

**CITY OF BRAWLEY**  
November 15, 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 @ 4:00pm

PRESENT: Kern, Osterkamp, Robertson, Floyd

ABSENT: Kelley

**1. APPROVAL OF AGENDA**

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

**2. APPROVAL OF MINUTES**

The Minutes from September 20, 2023 and October 18, 2023 was approved as submitted. m/s/c Floyd / Robertson 4-0

**3. PUBLIC APPEARANCES/COMMENTS** - Hangar Tennant Steve Reeves made a public comment that he is in favor of having a flight school at the Brawley Municipal Airport, and would like to have the outdoor restroom facilities cleaned, and was dirty during this past summer, he also said he was not in objection to having non-aeronautical use for renting of hangars as long as the rent is higher for non-aeronautical uses.

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

- 2,189 Gallons of 100-LL, October, 2023.
- 3,824 Gallons of Jet A, October, 2023.
- 158 landings, 156 Departures, October, 2023.
- Hangar Occupancy- 12 vacant hangars- \$180 (1), and \$120 (11) hangars as of October 20th, 2023. Also informed the Commissioners that there could be two additional vacancies in December.

**5. STAFF REPORT**

- Revenues: \$36,264.02 as of November 10, 2023.
- Expenditures: \$86,710.27 as of November 10, 2023.
- Cash on Hand Balance: \$461,275.30 as of 11/14/2023.
- 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 provided a preliminary engineering report to the City for review, and comments will be provided back to AE Consulting by November 20, 2023.
- Surveys – City received 17 surveys back from a hangar tenants, not in favor of 1<sup>st</sup> time inspection fees. Commissioners requested a survey be emailed to Mr. Reeves.
- 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**

- 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 Commissioner Kern talked to Mr. Coyne, and stated she is not sure if he is still interested since Imperial Airport had a hangar open for him.

- Strategic Planning – Kelley / Floyd – None.
- 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. Commissioner Robertson stated that he is not in approval for Non-Aeronautical use of the hangars, since renters would not know the laws and rules for being on an airport, could impede the aircraft movement if non-aeronautical hangar renter is blocking taxi lane. Commissioner Robertson asked on the Aeronautical use lease agreement section 2.5 that allows City of Brawley Residents #1, and Imperial County Residents #2, and other counties #3, this stipulates what order the applicants are ranked. Commissioner Robertson requested from Co-Chairman Osterkamp what FAA document is he referring to that allows non-aeronautical uses at an airport, before the end of the meeting Co-Chairman Osterkamp stated FAA 5190.6B is the section that allows the non-aeronautical uses.
- Request for Proposals for the Fixed Base Operator – Director of Public Works and Operations requested the commissioners to review and comment on this document by November 30<sup>th</sup>, 2023.

**6. NEW BUSINESS**

- None

**7. ADJOURNMENT 4:44PM**

*Alan Chan*, Engineering Technician II