



AIRPORTS ADVISORY COMMITTEE

Meeting Notice and Agenda

Wednesday, March 12, 2025, at 3:00 p.m.
Location: Terminal Montgomery – Gibbs Executive Airport
3750 John J. Montgomery Drive, San Diego, CA 92123

Chair: Tom Reid | Vice Chair: Peter Doft

Committee Members: Melissa Johnston, Shawn Ellis, David Gordon, Ron Lee, Donald Chick, Chase M. Franzen, Rob M. Hixon, Jason Ponchetti, Richard Ram, Gary List, 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 agendized 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/1607358657>

To join by telephone:

Dial 833 568 8864

When prompted, input **Webinar ID: 160 735 8657**

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 Giancarlo Vargas at 858-573-1405 or giancarlo.vargas@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 Giancarlo Vargas at 858-573-1405 or giancarlo.vargas@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.** February 12, 2025
- 5. UNFINISHED BUSINESS – None**
- 6. NEW BUSINESS – None**
 - A.** Review of the Airports Advisory Committee Bylaws
- 7. INFORMATIONAL ITEMS**
 - A.** Update on Airports Division User Fees – Report to the Airports Advisory Committee
 - B.** Presentation on “Lease Payment Process & Online Payment Portal” Outreach
 - C.** Staff Reports
 - D.** Montgomery – Gibb Executive Airport Air Traffic Control Tower Report
 - E.** Other Reports
 - Monthly Airport Operations Reports – February 2025
 - Monthly Noise Management Report – February 2025
 - Airports Projects Status Report – March 2025
- 8. COMMITTEE COMMENTS**
- 9. ADJOURNMENT**

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
DRAFT MINUTES
Meeting of February 12, 2025
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	Chase Michael Franzen Kearny Mesa Representative
Donald Chick Tierrasanta Representative	Jason Ponchetti Brown Field Aviation Lessees Representative
Ron Lee Brown Field Aviation User Group	Rob M. Hixson Otay Mesa Representative
David Gordon Special Expertise	
Gary List Brown Field Aviation User Group	
Richard Ram Serra Mesa Community	
Melissa Johnston Montgomery-Gibbs Aviation Lessees Representative	
Shawn Ellis Montgomery-Gibbs Aviation User Group Representative	
Peter S. Doft Special Expertise Representative	
Joel Ryan* FAA Air Traffic Control Tower	

*John McClain came in place of Joel Ryan. 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, Charles Broadbent, Jennifer Bearse, Cheryl Mossa, Frank Santana, Rosalina Holmes, Kenneth Hernandez, Hannah Sax, and Giancarlo Vargas.

3. NON-AGENDA PUBLIC COMMENT

None

4. APPROVAL OF MINUTES

A. January 8, 2025

Mr. Doft made a date correction on the January minutes draft. Mr. Ram additionally requested his committee comments be added to the January minutes. Mr. Doft made a motion to approve the minutes as amended. Mr. Gordon seconded the motion. Motion to approve passed unanimously.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Election of the Chair and Vice Chair of the Airports Advisory Committee.

Mr. Reid nominated Mr. Doft as Vice Chair. All committee members voted in favor.
Mr. Doft nominated Mr. Reid as Chair. All committee members voted in favor.

7. INFORMATIONAL ITEMS

A. Update on the status of the Airports Master Plans Project for Montgomery Gibbs – Executive and Brown Field Municipal airports.

- Nicholas Alex from C&S provided a presentation on the latest updates of the Airports Master Plan Project.

B. Staff Reports

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

- As of February 1st, Robinson Aviation Services officially took over as the new federal contract tower contractor at Brown Field Municipal Airport. Staff from previous contractor are transitioning over.
- Airport staff have worked very hard on Request For Qualifications for design consultant services. Three awardees will be approved.
- City hangars contractor to repair damaged City owned hangars hit by rainfall.
- Special thanks to CalFire, San Diego Fire Department, Air National Guard on efforts to combatting the Otay fires. SDM served as refueling station to assist in the efforts to combat the fires.
- AAC Bylaws will be presented next month for review and will include the additional seat for the member of the Navajo Community.
- Tower phone number will be available to pilots, if needed. Airport Operations will be the primary contact.
- Staff is working on relocation of the Parachuting Drop Zone at Brown Field.

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

- There were over 31,000 operations in January 2025.
- Paving at the Mid-Port ramp was completed. It remains NOTAM closed until February 18th,

2025 when the markings are scheduled to be painted.

- A storm water sample was collected today, February 12th, 2025. It has been sent to the lab for testing.
- Opticom emergency vehicle access sensors were installed on gates 1 and 12. Testing is scheduled with SDFD on February 14th, 2025.
- The mowing and spraying contract for MYF and SDM is out for bid. Bids are due by February 27, 2025.

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

- Construction of San Diego Airpark (SDA) is underway. Staff will continue to have discussions on development of other parcels.
- Staff is working with the City Attorney's Office on legal action against ABRE-AERO environmental remediation.
- Staff is working on a lease with SDA and a Memorandum of Understanding (MOU) with Customs and Border Protection (CBP) to allow for CBP operations in Fixed Based Operator (FBO) facilities.
- Negotiations are underway for a new MOU for San Diego Fire Station 43 at Brown Field.
- Experimental Aircraft Association (EAA) to exercise option to extend the size of the leasehold. EAA to submit a permit application to DSD for construction of additional hangars this month.
- Staff is working with CBP on MOU for construction of new CBP facility at Brown Field.
- Sorbi Aviation Lease Renewal approved by City Council in late January. Annual rental revenue to Airports is \$79,308 per year with annual 3% escalations.
- Staff is working with 94th Aero Squadron on short-term lease renewal for patio/outdoor space. Appraisal has been finalized and Airports putting together new lease.
- Staff is working on a new MOU with the San Diego Police Department (SDPD) Eastern Substation for 9225 & 9265 AERO Drive. Appraisal has been finalized and staff is waiting for CAO comments.
- Corporate Helicopters is still working with Development Services Department to process plans for the proposed development. They are requesting changes that will affect the leasehold for Executive Airpark.
- Staff is working with Crown Air on new, longer-term agreement for transit ramp parking. Additionally, staff is working with Crown Air on amending their lease to provide for financing of the Executive Airpark leasehold.
- Staff is working on drafting new lease with Advanced Aircraft. Appraisal has been finalized.
- Hangar Inspections were held in December for all hangars at MYF. Correction letters will be sent out in the near future.
- MYF Lease Template has been approved by the City Attorney for all MYF hangars. New hangar leases are in preparation.
- Staff is drafting new lease for Alps Hospitality Group. Appraisal is currently underway. Additionally, staff is processing a Sublease for a solar project at 8110 Aero Dr. Hotel. Reviewing Glare Study.
- Staff is currently finalizing amended and restated MOU with the City's Transportation Department for Suite 105 at 8525 Gibbs to add 19 reserved parking spots to their MOU, commencing January 1st. Anticipated new annual revenue from parking spots is \$11,400.
- The City's Engineering and Capital Projects department has expressed interest in leasing large portions of 8575 Gibbs Dr. evaluating building systems and planning the building for occupancy.

