



# AIRPORTS ADVISORY COMMITTEE

## Meeting Notice and Agenda

Wednesday, July 10, 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/1610163696>

**To join by telephone:**

Dial 1-833 568 8864

When prompted, input **Webinar ID:** 161 016 3696

**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](mailto: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](mailto: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. June 12, 2024

**5. UNFINISHED BUSINESS – None**

**6. NEW BUSINESS – None**

**7. INFORMATIONAL ITEMS.**

A. Staff Reports

B. Montgomery – Gibb Executive Airport Air Traffic Control Tower Report

C. Other Reports

- Monthly Airport Operations Reports – June 2024
- Monthly Noise Management Report – June 2024
- Airports' Projects Status Report – June 2024

**8. COMMITTEE COMMENTS**

**9. ADJOURNMENT**

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**DRAFT MINUTES**  
**Meeting of June 12, 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	Joel Ryan* FAA Air Traffic Control Tower
Chase Michael Franzen Kearny Mesa Representative	
David Gordon Special Expertise	
Gary List Brown Field Aviation User Group	
Ron Lee Brown Field Aviation User Group	
Richard Ram Serra Mesa Community	
Rich Martindell Special Expertise	
Donald Chick Tierrasanta Representative	

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

**STAFF PRESENT:**

Thurman Hodges, Dylan Zayas, Debbie Shauger, Cheryl Mossa, Charles Broadbent, Frank Santana, Jennifer Bearse, and Hannah Sax.

**3. NON-AGENDA PUBLIC COMMENT**

Vice President of Young Eagles Program shares opportunity for free flight for youth in our area. This non-profit has flown roughly 10,000 kids through this program and offer scholarships for private pilots.

Mr. Franzen shared that he flies with the Young Eagles Program and one of his students has started flight lessons.

Chair Reid read e-mail from an airport user into record. The user is concerned about construction on Aero Drive as he has seen a few bad situations occur because of the traffic backup. The reader suggests that airport users should be able to travel through Spiders Gate to avoid Aero Drive.

Chair Reid expressed his disagreement with a story in The Guardian newspaper that described Montgomery-Gibbs Executive Airport as under-utilized and not benefiting the citizens of San Diego.

**4. APPROVAL OF MINUTES**

Mr. Franzen made a motion to approve minutes as written. Ron Lee seconded the motion. Motion passed unanimously.

**5. UNFINISHED BUSINESS**

None

**6. NEW BUSINESS**

None

**7. INFORMATIONAL ITEMS**

**A. FBO Management Team Introductions**

Introduction of the Air Center San Diego Fixed Based Operator ("FBO") On-site Management Team Brittany Favero and Jason Ponchetti at Brown Field Airport.

**B. Staff Reports**

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 began 5/10/24.
- San Diego Airpark (MAP) Project at Brown Field: Groundbreaking Ceremony held 6/10/24.
- 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 Economic Development & Intergovernmental Relations Committee in September 2024. Construction (grading) has commenced.
- Appraisal ordered for San Diego Fire Station 43 at Brown Field for a new Memorandum of Understanding (MOU).
- Experimental Aircraft Association (EAA) to exercise option to extend the size of the leasehold. Appraisal received and provided to tenant for review. Meeting scheduled for 6/13/24 with EAA to discuss proposed lease amendment/extension.
- Sorbi Aviation Lease Renewal in progress. Appraisal has been approved. Airports to schedule meeting with Sorbi to discuss lease terms.
- Amending lease with CrownAir to add Airport Road to leasehold.
- Meeting with Corporate Helicopters to review project status on June 24, 2024. Lessee is still working with DSD to process plans for the proposed development. They are also finalizing NEPA documents to submit to FAA. They are requesting changes that will affect

the leasehold for Executive Airpark. Working with EA and Corporate Helicopters to amend their leases.

- Completed rent surveys to establish lease rates for hangars and tiedowns and working with CAO on new lease templates.
- Processing a Sublease for a solar project at 8110 Aero Dr. Hotel. Reviewing Glare Study. Submitted Glare Study to FAA for comment.
- Staff is working with Purchasing & Contracting to release the Request For Proposal for services of a Property Management Company.
- Negotiating MOU with the City's Department of Engineering and Capital Projects (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.
- Request for Quotes have 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 in August 2024.
- 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 paving applying guard top, and re-marking taxiway Bravo and Charlie in-between runway 28R and 28L.
- Airport staff conducted asphalt repairs to the cracks on runway 28L.
- Airport staff is working on asphalt repairs at mid-Port.
- Airport staff are waiting on parts necessary for repairs on gate 10, and 11.

Brown Field Municipal Airport (SDM) – Mr. Andy Schwartz, SDM Airport Manager

- There were 7,724 Operations in May. Down 4% for this month compared to last year. Total count (Calendar/YTD) 36,609 operations are down 3%. Total count for the same time last year 37,697.
- Gate #1 down due to tampering. Working to get it repaired and with City Risk Management to recover cost of repairs from SDG&E.
- Gate #4 entrance has had some modifications (Tower and EAA have been affected most) due to the current San Diego Airpark Construction on field east of the Customs Box.
- Completed a recent mow.
- Conducting Pogo Row postings and lockouts with Sheriffs Department. Working with tenants for them to come out and remove contents of the lots.

