:

All applications will be reviewed by City Staff within 90 days from the receipt of the complete written application.

The review of qualifications shall be based on, but not limited to the following considerations: Criteria Weighting (high points scored as more favorable).

1. Proposed Plan (strength and quality of overall plan) - 10
2. General Business Qualifications (firm profile, location, experience, history) - 15
3. Qualifications and Relevant Experience (main contact) - 10
4. Financial Value to the City - 10
5. Work Experience at Similar General Aviation Airports - 15
6. In-House Capability to Perform Multiple Services - 10
7. Evidence of Potential FBO Integrity and Performance (references) - 15
8. Other factors - 15

Total Possible Points - 100

The final determination of an award will be made by the City of Arcadia Council. Proposers may be required to make a personal formal presentation of their proposal before the City Council.

Application Review and Reason for Denial:

as described in Section 3C

1. The applicant does not meet qualifications, standards and requirements established by these Minimum Standards Guidelines.
2. The applicant's proposed operations or construction will create a safety or environmental hazard on the Airport.
3. The granting of the application will require the expenditure of airport funds, labor or materials on the facilities described in or related to the application, or the operation could have a negative impact on the Airport's financial operations.
4. There is no appropriate or adequate available space or building on the Airport to accommodate the activity of the applicant.
5. The proposed operation, airport development or construction does not comply with the approved Master Plan or Airport Layout Plan.
6. The development or use of the area requested will result in a congestion of aircraft or buildings, or will result in unduly interfering with the operations of any present tenant, such as problems in aircraft traffic or service, vehicular access and egress, or noise to existing tenants.
7. Any party applying, or interested in the business, has supplied false information, or has misrepresented any material fact in the application or in supporting documents, or has failed to make full disclosure on the application.
8. Any party applying, or having an interest in the business, has a record of violating the rules, regulations or minimum standards of the Airport or any other airport, the Federal Aviation Regulations, the City of Arcadia or Desoto County codes, or local health regulations.
9. Any party applying, or having an interest in the business, has defaulted in the performance of any lease or other agreement with the City of Arcadia or any lease or other agreement with another airport or entity.
10. Any party applying, or having an interest in the business is not sufficiently credit worthy and responsible in the judgment of the Airport Manager to provide and maintain the proposed business and to promptly pay amounts due under the lease.
11. The applicant does not have the finances necessary to conduct the proposed operation.
12. The applicant has committed any crime, or violated any ordinance, rule or regulation, which adversely reflects on its ability to conduct the proposed operation.
13. The proposed business does not meet the local, state, and federal requirements for environmental compliance.
14. The proposed construction would detract from the physical appearance of the airport, is of low quality or lacks durability.

Submission Instructions:

Proposals must be received by 5:00P.M. Friday February 6, 2015, at the following address:

City of Arcadia
P.O. Box 1000
Arcadia, FL 34265

Physical Address:
23 North Polk Avenue
Arcadia, FL 34266

Proposals may be submitted in person, regular mail, certified mail, or delivery service. Oral, telephone, electronic mail or fax proposals will not be accepted.

Sealed Envelope Proposals must be marked:

“SEALED PROPOSAL – FIXED BASE OPERATION/OPERATOR – ARCADIA MUNICIPAL AIRPORT”

Proposals received after the date and time stated above, or not properly identified may at the sole discretion of the City be refused.

Legal Notifications:

All materials submitted with or as part of a proposal shall become the property of the City of Arcadia and will not be returned. Florida's Sunshine Law and Public Records Act allow for personal inspection and copying by any person.

Fla. Stat. 668. 6076. "Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Proposers should be aware that under Florida law, records received or made in the transaction of official business of the City are public records open to inspection and copying by the public at large with limited statutory exceptions. Each proposer must specifically acknowledge the applicability of Article I, s. 24 of the Florida Constitution and Chapter 119, Florida Statutes, to the envisioned contract for FBO operations and Airport Management Services and to any and all records generated in the course of performance of public business that are made by, transmitted to, held by or received by the successful proposer and contracting party. Further, in the event that the successful proposer is deemed by law to be acting on behalf of the City in any capacity, or is deemed to be performing a public function by delegation of the City, the successful proposer shall specifically acknowledge the applicability of the public records laws to all records made or received in the transaction of its City-related business and covenants to comply promptly with the requirements of Article I, s. 24 of the Florida Constitution, Chapter 119, Florida Statutes and all other applicable public records laws.

