



AIRPORTS ADVISORY COMMITTEE

Meeting Notice and Agenda

Wednesday, November 8, 2023, 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:** Chuck McGill

Committee Members: Tom Ricotta, David Gordon, Ron Lee, Richard Martindell, Richard Ram, James Aldrich, Gary List, Chase Michael Franzen, Donald Chick 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/1600600673>

To join by telephone:

Dial 1-669-254 5252

When prompted, input **Webinar ID:** 160 060 0673

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 Andrea Berlanga at 858-573-1433 or amberlanga@sanidiego.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 Andrea Berlanga at 858-573-1433 or amberlanga@sanidiego.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. October 11, 2023

5. UNFINISHED BUSINESS – None

6. NEW BUSINESS

- A. Approval of the Airports Advisory Committee Meeting Calendar for Calendar Year 2024

7. INFORMATIONAL ITEMS

- A. Staff Reports
- B. Montgomery – Gibb Executive Airport Air Traffic Control Tower Report
- C. Other Reports
 - Monthly Airport Operations Reports – October 2023
 - Monthly Noise Management Report – October 2023
 - Airports' Projects Status Report – October 2023

8. COMMITTEE COMMENTS

9. ADJOURNMENT

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
DRAFT MINUTES
Meeting of October 11, 2023

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:

Chair Tom Reid Clairemont Community	J.H. Aldrich Montgomery Field Aviation Lessee
Tom Ricotta Brown Field Aviation Lessee	Joel Ryan* FAA Air Traffic Control Tower
Rich Martindell Special Expertise	Chase Michael Franzen Kearny Mesa Representative
David Gordon (Late) Special Expertise	
Gary List Brown Field Aviation User Group	
Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group	
Richard Ram (Late) Serra Mesa Community	
Ron Lee Brown Field Aviation User Group	

MEMBERS ABSENT:

*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, Frank Santana, Debbie Shauger, Andrea Berlanga, Andy Schwartz, Cheryl Mossa, Jennifer Bearse, and Jerry Magner

3. NON-AGENDA PUBLIC COMMENT

None

4. APPROVAL OF MINUTES

Vice-Chair McGill corrected the price for a ticket to fly in the Ford Trimotor to be \$95 for non-Experimental Aircraft Association members. Mr. Gordon made a motion to approve minutes with correction. Vice-Chair McGill seconded the motion. Motion passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

- A.** Advise Staff to Reconsider the Relocation of the United Airlines Terminal Hangar from San Diego International Airport to Montgomery – Gibbs Executive Airport

Mr. Rubio provided a presentation on the potential relocation of the United Airlines Terminal Hangar (UATH) to MYF. He provided background and information on the item, including the fact that initially the proposed transaction was to be between the San Diego International Airport Authority and Crown Air and a discussion place.

Mr. Gordon then made a motion to recommend that the Mayor, if possible, pursues the relocation of the UATH to MYF. Mr. Martindell seconded the motion. Mr. Ram opposed the motion. Motion passed.

7. INFORMATIONAL ITEMS

A. Staff Reports

Airport Management - Jorge Rubio, Deputy Director

- The reappointments of committee members Tom Reid, Dave Gordon and Ron Lee have were announced. Dr. Donald Chick is the new community member representing the Tierra Santa community.
- Staff is hiring a Program Coordinator who will assist the Airport Programs. Airport Operations is hiring Airport Operations Assistants.
- Staff participated in the 92123 Community Celebration last month at the Serra Mesa Recreation Center. The zip code coincides with the date only once a century.
- Leaseholders were reminded that the City is having have a meeting October 16th and 18th regarding the Zero Emissions Municipal Building and Operations Policy. All leaseholders should have received an email with all the information.
- Staff is continuing to move forward with the Unleaded Fuel Tank Project and is working with Engineering and Capital Projects. Also, staff is working to purchase a 1000-gallon fuel bowser and staff has been cleared to proceed with the internal procurement process.
- Staff will meet with the Federal Aviation Administration (FAA) regarding the Airport Capital Improvement Program.

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

- MYF had over 28,000 operations in September.
- Contractor finished a mow at MYF.
- Staff has completed a sweep.
- The annual stormwater inspection has been completed.
- The CALTRANS airport inspection was conducted, and the airport master record was updated.
- Ford Trimotor will visit MYF October 12th through October 15th.

