

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
MINUTES
Meeting of May 10, 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 Brown Field Aviation Lessee	Joel Ryan* FAA Air Traffic Control Tower
Rich Martindell Special Expertise	
Ron Lee Brown Field Aviation User Group	
Gary List Brown Field Aviation User Group	
Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group	
Richard Ram Serra Mesa Community	
David Gordon Special Expertise	
Chase Michael Franzen Kearny Mesa Representative	

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

STAFF PRESENT:
Jorge Rubio, David Reed, Charles Broadbent, Frank Santana, Debbie Shauger, Andrea Berlanga, Andy Schwartz, and Latesha Newell

- 3. NON-AGENDA PUBLIC COMMENT**
Sandra Stahl affiliated with Clean Earth for Kids raises concern about the development of the unleaded fuel tank at MYF and requested that staff work on making this project their priority with obtaining Swift UL94 unleaded fuel.

4. APPROVAL OF MINUTES

Mr. Martindell made a motion to approve minutes as written. Vice-Chair McGill seconded the motion. Motion passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Receive and File the Fiscal Year 2024 Airport Management Enterprise Fund Proposed Budget

Mr. Rubio gave a presentation on the proposed budget for the fiscal year 2024 Airport Management Enterprise Fund. He provided a summary of the fiscal year 2023 accomplishments as well as upcoming projects for fiscal year 2024. Mr. Rubio also provided a summary on the existing climate action plan and future climate action plans for fiscal year 2024.

Significant budget adjustments for fiscal year 2024 include repair and maintenance of commercial and retail center and airfield at both airports, additional positions to assist in airport operations and airport management, new lease management software, and revised revenue.

Staff is requesting three new Airport Operations Assistant positions for MYF and SDM to have 24/7 coverage. Staff is also requesting one Program Coordinator position to work on airport projects. Additional budget adjustments include non-discretionary adjustments, salary and benefit adjustments, reallocation of a program manager, support for information and technology, and adjustment to reflect one-time revenues and expenditures and the annualization of revenues and expenditures.

The proposed fiscal year 2024 airports capital improvement program budget includes Rehabilitation of the MYF Terminal Apron, Rehabilitation of SDM Runway 8R/26L and Taxiways Golf 1, Bravo, Charlie, and Realignment of Taxiway Charlie. Mr. Rubio emphasized that the FAA typically funds 90 percent of these capital improvement projects, five percent from the State and five to 10 percent from the Airport Management Enterprise Fund.

Vice-Chair McGill asked Mr. Rubio if a cost-benefit analysis has been conducted to determine if both Airports benefit from having 24-hour operations. Mr. Rubio advised that a cost-benefit analysis has not been conducted, however, having shift work will ensure coverage in the event of unforeseen circumstances and emergencies.

Mr. Gordon asked Mr. Rubio how the Airport Operations Assistants will be utilized when operations are slow overnight. Mr. Rubio advised that aside from on-the-field operations, the operations staff is responsible for billing as well as staying on top of airport training, which can be done when operations is slow. This will also allow time to cross train all Airport Operations Assistants between MYF and SDM.

Mr. Franzen suggested an on-call rotation among the staff and Mr. Rubio responded that Staff had looked into that possibility but that City protocols do not allow for on-call staff for this specific situation.

Mr. Ricotta made a motion to receive and file the fiscal year 2024 Airport Management Enterprise Fund proposed budget. Mr. Gordon seconded the motion to receive and file the fiscal year 2024 budget. Motion passed. Motion passed unanimously.

7. INFORMATIONAL ITEMS

A. Staff Reports

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

- SDM had 8,099 operations in April.
- Contractor is currently conducting a mow at SDM.
- Staff is working with an Electric Contractor to trouble shoot damaged lighting of airfield field signage.
- Staff is conducting concrete and asphalt repairs on Taxiway G.
- Markings touch-up and routine maintenance will be conducted on the taxiways and runways at SDM.
- Staff is conducting interviews for the Grounds Maintenance Worker II and Equipment Operator I for SDM.

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

- MYF had over 24,000 operations in April.
- Staff is currently working with the Public Works Contracting Department on the minor construction project for the Marigold hangar taxi-lanes asphalt repair.
- The San Diego Fire Department helicopters are parked on Taxiway C North of 28R while the FAA parking lot is being re-paved.
- Gate #1 operator and security system upgrade is complete.

Mr. Gordon asked if there is an estimated time of completion for Taxiway C. Mr. Broadbent advised that asphalt repairs are expected to be completed by 2025. Mr. Gordon also asked that staff work on fixing the pavement on Taxiway H.

Airport Management - Jorge Rubio, Deputy Director

- Staff is continually working with the City Attorney Office (CAO) on the possession of the ABRE leasehold.
- Staff is currently drafting the San Diego Community College lease.
- Staff is working with CAO regarding the Sheraton 4 Points Hotel and speaking with potential buyer for an assignment of the leasehold.
- Staff continues to work on the final details of the RFP for services of a Property Management Company to manage the three office buildings and the retail center at MYF.
- There are currently three tie-downs available at City Hangar West (Lot 8A), which are currently undergoing electrical work.

B. Air Traffic Control Tower Report

None

C. Other Reports

None

8. COMMITTEE COMMENTS

Mr. Gordon advised that the yellow markings on Taxiway Juliet are difficult to see as the markings are faded. Mr. Richmond from Crown Air Aviation advised that they have a quote to touch up all the taxiway marking for better visibility.

9. **ADJOURNMENT**

The meeting adjourned at 3:43pm. Next meeting will be June 14, 2023

Respectfully submitted,

Andrea Berlanga
Administrative Aide 1