

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**ADOPTED MINUTES**  
**Meeting of January 12, 2021**

**Montgomery-Gibbs Executive Airport,**  
**3750 John J. Montgomery Drive, San Diego, CA 92123**  
Via teleconference

**1. CALL TO ORDER**

Chairman Reid called the meeting to order at 3:08 PM.

**2. ROLL CALL**

A quorum was present.

<b>MEMBERS PRESENT:</b>	<b>MEMBERS ABSENT:</b>
Buzz Gibbs Kearny Mesa Community	J.H. Aldrich Montgomery Field Aviation Lessee Community
Lisa Golden <b>(L)</b> Otay Mesa Community	Jackie Ander Serra Mesa Community
David Gordon Special Expertise	Tom Ricotta Brown Field Aviation Lessee
Ron Lee Brown Field Aviation User Group	
Gary List Brown Field Aviation User Group	
Rich Martindell Special Expertise	
Vice-Chairman Chuck McGill Montgomery Gibbs Aviation User Group	
Mike Ogilvie Tierrasanta Community Council	
Chairman Tom Reid Clairemont Community	
Joel Ryan* FAA Air Traffic Control Tower	<b>(L)</b> = Late

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

**STAFF PRESENT:**

Jorge Rubio, Charlie Broadbent, Enza Charles, Thurman Hodges, Millie Moore, David Reed, and Andy Schwartz.

**3. NON-AGENDA PUBLIC COMMENT**

None

#### 4. APPROVAL OF MINUTES

Chairman Reid requested any comments, changes, or deletions to the meeting notes from the November 10, 2020. Mr. Gordon made a motion to approve the minutes, seconded by Vice Chairman McGill, all in favor, approved unanimously as written.

#### 5. UNFINISHED BUSINESS

A. Receive and File – Clarification on the Proposed Airports Division Business Plan

No public comment.

Mr. Rubio reported that at the last AAC meeting questions were raised regarding the Proposed FY22 Airports Division Business Plan contracted services and he gave a detailed explanation of the Operational Expenses (Salaries & Benefits, Services & Supplies, etc. for both Montgomery - Gibbs Executive Airport (MYF) and Brown Field Municipal Airport (SDM).

#### 6. NEW BUSINESS

A. Airports Advisory Committee Review of AAC Bylaws

No public comment.

Mr. Gordon asked if members of AAC subcommittees had to be members of the AAC

Mr. Rubio stated the majority of the AAC subcommittee must be members of the AAC committee.

Mr. Martindell moved to accept the Bylaws. All in favor, motion passed unanimously.

#### 7. STAFF REPORTS

Brown Field Municipal Airport – Mr. Schwartz, SDM Airport Manager

- There were 100,000 operations in Calendar 2020 up 16% from 2019.
- Contractor completed mowing operations at SDM.
- Airport Operations is monitoring weather conditions during this rainy season, awaiting a qualifying event in order to collect a storm water sample.
- Gate 1 loop detector is down. Exits from that gate are currently not available but entries are.
- Continuing to work on concrete repair on Taxiway Golf.
- The final draft of Runway Safety Action Team meeting notes will be distributed as soon as they have been received.

Montgomery Gibbs Executive Airport – Mr. Broadbent, MYF Airport Manager

- MYF operations totaled over 23,000 in December 2020, up 13.5% higher than last December.
- The construction of the new emergency standby generator was completed in early December.
- Airport Operations Assistant Mark Reiner accepted a position with the County of San Diego at Palomar Airport. Currently in the process of recruiting to fill that vacancy.
- Gate 4 is down pending replacement of the motor and smart board.
- The San Diego Fire Rescue (SDFR) Helicopter Parking Pad construction started December 7, 2020 and the duration will be a total of 120 days.
- Crownair has occupancy of their new FBO building.

Chairman Reid shared positive feedback he has received regarding the gate access cards.

Mr. Gibbs asked when Gate 4 will be fixed. Mr. Broadbent responded the Purchase Order is being processed and should be done in the next few weeks.