Proposals are to be submitted by 5:00P.M. Friday, February 6, 2015 to the City of Arcadia, P.O. Box 1000, Arcadia, Florida 34265.

§287.133(3)(a), F.S. Notice:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in §287.017, F.S. for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

Approved by the

ARCADIA AIRPORT ADVISORY COMMITTEE

2/6/2014
for presentation to the

ARCADIA CITY COUNCIL

→ Final

MINIMUM STANDARDS AND GUIDELINES FOR COMMERCIAL SERVICES

SECTION 1 - BACKGROUND AND POLICY

Arcadia Municipal Airport Minimum Standards Project

The Minimum Standards project was initiated to provide the threshold entry requirements (qualifications, levels of service, facilities, insurance) for those wishing to provide aeronautical services to the public and to insure that those who have undertaken to provide commodities and services as approved are not exposed to unfair or irresponsible competition. Minimum Standards have been in place at many airports nationwide and are supported by the FAA (see next section) and both of the national airport management associations (AAAE and ACI). Our new Minimum Standards were developed taking into consideration the aviation role of the Arcadia Municipal Airport, facilities that currently exist at the Airport, services currently being offered at the Airport, and the future development and aviation services planned for the Airport. These Minimum Standards and Guidelines contain the minimum levels of service, facilities, staffing, insurance, and environmental compliance that must be met by the prospective service provider. The uniform application of these standards relates primarily to the public interest by discouraging substandard entrepreneurs and mandating insurance coverage levels, thereby protecting the Airport, airport patrons and established aeronautical activities.

FAA Position on Minimum Standards

The FAA strongly encourages, but does not require, an airport sponsor to develop and implement a minimum standards program. The following FAA directives and industry publications deal with the intertwined issues of minimum standards, exclusive rights at airports and airport compliance. These documents are available at the Airport Office.

FAA & NATA Directives on Minimum Standards

1. USDOT FAA ADVISOR CIRCULAR 150/5190-6 MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES
1. USDOT FAA ADVISOR CIRCULAR 150/5190-7 MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES.
1. NATA AIRPORT SPONSORS GUIDE TO MINIMUM STANDARDS AND AIRPORT RULES AND REGULATIONS 2009

Overview of Arcadia Municipal Airport Minimum Standards and Guidelines for Commercial Services

Commercial services include both aeronautical and non-aeronautical providers. This first effort to develop minimum standards is focused on aeronautical service providers such as FBOs and SASOs. Non-aeronautical services (restaurants, taxi cabs, etc.) will be addressed at a future time. Aeronautical service providers were broken down as FBOs and Specialized Aeronautical Service Operators (SASO) and Independent providers. In each category and sub-category the services and requirements have been listed. As an example, a General Aviation FBO would provide avgas, tie downs, pilot supplies, etc. This business would need to provide certain facilities, personnel, equipment and hours of service. Specific types and amounts of insurance are also delineated.

The types of service providers include:

Fixed Base Operators

Terminal building and facilities, fuel, tie down, transit parking

SASOs

Aircraft Maintenance and Repair

Aircraft Rental

Flight Instruction

Specialty Services

Aircraft Sales

Air Taxi/Charter

Flying Club

Independent Providers

Mechanic

Flight Instructor

Minimum Standards Requirements

Service to be provided

Land and Facilities

Personnel

Equipment

Hours of Service

Insurance

Application to Provide Commercial Service

If an individual or firm desires to provide commercial services at the Airport they will be provided with a copy of the Minimum Standards, which include definitions, the application process for a prospective business and the Airport's criteria for approving the application. (Commercial service means any trade, commerce or business involving the exchange of goods, property or services of any kind. This includes an independent mechanic who offers repair or inspection services on the Airport). Each business will be required to be properly registered with the state and submit applicable reports and tax revenues accordingly.

