



## AIRPORTS ADVISORY COMMITTEE

### Meeting Notice and Agenda

Wednesday, February 12, 2025, 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:** Vacant

**Committee Members:** Melissa Johnston, Shawn Ellis, David Gordon, Peter S. Doft, Ron Lee, Donald Chick, Chase M. Franzen, Rob M. Hixon, Jason Ponchetti, Richard Ram, Gary List, 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/1606664906>

**To join by telephone:**

Dial 833 568 8864

When prompted, input **Webinar ID: 160 666 4906**

**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 Giancarlo Vargas at 858-573-1405 or [giancarlo@san-diego.gov](mailto:giancarlo@san-diego.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 Giancarlo Vargas at 858-573-1405 or [giancarlo@san-diego.gov](mailto:giancarlo@san-diego.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. January 8, 2025

**5. UNFINISHED BUSINESS – None**

**6. NEW BUSINESS**

- A. Election of the Chair and Vice Chair of the City of San Diego Airports Advisory Committee

Proposed Actions:

1. Elect the Chair of the Airports Advisory Committee
2. Elect the Vice Chair of the Airports Advisory Committee

**7. INFORMATIONAL ITEMS**

- A. Update of the Status of the Airports Master Plans Project for Montgomery Gibbs – Executive and Brown Field airports
- B. Staff Reports
- C. Montgomery – Gibb Executive Airport Air Traffic Control Tower Report
- D. Other Reports
  - Monthly Airport Operations Reports – January 2025
  - Monthly Noise Management Report – January 2025
  - Airports Projects Status Report – February 2025

**8. COMMITTEE COMMENTS**

**9. ADJOURNMENT**

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**DRAFT MINUTES**  
**Meeting of January 8, 2025**  
**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 3:01 p.m.

**2. ROLL CALL**

A quorum was present.

**MEMBERS PRESENT:**

**MEMBERS ABSENT:**

Chair Tom Reid Clairemont Community	Chase Michael Franzen Kearny Mesa Representative
Donald Chick Tierrasanta Representative	Joel Ryan* FAA Air Traffic Control Tower
Ron Lee Brown Field Aviation User Group	
David Gordon Special Expertise	
Gary List Brown Field Aviation User Group	
Richard Ram Serra Mesa Community	
Melissa Johnston Montgomery-Gibbs Aviation Lessees Representative	
Shawn Ellis Montgomery-Gibbs Aviation User Group Representative	
Peter S. Doft Special Expertise Representative	
Rob M. Hixson Otay Mesa Representative	
Jason Ponchetti Brown Field Aviation Lessees Representative	

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

**STAFF PRESENT:**

Jorge Rubio, David Reed, Debbie Shauger, Charles Broadbent, Jennifer Bearse, Cheryl Mossa, Thurman Hodges, Corbin Green, Samer Fakhoury, Hannah Sax, and Giancarlo Vargas.

### 3. INTRODUCTION OF NEW AIRPORTS ADVISORY COMMITTEE MEMBERS

Jorge Rubio introduced Melissa Johnston, Rob Hixon, Jason Ponchetti, Peter Doft and Shawn Ellis as new members of the Airports Advisory Committee.

### 4. NON-AGENDA PUBLIC COMMENT

- Grace Gonzalez, the new owner and operator of the Landing Strip Restaurant at Brown Field introduced herself and provided flyers.
- Ray Richmond, General Manager of Crown Air Aviation advised of the passing of David Ryan, former President and CEO of Crown Air Aviation and acknowledged his contributions to Montgomery – Gibbs Executive when he operated out of this airport.

### 5. APPROVAL OF MINUTES

#### A. January 8, 2025

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

### 6. UNFINISHED BUSINESS

None

### 7. NEW BUSINESS

None

### 8. INFORMATIONAL ITEMS

#### A. Staff Reports

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

- Welcomed new members to the Airports Advisory Committee and thanked Chuck McGill and Rich Martindell for their many years of service.
- The San Diego City Council is scheduled to vote to amend the Airports Advisory policy to add a Navajo Community Representative, totaling 13 members for the AAC. After this, if approved, the AAC Bylaws will need to be amended to include that additional member.
- AAC elections are to be taken place during the February 8<sup>th</sup> scheduled meeting.
- Staff will be sending out Boards and Commission training to all members of the AAC.
- In the coming weeks the Mid-Port area is scheduled to be resurfaced to ensure the safety of fixed wing and helicopter operations.
- Staff has recently completed resurfacing of the retail center parking lot.
- Staff is working on scheduling repair on a small section of runway 26L at Brown Field.
- Staff has been notified that the tower at Brown Field will now be operated by Robinson Aviation, inc. Serco will no longer operating the tower. Staff is working on scheduling a meeting with Robinson to better understand how the transition will work.
- Interviews for three airport design consultants will be performed on January 27, 2025.

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

- There were over 30,000 operations in December 2024. The total operations for 2024 are 385,806, not counting overflights.
- The new tower frequency informational signage was installed for runway 28L and

28R.Introduced – Samer Fakoury as the new Operations Assistant for the City of San Diego Airports. Samer started on January 6, 2025.

