



AIRPORTS ADVISORY COMMITTEE

Meeting Notice and Agenda

Wednesday, June 12, 2024, at 3:00 p.m.
Location: Terminal Montgomery – Gibbs Executive Airport
3750 John J. Montgomery Drive, San Diego, CA 92123

Chair: Tom Reid | **Vice Chair:** Chuck McGill

Committee Members: David Gordon, Ron Lee, Richard Martindell, Richard Ram, James Aldrich, Gary List, Chase Michael Franzen, Donald Chick and non-voting member Joel Ryan.

Committee Liaison: Jorge Rubio, A.A.E.

Public Participation Instructions:

Members of the public may participate and provide comment in person, via telephone, the virtual platform, using the [webform](#) or e-mail submission as follows:

In Person Testimony:

If you wish to address the Committee on an item on today's agenda, please complete and submit a speaker form before the Committee hears the agenda item. You will be called at the time the item is heard.

If you wish to address the Committee during non-agenda public comment, please complete and submit a speaker form. However, California's open meeting laws do not permit the Committee to discuss or take any action on the matter at today's meeting. At its discretion, the Committee may add the item to a future meeting agenda or refer the matter to staff or committee. Individuals' comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.

Joining the Webinar and Offering Phone-in Testimony

The Airports Advisory Committee meetings will continue to offer the public a virtual participation option using the Zoom Webinar platform. Members of the public can offer public comment on agenda items or during Non-Agenda Public Comment by accessing the meeting online using a desktop computer, laptop, tablet, or Smartphone, or by calling into the meeting using a Smartphone, cellular phone, or land line.

The link to join the Meeting Webinar by computer, tablet, or Smartphone is:

<https://sandiego.zoomgov.com/j/1607062116>

To join by telephone:

Dial 1-669-254 5252

When prompted, input **Webinar ID: 160 706 2116**

How to Speak To A Particular Item or During Non-Agenda Public Comment Via Virtual Platform:

When the Chair introduces the item you would like to comment on (or indicates it is time for Non-Agenda Public Comment), raise your hand by either tapping the “Raise Your Hand” button on your computer, tablet, or Smartphone, or by dialing *9 on your phone. You will be taken in the order in which you raised your hand. You may only speak once on a particular item.

When the Committee Liaison indicates it is your turn to speak, unmute your phone by tapping the Unmute button on your computer, tablet or Smartphone, or dial *6 on your phone.

If you are speaking on Non-Agenda Public Comment, please note that California's open meeting laws do not permit the Committee to discuss or take any action on the matter at today's meeting. At its discretion, the Committee may add the item to a future meeting agenda or refer the matter to staff, Subcommittee, or Ad-Hoc Committee. Individuals' comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.

Written Comment through Webform:

Comment on Agenda Items may be submitted using the [webform](#) indicating the agenda item number for which you wish to submit your comment. Comments received by the start of the meeting will be distributed to the Committee Members and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before the item is called will be submitted into the written record for the relevant item.

REQUESTS FOR ACCESSIBILITY MODIFICATIONS OR ACCOMMODATIONS

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting David Reed at 858-573-14 or dreed@sandiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting David Reed at 858-573-1414 or dreed@sandiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. NON-AGENDA PUBLIC COMMENT

4. APPROVAL OF MINUTES

- A. May 8, 2024

5. UNFINISHED BUSINESS – None

6. NEW BUSINESS – None

7. INFORMATIONAL ITEMS

- A. Introduction of the Air Center San Diego Fixed Based Operator (“FBO”) On-site Management Team at Brown Field Airport.
- B. Staff Reports
- C. Montgomery – Gibb Executive Airport Air Traffic Control Tower Report
- D. Other Reports
- Monthly Airport Operations Reports – May 2024
 - Monthly Noise Management Report – May2024
 - Airports’ Projects Status Report – May 2024

8. COMMITTEE COMMENTS

9. ADJOURNMENT

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
DRAFT MINUTES
Meeting of May 8, 2024

Montgomery-Gibbs Executive Airport
3750 John J. Montgomery Drive, San Diego, CA 92123

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE
 Chair Reid called the meeting to order at 3:00 p.m.

