

**CITY OF BRAWLEY**

March 21, 2018

The Airport Advisory Commission of the City of Brawley, California met in a regular session at 4:00 PM, Public Works Department Conference Room, 180 S. Western Avenue, Brawley, California, the date, time and place duly established for the holding of said meeting.

The meeting was called to order by **Co-Chairman Osterkamp @ 4:07pm**

**PRESENT:** Rutherford, Friley, Osterkamp

**ABSENT:** Kelley, Floyd

**1. APPROVAL OF AGENDA**

The agenda was **approved** as submitted. m/s/c Friley/Rutherford/3-0

**2. PUBLIC APPEARANCES/COMMENTS** There was none

**3. APPROVAL OF MINUTES** m/s/c Rutherford/Friley/3-0

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

Fuel Sales

- 3,011.6 Gallons of 100-LL February, 2018.
- 3,681 Gallons of Jet A February, 2018.
- 150 Landings, 153 Departures February, 2018
- Mr. Mills stated the mechanic has left as of March, 2018, and Imperial Flying Service will be vacating the Brawley Municipal Airport in June, 2018.
- Hangar Occupancy – 4 vacant hangars - \$180 (1), and \$120 (3) hangars as of March 21, 2018. Hangar #29 will be vacating in April.

Staff Report:

- September Expenditure and Revenue Report provided, with a Cash In Balance reports.
  - \$25,416.96 – Expenditures
  - \$62,094.36 – Revenues
  - Cash In Balance – \$314,206.66
- FAA Airfield Lighting Project
  - Project is progressing, currently the runway has been closed, but will be re-opened by March 27, 2018.
  - Contractor is about 1 week ahead of schedule, end of work planned for April 17, 2018.
- Status Updates
  - 72AC parcel East of Runway – No Updates
  - Executive Hangar Funding Source- No Updates
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**5. NEW BUSINESS**

- Strategic Planning – Future Projects for the Brawley Municipal Airport – Not Discussed, Commissioner Kelley was not present.

- FBO Contract –
  - What has worked, and what has not worked for the FBO contract, Mr. Mills to provide feedback, and stated it's been a difficult situation at Brawley Airport.
  - Some Items that come to mind are the following:
    - Cost of Insurance
    - Mechanic
    - Jet "A"
    - Fuel Flowage Fee of \$.06 per gallon
    - Sub contract of fuel concessions
    - City subsidy to staff the office
  - Commissioner Friley questioned the requirement of having a mechanic on staff, stating it's tough to complete with other mechanics performing maintenance on the airport that do not have to have insurance policies and overhead to operate.
  - Mr. Mills stated there is enough aircraft at the Brawley Airport to keep a mechanic busy, but hangar tenants would rather have their aircraft maintenance performed off of the Brawley airport, and fuel sales alone would not be enough to keep the FBO open.
  - Mr. Mills also stated that the Brawley Airport a great airport, but we can't keep a mechanic busy with other aircraft mechanics working on other aircraft do not have to provide insurance and overhead, the insurance costs are too expensive for the requirements of the contract, and the other those are some of the little things that might scare away any other future FBO proposals. Requirements for the FBO to have vehicle insurance is not a good thing.
  - Co-Chairman Osterkamp stated that he doesn't bring his or his Dad's aircraft to the Brawley FBO, but instead takes it to Ramona for work to be performed, since they need to have a mechanic they can trust to work on their aircraft. He also asked "who are the airports prime users?"
  - City Manager Rosanna Bayon Moore will have an audit performed for the last 3 years at the Brawley Municipal Airport, and have a draft of the new FBO contract with input from Co-Chairman Osterkamp, and Commissioner Friley on the new FBO Contract.

**ADJOURNMENT** @ 5:16 PM

**Alan Chan, Engineering Technician II**