

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
MINUTES
Meeting of February 12, 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 3:00 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	Jason Ponchetti Brown Field Aviation Lessees Representative
Ron Lee Brown Field Aviation User Group	Rob M. Hixson Otay Mesa Representative
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	
Joel Ryan* FAA Air Traffic Control Tower	

*John McClain came in place of Joel Ryan. 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, Frank Santana, Rosalina Holmes, Kenneth Hernandez, Hannah Sax, and Giancarlo Vargas.

3. NON-AGENDA PUBLIC COMMENT

None

4. APPROVAL OF MINUTES

A. January 8, 2025

Mr. Doft made a date correction on the January minutes draft. Mr. Ram additionally requested his committee comments be added to the January minutes. Mr. Doft made a motion to approve the minutes as amended. Mr. Gordon seconded the motion. Motion to approve passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Election of the Chair and Vice Chair of the Airports Advisory Committee.

Mr. Reid nominated Mr. Doft as Vice Chair. All committee members voted in favor.

Mr. Doft nominated Mr. Reid as Chair. All committee members voted in favor.

7. INFORMATIONAL ITEMS

A. Update on the status of the Airports Master Plans Project for Montgomery Gibbs – Executive and Brown Field Municipal airports.

- Nicholas Alex from C&S provided a presentation on the latest updates of the Airports Master Plan Project.

B. Staff Reports

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

- As of February 1st, Robinson Aviation Services officially took over as the new federal contract tower contractor at Brown Field Municipal Airport. Staff from previous contractor are transitioning over.
- Airport staff have worked very hard on Request For Qualifications for design consultant services. Three awardees will be approved.
- City hangars contractor to repair damaged City owned hangars hit by rainfall.
- Special thanks to CalFire, San Diego Fire Department, Air National Guard on efforts to combatting the Otay fires. SDM served as refueling station to assist in the efforts to combat the fires.
- AAC Bylaws will be presented next month for review and will include the additional seat for the member of the Navajo Community.
- Tower phone number will be available to pilots, if needed. Airport Operations will be the primary contact.
- Staff is working on relocation of the Parachuting Drop Zone at Brown Field.

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

- There were over 31,000 operations in January 2025.
- Paving at the Mid-Port ramp was completed. It remains NOTAM closed until February 18th, 2025 when the markings are scheduled to be painted.
- A storm water sample was collected today, February 12th, 2025. It has been sent to the lab for testing.
- Opticom emergency vehicle access sensors were installed on gates 1 and 12. Testing is

scheduled with SDFD on February 14th, 2025.

- The mowing and spraying contract for MYF and SDM is out for bid. Bids are due by February 27, 2025.

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

- Construction of San Diego Airpark (SDA) is underway. Staff will continue to have discussions on development of other parcels.
- Staff is working with the City Attorney's Office on legal action against ABRE-AERO environmental remediation.
- Staff is working on a lease with SDA and a Memorandum of Understanding (MOU with Customs and Border Protection (CBP) to allow for CBP operations in Fixed Based Operator (FBO) facilities.
- Negotiations are underway for a new MOU for San Diego Fire Station 43 at Brown Field.
- Experimental Aircraft Association (EAA) to exercise option to extend the size of the leasehold. EAA to submit a permit application to DSD for construction of additional hangars this month.
- Staff is working with CBP on MOU for construction of new CBP facility at Brown Field.
- Sorbi Aviation Lease Renewal approved by City Council in late January. Annual rental revenue to Airports is \$79,308 per year with annual 3% escalations.
- Staff is working with 94th Aero Squadron on short-term lease renewal for patio/outdoor space. Appraisal has been finalized and Airports putting together new lease.
- Staff is working on a new MOU with the San Diego Police Department (SDPD) Eastern Substation for 9225 & 9265 AERO Drive. Appraisal has been finalized and staff is waiting for CAO comments.
- Corporate Helicopters is still working with Development Services Department to process plans for the proposed development. They are requesting changes that will affect the leasehold for Executive Airpark.
- Staff is working with Crown Air on new, longer-term agreement for transit ramp parking. Additionally, staff is working with Crown Air on amending their lease to provide for financing of the Executive Airpark leasehold.
- Staff is working on drafting new lease with Advanced Aircraft. Appraisal has been finalized.
- Hangar Inspections were held in December for all hangars at MYF. Correction letters will be sent out in the near future.
- MYF Lease Template has been approved by the City Attorney for all MYF hangars. New hangar leases are in preparation.
- Staff is drafting new lease for Alps Hospitality Group. Appraisal is currently underway. Additionally, staff is processing a Sublease for a solar project at 8110 Aero Dr. Hotel. Reviewing Glare Study.
- Staff is currently finalizing amended and restated MOU with the City's Transportation Department for Suite 105 at 8525 Gibbs to add 19 reserved parking spots to their MOU. commencing January 1st. Anticipated new annual revenue from parking spots is \$11,400.
- The City's Engineering and Capital Projects department has expressed interest in leasing large portions of 8575 Gibbs Dr. evaluating building systems and planning the building for occupancy.
- Request For Qualifications has been posted on Planet bids for Real Estate Broker and Property Management company for office & retail buildings.
- At the Montgomery Field Retail Center, Phase 2 of roofing repairs are underway and expected to be completed by mid-April. E&CP administering the project.
- Staff is drafting amendment and new lease for existing Lessee (Clown Market) to lease an additional 2,300 sq. ft. to relocate liquor store. Lessee to retain existing space for separate ice cream and water business.
- New lease has been executed with new owner for Aero-Mail suite to continue business.

C. Montgomery-Gibbs Executive Airport Air Traffic Control Tower Report

- John McFaren provided the latest updates from the MYF Control Tower.

D. Other Reports
N/A

8. COMMITTEE COMMENTS

- Chair Reid would like for the Committee to develop a Best Practices Guide for pilots. The Guide will provide assistance to pilots who are unfamiliar with the airport.
- Chair Reid added that the Control Tower at MYF is to be commended for their outstanding work.
- Mr. Ram wanted to thank airport staff for providing data for the UL94 fuel bowser usage. Mr. Ram would like to continue receiving monthly updates on data that staff is receiving from the UL94 Fuel Bowser.

9. ADJOURNMENT

The meeting adjourned at 4:12 p.m. Next meeting will be March 12, 2025.

Respectfully submitted,

Giancarlo Vargas
Administrative Aide 1