2. ROLL CALL
 A quorum was present.

MEMBERS PRESENT:	MEMBERS ABSENT:
Chair Tom Reid Clairemont Community	J.H. Aldrich Montgomery Field Aviation Lessee
Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group	Rich Martindell Special Expertise
Chase Michael Franzen Kearny Mesa Representative	Donald Chick Tierrasanta Representative
David Gordon Special Expertise	Rich Martindell Special Expertise
Gary List Brown Field Aviation User Group	Tom Ricotta Brown Field Aviation Lessee
Ron Lee Brown Field Aviation User Group	
Richard Ram Serra Mesa Community	
Joel Ryan* FAA Air Traffic Control Tower	

*Mr. Ryan is the non-voting member representing the FAA Control Tower at Montgomery -Gibbs Executive Airport (MYF).

STAFF PRESENT:
 Jorge Rubio, David Reed, Thurman Hodges, Debbie Shauger, Cheryl Mossa, Charles Broadbent, Frank Santana, Jennifer Bearse, and Hannah Sax.

3. NON-AGENDA PUBLIC COMMENT
 None

4. APPROVAL OF MINUTES
 Chuck McGill made a motion to approve minutes as written. Mr. Franzen seconded the motion. Motion passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Consent Items

RECOMMENDED ACTION:

1. Recommend that the Airports Advisory Committee advise staff to execute seven leases for existing non-aeronautical office tenants at Montgomery – Gibbs Executive Airport business park.

Gary List made a motion to recommend that staff execute seven leases. Ron Lee seconded the motion. Motion passed unanimously.

7. INFORMATIONAL ITEMS

A. FBO Management Team Introductions

The FBO Management Team was unable to make it out for the meeting May 8th but will be present during the next AAC meeting Wednesday, June 12th to introduce themselves.

B. Staff Reports

Airport Management - Jorge Rubio, Deputy Director

- The Fuel Bowser is expected to be delivered at around the end of the month.
- The highly anticipated groundbreaking of the San Diego Airpark Project at Brown Field has started.
- Andy could not be here today as he is very busy with projects at SDM.
- The house and Senate Transportation Committee leaders unveiled a bipartisan reauthorization bill that would increase AIP funding from \$3.35 billion to \$4 billion with a focus on runway safety, increased and trained air traffic control. If passed the bill would reduce the local match for airport projects from 10% to 5% through FY26
- With that said, the house today approved a bill to extend the current aviation programs by one week, or May 17th.

Real Estate, Lease Administration – Jennifer Bearse, Program Manager

- Airports is working diligently with the Sheriff on execution of the writs and has commenced postings related to the eviction of the Aero-Abre leasehold. Lockouts of the 142 lots to begin 5/10/24.
- Airports has drafted revisions to add light industrial to industrial and research services and to add provisions to provide lenders with more protections. Lease amendment tentatively scheduled for Land Use & Housing in June 2024. Construction (grading) has commenced.
- Appraisal ordered for San Diego Fire Station 43 at Brown Field for a new MOU.
- EAA to exercise option to extend the size of the leasehold. Appraisal received and provided to tenant for review.
- Sorbi Aviation Lease Renewal in progress. Appraisal has been approved. The team is working with tenant on scope of work for roof replacement of hangar.

- Working with Crown Air to amend lease to add Airport Road to leasehold.
- Team will be meeting with Corporate Helicopters to review project status. Lessee is still working with DSD to process plans for the proposed development. Lessee is also finalizing NEPA documents to submit to FAA. Lessee is requesting changes that will affect the leasehold for Executive Airpark. Staff are working with EA and Corporate Helicopters to amend their leases.
- Staff are working on developing rent surveys to establish lease rates for hangars and tiedowns and working with CAO on new lease templates.
- Staff are processing a Sublease for a solar project at 8110 Aero Dr. Hotel.
- Staff is working with Purchasing & Contracting to release the RFP for services of a Property Management Company.
- Airports will be executing new 3-year leases for 7 of the 9 existing office tenants. Two of the existing tenants will be vacating.
- Staff are negotiating MOU with E&CP for 7,600 sq. ft. of office space at 8525 Gibbs Drive. Anticipated new annual lease revenue will be \$209,000. MOU to commence 7/1/24.
- The request for Quotes has been received and reviewed for parking lot refurbishment work and a recommended vendor has been selected. Processing contract for \$101,000 for refurbishment. Work to commence shortly.
- Phase 2 of roofing repairs to commence shortly. E&CP administering the project.
- E&CP Construction is soliciting bids for replacing the balance of the roof at the retail center.