- Request For Qualifications has been posted on Planet bids for Real Estate Broker and Property Management company for office & retail buildings.
- At the Montgomery Field Retail Center, Phase 2 of roofing repairs are underway and expected to be completed by mid-April. E&CP administering the project.
- Staff is drafting amendment and new lease for existing Lessee (Clown Market) to lease an additional 2,300 sq. ft. to relocate liquor store. Lessee to retain existing space for separate ice cream and water business.
- New lease has been executed with new owner for Aero-Mail suite to continue business.

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

- John McFaren provided the latest updates from the MYF Control Tower.

D. Other Reports

N/A

8. COMMITTEE COMMENTS

- Chair Reid would like for the Committee to develop a Best Practices Guide for pilots. The Guide will provide assistance to pilots who are unfamiliar with the airport.
- Chair Reid added that the Control Tower at MYF is to be commended for their outstanding work.
- Mr. Ram wanted to thank airport staff for providing data for the UL94 fuel bowser usage. Mr. Ram would like to continue receiving monthly updates on data that staff is receiving from the UL94 Fuel Bowser.

9. ADJOURNMENT

The meeting adjourned at 4:12 p.m. Next meeting will be March 12, 2025.

Respectfully submitted,

Giancarlo Vargas
Administrative Aide 1



**Economic Development Department
Airports Division**

March 12, 2024

Airports Advisory Committee
3750 John J. Montgomery Drive
San Diego, CA 92123

Subject: Item 6A: Review of the Airports Advisory Committee Bylaws

OVERVIEW:

Section 502 of the current Airports Advisory Committee Bylaws provides the amendment procedure to the Bylaws provided that any amendment is proposed at a preceding meeting or is submitted in writing at a prior meeting.

DISCUSSION OF ITEM:

The Airports Advisory Committee during the normal course of business reviews its Bylaws (Attachment 1) accordingly. On January 30, 2025, the City amended Section 2, Article 6, Division 22 of the San Diego Municipal Code to add and designate a seat for the Navajo Community which is located in proximity to Montgomery-Gibbs Executive Airport. Please see Ordinance O-21914 (Attachment 2) for more information.

It is Staff's recommendation that the Airports Advisory Committee reviews the current Bylaws and Ordinance O-21914 to propose changes be brought back for approval at the April 9, 2025, meeting.

If you have any questions or need further information, please contact me at (858) 573-1441.

Sincerely,

Jorge Rubio, A.A.E.
Deputy Director, Chief of Airports

JR/jr

Attachments:

1. Bylaws Of The City Of San Diego Airports Advisory Committee Adopted April 12, 2023
2. City of San Diego Ordinance O-21914

**BYLAWS
OF
THE CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE**

Adopted April 12, 2023

I. PURPOSE

101. Establishment and Purpose

The City of San Diego Airports Advisory Committee is formed pursuant to City of San Diego Ordinance number O-20013, dated January 18, 2011. The purpose of the City of San Diego (City) Airports Advisory Committee (Committee) is to provide the Mayor and City Council with advice on general aviation issues related to City owned and operated airports.

102. Duties

The Airports Advisory Committee shall:

- Serve in an advisory capacity to the Mayor and City Council on selected issues related to airport policies and development projects at Montgomery and Brown Fields.
- Provide recommendations to airport staff on selected actions that require Council approval.
- Conduct public meetings to provide a forum for, and receive input on, airport-related issues.
- Recommend methods of improving communications and relations between the member-represented communities, airport users and the City.
- Serve as liaisons between the public, airport tenants, and the City.
- Provide advice, input and support to the City's Department of Real Estate and Airport Management - Airport Management Team.
- The Committee shall have no managerial, financial or budget authority.

II. ORGANIZATION

201. Membership

Members of the Committee shall be comprised persons who are both pilots and non-pilots; persons who are sensitive to the needs of the needs of the users of Montgomery and Brown Field Airports and the surrounding communities; and persons who are sensitive to the role of general aviation in the area. Not more than four members shall be master lease holders (master leaseholder is defined as a representative from a business entity that leases directly from the city, more than 1 acre of land at a City operated airport, and who provide services or act as landlords to other airport users) at any City owned airport. Appointments to the Committee shall be made as needed by the Mayor, and confirmed by the City Council. Specifically, the Committee shall be comprised of:

- a. One member who represents Serra Mesa Community
- b. One member who represents Tierrasanta Community
- c. One member who represents Clairmont Community
- d. One member who represents Kearny Mesa Community
- e. One member who represents Otay Mesa Community
- f. One member who represents Montgomery Field aviation user group
- g. One member who represents Brown Field aviation user group
- h. One member who represents Montgomery Field aviation lessees
- i. One member who represents Brown Field aviation lessees
- j. Three members who have special expertise in the field of aviation, airport operations, or community relations that will benefit the Committee
- k. Non-voting members such as ATC, Control Tower staff or others with local expertise may be appointed by the vote of the Committee.

202. Terms

Members shall serve four-year terms and shall serve until a successor is duly appointed and confirmed. No member shall serve more than two consecutive terms. Termed-out members may be reappointed in accordance with the City Charter. In the event that more than four board members need to be appointed, four members will be appointed to full four-year terms and the remaining members will be appointed to an adjusted, shorter term to ensure no more than four members terms expire in the same year. Members whose initial appointments are less than the full term of four years will be allowed to serve their partial term and then two full terms. The expiration date of all terms shall be February 28. Any vacancy shall be filled for

the remainder of the unexpired term. Vacancy appointment recommendations will come from the Mayor. Any vacancy replacements will be eligible to serve the remaining term of the vacant position and two full terms.

203. Officers

At the February meeting each year, the Committee shall elect a Chairperson and Vice Chairperson by majority vote. The Chairperson shall preside at all meetings and hearings of the Committee, decide all points of order or procedure, and perform all duties required by these rules. The Vice Chairperson shall serve in the absence of the Chairperson.

204. Candidacy for Elective Public Office

Any member, upon publicly announcing his candidacy for elective public office associated with the City of San Diego government, or upon filing petitions pursuant to becoming a candidate for elective public office associated with the City of San Diego government, shall forfeit membership prior to the next public meeting of the Committee.

205. Subcommittees, and Ad Hoc Committees

The Chairperson may, from time to time establish sub-committees, define their powers and duties, and appoint their members. The majority of sub-committee members must be members of the Committee, but the chair may appoint members of the public in order to provide diverse opinion and input. Any sub-committee may, by majority vote of its members, use as technical advisors, individuals who are not members of the Committee, for the purpose of furthering the work of the given sub-committee. All sub-committee appointments to standing committees shall be for a term of one calendar year unless the Chairperson designates a shorter time period. Ad-Hoc sub-committees are those established for a finite period of time to deal with special issues or topics. Sub-committees are not subject to the Brown Act if they include less than a quorum of the Committee. However, meetings should be open to the public in an accessible location and, at a minimum, be noticed on a website, listed on the regular group agenda or announced at a regular AAC meeting.

III. MEETINGS

301. Regular Meetings

Regular meetings of the Committee shall be held monthly, or as scheduled by the Committee. A calendar scheduling the next 12 month's meetings shall be presented and adopted at the last meeting of each year.

302. Special Meetings

Special meetings for good cause may be held by the Committee on call of its Chairperson, which call shall be filed with the Deputy Director of Airport Management. The manner of the call shall be noted in the minutes of the special meeting, and at least a twenty-four (24) hour notice of the meeting shall be given to each member.

