



AIRPORTS ADVISORY COMMITTEE

Meeting Notice and Agenda

Wednesday, April 10, 2024, at 3:00 p.m.
Location: Terminal Montgomery – Gibbs Executive Airport
3750 John J. Montgomery Drive, San Diego, CA 92123
[For Meeting Packet Please Click Here](#)

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/1619579701>

To join by telephone:

Dial 1-669-254 5252

When prompted, input **Webinar ID: 161 957 9701**

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. March 13, 2024

5. UNFINISHED BUSINESS – None

6. NEW BUSINESS – None

7. INFORMATIONAL ITEMS

- A. Presentation by Montgomery – Gibbs Executive Airport users group: Tribute to MYF Exemplary Pilot Ann Prario Rothwell.
- B. Presentation regarding the Consents of Assignment of:
1. A Lease covering a certain City of San Diego Third Amended and Restated Flat Rate Lease made by and among the City of San Diego, A California Municipal Corporation (“City”), Brown Field Aviation Ventures, Inc., A California Corporation (“Assignor”), and Air Center San Diego, LLC Delaware Limited Liability Company ("Assignee") for approximately 18.66 acres for the operation of a Fixed Based Operator of aviation facilities; and
 2. A Lease covering that certain City of San Diego Flat Rate Lease made by and among the City of San Diego, A California Municipal Corporation (“City”) RAMP 5 Holdings LLC, California Limited Liability Company (“Assignor”), and Air Center San Diego, LLC Delaware Limited Liability Company ("Assignee") for approximately 2.5 acres for the operation of a Fixed Based Operator of aviation facilities.
- C. Staff Reports
- D. Montgomery – Gibb Executive Airport Air Traffic Control Tower Report
- E. Other Reports
- Monthly Airport Operations Reports – March 2024
 - Monthly Noise Management Report – March 2024
 - Airports’ Projects Status Report – April 2024

8. COMMITTEE COMMENTS

9. ADJOURNMENT

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
DRAFT MINUTES
Meeting of March 13, 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
Donald Chick Tierrasanta Representative	
Chase Michael Franzen Kearny Mesa Representative	
David Gordon Special Expertise	
Gary List Brown Field Aviation User Group	
Ron Lee Brown Field Aviation User Group	
Richard Ram (Late) Serra Mesa Community	
Tom Ricotta (Late) Brown Field Aviation Lessee	
Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group	
Rich Martindell Special Expertise	
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, Andy Schwartz, Cheryl Mossa, Charles Broadbent, Frank Santana, Jennifer Bearse, and Hannah Sax.

3. NON-AGENDA PUBLIC COMMENT

A member of the public shared that City staff draft amended the February 14th minutes. She stated that in the meeting, Mr. Rubio had a gross inconsistency between what he said in the meeting and what was reported in the draft minutes at 22:32 with the lease with Crownair. She states it went from "We are drafting it internally before sharing it with them" but the draft amendment that is up for approval today incorrectly reports Mr. Rubio in saying "Staff is negotiating a lease for the tank with Crownair". Sandra Stahl recommends the correction of the February 14th minutes.

4. APPROVAL OF MINUTES

Chair Reid made one minor spelling correction on page four. Mr. Franzen made a motion to approve minutes as amended. Mr. Gordon seconded the motion. Motion passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Proposed Traffic Changes to the Intersection of Glenn H. Curtis Road and Gibbs Drive.

PROPOSED ACTION:

1. Recommend that Staff inform the Transportation Department of Staff's recommended Option A: All-Way Stop. This looks to be a safer option due to the narrow streets on Glenn H. Curtis Rd., Gibbs Dr. The office building to the south, and hangars to the north reduce visibility.

Mr. Broadbent presented the item and discussion took place.

Mr. Gordon questioned if there were any reported accidents in this intersection. Mr. Broadbent explained that there were no reported accidents in the intersection but when the Transportation Department gets a complaint from a member of the community, the intersection has to be looked at. It was found to not be uniform with the California traffic control manual, so it must be changed.

Mr. Reid called for a vote between option A, or option B. Members voted between option A, an all-way stop and option B, a minor street stop. Mr. Martindell, Mr. McGill, Mr. Reid, Mr. Ram, and Mr. List motioned to recommend option B. Mr. Gordon, Mr. Franzen, and Mr. Lee voted for option A. Mr. Ricotta did not vote. Motion passed to recommend option B, a minor street stop.