Minimum Standards Policy on Fuel Sales

An example of Minimum Standards would be in the sale of aviation fuel. Fuel sales of avgas and jet fuel are restricted to FBOs. The rationale for this policy is to ensure that the businesses given the authorization to sell fuel also provide services to the Airport and its aviation users and invest in the Airport infrastructure (example: a fuel farm). Fuel dealers also must meet numerous FAA, fire code, building code, equipment and training standards.

Minimum Standards Policy on Independent Mechanics

Another example of minimum standards could be in mechanical repairs and inspections. An individual desiring to provide these commercial services needs to meet the FAA licensing and currency requirements, have the appropriate tools and technical manuals, be properly registered with the state and meet minimum insurance requirements. The specific services, service areas and environmental (hazmat) plan would also need to be reviewed and approved. The effect of these minimum standards is to require off-airport mechanics and IA's to demonstrate that they are qualified to provide aviation mechanical services, that they are properly licensed to conduct business in this state, have an acceptable environmental plan and have met the City Risk Manager's requirements for insurance.

Severability Clause

If one (1) or more clauses, or provisions of these Minimum Standards shall be held to be unlawful, invalid, or unenforceable by final judgment of any court of competent jurisdiction, the invalidity of such clauses, sections, or provisions shall not in any way affect any other clauses, sections, or provisions of these Minimum Standards.

Conflicts with Existing Agreements

These Minimum Standards are not retroactive. They do not affect the current term of any written Agreement property executed prior to the date of adoption and approval of these same Minimum Standards; unless any such written Agreement shall provide for changes in the Airport’s Minimum Standards, in which case these Minimum Standards shall be effective consistent with such written Agreement. In any event, upon expiration of an existing Agreement with the City, or if the Operator desires to materially increase or expand its Activities, Operator shall then comply with the provisions of these Minimum Standards.

SECTION 2 - DEFINITIONS

Aeronautical Activity - means any activity commonly conducted at airports which involves, makes possible or is required for the operation of aircraft, or which contributes to or is required for the safety of such operations. These activities include, but are not limited to, air taxi and charter operations, air cargo, pilot training, aircraft renting, sightseeing, aerial photography, crop dusting, aerial advertising, aerial surveying, air carrier operations, skydiving, ultra light operations, aircraft sales and services, sale of aviation petroleum products, repair and maintenance of aircraft, or sale of air- craft parts, and aircraft storage.

Aeronautical Service means any service which involves, makes possible or is required for the operation of aircraft, or which contributes to or is required for the safety of aircraft operations commonly conducted on the airport by a person who has a lease or permit from the airport owner to provide such service, such as maintenance, storage, ground and flight instruction, etc.

Non-Aeronautical Service - means any service commonly conducted at an airport which provides service or products which are not associated with aviation. These activities include restaurants, mobile catering & food service, espresso/sandwich service, taxi service, car rental, and mobile service vans.

Airport means the Arcadia Municipal Airport, and all of the property, buildings, facilities and improvements within the property boundaries of such airport as it now exists on the Airport Master Plan or Exhibit A or as it may hereinafter be extended, enlarged or modified.

Airside means the runways, taxiways, ramps, aprons, buildings, and facilities inside the security fence.

Commercial Service or Activity means any trade, commerce or business involving the exchange of goods, property or services of any kind.

FAA means the Federal Aviation Administration. **FAR** means Federal Aviation Regulations.

FBO means a Fixed Base Operator duly licensed and authorized by written agreement with the airport owner to provide fuel, oil, paved ramp area for aircraft parking and tie down services and one or more aeronautical services at the airport under compliance with such agreement and pursuant to these regulations and standards. By definition an FBO has a “fixed base” of operations, i.e. an office, terminal facility, hangar or shop on the airport (minimum 6,000 s.f), approved for commercial operations.

