

**CITY OF BRAWLEY**  
January 15, 2025

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.

**Chairman** Kelley called meeting to order @ 4:00pm

PRESENT: Kern, Robertson, Osterkamp, Shank

ABSENT: Floyd

**1. APPROVAL OF AGENDA**

The agenda was **approved** as submitted. m/s/c Robertson / Shank 4 – 0

**2. APPROVAL OF MINUTES**

The Minutes from December 18, 2024 and November 20, 2024 was approved as submitted. m/s/c Shank / Robertson 4 – 0

**3. PUBLIC APPEARANCES/COMMENTS** – New Chairperson and Co-Chairperson selections: Peter Osterkamp – Chairperson, m/s/c Shank / Kern 4 – 0, Elizabeth Kern – Co-Chairperson, m/s/c Robertson / Shank 4 – 0

**4. REGULAR BUSINESS FIXED BASE OPERATOR REPORT**

- 22,949 Gallons of 100-LL, for 2024.
- 49,616 Gallons of Jet A, for 2024.
- 1,901 landings, 2,145 Departures, for 2024.
- Hangar Occupancy- 10 vacant hangars- \$180 (3), and \$120 (7) hangars as of December, 2024. Currently there are 5 pending hangars, 2 are new aircraft wanting to rent a hangar, 3 of those are from hangars 15, 17, 18 that are willing to relocate to make the row of hangars 12N to 22 for non-aeronautical use.

**5. STAFF REPORT**

- Revenues: \$2,672.79 of December, 2024.
- Expenditures: \$31,747.29 as of December, 2024.
- Cash on Hand Balance: \$592,957.56 as of December, 2024
- Hanger Aging Report: As of November, 2024, the notice to the Tenant @ Hangar #16 has expired, has been cleaned out.
- Runway Reconstruction Update: FAA has performed their preliminary review of the report from AE Consulting. Construction of runway was pushed back to 2027 by FAA. The FAA have approved the addendum for additional work for the design of the connecting taxiways to the taxiway since FAA design standards indicate the runway will have to be raised approximately 8 inches to be compliant with the design criteria, will get with AE Consulting to ask when they will resume work.
- Surveys – City received 18 surveys back from a hangar tenants.
- Valuation of Airport Property / Hangars – City is currently going through a fee study is ongoing, should hear back by July, 2025.
- Annual Hangar Inspections – Fire Marshal Rodelo – Will schedule in March, 2025 to perform annual hangar inspections.
- Crack Fill, Slurry and Stripe project – RFP will be issued for project in a few weeks, and will be given 60 days to complete

**6. STATUS UPDATES**

- Commissioners requested to removed Executive Hangar Funding, Strategic Planning, and Airport Ordinance from Status Updates.
- Hangar Lease Agreements for Aeronautical and Non-Aeronautical – The hangars would be ready at the beginning of February, 2025 for renting.

**6. NEW BUSINESS**

- None

**7. ADJOURNMENT 5:00 PM**

*Alan Chan*, Engineering Technician II