303. Public Meetings and Study Sessions

All meetings and study sessions of the Committee shall be open to the public. Any action calling for a formal vote shall take place only at a public meeting.

304. Quorum

A quorum necessary for the transaction of business shall consist of a majority of the filled seats of the Committee. The business of the Committee shall be transacted by the majority vote of members present.

305. Absence of Chairperson and Vice Chairperson

In the absence of the Chairperson and Vice Chairperson, a senior Committee member, defined as the member with the most time serving on the committee, may convene the meeting if a quorum is present.

306. Member Attendance

If any member of the Committee is absent from four (4) scheduled meetings in the previous 12 months, his/her office shall be automatically vacated. Excused absences are exempted from this provision. The Mayor will be the final authority in determining whether or not an absence is excused. Should a position be vacated by this section, the Committee Chairperson, in consultation with the Deputy Director of Airport Management, shall then determine a list of eligible candidates to recommend to the mayor, and the Mayor shall nominate and appoint a new member, contingent upon the nominee's confirmation by the City Council.

307. Agenda Items

Items will be placed on the agenda by the Deputy Director of Airport Management and/or the Chairperson.

309. Abstention

Any member who believes participating in discussion or voting on cases coming before the Committee could give the appearance to the general public of a Conflict of Interest may voluntarily abstain from participating in discussion or voting.

IV. OFFICIAL RECORDS

401. Definition

The official records shall include the Airports section of the San Diego Municipal Code, as amended, these bylaws and the minutes of the Committee meetings together with all findings, maps, and other official statements.

402. Recording of Vote

The minutes shall show the vote on every question on which the Committee acts. Any statement any member may wish to make regarding his vote will be recorded upon his request.

403. Retention of Files

All matters coming before the Committee shall be filed in the Airports Administration Office in accordance with that department's general file system for the period of time, as dictated in the City's Municipal Code, Administrative Regulations and Council Policy.

404. Public Record

All of the records of the Committee shall be public records and shall be open for public inspection during customary working hours. Copies may be obtained for established fees.

V. RULES AND AMENDMENTS

501. Bylaws

Bylaws shall be developed by the Committee.

502. Amendment Procedure

Amendments to the bylaws may be recommended by the Committee upon the affirmative vote of a majority of members, provided any such amendment is proposed at a preceding meeting or is submitted in writing at a prior, regular meeting of the Committee and is noted in the minutes of such meeting. Amendments recommended by the Committee shall become effective majority vote of Committee members.

503. Copy of Rules and Regulations

A certified copy of these rules and any amendments thereto shall be placed on record in the Airports Administration Office.

504. Robert's Rules of Order

If a question of parliamentary procedure arises, it shall be decided upon the basis of Robert's Rules of Parliamentary Procedure, unless otherwise specified in these bylaws of the Committee.

505. Interpretation and Conflict

In the event that any Airports Advisory Committee bylaw shall be at variance with any State Statute or any ordinance or resolution of the City, the statute, ordinance, or resolution shall prevail. These bylaws are intended only to supplement such ordinance and resolutions and may not amend, invalidate, or abrogate any ordinance or resolution of the City.



Chairperson, Airports Advisory Committee

5/10/2023

DATE

ORDINANCE NUMBER O- **21914** (NEW SERIES)

DATE OF FINAL PASSAGE **JAN 30 2025**

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 6,
DIVISION 22 OF THE SAN DIEGO MUNICIPAL CODE BY
AMENDING SECTIONS 26.2202, 26.2203, AND 26.2204,
RELATING TO THE AIRPORTS ADVISORY COMMITTEE.

RECITALS

The Council of the City of San Diego (Council) adopts this Ordinance based on the following:

A. San Diego Municipal Code sections 26.2201 through 26.2204 (Municipal Code) established the Airports Advisory Committee (Committee) to provide the Mayor and Council with advice on general aviation issues related to City of San Diego (City) owned and operated airports.

B. The Municipal Code provides that the Committee shall consist of 12 members appointed by the Mayor and confirmed by the Council, and that the Committee shall be comprised of citizens who are both pilots and non-pilots, and persons who are sensitive to the needs of the users of each airport, the surrounding communities, and to the role of general aviation in the area and to Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport.

C. The Municipal Code provides that the Committee shall be comprised of: (1) one member who represents the Serra Mesa Community; (2) one member who represents the Tierrasanta Community; (3) one member who represents the Clairemont Community; (4) one member who represents the Kearny Mesa Community; (5) one member who represents the Otay Mesa Community; (6) one member who represents a Montgomery-Gibbs Executive Airport aviation user group; (7) one member who represents a Brown Field Municipal Airport aviation user group; (8) one member who represents the Montgomery-Gibbs Executive Airport Field

aviation lessees; (9) one member who represents the Brown Field Municipal Airport aviation lessees; and (10) three members who have special expertise that will benefit the Committee. No more than four members shall be lease-holders at any City-owned airport.

D. Currently, five of the seats are designated for representatives of communities substantially impacted by airport activity: Serra Mesa, Tierrasanta, Kearny Mesa, Clairemont, and Otay Mesa. The proposed amendment adds a seat designated for a representative of the Navajo Community which experiences an equivalent impact from airport activity based on residents' complaints, flight tracking, and the proximity of the community to Montgomery-Gibbs Executive Airport. Adding a seat for a representative of the Navajo Community would help improve relations between the member-represented communities, airport users, and the City.

E. The Council now desires to amend the Municipal Code to add a seat to the Committee designated for a member who represents the Navajo Community, increasing the total number of members on the Committee to 13.

F. The Council also desires to amend the Municipal Code to ensure that the terms of Committee members are staggered so the terms of no more than five shall expire in any given year.

G. The Office of the City Attorney prepared this Ordinance based on the information provided by City staff, including information provided by affected third parties and verified by City staff, with the understanding that this information is complete and accurate.

ACTION ITEMS

Be it ordained by the Council of the City of San Diego:

Section 1. Chapter 2, Article 6, Division 22 of the San Diego Municipal Code is amended by amending sections 26.2202, 26.2203, and 26.2204, to read as follows:

§26.2202 Airports Advisory Committee Established

- (a) There is hereby created an Airports Advisory Committee to consist of 13 members who shall serve without compensation. The members shall be appointed by the Mayor and confirmed by the City Council and shall be residents of the County of San Diego.
- (b) Members shall serve four-year terms and shall serve until a successor is duly appointed and confirmed. No member shall serve more than two consecutive terms. Initial members shall be appointed such that the terms of not more than four members shall expire in any year to allow the members' terms to be staggered. For the initial appointments, four members shall be appointed to an initial term that will expire February 28, 2013; four members shall be appointed to an initial term that will expire February 28, 2014; and four members shall be appointed to an initial term that will expire February 28, 2015. Members whose initial appointments are less than the full term of four years will be allowed to serve their partial term and then two full terms. Members shall be appointed in such a manner that the terms of not more than five members shall expire in any year. The expiration date of all terms shall be February 28. Any vacancy shall be filled for the remainder of the unexpired term. Vacancy appointment recommendations will come from the Mayor. Any vacancy replacements will be eligible to serve the remaining term of the vacant position and two full terms.
- (c) through (d) [No change in text.]