Real Estate, Airports Lease Administration – Jennifer Bearse, Program Manager

- Airports sent a notices to (1) transfer parcels to San Diego Airpark (SDA) on 12/29/2025 and (2) commence the Offset of Rent Agreement that date. Construction of the FBO is underway.
- Staff is working on a lease with SDA and an MOU with CBP to allow for CBP operations in FBO facilities.
- A Memorandum of Understanding (MOU) has been drafted for San Diego Fire Station 43 at Brown Field and are awaiting CAO review.
- The Experimental Aircraft Association (EAA) is to exercise option to extend the size of the leasehold. EAA is to submit a permit application to DSD for construction of additional hangars.
- Hangar inspections at Brown Field were completed in November and correction letters have been sent to all FBOs/hangars for corrections.
- The lease renewal for Sorbi Aviation is in progress. The item was approved at ED&IR Committee in December. Staff will be updating the appraisal before submitting to Council in late January 2025.
- Staff is working with 94<sup>th</sup> Aero Squadron on a short-term lease renewal for patio/outdoor space. Appraisal is currently being reviewed.
- Corporate Helicopters continues working with the City's Development Services Department to process plans for the proposed development. They are also finalizing NEPA documents to submit to FAA. Changes they are requesting will affect the leasehold for Executive Airpark. Staff is working Corporate Helicopters to amend their leases.
- Staff is drafting a lease amendment with Executive Airpark to recapture +2.44 acre triangular-shaped parcel for a potential new Air Traffic Control Tower.
- Appraisal is underway with the drafted new lease with Advanced Aircraft.
- Appraisal has completed for Lot 8A hangars. Increase notices, per the appraisal, went out 12/31/24, for increases effective 2/1/2025.
- Hangar Inspections were held in December for all hangars at Montgomery-Gibbs. Correction letters will be sent out shortly.
- Staff is reviewing proposal from Alps Hospitality Group on a new lease. Additionally, staff is processing a sublease for a solar project at 8110 Aero Dr. Hotel.
- Staff is finalizing the amended and restated MOU with the City's Transportation Department for Suite 105 at 8525 Gibbs that will add 19 reserved parking spots to their MOU commencing January 1st. Anticipated new annual revenue from parking spots is \$11,400.
- Engineering and Capital Projects started the Phase 2 of roofing repairs to commence shortly and expected to be completed by mid-April.
- Staff is reviewing proposal from existing retail center lessee to lease an additional 2,300 sq. ft. to relocate liquor store. Lessee to retain existing space for separate business.
- Processing new lease with new owner for Aero-Mail suite to continue business.

**B. Montgomery-Gibbs Executive Airport Air Traffic Control Tower Report**

N/A

**C. Other Reports**

N/A

**9. COMMITTEE COMMENTS**

None

**10. ADJOURNMENT**

The meeting adjourned at 3:43 p.m. Next meeting will be February 12, 2025.

Respectfully submitted,

Giancarlo Vargas  
Administrative Aide 1

DRAFT

# THE LANDING STRIP

restaurant and bar

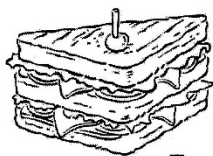
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**Economic Development Department  
Airports Division**

February 14, 2024

Airports Advisory Committee  
3750 John J. Montgomery Drive  
San Diego, CA 92123

**Subject:** Election of the Chair and Vice Chair of the City of San Diego Airports Advisory Committee

**OVERVIEW:**

Per Section *I.203 Officers of the current Airports Advisory Committee Bylaws*, at the February meeting, each year, the Committee shall elect a Chair and a Vice Chair by majority vote.

**PROPOSED ACTIONS:**

1. Elect the Chair of the Airports Advisory Committee.
2. Elect the Vice Chair of the Airports Advisory Committee.

**DISCUSSION OF ITEM:**

The newly elected Chair of the Airports Advisory Committee shall preside at all the meeting and hearings of the Committee, decide all points of order or procedure, and perform all the duties by these rules. The Vice Chair shall serve in the absence of the Chair.

If you have questions or need additional information, please contact David Reed, Airports Program Manager at (858) 573-1414.

Sincerely,

Jorge Rubio, A.A.E.  
Deputy Director, Chief of Airports

JR/jr

# Monthly Airport Operations Report

## January 2025



### MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Jan-25	Jan-24	% Diff
	31,157	28,093	10.9%

Based A/C	421
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	31,157	28,093	10.9%

Flight Operations (FY)	FY25 YTD	FY24 YTD	% Diff
	232,098	202,704	14.5%

Unleaded AvGas (UL94 Gal)*	Available	Sold Jan-25	Sold FY25 YTD
	575	0	25.70

Total Operations 10-Year History	
2024	385,806
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

