

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**DRAFT MINUTES**  
**Meeting of November 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.

<b>MEMBERS PRESENT:</b>	<b>MEMBERS ABSENT:</b>
Chair Tom Reid Clairemont Community	J.H. Aldrich Montgomery Field Aviation Lessee
Vice-Chair Chuck McGill Montgomery Gibbs Aviation User Group	Joel Ryan* FAA Air Traffic Control Tower
Donald Chick Tierrasanta Representative	
David Gordon Special Expertise	
Gary List Brown Field Aviation User Group	
Ron Lee (Virtually)** Brown Field Aviation User Group	
Rich Martindell Special Expertise	
Richard Ram Serra Mesa Community	
Chase Michael Franzen Kearny Mesa Representative	

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

\*\*Ron Lee attended the meeting virtually, with Committee members approving his remote participation, due to emergency circumstances. He was unable to attend due to illness.

**STAFF PRESENT:**

Jorge Rubio, David Reed, Debbie Shauger, Charles Broadbent, Jennifer Bearse, Cheryl Mossa, Giancarlo Vargas, and Hannah Sax.

### 3. NON-AGENDA PUBLIC COMMENT

Saahil Khandwala, with Alps Group Ins, the new operator of the Four Points by Sheraton Hotel at Montgomery – Gibbs Executive Airport provided an update on the ownership and future plans.

### 4. APPROVAL OF MINUTES

Mr. Gordon made a motion to approve minutes as written. Mr. Ram seconded the motion. Mr. Martindell abstained. Motion passed.

### 5. UNFINISHED BUSINESS

None

### 6. NEW BUSINESS

#### A. Approval of the Airports Advisory Committee 2025 Regular Meeting Calendar.

Mr. Ram made a motion to approve the recommendation. Mr. McGill seconded. Motion passed unanimously.

### 7. INFORMATIONAL ITEMS

#### A. Presentation on the Gate Maintenance Program at Montgomery-Gibbs Executive Airport

Charles Broadbent, Airport Manager, Montgomery-Gibbs Executive Airport, gave a presentation on the services provided by Automated Gate Services. A short discussion took place.

#### B. Staff Reports

##### Chief of Airports - Jorge Rubio, A.A.E.

- Introduced – Jason Ponchetti, as the newest member to the Airports Advisory Committee.
- Advised that City Council will entertain adding a new seat to the Airports Advisory Committee for a representative from the Navajo Nation.
- Announced that Hangar Inspections have commenced at Brown Field Municipal Airport.
- Reminded members of the Airports Advisory Committee to sign the City of San Diego Code of Ethics.
- Debriefed about the Unleaded Fuel Bowser Demonstration event that took place at Montgomery-Gibbs Executive Airport in November with Mayor Todd Gloria in attendance.
- Reported that San Diego Airpark lease amendments have been taken to City Council. Phase 1 of the project is expected to be fully built by the end of 2025 calendar year.
- Reported that the Northside of Brown Field lots were about 90% cleared.

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

- MYF had 35,000 Operations in October
- Interviews have been conducted for the vacant Operations Assistant Positions.
- Gate 8 and the pedestrian gate near Marigold have been repaired.
- Airport staff currently working on installing frequency information signs for 28L and 28R.

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

- Airports have completed evictions at the Aero-Abre leasehold as of August 21, 2024 and has regained possession of all lots.
- A new MOU was drafted for San Diego Fire Station 43 at Brown Field.
- The Experimental Aircraft Association to exercise option to extend the size of the leasehold. A meeting was held in late August with EAA to discuss proposed lease amendment/extension. EAA to conduct environmental review on Option area and decide if they will exercise Option.
- Sorbi Aviation Lease Renewal is in progress. The item is scheduled for ED&IR Committee in December.
- Airports is working with 94th Aero Squadron on short-term lease renewal for patio/outdoor space. Appraisal underway.
- Airports is working on new MOU with Sand Diego Police Department Eastern Substation for 9225 & 9265 AERO Drive. Appraisal underway.
- The new lease and license templates for hangars and tiedowns have been finalized.
- Appraisals are underway for Lot 8A hangars.
- MYF Hangar Inspections scheduled for December 3-5th and 10-12th.
- Airports is obtaining a proposal from Alps Hospitality Group on new lease. Processing a Sublease for a solar project at 8110 Aero Dr. Hotel. Reviewing Glare Study.
- MOU has been executed with Transportation for 3,801 sq. ft. of office space at 8525 Gibbs Drive commencing 10/21/24. Anticipated new annual lease revenue will be \$105,706.
- Parking lot refurbishment work has been postponed until December 3rd and 4th due to contract issues. Contract processed for \$101,000 for refurbishment.
- Phase 2 of roofing repairs to commence shortly. E&CP administering the project.
- E&CP Construction is soliciting bids for replacing the balance of the roof at the retail center.

C. Montgomery-Gibbs Executive Airport Air Traffic Control Tower Report  
N/A

D. Other Reports  
N/A

**8. COMMITTEE COMMENTS**

Chair Reid gave praise to the Air Traffic Control Tower at Montgomery-Gibbs Executive Airport for all their hard work.

**9. ADJOURNMENT**

The meeting adjourned at 3:41 p.m. Next meeting will be January 8, 2025.

Respectfully submitted,

Giancarlo Vargas  
Administrative Aide 1