§26.2203 Qualification of Members

- (a) The Airport Advisory Committee shall be comprised of: persons who are both pilots and non-pilots; persons who are sensitive to the needs of the users of Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport and the surrounding communities; and persons who are sensitive to the role of general aviation in the area. Specifically, the Airport Advisory Committee shall be comprised of:
- (1) through (5) [No change in text.]
 - (6) One member who represents the Navajo Community;
 - (7) One member who represents a Montgomery-Gibbs Executive Airport aviation user group;
 - (8) One member who represents a Brown Field Municipal Airport aviation user group;
 - (9) One member who represents the Montgomery-Gibbs Executive Airport aviation lessees;
 - (10) One member who represents the Brown Field Municipal Airport aviation lessees; and
 - (11) Three members who have special expertise that will benefit the Committee.
- (b) [No change in text.]

§26.2204 Duties and Functions


The Airport Advisory Committee shall:

- (a) Serve in an advisory capacity to the Mayor and City Council on selected issues related to airport policies and development projects at Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport.
- (b) through (e) [No change in text.]
- (f) Provide advice, input, and support to City staff on issues related to airport policies and development projects when requested.
- (g) The Airport Advisory Committee shall have no managerial, financial, or budgetary authority.

Section 2. The Council dispenses with a full reading of this Ordinance before its passage because a written copy of this Ordinance was made available to the Council and the public before the date of its passage.

Section 3. This Ordinance will take effect and be in force on the thirtieth day from and after its final passage.

APPROVED: HEATHER FERBERT, City Attorney

By  _____
Kathy J. Steinman
Senior Deputy City Attorney

KJS:jvg
October 15, 2024
Or.Dept: District 7
Doc. No. 3847359

I certify that the Council of the City of San Diego adopted this Ordinance at a meeting held on
JAN 28 2025.

DIANA J.S. FUENTES
City Clerk

By Connie Patterson
Deputy City Clerk

Approved: 1/29/25
(date)

Todd Gloria
TODD GLORIA, Mayor

Vetoed: _____
(date)

TODD GLORIA, Mayor

(Note: The date of final passage is January 30, 2025, which represents the day this ordinance was returned to the Office of the City Clerk with the Mayor's signature of approval.)

STRIKEOUT ORDINANCE

OLD LANGUAGE: ~~Struck Out~~
NEW LANGUAGE: Double Underline

ORDINANCE NUMBER O-_____ (NEW SERIES)

DATE OF FINAL PASSAGE _____

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 6,
 DIVISION 22 OF THE SAN DIEGO MUNICIPAL CODE BY
 AMENDING SECTIONS 26.2202, 26.2203, AND 26.2204,
 RELATING TO THE AIRPORTS ADVISORY COMMITTEE.

§26.2202 Airports Advisory Committee Established

- (a) There is hereby created an Airports Advisory Committee to consist of 123 members who shall serve without compensation. The members shall be appointed by the Mayor and confirmed by the City Council and shall be residents of the County of San Diego.
- (b) Members shall serve four-year terms and shall serve until a successor is duly appointed and confirmed.- No member shall serve more than two consecutive terms. Initial members shall be appointed such that the terms of not more than four ~~such~~ members shall expire in any year ~~so as~~ to allow the members' terms to be staggered. For the initial appointments, four members shall be appointed to an initial term that will expire February 28, 2013; four members shall be appointed to an initial term that will expire February 28, 2014; and four members shall be appointed to an initial term that will expire February 28, 2015. Members whose initial appointments are less than the full term of four years will be allowed to serve their partial term and then two full terms. Members shall be appointed in such a manner that the terms of not more than five members shall expire in any year. The

expiration date of all terms shall be February 28. Any vacancy shall be filled for the remainder of the unexpired term. Vacancy appointment recommendations will come from the Mayor.- Any vacancy replacements will be eligible to serve the remaining term of the vacant position and two full terms.

(c) through (d) [No change in text.]

§26.2203

Qualification of Members

- (a) The Airport Advisory Committee shall be comprised of: persons who are both pilots and non-pilots; persons who are sensitive to the needs of the users of Montgomery-Gibbs Executive Airport and Brown Field Municipal Airports and the surrounding communities; and persons who are sensitive to the role of general aviation in the area. Specifically, the Airport Advisory Committee shall be comprised of:

(1) through (5) [No change in text.]

(6) One member who represents the Navajo Community;

(67) One member who represents a Montgomery-Gibbs Executive Airport Field aviation user group;

(78) One member who represents a Brown Field Municipal Airport aviation user group;

(89) One member who represents the Montgomery-Gibbs Executive Airport Field aviation- lessees;

(910) One member who represents the Brown Field Municipal Airport aviation lessees; and

(101) Three members who have special expertise that will benefit the
Committee.

(b) [No change in text.]

§26.2204 Duties and Functions

The Airport Advisory Committee shall:

(a) Serve in an advisory capacity to the Mayor and City Council on selected
issues related to airport policies and development projects at Montgomery-
Gibbs Executive Airport and Brown Fields Municipal Airport.

(b) through (e) [No change in text.]

(f) Provide advice, input, and support to ~~the City's Real Estate Assets~~
~~Department, Airports Division~~ City staff on issues related to airport
policies and development projects, when requested.

(g) The Airport Advisory Committee shall have no managerial, financial, or
budgetary authority.

KJS:jvg
October 15, 2024
Or.Dept: District 7
Doc. No. 3847348

Passed by the Council of The City of San Diego on JAN 28 2025, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Joe LaCava	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Whitburn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Henry L. Foster III	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marni von Wilpert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kent Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raul A. Campillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Moreno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sean Elo-Rivera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Attachment 2

Date of final passage JAN 30 2025.

AUTHENTICATED BY:

TODD GLORIA

Mayor of The City of San Diego, California.

(Seal)

DIANA J.S. FUENTES

City Clerk of The City of San Diego, California.

By Linda Irwin Deputy

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

JAN 14 2025, and on JAN 30 2025.

I FURTHER CERTIFY that said ordinance was read in full prior to passage or that such reading was dispensed with by a vote of five members of the Council, and that a written copy of the ordinance was made available to each member of the Council and the public prior to the day of its passage.

(Seal)

DIANA J.S. FUENTES

City Clerk of The City of San Diego, California.

By Linda Irwin Deputy
For Connie Patterson

Office of the City Clerk, San Diego, California

Ordinance Number O- 21914



**Economic Development Department
Airports Division**

March 12, 2024

Airports Advisory Committee
3750 John J. Montgomery Drive
San Diego, CA 92123

Subject: Item 7A: Informational Update on Airports Division User Fees – Report to the Airports Advisory Committee

OVERVIEW:

On March 3, 2025, the San Diego City Council approved the Citywide Proposed Fiscal Year 2026 User Fees, which include the Proposed Airports User Fees initially presented to the Airports Advisory Committee on October 9, 2024. The Airport User Fees will be implemented in two phases: April 1, 2025 (Attachment 1) and July 1, 2025 (Attachment 2). The City Council's decision also allows for annual adjustments to the User Fees to accommodate increases in the City's service-related costs.

DISCUSSION OF ITEM:

Staff first presented the Proposed Airports User Fees for Fiscal Year 2026 to the Airports Advisory Committee on October 9, 2024. A copy of that report is included as Attachment 3. The presentation outlined the regulatory framework for a Comprehensive User Fee Study aimed at benchmarking airport fees with those of other airports within a 100-mile radius.

