

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**MINUTES**  
**Meeting of April 10, 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.

<b>MEMBERS PRESENT:</b>	<b>MEMBERS ABSENT:</b>
Chair Tom Reid Clairemont Community	J.H. Aldrich Montgomery Field Aviation Lessee
Donald Chick Tierrasanta Representative	Gary List Brown Field Aviation User Group
Rich Martindell Special Expertise	Tom Ricotta Brown Field Aviation Lessee
David Gordon Special Expertise	Chase Michael Franzen Kearny Mesa Representative
Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group	
Ron Lee Brown Field 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:**  
 Jorge Rubio, David Reed, Debbie Shauger, Andy Schwartz, Cheryl Mossa, Charles Broadbent, Frank Santana, Jennifer Bearse, Latesha Newell, Rosalina Holmes, and Hannah Sax.

**3. NON-AGENDA PUBLIC COMMENT**  
 Member of the public inquired about building hangars at MYF.

**4. APPROVAL OF MINUTES**  
 Mr. Martindell made a motion to approve minutes. Mr. Lee seconded the motion. Motion passed unanimously.

## 5. UNFINISHED BUSINESS

None

## 6. NEW BUSINESS

None

## 7. INFORMATIONAL ITEMS

- A. Tribute to MYF Exemplary Pilot Ann Prario Rothwell. Presentation by Montgomery – Gibbs Executive Airport users' group.

Montgomery – Gibbs Executive Airport users provided a presentation and picture frame honoring the life of Female Pilot Ann Prario Rothwell, so that it is displayed at the airport's terminal lobby.

- B. Presentation regarding the Consents of Assignment for city leases at Brown Field Airport Field Aviation Ventures, Inc to Air Center San Diego, LLC, and Ramp 5 Holdings, LLC to Air Center San Diego. Air Center San Diego is the FBO operating entity for the San Diego Airpark Development.

Program Manager, Jennifer Bearse, provided a presentation on this item. The leases provide for staff to consent to the assignment of the leases. City will receive 2% transfer fee totaling \$122,860.82 for both assignments. Assignments will be completed this month. Meets FAA Grant Assurance 23 Exclusive Rights Requirements.

- C. Staff Reports:

### Airport Management - Jorge Rubio, Deputy Director

- The Fuel bowser expected delivery is approximately 120 days – late May from PO Issuance. PO was issued on January 26, 2024.
- Staff are working with FAA on the Medium Intensity Approach Lighting Approach System replacement for RWY 28R at MYF.
- FAA will not be paying for the rehabilitation of RWY 26L at SDM. Reconvening with FAA and City on options for funding or converting into taxiway.
- Thank staff for their work and the tenants at the Marigold hangars for their patience while improving the taxi-lanes between the hangars.
- The Caltrans Division of Aeronautics has been dissolved and is now a Program Office under Caltrans. The FAA has reminded Caltrans of the obligation they have, through the Division of Aeronautics, the authority to administer aviation functions to protect public safety and develop air transportation systems in the State. The FAA do not think that a Program Office has that authority. It is my understanding Caltrans understands this message and will be assembling the Division of Aeronautics again.

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

- SDM had 7,489 operations in March up 4% for this month compared to last year. Total count (Calendar/YTD) 20,814 operations are down 4%. Total count for the same time last year (21,588).

- Staff is working on landscaping around gate one.
- Passed CALTRANS FAA 5010 Inspection (Non 139 airports safety and update inspection) which revealed that the airport is in excellent condition with no significant compliance, safety, or maintenance issues.
- The airport beacon is NOTAM out of service. Parts have been ordered and provided to the FAA tech who will be fixing the issue.

Mr. Rubio added that The City is conducting work on Otay Mesa Road at night.

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

- There were over 31,000 operations in March.
- The Marigold Asphalt Project is underway, base material is being treated with a cement blend, paving will be April 15, 2024, and restriping will be April 17, 2024.
- Night work for the asphalt project on Taxiway Charlie and Bravo is scheduled for April 16, and 17, 2024, these taxiways will remain closed for 7 to 10 days to cure and then the markings will be painted. Runway 28L will be closed from 6 PM to 6 AM April 16, and 17, 2024 to accommodate this work.
- The airport is receiving a complete spray and vegetation removal in the safety areas.

Mr. Reid asks that staff place more barriers, flags or lights out near Taxiway Kilo. Mr. Broadbent noted that staff will add more barriers around this area to be more visible.

Mr. Gordon inquired about the potholes on the centerline of RWY 28L. Mr. Broadbent noted that staff is using flow mix to patch potholes on the centerline while the runway is closed for construction.

Real Estate, Lease Administration – Jennifer Bearse, Program Manager

- Intern to begin April 15, 2024.
- Obtained a judgement against the ABRE Lessee for possession and received writs of possession today. Airports is now working diligently with the Sheriff for execution of the writs and will commence posting and lockouts within the next week.
- FAA lease at 8525 Gibbs Dr was approved by the City Council on April 9, 2024.
- 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. Airports has drafted revisions to add light industrial to industrial and research services and to 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 has been executed.
- 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.
- Percentage Rent Lease with Graciela & Alexis Gonzalez at Brown Field. New lease has been issued to potential buyers of the Landing Strip for a 3-year term. Current restaurant operator will continue to occupy the space until a new lease has been executed.
- Staff is working with Purchasing & Contracting to release the RFP for services of a Property

Management Company.

- Drafted new 3-year leases for existing office tenants. Conducting negotiations.
- 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.
- Request for quotes has been issued to solicit quotes for the parking lot refurbishment work. Deadline to submit proposals is Wednesday, April 17th.
- Staff is working with HVAC vendor to inventory and label rooftop equipment and satellite dishes to prepare for Phase 2 of roofing repairs.
- Staff is researching options with telecom/data providers to bring in fiber optic cabling as a faster speed data offering at the complex.
- Developing rent surveys to establish lease rates for hangars and tiedowns and working with CAO on new lease templates.

D. Air Traffic Control Tower Report

Taxiway Charlie and Bravo closure for construction is coming up. No delays on runway. ATC will provide all instructions.

E. Other Reports

None

**8. COMMITTEE COMMENTS**

Mr. Gordon noted that legislators are trying to ban 100 low lead (LL) gas throughout the state. Mr. Reid stated that this would cripple the economy of the state.

**9. ADJOURNMENT**

The meeting adjourned at 3:44 p.m. Next meeting will be May 8, 2024.

Respectfully submitted,

Hannah Sax  
Program Coordinator