Flying Club means a non-commercial organization established to promote flying, develop skills in aeronautics, including pilotage, navigation, and awareness and appreciation of aviation requirements and techniques. See the Airport Rules and Regulations for requirements.

Fuel means aviation gasoline, automotive fuel, diesel or jet fuel.

Independent Flight Instructor means a single individual, working alone without employees or partners, who provides a commercial service as a flight instructor.

Independent Mechanic means a single individual, working alone without employees or partners, who provides a commercial service in the maintenance and repair of aircraft and/or aeronautical components.

Landside means all buildings and surfaces on the airport used by surface vehicular and pedestrian traffic which are located outside the airside security fence.

Minimum Standards means the standards which are established by the airport owner as the minimum requirements to be met as a condition for the right to conduct an aeronautical activity or provide a commercial service on the airport.

Person means an individual, corporation, government or governmental subdivision, partnership, association, or any other legal entity or leased from others and operated by such person. See Airport Rules and Regulations for requirements and procedure.

Specialized Aviation Service Operator (“SASO”) A Commercial aviation Operator that provides Aeronautical Activities. These may include one or a combination of the following:

- A. Airframe and/or Power Plant Repair and Maintenance
- B. Aircraft Rental/Flying Club/Parachute Club
- C. Flight Training
- D. Aircraft Charter/Air Taxi
- E. Avionics, Instrument, or Propeller Repair
- F. Aircraft Sales

SECTION 3 - MINIMUM STANDARDS FOR ALL FBOs and SASOs

A. The following minimum standards shall apply to all prospective aeronautical service providers wishing to become a FBO or SASO at the Airport:

1. The applicant shall agree to a lease for a term to be mutually agreed upon between the parties with due consideration for the applicant’s financial investment and the need to amortize improvements to the leasehold. The lease will include appropriate office, hangar or shop space for the proposed services and may be with the Airport or with a tenant on the Airport. The applicant must obtain the Airport Manager’s approval prior to beginning commercial operations, regardless of whether the lease is with the Airport or an existing FBO or SASO at the Airport.
2. A person shall have such business background and shall have demonstrated his business capability to the satisfaction and in such manner as to meet with the approval of the Airport Manager.
3. Demonstrate adequate resources to realize the proposed business objectives. This includes tools and FAA manuals, documentation and updates for the proposed business.
4. The prospective FBO or SASO shall lease or otherwise have adequate access to an appropriate amount of building and land space for the proposed service, including adequate floor space for hangar, shop, office, customer lounge and rest rooms, which shall be properly heated and lighted, and shall provide public telephone facilities for customer use. A Certificate of Occupancy must be obtained prior to beginning commercial operations.
5. The prospective FBO or SASO shall have the premises open and services available appropriate hours and

days a week, and shall make provision for someone to be in attendance in the office or available at all times during the required operating hours.

6. The prospective FBO or SASO shall demonstrate its ability to acquire insurance coverage as stipulated in Appendix A. An FBO or SASO should make its own analysis to determine if more is needed. Higher coverage limits may be appropriate for some operations. Insurance coverage will be reviewed by the City of Arcadia Airport Manager as applications are received. The Airport Manager may require different coverage based on review of the proposed business and the background of the applicants.

7. The prospective FBO or SASO shall possess a valid State of Florida Tax ID Number, collect appropriate sales tax on revenue, file tax reports with the Department of Revenue and IRS and make all appropriate tax payments required by law.

8. Additional specific requirements for individual types of FBO or SASO businesses are listed in APPENDIX A

B. Demonstration of intent to conduct a business operation at the Airport shall be by application to the City of Arcadia Airport Manager. The written application shall contain at the minimum:

1. The proposed name and nature of the business, including intended services.

2. The names, addresses and phone numbers of all individuals who would be owners, partners or managers of the business. Copies of current FAA licenses and certificates which would be required for the proposed business.

3. A current financial statement for the business or owners. Certification by a Certified Public Accountant may be required.