7. INFORMATIONAL ITEMS

A. Staff Reports

Airport Management - Jorge Rubio, Deputy Director

- Reminded members that Staff has ordered the fuel bowser, and the expected delivery date is approximately two months out. Staff is continuing to negotiate with CrownAir and are working on a draft so they can use the bowser to sell unleaded aviation gasoline.
- As of March 4th, both airports are staffed 24/7 either by Airport Operations Personnel or via a security contractor.
- Wanted to thank Andy for the environmental remediation of the former Control Tower at SDM. Now staff can plan on the use for that space.

- Staff has had the opportunity to review the Airport Layout Plan and walk out to the ramp to have preliminary conversation about a temporary run-up area. Staff will continue to work on it and will report back.
- For those who could not attend the Roberts Rules of Order, Mr. Rubio will be sending out an email with a link to it.
- On March 11th the White House unveiled a fiscal year 2025 budget request that proposes \$3.35 billion for AIP and \$8 billion over the next five years to upgrade FAA facilities and radars.
- SD Airpark is looking to break ground end of March or beginning of April.

Mr. Gordon asked if Mr. Rubio would look at the other traffic light that is malfunctioning on Aero drive and Curtis. Mr. Rubio states that he would look into this traffic light and contact the traffic team.

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

- There were over 27,000 operations in February.
- Utility Worker II Alejandro Vida has accepted a promotion to Equipment Operator 1 with the Parks and Recreation Department. His last day will be March 15, 2024.
- There are potholes at Mid-port due to the rain, staff have requested quotes from contractors to repair and refresh the markings.
- The Marigold pavement repair project will start on Monday March 18, 2024, we are projecting three to five working days. Staff will send updates. The night work to repair Taxiway Charlie and Bravo in between Runways 28L and 28R is pending scheduling.

Mr. Reid asked where aircraft should park during the repairs. Mr. Broadbent stated that aircraft can park on the transient ramp while construction is going on, but it is first-come first-serve.

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

- SDM had 5,745 operations in December.
- Environmental remediation of the former Control Tower completed.
- All Gates are currently operable.
- Storm water samples passed and has been submitted into the SMARTs at the CA, State Water Board.
- CALTRANS FAA 5010 Inspection (Non 139 airports safety and update inspection) scheduled for Tuesday March 16, 2024. Ensures safe function and assess needs of public use airport.
- The airport beacon went out Tuesday night, FAA came out to fix the beacon and it is still not operable. There is a NOTAM out. Staff is working with FAA to get this fixed.

Real Estate, Lease Administration – Jennifer Bearse, Program Manager

- Staff waiting for the intern to clear background check.
- Obtained a judgement against the ABRE Lessee for possession and received writs of possession today. CAO's office is now working diligently with the Sheriff for execution of the Writs.
- FAA lease at 8525 Gibbs Dr tentatively scheduled for April City Council.
- Sorbi Aviation Lease Renewal-Appraisal in progress.
- EAA to exercise option to extend the size of the leasehold. Pending appraisal.
- Crown Air Leasehold. Amending lease to add Airport Road to leasehold.

- San Diego Airpark (MAP) Project at Brown Field. Airport. City is 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. Lease amendment tentatively scheduled for Land Use & Housing in June 2024. Groundbreaking in April 2024.
- The San Diego Community College District. Lease is being routed for final signatures.
- Scheduling a meeting to review project status in the next few days with Corporate Helicopters. Corporate Helicopters is still working with DSD to process plans for the proposed development. They are also finalizing NEPA documents to submit to FAA. They are requesting changes that will affect the leasehold for Executive Airpark. Working with EA and Corporate Helicopters to amend their leases.
- Staff is working with Purchasing & Contracting to release the RFP for services of a Property Management Company.
- Negotiating new three-year leases for existing office tenants.
- 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.
- Developing rent surveys to establish lease rates for hangars and tiedowns and working with CAO on new lease templates.

B. Air Traffic Control Tower Report
None

C. Other Reports
• Monthly Airport Operations Reports Handouts- February 2024

8. COMMITTEE COMMENTS

9. ADJOURNMENT

The meeting adjourned at 3:38 p.m. Next meeting will be April 10, 2024.

Respectfully submitted,

Hannah Sax
Program Coordinator

Tribute to Pilot Ann Prario Rothwell

1946-2023



Ann, a beacon of knowledge and passion for San Diego’s aviation history, touched all who had the privilege to of crossing paths with her at Montgomery—Gibbs Executive Airport and the pilot community. Her parents were avid aviator adventurers that instilled in her a deep connection to the world above.

