

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
DRAFT MINUTES
Meeting of January 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.

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	Ron Lee Brown Field Aviation User Group
Chase Michael Franzen (Late) Kearny Mesa Representative	Richard Ram Serra Mesa Community
David Gordon Special Expertise	Gary List Brown Field Aviation User Group
Rich Martindell Special Expertise	
Tom Ricotta Brown Field Aviation Lessee	
John McClain of behalf of 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, Andrea Berlanga, Andy Schwartz, Cheryl Mossa, Charles Broadbent, Jennifer Bearse, Hannah Sax, Corbin Green, James Miramontes, Kenneth Hernandez, and Yan Jiang.

3. NON-AGENDA PUBLIC COMMENT
 None

4. APPROVAL OF MINUTES
 Rich Martindell made a motion to approve minutes as written. Mr. Gordon seconded the motion. Motion passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

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

Mr. Martindell made motion to nominate McGill as Vice Chair. Mr. Gordon seconded the motion. Motion passed unanimously.

Mr. Martindell made motion to nominate Reid as Chair. Mr. Gordon seconded the motion. Motion passed unanimously.

- B. Lease Agreement for approximately 7,736 square feet of office space at Montgomery - Gibbs Executive Airport, located at 8525 Gibbs Drive, Suite 120, San Diego, CA 92123

Mr. Martindell made a motion to recommend revised wording from the committee authorizes to the committee recommends. Mr. Franzen seconded the motion to approve the revised item. Motion passed unanimously.

7. INFORMATIONAL ITEMS

A. Staff Reports

Airport Management - Jorge Rubio, Deputy Director

- Mr. Rubio introduced Rosie Holmes, Senior Clerk Typist and new Airport Operations Assistants. By this time next week, City airports will have 24/7 coverage, either by Airport Operations or the security company at night.
- Mr. Rubio sends farewell to staff member as they have accepted a promotional opportunity with another department.
- Staff are one step closer to have retail unleaded aviation fuel at MYF. The purchase order for the fuel bowser has been approved and the expected delivery date is approximately three months out. In the meantime, staff is negotiating a lease for the tank with CrownAir Aviation as they are the ones who will be selling the fuel.
- Except for reduced traffic and some leaks, the storms did not have a significant effect on Airports. The Economic Development Department did have several staff members at the City's Emergency Operations Center.
- Mr. Rubio attended Career Day at San Ysidro High School on October 2nd and connected with approximately 90 students. Some students will be pursuing careers in aviation.

Federal Updates:

- The Airports were allocated Bipartisan Infrastructure Law Grants for both airports. MYF was allocated \$851K and Brown Field Municipal Airport (SDM) \$294K that's a total of \$1.145 Million for Airport Infrastructure Projects that will help us pay for our much-needed infrastructure.
- The Federal Senate Committee approved the passage of the FAA reauthorization for five years. The legislation is now on its way to the Senate Floor.
- Some highlights of the Bill include:
- Reform and digitize systems such as the FAA aircraft registry and Part 135 certification to enhance safety and efficiency.

- Improve FAA aeromedical policies and procedures related to pilot mental health and other matters.
- Modify supplemental oxygen requirements under Part 135 to increase the flight level (FL) threshold from FL 250 to FL 410.
- Position the U.S. as a leader in advanced air mobility (AAM), directing a practical regulatory path and investments in electric infrastructure to help scale AAM at U.S. airports.
- Increase student loan caps for accredited flight education and training programs to make the pilot career path more accessible to everyone and grow the pilot workforce.
- Strengthen air traffic controller workforce staffing.
- Direct the FAA to implement a plan to strengthen international engagement on safety, certification and integration of valuable new technologies.

Other Notes:

- Hangar pavement rehab expected to start in the next 60 days, staff are working with contractor to gather signatures for the final agreement.
- Robert's Rules of Order training was cancelled due to weather but is rescheduled for February 28th. Reach out to Mr. Rubio to sign up for this training.
- Mr. Rubio mentions that there is a proposal to enhance the intersection at Glen Curtis Drive and Gibbs Drive. Staff will be presenting the proposal at the next ACC for input.

Mr. Ricotta asked if the new MYF operations schedule is 7 days a week. Mr. Rubio confirms the schedule as 24/7, 7 days a week.

Mr. Gordon asked who sets the fuel price. Mr. Rubio stated that staff is discussing this.

Mr. Gordon asked if the city would look at the traffic lights on Aero drive and Curtis. Mr. Rubio says he will talk with traffic team about the concern.