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

- SDM had 7,223 operations in September.
- Contractor is currently conducting a mow at SDM.
- Monday, October 23rd, the runway and taxiway markings will undergo a restriping. Staff will have the runway and taxiways closed from 5:00 a.m. to 10:00 a.m.

- Staff attended the annual Runway Safety Action Team (RSAT) meeting on September 27, 2023.
- The FAA is working on the parking lot near the Air Traffic Control Tower.
- Staff has hired a new Grounds Maintenance Worker II.

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

- Staff has drafted proposed changes in some of the leases at SDM from light industrial to industrial and research services and to allow for Phase I to be developed in two phases. The project continues to move forward.
- The City obtained a judgement against the Lessee for possession and is redoing a writ of possession for the property to include all occupants of the site. Airport Management is working with the CAO on this process.
- Draft lease has been approved by the San Diego Community College District Processing lease for Council approval. Lease term shall be three (3) years including two (2) options to extend the term of the Lease for two additional three-year periods.
- Staff met with tenant Sorbi for the Spider's Hangar to discuss the terms of a new lease. Staff is drafting a new lease for nine (9) year fixed term.
- Corporate Helicopters is working with DSD to process plans for the proposed development. Staff is scheduling a meeting to review project status and to discuss changes that will affect the leasehold for Executive Airpark. Staff is working with EA and Corporate Helicopters to amend their leases.
- Hangar Electrical work for Lot 8A is continuing.
- There are currently 3 Tie-downs available at City's Lot 8A that will be used as temporary parking for aircraft displaced for the electrical work within their hangars.
- Staff has drafted a MOU with Parks & Recreation to lease a vacant parking lot at 9485 Aero Dr. This project will generate over \$10,000 per month rent. Appraisal pending.
- Staff is working with Purchasing and Contracting to release the Request for Proposal for services of a Property Management Company.
- Staff are working on negotiating new 3-year leases for existing office tenants.
- Negotiating new leases for existing customers for Council approval
 - Lease terms range from 2 – 5 years, with options to renew for 3-5 years past their initial lease terms. The timeline for City approvals and full execution of the leases is by year end.

B. Air Traffic Control Tower Report

None

C. Other Reports

None

8. COMMITTEE COMMENTS

None

9. ADJOURNMENT

The meeting adjourned at 3:43 p.m. Next meeting will be November 8, 2023.

Respectfully submitted,

Andrea Berlanga
Administrative Aide I

DRAFT

AIRPORTS ADVISORY COMMITTEE 2024 REGULAR MEETING CALENDAR

**Second Wednesday of each month at 3:00 PM, except August, and
December.**

- 1. January 10, 2024**
- 2. February 14, 2024**
- 3. March 13, 2024**
- 4. April 10, 2024**
- 5. May 8, 2024**
- 6. June 12, 2024**
- 7. July 10, 2024**
- 8. August (Recess)**
- 9. September 11, 2024**
- 10. October 9, 2024**
- 11. November 13, 2024**
- 12. December (Recess)**

***The location of each meeting will be announced in advance and in accordance
with the Brown Act.**

Monthly Airport Operations Report

October 2023

MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Oct-23	Oct-22	% Diff
	32,821	26,825	22.4%

Based A/C	418
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Flight Operations (CY)	2023 YTD	2022 YTD	% Diff
	267,514	260,912	2.5%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	120,295	102,287	17.6%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees	\$4,205.21	\$5,973.95	-29.6%
Transient A/C Parking	\$3,122.00	\$6,797.00	-54.1%
Monthly A/C Parking	\$154,864.52	\$171,369.13	-9.6%
Vehicle Parking	\$249.00	\$214.00	16.4%
Conference Room*	\$1,060.00	\$580.00	580.0%
Other	\$1,258.98	\$2,610.00	-51.8%
Total	\$164,759.71	\$187,544.08	-12.1%

Total Operations 10-Year History	
2022	307,188
2021	292,805
2020	276,208
2019	253,090
2018	226,588
2017	207,103
2016	200,676
2015	216,295
2014	215,114
2013	186,192

BROWN FIELD MUNICIPAL AIRPORT (October numbers will be provided the day of the meeting)