The User Fee Policy establishes three categories of fees:

1. **Category I (Full Recovery):** These fees cover 100% of the cost of providing a service.
2. **Category II (Partial Recovery):** These fees recover less than 100% of the cost. This applies when (a) collecting the fee is not cost-effective, (b) another government agency regulates the fee amount, or (c) the fee prioritizes public benefit over full cost recovery (e.g., recreational or senior citizen programs).
3. **Category III (Fines, Penalties, and Use of Government Property):** These are fines and penalties intended as deterrents rather than revenue sources (e.g., parking fines or public safety disturbance fines). The cost recovery percentage for these fees may vary and is based on department recommendations.

The Proposed User Fees were reviewed by the City's Budget and Efficiency Committee on February 5, 2025. The Committee voted to approve the Category II and III fees to take effect on April 1, 2025, and the Category I fees to take effect on July 1, 2025. The full list of the Fiscal Year 2026 Airports Proposed User Fees was subsequently presented to and approved by the City

Page 2
Airports Advisory Committee
March 12, 2025

Council on March 3, 2025. For more details, please refer to the City Council Agenda Item 202 where the User Fees were approved: <https://www.sandiego.gov/citywide-agendas-minutes>

If you have any questions or need further information, please contact Hannah Sax, Airports Program Coordinator, at (858) 573-1423.

Sincerely,

Jorge Rubio, A.A.E.
Deputy Director, Chief of Airports

JR/jr

Attachments:

1. Airports User Fees, Effective April 1, 2025 (Category 2 and 3)
2. Airports User Fees, Effective July 1, 2025 (Category 1)
3. Item 7.A Report from Airports Advisory Committee Meeting dated October 9, 2024



Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport
User Fee Schedule
 Effective April 1, 2025

OVERNIGHT AIRCRAFT PARKING FEES

<u>Single Engine 12,500 lb. and Under.</u> <i>Fee charged to single engine aircraft weighing 12,500 lb. and under, utilizing the City airports' ramps remaining overnight.</i>	\$11.00
<u>Multi Engine 12,500 lb. and Under.</u> <i>Fee charged to multi engine aircraft weighing 12,500 lb. and under, utilizing the City airports' ramps remaining overnight.</i>	\$13.00
<u>Aircraft over 12,500 lb.</u> <i>Fee charged to aircraft weighing over 12,500 lb. utilizing the City airports' ramps remaining overnight. Fee is per thousand pounds of Maximum Gross Take-off Weight (Rounded to the nearest thousand).</i>	\$1.17/1,000 lb.
<u>Airships (SDM Only).</u> <i>Fee charged to Airships mooring at Brown Field Municipal Airport overnight.</i>	\$72.44

AIRCRAFT LANDING FEES

<u>Large Aircraft (over 12,500 lb.)</u> <i>Landing Fee charged to non-based aircraft (Both Part 91 and 135). Fee is per thousand pounds of Maximum Gross Take Off Weight (Rounded to the nearest thousand).</i>	\$1.26/1,000 lb.
<u>Small Aircraft (12,500 lb. and under).</u> <i>Landing Fee charged to Non-scheduled commercial (Part 135) - non based aircraft weighing 12,500 lb. and under.</i>	\$12.57

MONTHLY HANGAR / TIEDOWN FEES

<u>Single Engine 40'x35' T-Shape (up to 1,050 sq. Ft.)</u> <i>Monthly hangar/tiedown fee for Single Engine 40'x35' T-Shape (up to 1,050 sq. ft) space at City airports.</i>	\$143.96
<u>Multi-Engine T-shape.</u> <i>Monthly hangar/tiedown fee for Multi-Engine T shape space City airports.</i>	\$155.38
<u>All Hangars/Tie-downs over 1,050 Sq. Ft.</u> <i>Monthly hangar/tiedown fee for All Hangars Tie-downs over 1,050 Sq. Ft.</i>	\$0.15 per/Sq. Ft.

FUEL FLOWAGE FEES

<u>Aviation Gas.</u> <i>This fee is per gallon of aviation gas delivered through City airports.</i>	\$0.11/gal
<u>Aviation Jet Fuel.</u> <i>This fee is per gallon of Jet Fuel delivered through City airports.</i>	\$0.10/gal
<u>Aviation Oils.</u> <i>This fee is per gallon of Aviation Oil delivered through City airports.</i>	\$0.10/gal

COMMERCIAL OPERATING PERMIT FEES

<u>Commercial Operating Permit.</u> <i>Annual Fee for Short Term Commercial Operating Permits at City airports.</i>	\$468.98
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Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport
User Fee Schedule Effective April 1, 2025

GATE ACCESS CARD FEES

Initial Card Issuance Fee. <i>Gate access card for MYF. Initial issuance cost. Access card remains property of City.</i>	\$20.00
Replacement Card Fee. <i>Replacement Fee for gate access card for MYF. Access card remains property of City.</i>	\$20.00
Card Reactivation After Violation. <i>Reactivation Fee assessed to users due to violation of Airports Rules and Regulations. Fee is assessed to deter potential repeat violation of Airports Rules and Regulations.</i>	\$100.00

AIRPORT CONFERENCE ROOM FEES

Conference Room Per Hour Fee. <i>Fee assessed for the use of the airports' conference rooms per hour. (All Conference Room fees must be paid in advance at the time of reservations. Reservations made over the phone must be paid for within 72 hours of the meeting date).</i>	\$25.00
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SPECIAL USE FEES

Special Use Fees. <i>Any operation requiring exclusive use of ramp, taxiway, runway; or any adjacent areas that would prohibit or restrict the normal public use or access to that area. Additional fees will be negotiated to recover labor and/or other costs provided by the City to ensure public safety. i.e. an all-day exclusive use of Runway 23 by movie film crews with Operations Assistant on site - \$1,000.00. Rates are subject to increases due to special handling or other requirements.</i>	Daily Minimum \$102.56
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OVERNIGHT VEHICLE PARKING FEES

Autos. <i>Overnight parking fee for autos at SDM. Fee is per night.</i>	\$6.00
Oversized Vehicles. <i>Overnight parking fee for oversized vehicles at SDM. Fee is per night.</i>	\$13.00
Auto at MYF <i>Overnight parking fee for autos at MYF. Fee is per night.</i>	\$10.00
Oversized Vehicles MYF <i>Overnight parking fee for oversized vehicles at MYF. Fee is per night.</i>	\$20.00

COPY MACHINE FEES

Fee per Copy. <i>Fee for copier use for non-City Personnel per copy.</i>	\$0.25
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LATE FEES

Administrative Charge Minimum <i>Administrative Charge for billing costs for non-payment of fees owed. Fee may be increased to cover actual costs of recovery.</i>	Minimum \$10.00
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These published User Fees have been approved by City Council.