**C. Other Reports**

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

**8. COMMITTEE COMMENTS**

Tom Reid expresses thanks to tower staff for safe and efficient operations.

**9. ADJOURNMENT**

The meeting adjourned at 3:36 p.m. Next meeting will be July 10, 2024.

Respectfully submitted,

Hannah Sax  
Program Coordinator

DRAFT

# Monthly Airport Operations Report

## June 2024

### MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Jun-24	Jun-23	% Diff
	30,432	28,412	7.1%

Based A/C	409
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Flight Operations (CY)	2024 YTD	2023 YTD	% Diff
	184,865	147,219	25.6%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	359,476	295,785	21.5%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees	\$18,247.16	\$18,166.05	0.4%
Transient A/C Parking	\$16,133.00	\$16,233.27	-0.6%
Monthly A/C Parking	\$478,997.85	\$541,422.90	-11.5%
Vehicle Parking	\$3,953.00	\$3,187.73	24.0%
Conference Room*	\$2,820.00	\$2,540.00	11.0%
Other	\$7,595.92	\$6,026.94	26.0%
<b>Total</b>	<b>\$527,746.93</b>	<b>\$587,576.89</b>	<b>-10.2%</b>

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 (June's report to be provided at next meeting)

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%
<b>Total</b>	<b>\$139,535.00</b>	<b>\$112,335.00</b>	<b>24.2%</b>

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- June 2024

### Montgomery Gibbs Executive Airport

Noise Abatement Violations\*

Day: 0

Night: \$150

Total of Fine Amount for the Month: \$150

### **Community Complaint Totals**



Total Number of Complaints: 14

### **Community Complaint Details**

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	5	7	73
Kearny Mesa	2	2	5
Serra Mesa	1	5	24
<b>Totals:</b>	<b>8</b>	<b>14</b>	<b>102</b>

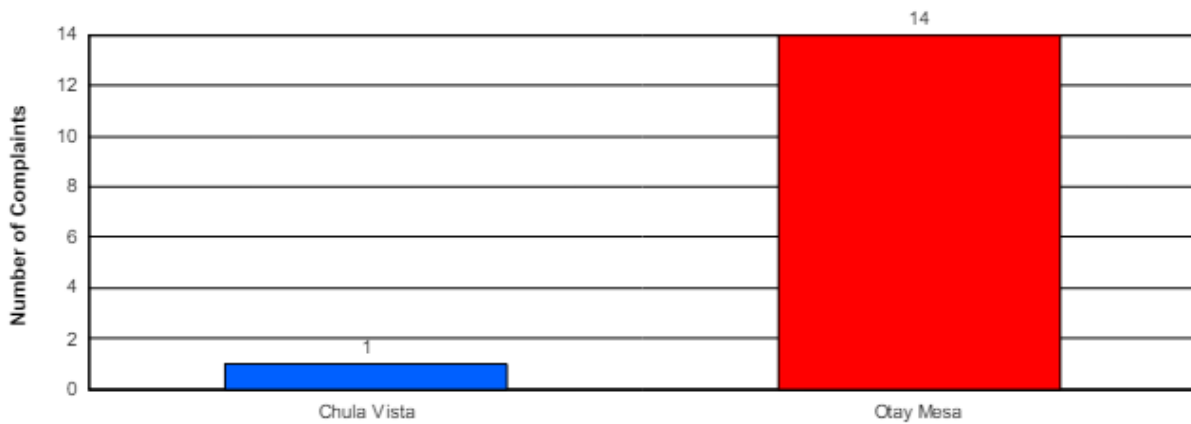
\*Noise Abatement Violations only apply to Montgomery Gibbs Executive Airport as the City ordinance/policy was passed and put into place prior to the Airport Noise and Capacity Act of 1990



## Monthly Noise Management Report- June 2024

### Brown Field Municipal Airport

#### Community Complaint Totals



Total Number of Complaints: 15

#### Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Chula Vista	1	1	2
Otay Mesa	9	14	46
<b>Totals:</b>	<b>10</b>	<b>15</b>	<b>48</b>

\*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

July 2024

### **Montgomery-Gibbs Executive Airport (MYF)**

- MYF Unleaded Aviation Fuel Tank Installation (Priority Project)
  - Unleaded Aviation Fuel Bowser – The manufacturer informed the City that the unit is in testing and is expecting to ship the week of July 8<sup>th</sup>, 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.
- MYF Terminal Parking Lot East Rehabilitation
  - Design Progress Meeting occurred 6-25-24.
- Spiders Lot Pavement Rehabilitation
  - Design Progress Meeting occurred 6-25-24.
- MYF Terminal Apron Rehabilitation
  - Rescoping project boundaries.

### **Brown Field Municipal Airport (SDM)**

- Taxiway Golf, 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.
  - Construction has begun for Phase 1 of the project
- Customs and Border Protection General Aviation Inspections Facility
  - Proposed New Facility would be within new FBO building terminal.