Montgomery - Gibbs Executive Airport (MYF) – Mr. Charles Broadbent, MYF Airport Manager

- There were over 34,000 operations in April.
- The paving project at Marigold was completed, as well as applying guard top, and re-marking taxiway Bravo and Charlie in-between runway 28R and 28L
- Airport staff conducted minor asphalt repairs to the cracks on runway 28L
- Airport staff are working on asphalt repairs at mid-Port
- Staff are waiting on parts necessary for repairs on gate 10, and 11

Mr. Gordan asked about gate adjustment needed for gate number one. Mr. Broadbent mentioned that is going to be fixed by a technician.

Mr. Gordon asks what asphalt repairs are next at MYF. Mr. Reed responded that staff are working on an as-needed contractor and that one of the first projects with that contract will be developing an updated pavement and asphalt maintenance management plan.

C. Air Traffic Control Tower Report

April was the busiest month in the history of MYF. There were over 35,000 operations.

D. Other Reports

- Monthly Airport Operations Reports Handouts– April 2024
- Monthly Noise Management Reports Handouts– April 2024
- Airport Project Status Report Handouts– April 2024

8. COMMITTEE COMMENTS

None

9. ADJOURNMENT

The meeting adjourned at 3:24 p.m. Next meeting will be June 12, 2024.

Respectfully submitted,

Hannah Sax
Program Coordinator

DRAFT

Monthly Airport Operations Report

May 2024

MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	May-24	May-23	% Diff
	33,485	28,779	16.4%

Based A/C	409
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Flight Operations (CY)	2024 YTD	2023 YTD	% Diff
	154,433	118,807	30.0%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	329,044	267,373	23.1%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees	\$15,558.91	\$16,816.45	-7.5%
Transient A/C Parking	\$13,886.00	\$15,645.27	-11.2%
Monthly A/C Parking	\$427,650.47	\$494,534.59	-13.5%
Vehicle Parking	\$3,824.00	\$3,133.73	22.0%
Conference Room*	\$2,820.00	\$2,340.00	20.5%
Other	\$6,815.92	\$5,337.96	27.7%
Total	\$470,555.30	\$537,808.00	-12.5%

Total Operations 10-Year History	
2023	321,830
2022	307,188
2021	292,805
2020	276,208
2019	253,090
2018	226,588
2017	207,103
2016	200,676
2015	216,295
2014	215,114

BROWN FIELD MUNICIPAL AIRPORT

Flight Operations (Month)	May-24	May-23	% Diff
	7,724	8,010	-3.6%

Based A/C	157
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Flight Operations (CY)	2024 YTD	2023 YTD	% Diff
	36,609	37,697	-2.9%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	83,007	84,551	-1.8%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees	\$101,239.00	\$69,675.00	45.3%
Transient A/C Parking	\$5,143.00	\$3,785.00	35.9%
Vehicle Parking	\$32,843.00	\$32,626.00	0.7%
Other	\$310.00	\$6,249.00	0.0%
Total	\$139,535.00	\$112,335.00	24.2%

Total Operations 10-Year History	
2023	92,255
2022	94,925
2021	106,001
2020	100,462
2019	86,358
2018	78,916
2017	77,355
2016	86,027
2015	93,529
2014	90,266