For information regarding these user fees please contact Airport Operations at:

Montgomery – Gibbs Executive: (858) 573-1440 I Brown Field (619) 424-0455

3750 John J. Montgomery Drive MS 14,
San Diego, CA 92123

sandiego.gov/airports



Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport

User Fee Schedule

Effective July 1, 2025

OVERNIGHT AIRCRAFT PARKING FEES

Single Engine 12,500 lb. and Under. <i>Fee charged to single engine aircraft weighing 12,500 lb. and under, utilizing the City airports' ramps remaining overnight.</i>	\$11.00
Multi Engine 12,500 lb. and Under. <i>Fee charged to multi engine aircraft weighing 12,500 lb. and under, utilizing the City airports' ramps remaining overnight.</i>	\$13.00
Aircraft over 12,500 lb. <i>Fee charged to aircraft weighing over 12,500 lb. utilizing the City airports' ramps remaining overnight. Fee is per thousand pounds of Maximum Gross Take-off Weight (Rounded to the nearest thousand).</i>	\$1.17/1,000 lb.
Airships (SDM Only). <i>Fee charged to Airships mooring at Brown Field Municipal Airport overnight.</i>	\$104.28

AIRCRAFT LANDING FEES

Large Aircraft (over 12,500 lb.) <i>Landing Fee charged to non-based aircraft (Both Part 91 and 135). Fee is per thousand pounds of Maximum Gross Take Off Weight (Rounded to the nearest thousand).</i>	\$1.26/1,000 lb.
Small Aircraft (12,500 lb. and under). <i>Landing Fee charged to Non-scheduled commercial (Part 135) - non based aircraft weighing 12,500 lb. and under.</i>	\$12.57

MONTHLY HANGAR / TIEDOWN FEES

Single Engine 40'x35' T-Shape (up to 1,050 sq. Ft). <i>Monthly hangar/tiedown fee for Single Engine 40'x35' T-Shape (up to 1,050 sq. ft) space at City airports.</i>	\$143.96
Multi-Engine T-shape. <i>Monthly hangar/tiedown fee for Multi-Engine T shape space City airports.</i>	\$155.38
All Hangars/Tie-downs over 1,050 Sq. Ft. <i>Monthly hangar/tiedown fee for All Hangars Tie-downs over 1,050 Sq. Ft.</i>	\$0.15 per/Sq.Ft.

FUEL FLOWAGE FEES

Aviation Gas. <i>This fee is per gallon of aviation gas delivered through City airports.</i>	\$0.11/gal
Aviation Jet Fuel. <i>This fee is per gallon of Jet Fuel delivered through City airports.</i>	\$0.13/gal
Aviation Oils. <i>This fee is per gallon of Aviation Oil delivered through City airports.</i>	\$0.11/gal

COMMERCIAL OPERATING PERMIT FEES

Commercial Operating Permit. <i>Annual Fee for Short Term Commercial Operating Permits at City airports.</i>	\$507.36
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Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport
User Fee Schedule Effective July 1, 2025

GATE ACCESS CARD FEES

<u>Initial Card Issuance Fee.</u> <i>Gate access card for MYF. Initial issuance cost. Access card remains property of City.</i>	\$30.00
<u>Replacement Card Fee.</u> <i>Replacement Fee for gate access card for MYF. Access card remains property of City.</i>	\$30.00
<u>Card Reactivation After Violation.</u> <i>Reactivation Fee assessed to users due to violation of Airports Rules and Regulations. Fee is assessed to deter potential repeat violation of Airports Rules and Regulations.</i>	\$200.00

AIRPORT CONFERENCE ROOM FEES

<u>Conference Room Per Hour Fee.</u> <i>Fee assessed for the use of the airports' conference rooms per hour. (All Conference Room fees must be paid in advance at the time of reservations. Reservations made over the phone must be paid for within 72 hours of the meeting date).</i>	\$25.00
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SPECIAL USE FEES

<u>Special Use Fees.</u> <i>Any operation requiring exclusive use of ramp, taxiway, runway; or any adjacent areas that would prohibit or restrict the normal public use or access to that area. Additional fees will be negotiated to recover labor and/or other costs provided by the City to ensure public safety. i.e. an all-day exclusive use of Runway 23 by movie film crews with Operations Assistant on site - \$1,000.00. Rates are subject to increases due to special handling or other requirements.</i>	Daily Minimum \$116.93
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OVERNIGHT VEHICLE PARKING FEES

<u>Overnight Vehicle Parking: Auto at MYF.</u> <i>Overnight parking fee for autos. Fee is per night.</i>	\$10.00
<u>Overnight Vehicle Parking: Oversized Vehicles MYF.</u> <i>Overnight parking fee for oversized vehicles. Fee is per night.</i>	\$20.00
<u>Overnight Vehicle Parking: Auto at SDM.</u> <i>Overnight parking fee for autos at City airports. Fee is per night.</i>	\$18.00
<u>Overnight Vehicle Parking: Oversized Vehicles SDM.</u> <i>Overnight parking fee for oversized vehicles. Fee is per night.</i>	\$36.00

COPY MACHINE FEES

<u>Fee per Copy.</u> <i>Fee for copier use for non-City Personnel per copy.</i>	\$0.25
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LATE FEES

<u>Administrative Charge Minimum.</u> <i>Administrative Charge for billing costs for non-payment of fees owed. Fee may be increased to cover actual costs of recovery.</i>	Minimum \$11.20
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Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport
User Fee Schedule Effective July 1, 2025

HANGAR WAITING LIST FEES (NON-REFUNDABLE)

<u>Privately Owned Hangar Waiting List Fee.</u> <i>Waiting List Fee.</i>	\$300.00
<u>City Owned Hangar Waiting List Fee.</u> <i>Waiting List Fee.</i>	\$300.00
<u>City Owned Tie-Down Waiting List Fee.</u> <i>Waiting List Fee</i>	\$136.00

These published User Fees have been approved by City Council.

For information regarding these user fees please contact:

Montgomery – Gibbs Executive Airport Airport Operations:

(858) 573-1440

Brown Field Municipal Airport Airport Operations:

(619) 424-0455

3750 John J. Montgomery Drive MS 14
San Diego, CA 92123

sandiego.gov/airports

Letter to Airports Advisory Committee
October 9, 2024
Page 1

October 9, 2024

Airports Advisory Committee
3750 John J. Montgomery Drive
San Diego, CA 92123

Subject: Item 7.A: Discussion Regarding the Proposed Fiscal Year 2023 Airports User Fees for Montgomery Gibbs Executive Airport and Brown Field Municipal Airport.

Overview:

Per the City Council Policy 100-05, the City performs a comprehensive user fee study every three years. The purpose of the study is to identify the cost of service for activities that charge user fees and to develop target cost recovery rates that could bring existing fees in-line with the current full cost of service. Between the user fee study years, the user fees are updated annually as a part of the budget process, and adjustments are based on the annual CPI inflation rate, if applicable, until the next study is performed. Airports also has the discretion to conduct rate and fee studies annually.

Discussion:

User fees, or charges for services, are an important component of government revenues. State and local governments use charges and fees to fund the provision of goods and services for a specific benefit, government service conferred, or privilege granted directly to the payor or recipient of that specific benefit. These charges or fees are not required of those who do not receive the specific benefit or service, and they shall not exceed the reasonable cost of providing the service or product.

Per City Council Policy 100-05, the City performs a comprehensive user fee study every three to five years. Between comprehensive user fee study years, the user fees are updated annually as a part of the budget process, and adjustments may be based on the annual CPI inflation rate or salary increases, if applicable, until the next comprehensive user fee study is performed.