4. A listing of assets owned, or being purchased, or leased which will be used in the business on the Airport.

5. A credit report on the business itself covering all geographical areas in which it has done business in the five-year period immediately prior to such application.

6. A list of employers or work history providing information covering last five years.

7. Preliminary plans, specifications and dates for any improvements which the applicant intends to make on the Airport for the proposed business. Applicant must comply with County building code, fire code, and permit requirements. Building permit applications will require the approval of the Airport Manager prior to submission to the County Department of Planning and Development Services.

8. An operations plan providing summary of intended use of airport facilities, including proposed environmental compliance plan.

9. Evidence of ability to acquire required insurance coverage. Such policies shall not be for less than the amounts listed at APPENDIX A.

10. A financial and technical business plan forecasting business development and demonstrating finances necessary to conduct the proposed operation and the capability to meet FAA requirements for the proposed service.

11. Such other information as the Airport Manager may reasonably require.

C. All applications will be reviewed and acted upon by the Airport Staff within 30 days from the receipt of the complete written application. Applications may be denied for one or more of the following

reasons:

1. The applicant does not meet qualifications, standards and requirements established by these Minimum Standards Guidelines.
2. The applicant's proposed operations or construction will create a safety or environmental hazard on the Airport.
3. The granting of the application will require the expenditure of airport funds, labor or materials on the facilities described in or related to the application, or the operation could have a negative impact on the Airport's financial operations.
4. There is no appropriate or adequate available space or building on the Airport to accommodate the activity of the applicant.
5. The proposed operation, airport development or construction does not comply with the approved Master Plan or Airport Layout Plan.
6. The development or use of the area requested will result in a congestion of aircraft or buildings, or will result in unduly interfering with the operations of any present tenant, such as problems in aircraft traffic or service, vehicular access and egress, or noise to existing tenants.
7. Any party applying, or interested in the business, has supplied false information, or has misrepresented any material fact in the application or in supporting documents, or has failed to make full disclosure on the application.
8. Any party applying, or having an interest in the business, has a record of violating the rules, regulations or minimum standards of the Airport or any other airport, the Federal Aviation Regulations, the City of Arcadia or Desoto County codes, or local health regulations.
9. Any party applying, or having an interest in the business, has defaulted in the performance of any lease or other agreement with the City of Arcadia or any lease or other agreement with another airport or entity.
10. Any party applying, or having an interest in the business is not sufficiently credit worthy and responsible in the judgment of the Airport Manager to provide and maintain the proposed business and to promptly pay amounts due under the lease.
11. The applicant does not have the finances necessary to conduct the proposed operation.
12. The applicant has committed any crime, or violated any ordinance, rule or regulation, which adversely reflects on its ability to conduct the proposed operation.
13. The proposed business does not meet the local, state, and federal requirements for environmental compliance.
14. The proposed construction would detract from the physical appearance of the airport, is of low quality or lacks durability.

SECTION 4 - MINIMUM STANDARDS FOR INDEPENDENT MECHANICS AND FLIGHT INSTRUCTORS

A. The following minimum standards shall apply to all prospective Specialized Aviation Service Operators wishing to offer their services for compensation as an Independent Mechanic or Independent Flight Instructor at the Airport.

1. The applicant shall obtain an Independent Specialized Aviation Service Operator (“SASO”) Authorization from the Airport Manager.
2. The applicant shall have such technical background and shall have demonstrated their technical capability to the satisfaction and in such manner as to meet with the approval of the Airport Manager. This includes appropriate FAA certifications and stable work history. (Note: FAA certifications alone, without significant documented work history, will not meet this requirement.)
3. Demonstrate adequate resources to realize the proposed business objectives. This includes finances, tools, FAA manuals and documentation for the proposed business.
4. Provide a communications plan which allows customers to make contact within a reasonable time frame.
5. The applicant shall demonstrate his ability to acquire insurance coverage as stipulated in APPENDIX A. An applicant should make his own analysis to determine if more is needed. Higher coverage limits may be appropriate for some operations. Insurance coverage will be reviewed by the City of Arcadia Airport Manager as applications are received. The Airport Manager may require different coverage based on review of the proposed business and the background of the applicants.
6. The applicant shall possess a valid State of Florida Tax ID Number, collect appropriate sales tax on revenue, file tax reports with the Department of Revenue and IRS and make all appropriate tax payments required by law.
7. Additional specific requirements for Independent Mechanics and Independent Flight Instructors are listed in APPENDIX A.