Monthly Noise Management Report- May 2024

Montgomery Gibbs Executive Airport

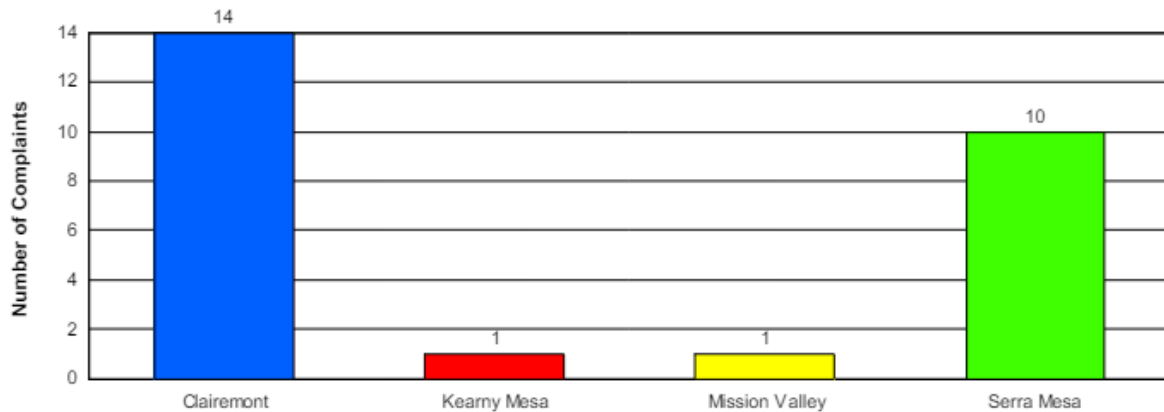
Noise Abatement Violations*

Day: 0

Night: 0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 26

Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	8	14	66
Kearny Mesa	1	1	3
Mission Valley	1	1	1
Serra Mesa	1	10	14
Totals:	11	26	84

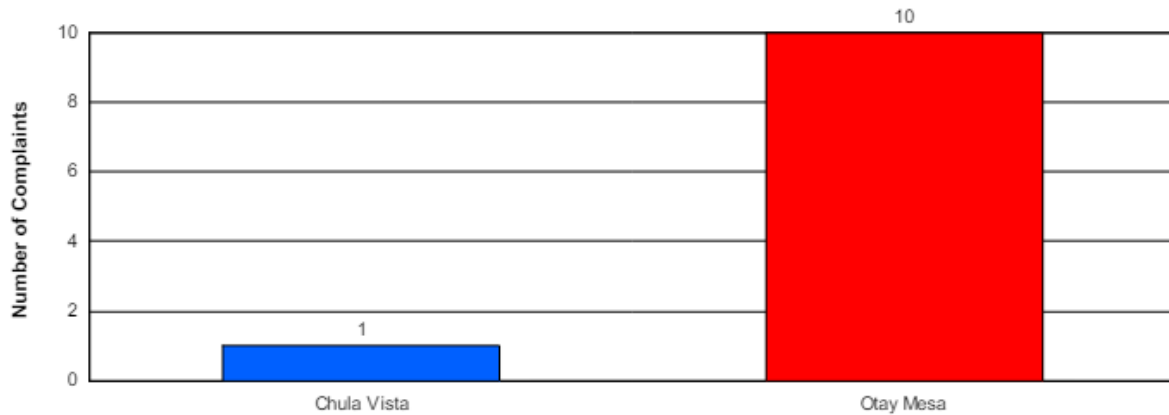
*Noise Abatement Violations only apply to Montgomery Gibbs Executive Airport as the City ordinance/policy was passed and put into place prior to the Airport Noise and Capacity Act of 1990



Monthly Noise Management Report- May 2024

Brown Field Municipal Airport

Community Complaint Totals



Total Number of Complaints: 11

Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Chula Vista	1	1	1
Otay Mesa	6	10	32
Totals:	7	11	33

*Noise Abatement Violations only apply to Montgomery Gibbs Executive Airport as the City ordinance/policy was passed and put into place prior to the Airport Noise and Capacity Act of 1990



Department of Real Estate and Airport Management

Projects Progress Update

June 2024

Montgomery-Gibbs Executive Airport (MYF)

- MYF Unleaded Aviation Fuel Tank Installation (Priority Project)
 - Unleaded Aviation Fuel Bowser – Estimated shipping date, end of June 2024
 - Project Entering Design Phase
- MYF Pavement Repairs Flattop Marigold, Taxiway Bravo, and Taxiway Charlie
 - Awaiting permit for water line, before planning repairs.
- Master Plans Contract
 - Weekly Meetings with C&S and City Planning Department to streamline EIR updates.
 - 4th Amendment Executed.
- MYF Terminal Parking Lot East Rehabilitation
 - Design Progress Meeting occurred 5-28-24.
- Spiders Lot Pavement Rehabilitation
 - Design Progress Meeting occurred 5-28-24.
- MYF Terminal Apron Rehabilitation
 - Rescoping project boundaries.

Brown Field Municipal Airport (SDM)

- Runway 8R/26L, Taxiway Bravo Rehab, Taxiway Charlie (G1) Rehab Realign, Pavement Removal Project
 - FAA Reviewing 30% Design
 - Site visit with C&S 5-3-24, currently rescoping project to exclude Runway 8R/26L and add Taxiway Golf
- San Diego Airpark Project
 - Work is continuing to establish of the Mitigation Lands.
 - Groundbreaking Ceremony 6-10-24
- Customs and Border Protection General Aviation Inspections Facility
 - Proposed New Facility would be within new FBO building terminal.