The Comprehensive User Fee Study assesses full cost recovery of city services. Full cost recovery includes direct and indirect costs associated with the service or product. City Council can decide to collect less than full cost for a service but never more than full cost. Examples of partial collection of fees are those that the City Council has decided should be subsidized as in recreation or senior services charges, or those that are not cost effective to collect. The other exception to full cost recovery is fines and penalties which are meant to be deterrents against a behavior versus a revenue generator; they can also be established by the State or Federal government and therefore not up to local control. In the case of Airports, the FAA's Policy Regarding the Establishment of Rates and Charges is also followed.

Determining cost recovery rates necessitates an accurate calculation of the cost of providing government services, both direct and indirect, regardless of whether all services are deemed to be fully

cost-recoverable. Direct costs consist of costs that are incurred directly by providing the service, such as staff time spent on service-related activities in addition to salary and benefit expenses. Indirect costs consist of departmental overhead, such as operating expenses that are not easily associated with a specific project or activity like rent, utilities, or internal administrative costs.

Economic Development, Airports Division Background on User Fees:

User fees are an important component of airport revenues. The Economic Development Department, Airports Division uses fees to fund the operational and capital needs of the City's General Aviation Airports' system. Revenues from "Current Services" that are primarily User Fees, contributed to \$781,040 in revenues received in 2023 all of which are utilized for operational needs. These included Meeting Room Rental Fees, Landing Fees, Fuel Flowage Fees, Monthly Vehicle Parking and Aircraft Tiedowns and other miscellaneous fees. In comparison, the Airports operational expenditures for supplies and contract services (5-year average) are \$152,484.65 and \$2,127,621 respectively. Additionally, it is estimated that the Airport Capital Improvement Program (ACIP) over the next years will be approximately \$48,409,666.82. Even though the Federal Aviation Administration (FAA) and the State contribute with approximately (in most cases) 90 to 95 percent of the costs, the local share will be between \$2,000,000 and 4,000,000 dollars for runways, taxiways, and ramps. In addition, the City has a Capital Improvement Projects (CIP) that are not eligible for FAA grant funds estimated at \$15,884,345.20. Please see attachments 3, 4, and 5 for the Airports draft ACIP's and CIP project list.

Montgomery - Gibbs Executive and Brownfield Municipal Airports are federally obligated as they are part of the National Air Transportation System (NPIAS). Obligated airports are required to abide by the Federal Aviation Administration Policy Regarding the Establishment of Rates and Charges which say that airports shall strive to be as self-sustaining as possible. Furthermore, it requires that rates and fees must be "Fair and Reasonable", "Non-Discriminatory" against aeronautical users, and that users must be timely consulted in advance of the fee adoption. Local policies regarding the establishment of user fees are A.R. 95.25, Council Policy 100-05 – User Fee Policy, and San Diego Municipal Code § 68.0100 et-sec (For Airports).

Airports' Users Fees are calculated based on cost recovery based on the following:

- Determining if the service provided is aeronautical or non-aeronautical.
- Determining if the existing User Fees are relevant or need to be updated to reflect current industry practices.
- Performing a full cost-recovery analysis.
- Benchmarking of the user fees against similar airports within 100 miles from San Diego.
- Determining how competitive the user fees are against benchmarked airports.
- Determining that the user fees are fair and reasonable.
- Determining if the user fees will allow the airports to strive to be as self-sustaining as possible.
- Consulting the proposed user fees at the Airports Advisory Committee public meetings.
- Conducting Public Hearings at City Council meetings.

The proposed user fees are vetted through a multi-step approach process to determine that City Airports will continue to strive to be competitive fund its operational and capital needs.

Letter to Airports Advisory Committee

October 9, 2024

Page 3

During this Comprehensive User Fee Study, Airport Management benchmarked its fees against five other airports within a 100-mile radius that provide similar services. The purpose of the benchmarking is to ensure that the City Airports fees are in line with those in the market area. The Proposed FY 2026 Fees are in Attachment A and the benchmarking summary is in Attachment B. The proposed user fees would be effective beginning July 1, 2025. All user fee adjustments recommended in this report have been reviewed by the City Attorney's Office for compliance with Proposition 26.

City of San Diego Strategic Plan:

Strategic Plan Operating Principles: Customer Service, and Trust & Transparency

This item relates to the Strategic Plan's Customer Service and Trust & Transparency by using the City's financial information to develop fees that are reflective of the cost of the services provided. Our goal is to provide high quality public service by promoting a customer-focused culture that prizes accessible, consistent, and predictable delivery of services.

Fiscal Considerations:

The Department estimates the proposed fees will generate approximately \$1,048,454 in cost recovery revenue for the Airports Enterprise Fund. In the Fiscal Year 2025 Adopted Budget, the Department budgeted \$1,098,328 in revenue associated with user fees. The proposed revenue generated from these fees represents approximately 12.23% of the Fiscal Year 2025 proposed revenue budget for the Airports.

Previous Council and/or Committee Actions:

This item will be heard at the Budget & Government Efficiency Committee prior to Council.

If you have questions or need additional information, please contact me at (858) 573-1441.

Sincerely,

Jorge Rubio, A.A.E.

Deputy Director, Chief of Airports

Attachments:

1. List of User Fees
2. List of User Fees and Benchmarking Cities
3. Draft FAA Airport Capital Improvement Program MYF
4. Draft FAA Airport Capital Improvement Program SDM
5. Draft Airports Capital Improvement Program – Non-Grant Eligible

ATTACHMENT 1

Fee Title	Fee Description	Current Fee	Proposed Fee	Proposed Cost Recovery %	Last FY Adjustment
OVERNIGHT AIRCRAFT PARKING FEES:					
Overnight Aircraft Parking Single Engine	Fee charged to single engine aircraft utilizing the City airports remaining overnight.	\$ 9.00	\$ 11.00	35%	2023
Overnight Aircraft Parking Multi Engine	Fee charged to multi engine aircraft utilizing the City airports remaining overnight.	\$ 11.00	\$ 13.00	39%	2023
Overnight Aircraft Parking over 12,500 lb	Fee charged to aircraft weighting over 12,500lb utilizing the City airports remaining overnight. Fee is per thousand pounds of Maximum Gross TakeOff Weight (Rounded to the nearest Thousand)	\$ 1.10	\$ 1.17	65%	2023
Overnight Aircraft Parking Airships	Fee charged to Airships mooring at Brown Field Municipal Airport overnight.	\$ 72.44	\$ 104.28	100%	2023
MONTHLY HANGAR /TIEDOWN FEES:					
Monthly Hangar/Tiedown Single Engine	Monthly hangar/tiedown fee for Single Engine 40'x35' T-Shape (up to 1,050 sq. ft) space at City airports.	\$ 126.00	\$ 143.96	82%	2023
Monthly Hangar/Tiedown Multi Engine	Monthly hangar/tiedown fee for Multi-Engine T shape space City airports.	\$ 136.00	\$ 155.38	95%	2023
Monthly Hangar/Tiedown Fees: over 1,050 sq ft	Monthly hangar/tiedown fee for All Hangars Tie-downs over 1,050sq. Ft. Fee is per square foot per month.	\$ 0.13	\$ 0.15	48%	2023
COMMERCIAL OPERATOR FEES AND LANDING FEES:					
Landing Fee:Small Aircraft	Landing Fee charged to Non-scheduled commercial - non based) aircraft weighting 12,500lb and under.	\$ 11.00	\$ 12.57	34%	2023
Landing Fee: Large Aircraft	Landing Fee charged to Non-scheduled commercial - non based) aircraft weighting 12,500lb and under.	\$ 1.10	\$ 1.26	11%	2023
Commercial Operator Fee	Annual Fee for Short Term Commercial Operating Permits at City Airports	\$ 468.98	\$ 507.36	100%	2023
FUEL FLOWAGE FEES:					
Fuel Flowage Fees: Av Gas	This fee is per gallon of aviation gas delivered through City Airports.	\$ 0.09	\$ 0.11	100%	2018
Fuel Flowage Fees: Jet Fuel	This fee is per gallon of Aviation Jet Fuel delivered through City Airports.	\$ 0.10	\$ 0.13	100%	2018
Fuel Flowage Fees: Aviation Oils	This fee is per gallon of Aviation Oil delivered through City Airports.	\$ 0.10	\$ 0.11	100%	2018
GATE CARD FEES:					
Gate Access Cards: Initial Issuance	Gate access card for MYF. Initial issuance cost.	\$ 20.00	\$ 30.00	100%	2023