After earning her Private Pilot’s License and gracing the sky as a Trans Texas Airways “Stewardess” she embraced family life but never let go of her passion for aviation. Her return to the skies marked a new chapter, fueled by a lifelong love of flying by obtaining her Instrument, and Ground Instructor ratings.

As a dedicated member or Armed Forces Aero Club, Ann volunteered for Kids Discovery Flights (giving free flights to Boy and Girl Scouts, church groups, sports teams, Young Marines, and Navy Sea Cadets. A short summary of the organizations she assisted also includes:

- SAN Diego FSDO FAASTeam (FAA Safety) – Representative of the Year for 2019
- AFAC (Armed Forces Aero Club) – Board of Directors, Secretary; Fly the Kids for Free Day
- SDASC (San Diego Aviation Safety Counselors) – Board of Directors, Secretary
- SAN (San Diego International Airport) – Volunteer Ambassador
- Silver Wings – Member; Girl Scouts wings badges
- 99s – Member; Flying Companion seminars; Powder Puff Derby reunion; Miramar Air Show; Annual Scholarship Fundraiser
- CAF (Commemorative Air Force) – Volunteer; Wings Over Gillespie
- WAI (Women In Aviation, International) – Member; Girls In Aviation Day

Ann, when receiving the FAASTeam Representative of the Year Award in 2019, said: “I thank the 99’s, Silver Wings, AFAC and our local FAA safety team for the many opportunities to express hospitality and welcome others to the joy and fun of aviation.”

The pilot community of Montgomery—Gibbs Executive Airport honors Ann’s spirit and the lives she touched along her remarkable journey. Ann’s love for aviation knew no bounds and her impact will forever soar in the hearts of all who knew her.

Monthly Airport Operations Report

March 2024

MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Mar-24	Mar-23	% Diff
	32,469	22,715	42.9%

Based A/C	409
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Flight Operations (CY)	2024 YTD	2023 YTD	% Diff
	87,666	65,779	33.3%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	262,277	214,345	22.4%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees		\$14,073.90	
Transient A/C Parking		\$12,982.00	
Monthly A/C Parking		\$363,848.26	
Vehicle Parking		\$2,059.00	
Conference Room*		\$1,390.00	
Other		\$4,328.98	
Total		\$398,682.14	

Total Operations 10-Year History	
2023	321,830
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

BROWN FIELD MUNICIPAL AIRPORT

Flight Operations (Month)	Mar-24	Mar-23	% Diff
	7,489	7,181	4.3%

Based A/C	157
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Flight Operations (CY)	2024 YTD	2023 YTD	% Diff
	20,814	21,588	-3.6%

Flight Operations (FY)	FY24 YTD	FY23 YTD	% Diff
	67,212	68,442	-1.8%

Operations Office Revenue	FY24 YTD	FY23 YTD	% Diff
Landing Fees	\$68,044.00	\$58,587.00	16.1%
Transient A/C Parking	\$4,189.00	\$3,085.00	35.8%
Vehicle Parking	\$27,495.00	\$27,642.00	-0.5%
Other	\$310.00	\$6,219.00	0.0%
Total	\$100,038.00	\$95,533.00	4.7%

Total Operations 10-Year History	
2023	92,255
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



Monthly Noise Management Report- March 2024

Montgomery Gibbs Executive Airport

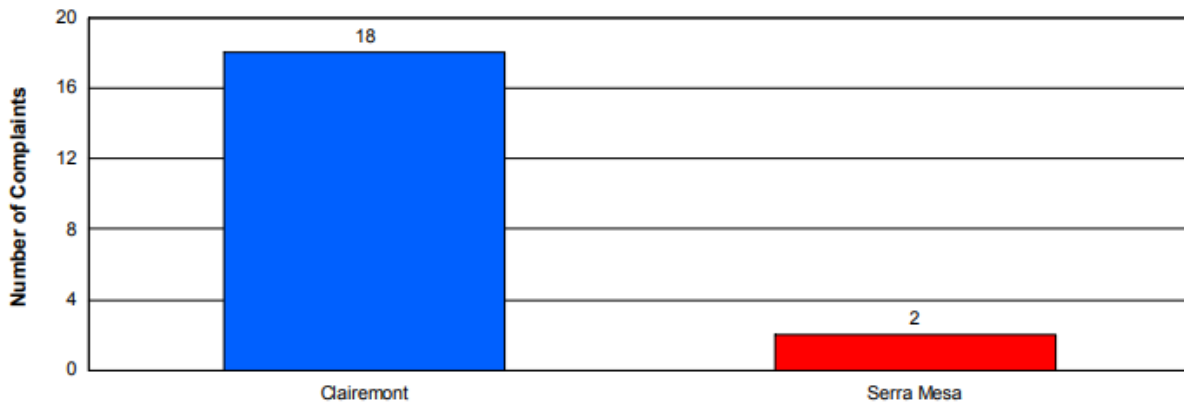
Noise Abatement Violations*

Day: 0

Night: 0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 20

Community Complaint Details

Start Date / Time: 2024-03-01 00:00:00
End Date / Time: 2024-03-31 00:00:00

Group By: Community
Filter Name: MYF

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	7	18	50
Serra Mesa	1	2	3
Totals:	8	20	53