B. Demonstration of intent to conduct a business operation at the Airport shall be by application to the City of Arcadia Airport Manager. The written application shall contain at the minimum:

1. The proposed name and nature of the business, including intended services.
2. The name of the person making the application. Copies of current FAA licenses, certificates, and currency records which would be required for the proposed business.
3. A current financial statement for the business owner.
4. A listing of assets owned, or being purchased, or leased which will be used in the business on the Airport.
5. A current credit report.
6. A list of employers or work history providing information covering last five years.
7. An operations plan providing summary of intended use of airport facilities, including proposed environmental compliance plan.
8. Evidence of ability to acquire required insurance coverage. Such policies shall not be for less than the amounts listed at APPENDIX A
9. An operations and technical business plan forecasting business development and demonstrating the capability to meet FAA requirements for the proposed service. Independent mechanics will be required to present a plan for obtaining appropriate FAA documentation (manuals, AD’s, up- dates etc.) for the work they intend to perform.
10. Such other information as the Airport Manager may reasonably require.

C. All applications will be reviewed and acted upon by the Airport within 30 days from the receipt of the complete written application. Applications may be denied for one or more of the following reasons:

1. The applicant does not meet qualifications, standards and requirements established by these minimum standards.
2. The applicant's proposed operations will create a safety or environmental hazard on the Airport.
3. The granting of the application will require the expenditure of airport funds, labor or materials on the facilities described in or related to the application, or the operation could have a negative impact on the Airport's financial operations.
4. There is no appropriate or adequate available space or building on the Airport to accommodate the activity of the applicant.
5. The proposed operation does not comply with the approved Master Plan and Airport Layout Plan.
6. The applicant has supplied false information, or has misrepresented any material fact in the application or in supporting documents, or has failed to make full disclosure on the application.
7. The applicant has a record of violating the rules, regulations or minimum standards of the Airport or any other airport, the Federal Aviation Regulations, the Code, or local health regulations.
8. The applicant has defaulted in the performance of any lease or other agreement with the City of Arcadia or any lease or other agreement with another airport or entity.
9. The applicant is not sufficiently credit worthy and responsible in the judgment of the Airport Manager to provide and maintain the proposed business.
10. The applicant does not have the finances necessary to conduct the proposed operation.
11. The applicant has committed any crime, or violated any ordinance, rule or regulation, which adversely reflects on its ability to conduct the proposed operation applied for.
12. The proposed business does not meet the local, state, and federal requirements for environmental compliance.

SECTION 5 - APPEAL PROCESS

Individuals who feel they have been unfairly treated by this process or by interpretations or decisions by the Airport Manager may submit a written request for review to the Arcadia City Administrator, who will make a final determination.