Real Estate, Lease Administration – Jennifer Bearse, Program Manager

- Staff are hiring an intern to assist the Lease Administration Team and are waiting for a background check to clear.
- Obtained a judgement against the Lessee for possession and waiting for updated writs of possession. Airports is working with the Chief Administrative Office (CAO) and Sheriff to obtain possession of the ABRE Leasehold.
- Sorbi Aviation Lease Renewal is Pending appraisal
- EAA to exercise option to extend the size of the leasehold. Pending appraisal.
- Staff are working with Lessee to revise some of the uses in some of the leases from light industrial to industrial and research services and add provisions to provide lenders with more protections for the San Diego Airpark (MAP) Project Brown Field project.
- The San Diego Community College District Lease renegotiated to provide for ZEMBOP provisions. Scheduled for Council on February 26, 2024.
- Staff are scheduling a meeting with Corporate Helicopters. Corporate Helicopters is working with DSD to process plans for the proposed development. They are finalizing NEPA documents to submit to FAA. They are requesting changes that will affect the leasehold for Executive Airpark. Staff is working with EA and Corporate Helicopters to amend their leases.
- Staff are working with Purchasing & Contracting to release the RFP for services of a Property Management Company.
- Council approved 8 New leases for existing tenants on February 6, 2024.
- Staff are negotiating new 3-year leases for existing office tenants

- 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
- The electrical work for Lot 8A has been completed.

Mr. Ricotta asked question about the process of the notices being provided to those with the ABRE leasehold. Ms. Bearse responds that a lockout will occur by the Sheriff's Department. Mr. Rubio finished with saying that the Sheriff's Department will come out and lock each space one-by-one the writs are received.

Mr. Reid asked question when someone will take over the previous FAA leasehold and how long the turnover would be on that building. Ms. Bearse responded that we already have an interested tenant and staff is working towards a new lease.

Mr. Reid asked what the building vacancy rate was. Ms. Bearse stated that building 8525 has a 77% occupancy rate leased, buildings 8665 and 8575 is at 20% leased.

Mr. Reid asked what the approximate square footage of space unused was. Mr. Rubio states the building are 36,000 sq/ft but there is more to that as the building conditions need to be assessed and upgraded. Stated the previous conditional assessment reported several million dollars. Mr. Rubio stated that the city does not have funds for that currently.

Mr. Reid asked what the average per sq/ft rent. Ms. Bearse gave approximate full-service rate of \$1.95. Mr. Rubio answered that staff is working on potential redevelopment of the area.

Mr. Reid asked why the city does not just sell the real estate. Ms. Bearse stated that The City does not have a policy to sell real estate at this time.

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

- There were over 28,000 Operations in January.
- The lit taxiway direction signage was replaced for Taxiway Charlie at 28R.
- Gate 6 was repaired.
- California Aviation Day is scheduled for February 27 on the West steps of the State Capitol.
- Six new Airport Operations Assistants were hired, Yan Yiang, James Miramontes, Kenneth Hernandez, Corbin Green, Kazuo Shirai, and Ricardo Sevilla. They will be scheduled at Montgomery and Brownfield to provide staffing from 6 AM to 9PM.

Mr. Reid asked if the paving project is expected to start in 60 days or less. Mr. Reed stated that both the city and the contractor have faced challenges, but the contract is with the contractor for final execution. Once contractor returns paperwork, staff will be able to issue a kick-off meeting. Staff is working to get this implemented as soon as possible. Mr. Broadbent stated that the operations team is sweeping in this area more often.

Mr. Gordon asked about sweeping brushes the operations team uses. Mr. Broadbent states that staff use the vacuum but also occasionally the staff will use brushes.

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

- SDM had 7,580 operations in January. Up 6% for the month compared to last year. Total count (Calendar/YTD) 7580 operations up 6% total count for the same time last year (7169).

- Gate #5 is down.
- Storm water sample taken and submitted to lab awaiting results.
- NOTAM prohibiting aircraft 100K or greater from taxing on G (Golf) Taxiway east of C (Charlie) and west of D (Delta) Taxiways still in effect.

Mr. Frazen asked what happens if the storm water sample fails. Mr. Schwartz responded that more samples would have to be taken.

Mr. Ricotta asked if we could implement a NOTAM with the options for pilots stated with a caution. Mr. Rubio stated our team will look into this NOTAM and if staff can include that they would.

Mr. Rubio states that the San Diego Air Park is eager to start the upcoming project at SDM. Stated there are a few approvals needed prior to breaking ground but MAP is hoping to break ground before the end of February.

Mr. Franzen asked what for an update on the progress with the Fire Departments hangar. Mr. Rubio responded that the environmental assessment is still going on and that he is unaware of any expected date of completion. Mr. Rubio stated he will follow up on this project.

Mr. Franzen asked about the runup space on the masterplan. He also expresses concerns for the runup wait times causing environmental impacts. Mr. Rubio states that the masterplan process is still going on. The consultant is working on the technical reports at this time. There have been amendments on this plan previously and staff can discuss the possibility to add on this project onto the plan. Mr. McClain states that the runup area is the biggest limit on tower operations. Mr. Rubio states that the options for a runup area will be a priority to staff.

B. Air Traffic Control Tower Report

Mr. McClain reported over 28,000 for the Air Traffic Control Tower in January which has been reported as the busiest January ever for MYF. Tower is averaging 25,000 movements per month. Reported owls on the tower at night. No new controllers will be starting anytime soon. Staffing levels are good at this time.

C. Other Reports

None

8. COMMITTEE COMMENTS

None

9. ADJOURNMENT

The meeting adjourned at 4:07 p.m. Next meeting will be March 13, 2024.

Respectfully submitted,

Hannah Sax
Program Coordinator