Flight Operations (Month)	Sep-23	Sep-22	% Diff
	7,223	6,806	6.1%

Based A/C	157
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Flight Operations (CY)	2023 YTD	2022 YTD	% Diff
	69,550	72,543	-4.1%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	23,693	24,472	-3.2%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees	\$11,553.00	\$17,171.00	-32.7%
Transient A/C Parking	\$1,527.00	\$1,438.00	6.2%
Vehicle Parking	\$10,409.00	\$10,758.00	-3.2%
Other	\$0.00	\$938.00	0.0%
Total	\$23,489.00	\$30,305.00	-22.5%

Total Operations 10-Year History	
2022	94,925
2021	106,001
2020	100,462
2019	86,358
2018	78,916
2017	77,355
2016	86,027
2015	93,529
2014	90,266
2013	89,707

Monthly Noise Management Report- October 2023

Montgomery Gibbs Executive Airport

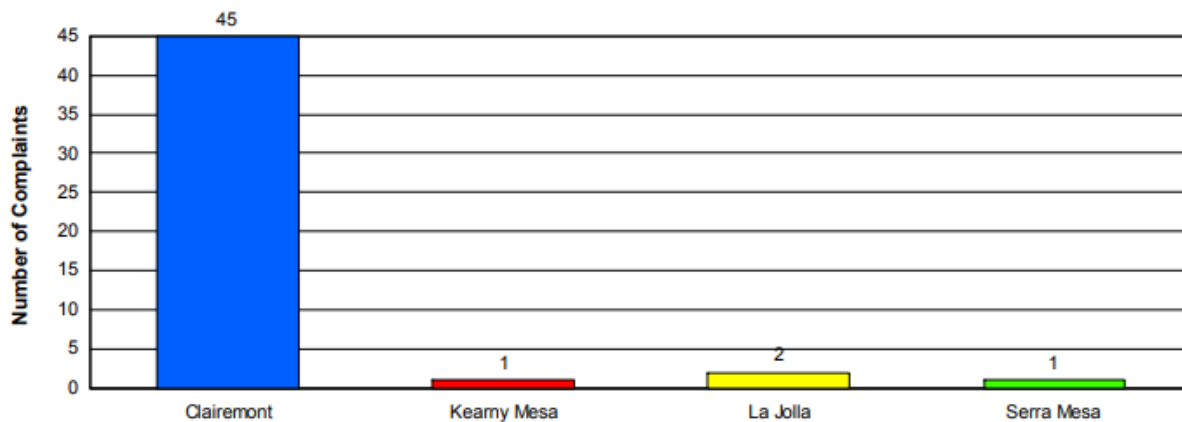
Noise Abatement Violations*

Day: 0

Night: 0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 49

Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	2	45	141
Kearny Mesa	1	1	9
La Jolla	2	2	7
Serra Mesa	1	1	7
Totals:	6	49	164

*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



Department of Real Estate and Airport Management

Monthly Noise Management Report- October 2023

Brown Field Municipal Airport

Community Complaint Totals

No Complaints Recieved

Community Complaint Details

No Complaints Recieved

*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



Department of Real Estate and Airport Management

Projects Progress Update

November 2023

Montgomery-Gibbs Executive Airport (MYF)

- MYF Unleaded Aviation Fuel Tank Installation (Priority Project)
 - Department of Engineering and Capital Projects routing Mayoral Action for Design Contractor
 - Unleaded Aviation Fuel Bowser – Waiting for vendor documents to complete purchase order
- MYF Pavement Repairs Flattop Marigold
 - Routing Mayoral Action
- Master Plans Contract
 - Scheduling Weekly Meetings with C&S and City Planning Department to streamline EIR updates
- MYF Terminal Parking Lot East Rehabilitation
 - In Design
- Spiders Lot Pavement Rehabilitation
 - In Design
- MYF Terminal Apron Rehabilitation
 - Conducting Geotechnical Report
- MYF City Hangars West (Lot 8A) Electrical Upgrade
 - Phase Four began October 16th (Hangars 9, 16, 17, 18, 20, 21, 22, 23, 24, 25, 26)

Brown Field Municipal Airport (SDM)

- Runway 8R/26L, Taxiway Bravo Rehab, Taxiway Charlie (G1) Rehab Realign, Pavement Removal Project
 - FAA Reviewing 30% Design
- San Diego Airpark Project
 - Work is continuing to establish of the Mitigation Lands
 - General Grading permit for the project has been issued
- Customs and Border Protection General Aviation Inspections Facility
 - Meetings between San Diego Airpark, CBP, and the City are taking place to scope the design and location of the new facility