APPENDIX A

	FBO	SASO						INDEPENDENT		
	FBO General Aviation	Aircraft Maint. and Repair	Aircraft Rental	Flight Instruction	Specialty Service	Aircraft Sales	Air Taxi and/or Charter	Flying Club	Independent Mechanic	Independent Flight Inst.
SERVICES:	Fuel, Transient Parking, Overnight and Monthly Tie down Ramp Services as needed and any SASO service they choose to provide	Airframe, Power Plant or Accessory Repair	Aircraft Check out and Rental	Ground School and/or Flight Instruction for Private or other ratings	Avionics and Instrument Rep. Propeller Serv. Refurbishment (Paint and Interior) Modifications, Pilot Shop, Parts, Etc.	GA Aircraft Sales	Air Taxi or Charter	Club flying only no revenue flights See Airport rules and regulations	Mobile Airframe, Power plant or Accessory Maintenance and inspection	Flight instruction
LAND:	10 Rope Tie downs on pavement or concrete 50,000 S.F. Paved Ramp Area auto parking	3:1 Land to Building, Auto Parking, plus 3 Tie downs	3:1 Land to Building, Auto Parking, plus 2 Tie downs	3:1 Land to Building, Auto Parking 1 Tie downs	3:1 Land to Building, Auto Parking	3:1 Land to Building, Auto Parking, plus 5 Tie downs	3:1 Land to Building, Auto Parking 1 Tie down	Hanger or Tie downs for each Aircraft		
FACILITIES:	6,000 S.F. Hanger 2 90 S.F. Office Area 800 S.F Terminal all s.f. is minimum s.f.	90 SF office 2000 SF Hanger s.f. is minimum	90 SF office Pilot Lounge S.F. is minimum	90 SF office S.F. is minimum	AS required	90 SF office S.F. is minimum	Terminal Agreement with Airport			
PERSONNEL:	1 receptionist / fuel person CAN BE SAME PERSON	1 Mechanic	flight instructor	flight instructor	AS required		AS required by FAA		1 mechanic	flight instructor
EQUIPMENT:	100 LL Fuel Farm		1 Aircraft	1 Aircraft			1 Aircraft	1 Aircraft		
HOURS:	Office open 8:00am till 5:00pm everyday except holidays can be closed for lunch	40 Hrs. Wk. Msg. Serv.	40 Hrs. Wk. Msg. Serv.	40 Hrs. Wk. Msg. Serv.	40 Hrs. Wk. Msg. Serv.	40 Hrs. Wk. Msg. Serv.	40 Hrs. Wk. Msg. Serv.		By Phone	By Phone

LIABILITY INSURANCE:

	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M
Premises/General Liability	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M
Products	\$1M	\$1M	NA	NA	\$500K	\$500K	NA	NA	\$1M	NA
Completed Operations	\$1M	\$1M	NA	NA	\$500K	NA	NA	NA	\$1M	NA
Hanger keeper	\$100/\$500	\$100K/\$300K	NA	NA	\$500K (3)	\$50K/\$300K	NA	NA	NA	NA
Aircraft	\$1M/\$100K per seat	NA	\$500K/\$100K	\$500K/\$100K	NA	NA	\$500K/\$100K	\$500K/\$100K	NA	\$500K/\$100K

SPECIAL NOTES

- Personnel must hold appropriate FAA licenses for the functions they perform.
- All service providers are considered commercial businesses and must meet all FAA, State, County and City requirements for the services they perform
- Fueling equipment and personnel must meet Arcadia municipal Airport fueling requirements
- All FBOs SASOs must provide access to phone and restrooms
- Flying Club requirements are provided in Arcadia Municipal Airport Rules and Regulations
- Where a Minimum Standard is not listed, The AAAC will review the prospective business plan and recommend approval or disapproval to the City Administrator
- All Service Providers must have a phone message system
- Maintenance on Aircraft used by Aircraft Rental and Flight Instruction SASOs may be contracted with an FBO or another SASO in Lieu of in house maintenance
- Every commercial activity shall have a valid state Tax ID Number, collect appropriate sales tax, file tax reports and make all appropriate tax payments required by law
- Completed operations coverage is required if the service provider provides Aircraft Maintenance & Repair Services
- Liability coverage is required if the service provider tows, taxis or fly's non-owned aircraft
- Through the fence operations will not be allowed when a FBO or SASO on the field provides that aeronautical service and meets THE SASO requirements for that service listed above
- Independent mechanic and independent flight instructor will be considered thru the fence operations
- 3:1 LAND TO BUILDING (15,000 S.F. LAND WITH A 5,000 S.F BUILDING ON THE LAND)
- FBO offering any SASO service will be required to have the same service criteria as the listed SASO
- Auto parking is as needed for the size of the business to be determined by the airport manager with input from the tenant