

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**MINUTES**  
**Meeting of July 10, 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.

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

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

**STAFF PRESENT:**

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

**3. NON-AGENDA PUBLIC COMMENT**

None

**4. APPROVAL OF MINUTES**

Mr. Chick made a motion to approve minutes as written. Mr. Ram seconded the motion. Motion passed unanimously.

**5. UNFINISHED BUSINESS**

None

## 6. NEW BUSINESS

None

## 7. INFORMATIONAL ITEMS

### A. Staff Reports

#### Chief of Airports - Jorge Rubio, A.A.E.

- The fuel bowser is expected to be shipped out by Friday. It will take a few days to get here, as it is coming from Florida. Once it arrives, CrownAir will go through the local permits and approvals. Unleaded aviation gasoline is expected to be sold an MYF over the next few weeks.
- Mr. Rubio will be attending the Otay Mesa Chamber of Commerce Breakfast Meeting and will be providing updates for the attendees on the progress of the ongoing projects at the Brown Field Airport.
- Introduce – Victor Caymaris with Council District 8.
- Introduce – Giancarlo Vargas AAC liaison, Admin Aide 1.

#### 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 began 5/10/24 and City has regained possession of more than half of the lots to-date.
- Airports has drafted revisions to Lease Amendments to add light industrial to industrial and research services and to add provisions to provide lenders with more protections. Drafting revisions to the Leasehold Development Agreement. Both items tentatively scheduled for Economic Development & Intergovernmental Relations Committee in September 2024. Construction (grading) is underway.
- Leasing negotiations have been completed with SDA for office space in terminal building.
- Appraisal ordered for San Diego Fire Station 43 at Brown Field for a new MOU. Completed survey and preparing legal description and plat map.
- EAA to exercise option to extend the size of the leasehold. Appraisal received and provided to tenant for review. Meeting held 6/13/24 with EAA to discuss proposed lease amendment/extension. EAA to conduct environmental review on Option area and decide if they will exercise Option.
- 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. 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 8/1/24.
- Staff is working with the Transportation Department on a potential MOU amendment to add reserved parking spots to their MOU for a fee.
- 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, MYFAirport Manager

- There were over 30,000 operations during the month of June.
- Currently, there is ongoing maintenance on the security access system.
- A conditional offer has been extended for the vacant Utility Worker II position.
- Weed abatement in the safety areas have been conducted.

**B. Other Reports**

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

**8. COMMITTEE COMMENTS**

None

**9. ADJOURNMENT**

The meeting adjourned at 3:23 p.m. Next meeting will be September 11, 2024.

Respectfully submitted,

Giancarlo Vargas  
Administrative Aide 1