

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
MINUTES
Meeting of July 12, 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: | MEMBERS ABSENT: |
|---|--|
| Chair Tom Reid Clairemont Community | J.H. Aldrich Montgomery Field Aviation Lessee |
| Tom Ricotta (Late) Brown Field Aviation Lessee | Ron Lee Brown Field Aviation User Group |
| Rich Martindell Special Expertise | Gary List Brown Field Aviation User Group |
| David Gordon Special Expertise | |
| Chase Michael Franzen Kearny Mesa Representative | |
| Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group | |
| Richard Ram Serra Mesa Community | |
| 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:
 David Reed, Charles Broadbent, Thurman Hodges, Frank Santana, Debbie Shauger, Andrea Berlanga, Andy Schwartz, Cheryl Mossa, and Silvana Fernandez

3. NON-AGENDA PUBLIC COMMENT
 Bob Turner requests a possible change in the traffic pattern altitude. Chair Reid has submitted Mr. Turner’s comment about the traffic pattern altitude to Mr. Ryan with the Air Traffic Control (ATC) Tower for further review.

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

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

None

7. INFORMATIONAL ITEMS

A. Staff Reports

Program Manager, Airport Management - David Reed on behalf of the Jorge Rubio, Deputy Director

- Staff is continuing to work with Engineering and Capital Projects (ECP) to procure a design contractor for the unleaded fuel tank and Montgomery-Gibbs Executive Airport (MYF). Staff has received all rules for the design contract and are currently working to issue a purchase order and notice to proceed. Staff is also exploring other efforts to get unleaded fuel to the airports as soon as practical.
- Staff is currently recruiting for the Program Manager Position for the Lease Administration with Airport Management. A Conditional Offer has been made.
- Staff met with the acting Airport District Office Manager for the Federal Aviation Administration, Nardos Wills, at the Brown Field Municipal Airport (SDM).
- Staff is currently working on tree trimming at SDM.
- The Hotel transfer occurred, and the City was paid back \$900,000. Approximately \$370,000 is going to the Airport Enterprise Fund.
- Staff is continuing to work on the Airport Master Plan.
- Staff is working with the ECP to utilize the City's job contractors to complete the repairs of Flat Top Marigold West and sections of Taxiways Charlie and Bravo at MYF. There are currently not enough funds earmarked in the city-wide contract in order to complete the repairs. However, staff is working with ECP to add this work to a new contract that's being created and should be completed by mid-August. Work is estimated to begin by mid-September.

Real Estate, Lease Administration – Mr. Thurman Hodges, Supervising Property Agent

- Mr. Hodges introduced the new Property Agent of the Airport Management's Lease Administration team, Cheryl Mossa.
- Staff has completed the Hotel assignment and the new owners took over on June 29, 2023.
- Staff has obtained a judgement against the Lessee for possession and received the writ of possession for the ABRE leasehold at SDM. Staff is working with the Sheriff to schedule a lockout.
- San Diego Airpark has reported that they have interest from a hotel developer. They have also determined there is less demand for retail use on the property. Staff is working with Lessee to change some of the uses in the leaseholds.
- Staff is drafting amendments for the San Diego Airpark leases to allow phase one, the aviation Fixed Base Operators (FBO) to be developed in two phases within seven years.
- Staff has sent a lease draft to San Diego Community College and is pending their response.
- Staff is currently working with Corporate Helicopters to adjust their leasehold boundaries.
- Staff continues to work on a Request for Proposal for services of a Property Management Company to manage the three office buildings and the retail center.
- Repairs have been completed at the retail center.
- Staff is currently negotiating new leases with the retail center.

- Electrical work for Lot 8A has started.
- 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.
- Flattop Marigold consumer price index letters were e-mailed last week for the July 1, 2023, increase.

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

- MYF had over 28,000 operations in June.
- The computer airport lighting has been installed.
- The Runway Safety Action Meeting with the ATC tower is scheduled via Zoom for July 25, 2023, from 10:00 a.m.-12:00 p.m., all are welcome to attend.
- Staff is currently working with the ATC tower on best practices and education with the newly added six geographic position markers.
- Mr. Broadbent announced the departure of Airport Operation Assistant, Jason Bowen. Jason's last day is July 19, 2023.
- Staff is currently conducting interviews to fill all vacancies.

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

- SDM had 8,160 operations in June.
- SDM tower hours have been amended due to staffing issues. Normal operating hours are projected to resume in August.
- Runway 26L 8R will close next week, Monday-Friday from 8:00 a.m.-4:30 p.m., to conduct survey work regarding the runway rehabilitation project.
- Marking touch-ups and routine maintenance will be conducted on the taxiways and runways at SDM.
- An offer as been made for the Grounds Maintenance Worker II position.
- Staff will conduct interviews for the Equipment Operator position.

Mr. Franzen asked how many employees work in the tower at SDM and what is full staffing. Mr. Schwartz responded that a max of five employees work in the tower at a time. There are currently two employees in the tower.

B. Air Traffic Control Tower Report

Mr. Ryan advised that the ATC Tower has been short-staffed at MYF. However, staff are in the process of getting the new trainees certified.

C. Other Reports

None

8. COMMITTEE COMMENTS

Mr. Ram asked about the noise complaints received from Rancho Santa Fe and North Park area. Mr. Reed advised that staff must document all complaints received if staff could determine that the aircraft came from one of the City's Airports.

9. ADJOURNMENT

The meeting adjourned at 3:34pm. Next meeting will be September 13, 2023

Respectfully submitted,

Andrea Berlanga
Administrative Aide I