Mr. Gordon inquired about the plan to rehabilitate the pavement on Taxiway Charlie. Mr. Broadbent responded the pavement repair will be included in the Runway 28L left rehabilitation project. Mr. Rubio stated there is a Pavement Maintenance and Management Plan which shows what kind of pavements surface will fail sooner and prioritizes them based on the available data.

Airports Real Estate – Ms. Charles, Airports Asset Manager

- The Gibbs Leasehold project is tentatively scheduled to be submitted to Housing Committee (H&LU) on March 2021. MYF properties doing business as usual (DBA) Executive Airpark is the recommended proposer.
- Corporate Helicopters will be resubmitting the project to DSD and schedule a follow-up meeting to discuss environmental concerns.
- The City exercised the option for Crownair to lease Option Area 1 and add 1.4 acres to the leasehold effective November 1, 2020 and currently processing the lease amendment.
- Maintenance and repairs are performed at MYF Office/Retail Complex for Engineering & Capital Project (E&CP) move in.
- The tenant improvement work at 8525 building will be completed by 1/30/21 for 24,171 sq. ft of office space by City Attorney Office (CAO) and specifications are being prepared for an additional 32,957 sq. ft of office space at 8775 Gibbs Drive. The Memorandum of Understanding (MOU) is being reviewed by CAO. The rent for the 1<sup>st</sup> MOU (8235) is \$42,299 per month for 24,171 sq. ft. and the rent for the 2<sup>nd</sup> MOU (8775) is \$52,731 per month for 32,957 sq. ft. with total for both buildings of \$95,030 per month.
- The FAA lease is in the process of being finalized with the FAA Flight Standards Office and expected approval is in March 2021.
- A Finding of No Significant Impact (FONSI) is expected in 1<sup>st</sup> quarter of 2021 for Metropolitan Airpark Development Project (MAP) and then project can move forward.
- The Fiber Optic installation has been completed SDM
- The Association of Retarded Citizens (ARC) of San Diego at 9575 Aero Drive informed MYF they wanted to sell that building. The City has an undivided 51% of land and 0% interest of the building and land improvements and ARC has an undivided 49% interest in the land and 100% undivided interest in the building and land improvements. Currently trying to determine if the general fund has an interest in the building.
- There are no vacancies on hangars or tie-downs at LOT 8A.
- The appraisal for rent adjustment for the San Diego Police Department (SDPD) has been completed and rent adjustment has been done from \$453,279 to \$483,200 annually.

Mr. Gordon inquired about Executive Air Park and when will the lease be signed by Crownair. Ms. Charles responded that there have been delays due to COVID-19 and that March is the soonest that it can be submitted for approval. Mr. Rubio added a comment explaining that we are also in the process of finalizing some details between both bodies for smooth transition. Mr. McGill inquired about the status on the Four Points by Sheraton Hotel. Ms. Charles responded it is still in litigation. Mr. Rubio stated the hotel is paying the rent now and MYF is collecting monthly payments. There are some litigation issues that cannot be discussed.

Deputy Director Report – Mr. Rubio

- At the February AAC meeting Mr. Reed will be providing a report on the projects that are taking place at both airports.
- Mr. Rubio shared his appreciation to all the tenants for all the cooperation during these unprecedented times.

