

CITY OF BRAWLEY
October 18, 2023

The Airport Advisory Commission of the City of Brawley, California met in a regular session at 4:00 PM, City Council Chambers, 383 Main Street, Brawley, California, the date, time and place duly established for the holding of said meeting.

Co-Chairman Osterkamp called meeting to order @ 4:01pm

PRESENT: Kern, Osterkamp, Kelley, Robertson

ABSENT: Floyd

1. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Robertson / Kern 4-0

2. APPROVAL OF MINUTES

The Minutes from September 20, 2023 was Not Approved as submitted.

3. PUBLIC APPEARANCES/COMMENTS - None

4. REGULAR BUSINESS FIXED BASE OPERATOR REPORT

- 1,582 Gallons of 100-LL, September, 2023.
- 3,406 Gallons of Jet A, September, 2023.
- 131 landings, 129 Departures, September, 2023.
- Hangar Occupancy- 11 vacant hangars- \$180 (1), and \$120 (10) hangars as of October 13th, 2023.

5. STAFF REPORT

- Revenues: \$299.28 as of October 13, 2023.
- Expenditures: \$1,183.45 as of October 13, 2023 (\$34,475.00 Charge was for the ACIP Runway Reconstruction Grant, the City will be reimbursed by FAA, this was a draw down to prevent the grant going dormant).
- Hanger Aging Report: There is a hangar tenant that are in arrears for 3 months or more. City has served the notice to the Tenant @ Hangar #16 on June 29, 2023, and is currently waiting on legal on when the tenant can be evicted.
- Runway Reconstruction Update: AE Consulting has received data back from surveyors for elevations of existing conditions of the runway and associated taxiways, received data back from the pavement and class 2 base depths. AE Consulting has provided a preliminary engineering report to the City for review, and comments will be provided back to AE Consulting by October 25th, 2023.
- Surveys – City received 17 surveys back from a hangar tenants, not in favor of 1st time inspection fees.
- Valuation of Airport Property / Hangars – City is currently going through a fee study would take 9 months, but by July 1, 2024 or earlier to provide the fee study results to the commission members.
- Annual Hangar Inspections – Fire Marshal Rodelo stated that only 21 hangar tenants were inspected. – None.

6. STATUS UPDATES

- Hangar Usage – Co-Chairman Osterkamp and Commissioner Kern presented a draft of the Non-Aeronautical use hangar agreement. Staff and other commissioners will email comments to Co-Chairman Osterkamp and Commissioner Kern.
- Executive Hangars Funding Sources – Chairman Kelley has an individual interested in an executive hangar, City will need to establish a lease amount for the land. Chairman Kelley wants Co Chairman Osterkamp, and Chairman Floyd to talk to this individual interested in constructing a executive hangar.
- Strategic Planning – Kelley / Floyd – None.
- FBO & Flight School – Imperial Valley Flight Training – Co-Chairman Osterkamp to request Public Works Staff to

prepare a Request For Proposals (RFP) for the FBO at the Brawley Municipal Airport. m/s/c Kern / Robertson 4-0

6. NEW BUSINESS

- None

7. ADJOURNMENT 5:00PM

Alan Chan, Engineering Technician II