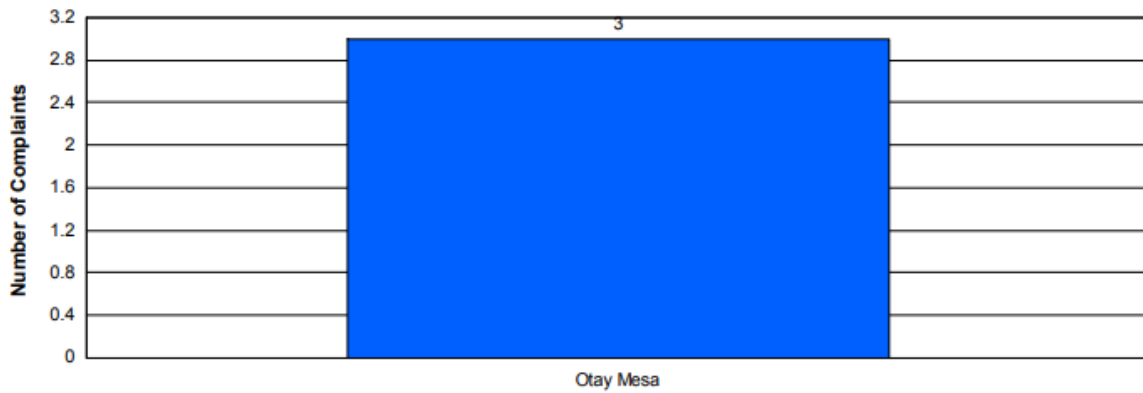
*Noise Abatement Violations only apply to Montgomery Gibbs Executive Airport as the City ordinance/policy was passed and put into place prior to the Airport Noise and Capacity Act of 1990



Monthly Noise Management Report- March 2024

Brown Field Municipal Airport

Community Complaint Totals



Total Number of Complaints: 3

Community Complaint Details

Start Date / Time: 2024-03-01 00:00:00
End Date / Time: 2024-03-31 00:00:00

Group By: Community
Filter Name: SDM

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Otay Mesa	1	3	8
Totals:	1	3	8

*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

April 2024

Montgomery-Gibbs Executive Airport (MYF)

- MYF Unleaded Aviation Fuel Tank Installation (Priority Project)
 - Project Entering Design Phase
 - Unleaded Aviation Fuel Bowser – Waiting for Vendor’s estimated delivery timeline.
- MYF Pavement Repairs Flattop Marigold
 - Base material stabilization begins April 8, 2024. Work to take seven working days to be completed on April 17, 2024.
- Master Plans Contract
 - Weekly Meetings with C&S and City Planning Department to streamline EIR updates.
 - 4th Amendment to the Contract Approved by City Council 2-27-24, Second Reading at Council 3-12-24, Amendment to be executed after 4-12-24.
- MYF Terminal Parking Lot East Rehabilitation
 - Design Progress Meeting occurred 3-26-24.
- Spiders Lot Pavement Rehabilitation
 - Design Progress Meeting occurred 3-26-24.
- MYF Terminal Apron Rehabilitation
 - Received Geotechnical Study. Evaluating Options for construction.
- MYF City Hangars West (Lot 8A) Electrical Upgrade
 - Final Inspection Completed Awaiting Letter of Acceptance

Brown Field Municipal Airport (SDM)

- Runway 8R/26L, Taxiway Bravo Rehab, Taxiway Charlie (G1) Rehab Realign, Pavement Removal Project
 - FAA Reviewing 30% Design
 - FAA not Funding the Runway Portion as they deem it an additional runway, which does not qualify for federal funding.
 - Meet with the FAA to Discuss Acceptable Modifications to Scope
- San Diego Airpark Project
 - Work is continuing to establish of the Mitigation Lands
 - Received approvals from USFW and CDFW to begin grading.



Department of Real Estate and Airport Management

- Customs and Border Protection General Aviation Inspections Facility
 - Proposed New Facility would be within new FBO building terminal.