Operations Office Revenue	FY25 YTD	FY24 YTD	% Diff
Landing Fees	\$19,224.38	\$6,777.96	183.6%
Transient A/C Parking	\$13,091.00	\$9,045.00	44.7%
Monthly A/C Parking	\$265,797.38	\$276,960.52	-4.0%
Vehicle Parking	\$1,767.00	\$1,249.00	41.5%
Conference Room	\$1,580.00	\$1,900.00	-16.8%
Other	\$3,413.36	\$3,908.98	-12.7%
<b>Total</b>	<b>\$304,873.12</b>	<b>\$299,841.46</b>	<b>1.7%</b>

\* Prices for AvGas and UL94 may vary. For up to date price information visit: <https://www.airnav.com/airport/KMYF>

### BROWN FIELD MUNICIPAL AIRPORT

Flight Operations (Month)	Jan-25	Jan-24	% Diff
	6,205	7,580	-18.1%

Based A/C	157
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Flight Operations (CY)	2024 YTD	2023 YTD	% Diff
	6,205	7,580	-18.1%

Flight Operations (FY)	FY25 YTD	FY24 YTD	% Diff
	54,399	53,978	0.8%

Total Operations 10-Year History	
2024	93,525
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

Operations Office Revenue	FY25 YTD	FY24 YTD	% Diff
Landing Fees	\$64,009.00	\$30,006.00	113.3%
Transient A/C Parking	\$6,593.00	\$3,736.00	76.5%
Vehicle Parking	\$33,878.00	\$22,605.00	49.9%
Other	\$0.00	\$0.00	0.0%
<b>Total</b>	<b>\$104,480.00</b>	<b>\$56,347.00</b>	<b>85.4%</b>

**Monthly Noise Management Report- January 2024**

Montgomery Gibbs Executive Airport

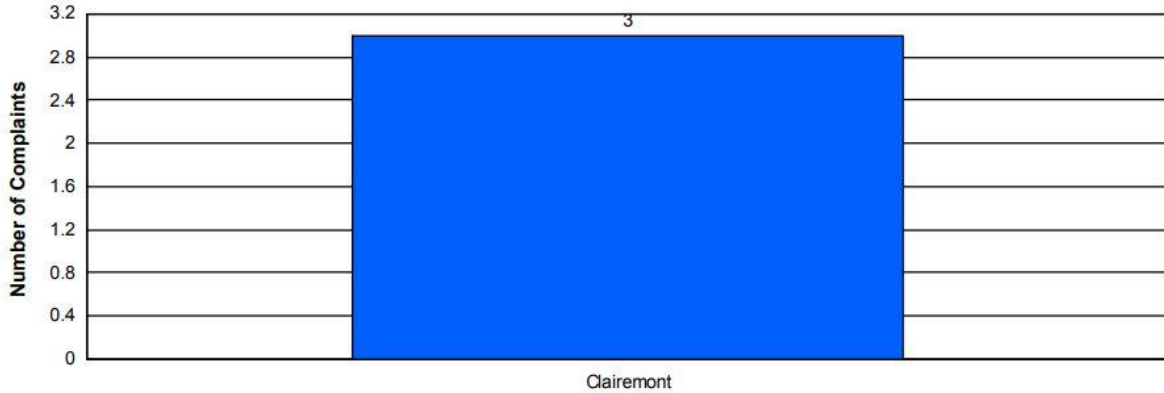
Noise Abatement Violations\*

Day: 0

Night:0

Total of Fine Amount for the Month: \$0

**Community Complaint Totals**



Total Number of Complaints: 3

**Community Complaint Details**

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	2	3	3
<b>Totals:</b>	<b>2</b>	<b>3</b>	<b>3</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- January 2024

### Brown Field Municipal Airport

#### **Community Complaint Totals:**

Zero complaints for the month of January

#### **Community Complaint Details:**

Zero complaints for the month of January

## Projects Progress Update

February 2025

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

- Airports Master Plans
  - Weekly Meetings with C&S and City Planning Department to streamline Environmental Impact Report updates.
- MYF Terminal Parking Lot East Rehabilitation
  - 100% Design received; construction expected to begin May 2025
- Spiders Lot Pavement Rehabilitation
  - 100% Design received.
- MYF Terminal Apron Rehabilitation
  - Rescoping project boundaries.
- MYF Mid-Port Pavement Repairs
  - Construction began 2/3/25
- Air Center MYF (Corporate Helicopters)
  - Waiting of Tenant to complete FAA Environmental Requirements

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

- Taxiway Golf, Taxiway Bravo Rehab, Taxiway Charlie (G1) Rehab Realign, Pavement Removal Project
  - FAA Reviewing 60% Design 10-17-24
- Airport Terminal Roof Replacement
  - Project kick off meeting held 9-16-2024
  - Currently in project setup phase with Engineering and Capital Projects Department Quick Build team
- San Diego Airpark Project
  - Work is continuing to establish of the Mitigation Lands
  - Construction Activities on Phase 1 continue.
- Access Control System
  - Working with City and FAA on procurement
- Customs and Border Protection General Aviation Inspections Facility
  - Proposed New Facility would be within new FBO building terminal.