- Ms. Chao, the United States Secretary of Transportation and Mr. Shaefer the Deputy Administrator of Airports have resigned effective January 11, 2021. MYF is working with the current Airport District Office Manager along with new staff in making sure the projects at hand are moving along.
- The airports are continuing to follow the COVID-19 protocols and meetings are virtual at this time. Staff can help over the phone.
- An item discussed at previous AAC meeting was the NAVY proposing a drop zone next to SDM potentially affecting traffic 35-40 days per year at the airport. The City is concerned about it as it will affect pilots a tenant and is currently working with the FAA and the Navy to make sure all safety regulations are followed.
- The planning was started to rehabilitate Runway 8R/26L at SDM and it could take a few years for the planning and construction. The FAA is looking to reimburse Airports in 2024 and initially airports will have to pay approximately \$500,000 this year. There is a Request for Proposal (RFP) for consulting design a project and anticipating awarding it soon.
- Customs and Border Protection (CBP) operate out of 500 sq. ft. at the terminal building and they have several design standards that the airport is not able to meet. They have demanded that the City provides them with this aviation facility. The previous cost was about \$3,000,000 for a building outside on the main ramp. The City met with CBP and is looking at space in the terminal building to make it more affordable. The City does not currently pay CBP staff for any cost, for the past 30 – 40 years the airports hasn't paid CBP for salary or staff cost which would be about \$500,000 annually. Mr. Rubio will discuss this item further in the future AAC meeting.
- A new airfield sweeper will be delivered to SDM before June and the FAA is paying the full cost of the sweeper.
- At MYF the City will be grooving Runway 10L/28R to improve safety during inclement weather a scope of work is being prepared and staff is working with FAA to get reimbursement.
- Mr. Rubio shared a picture of the Coast FBO development and the Crownair building. Both FBOs are at MYF and happy to have them here.
- Mr. Rubio has met with the new director of Boards and Commission who is looking for ways to improve the process to assign all committee members including the AAC.

Mr. Martindell inquired about public meetings regarding questions/public comments related to the NAVY drop zone topic. Mr. Rubio responded currently there are request for input from organizations and SDM tenants. Once information is available, Mr. Rubio and/or Mr. Schwartz can share with the users.

Mr. Gordon inquired about the projected cost for the CBP facility inside the terminal in comparison to the stand-alone facility costs. Mr. Rubio responded a meeting with CBP staff who oversee design will be held and Public Works Department members who are also involved in the previous design to obtain some numbers. Currently, Mr. Rubio will be using the \$3,000,000 figure and more information is to follow in the next two to three months.

Chairman Reid requested a clarification on the CBP cost. Mr. Rubio explained in more detail there were additional environmental concerns with the building outside which would have impeded the construction of the CBP facility. CBP was working with another individual to build a temporary facility and negotiations were not successful. As a result, it is the City who will have that responsibility.

## **8. AIR TRAFFIC CONTROL TOWER REPORT**

- There are no changes in staffing.
- A Letter of Agreement (LOA) is being drafted between the Tower and the City regarding Runway Hold Short Markings on Runway 23, once finished the LOA will

then be forward to Mr. Broadbent for his review. Once the LOA has been approved, we can move forward with placing Hold Short Markings on Runway, 23 short of Runway 28L and additionally north of Runway 28R.

- Currently working on helicopter LOA to standardize helicopter operations at MYF and it is in a noise study with the FAA.
- There was an incident on the airfield regarding bicyclist who gained access to the airfield, no injuries occurred. Mr. Ryan is requesting an update on the incident.
- The number of operations in January 2020 has been low compared to last year in January as last years.

Chairman Reid inquired about the bicyclist incident. Mr. Ryan responded that there was pedestrian deviation with a bicyclist. The bicyclist gained access to the airfield and crossed Taxiway Hotel onto Foxtrot, crossed Runway 5, then got on to ABLE (San Diego Police Departments Airborne Law Enforcement) Base, wandered the area, got back on his bike and crossed back onto Foxtrot, crossed Runways 10R and 10L and went eastbound on Runway 10L and then went north on Runway 23. The pedestrian than scaled the fence near the 94<sup>th</sup> Aero Squadron Restaurant exiting the airfield. Chairman Reid inquired about the ratio of numbers in operations to the next level of FAA support salary. Mr. Ryan responded that number of operations has not been hit yet.

#### **9. OPERATIONS AND AIRCRAFT NOISE REPORT**

There are no public comments for this item.

Mr. Rubio stated that the annual noise report has been distributed and it shows improvement from last year.

#### **10. COMMITTEE COMMENTS**

No public comments submitted for this item.

#### **11. ADJOURNMENT**

The meeting adjourned at 3:59 PM.

Next meeting will be held February 9<sup>th</sup>, 2021

Respectfully,  
Millie Moore