Gate Access Cards: Replacements	Replacement Fee for gate access card for MYF.	\$ 20.00	\$ 30.00	100%	2023
Gate Access Cards: Reactivation After Violation	Reactivation Fee assessed to users due to violation of Airports Rules and Regulations.	\$ 100.00	\$ 200.00	100%	2023
AIRPORT CONFERENCE ROOM FEES:					
Airport Conference Fee: Per Hour	Airport Conference Fee per hour.	\$ 20.00	\$ 25.00	83%	2023
OVERNIGHT VEHICLE PARKING FEES:					
Autos:	Overnight parking fee for autos at City airports. Fee is per night.	\$ 6.00	N/A	N/A	N/A
Oversized Vehicles:	Overnight parking fee for oversized vehicles at City airports. Fee is per night	\$ 13.00	N/A	N/A	N/A
Overnight Vehicle Parking: Auto at MYF	Overnight parking fee for vehicles at Montgomery - Gibbs Executive Airport. Fee is per night.	\$ 6.00	\$ 10.00	50%	N/A
Overnight Vehicle Parking: Oversized Vehicles	Overnight parking fee at Montgomery - Gibbs Executive Airport for Oversized Vehicles. Fee is per night.	\$ 13.00	\$ 20.00	50%	N/A
Overnight Vehicle Parking: Auto at SDM	Overnight parking fee for vehicles at Brown Field Airport. Fee is per night.	\$ 6.00	\$ 18.00	100%	N/A
Overnight Vehicle Parking: Oversized Vehicles	Overnight parking fee for Oversized Vehicles at Brown Field Airport. Fee is per night.	\$ 13.00	\$ 36.00	100%	N/A
SPECIAL USE FEES, COPY MACHINE FEES AND LATE FEES:					
Special Use Fees	Daily Minimum \$50.00. Any operation requiring exclusive use of ramp, taxiway, runway, or any adjacent areas that would prohibit or restrict the normal public use or access to that area. Additional fees will be negotiated to recover labor and/or other costs provided by the City to ensure public safety. i.e. an all-day exclusive use of Runway 23 by movie film crews with Operations Assistant on site - \$1,000.00	\$ 102.56	\$ 116.93	100%	2023
Copy Machine Fees	Fee for copier use for non City Personnel.	\$ 0.25	\$ 0.26	100%	N/A
Late Fee	Administrative Charge minimum \$10.00 Billing costs for non-payment of fees owed. Fee may be increased to cover actual costs of recovery.	\$ 10.00	\$ 11.20	100%	N/A
WAITING LIST FEES:					
Privately Owned Hangar Waiting List Fee	Non-Refundable Fee to join the following two waiting lists at City Airports for leases with the City: (1) Small Privately Owned Tie-down/Hangar Waiting List (up a 42 feet door opening, for hangars), (2) Large Privately Owned Tie-down/Hangar Waiting List (43 feet and over hangar door opening)	\$250*	\$ 300.00	100%	N/A

City Owned Hangar Waiting List Fee	Non-Refundable Fee to join the City Owned Tiedowns/Hangars Waiting List at City Airports	NA	\$ 300.00	100%	N/A
City Owned Tie-Down Waiting List Fee	Non-Refundable Fee to join the City Owned Tiedowns/Hangars Waiting List at City Airports	NA	\$ 136.00	100%	N/A
Legend: Red text with strike-through = Fee Eliminated Green text = New Fee or Restructed Fee Black Text = Existing Fee *Fee not previosly listed in User Fee Schedule but charged since at least 2009.					

ATTACHMENT 2

City of San Diego FY 2026 Airports User Fees Benchmarking

		Current Fee	FY 2026 Proposed	County of San Diego Airports Gillespie and Palomar	Riverside County EDC Airports French Valley Airport	City of Riverside Municipal Airport	City of Fullerton Municipal Airport	County of San Bernardino Airports Chino Airport
Fee Title	Fiscal Year of Last Revision	Fee Amount	Fee Amount	Current Fee Amount	Current Fee Amount	Current Fee Amount	Current Fee Amount	Current Fee Amount
Overnight Aircraft Parking Single Engine	2023	\$9.00	\$11.00	\$5.00	\$7.00	\$10.00	\$10.00	\$8.00
Overnight Aircraft Parking Multi Engine	2023	\$11.00	\$13.00	\$5.00	\$10.00	\$25.00	\$10.00	\$13.00
Overnight Aircraft Parking over 12,500 lb (per 1,000 lb)	2023	\$1.10	\$1.17	\$1.00 (per 1,000 lb - Gillespie) \$1.25 (per 1,000 lb - Palomar)	\$15 (per event)	\$10 (per event)	\$0.00	Fee based on wingspan, not weight
Overnight Aircraft Parking Airships	2023	\$72.44	\$104.28	Under permit fee (depends on event)	n/a	n/a	n/a	n/a
Monthly Hangar/Tiedown Single Engine	2020	\$126.00	\$143.96	\$90.00	\$66.00	\$399-\$1062 (Range specific to hangars, not tiedowns)	\$110.00	\$105-\$470 (Range)
Monthly Hangar/Tiedown Multi Engine	2020	\$136.00	\$155.38	\$110.00	\$100.00	\$399-\$1062 (Range specific to hangars, not tiedowns)	\$110.00	\$105-\$470 (Range)
Monthly Hangar/Tiedown Fees: over 1,050 sq ft	2023	\$0.13	\$0.15	\$0.13	\$0.06	\$0.15	\$0.10	\$0.11
Landing Fee: Small Aircraft (Commercial, not-based)	2023	\$11.00	\$12.57	\$1.00	n/a	n/a	n/a	n/a
Landing Fee: Large Aircraft (All, non-based)	2023	\$1.10	\$1.26	\$1.00	\$1.50	n/a	n/a	n/a
Commercial Operator Fee (per Year)	2023	\$468.98	\$507.36	Depend on events	n/a	n/a	\$150.00	\$750.00
Fuel Flowage Fees: Av Gas	2018	\$0.09	\$0.11	\$0.06	\$0.12	\$0.10	\$0.15	\$0.06
Fuel Flowage Fees: Jet Fuel	2018	\$0.10	\$0.13	\$0.08	\$0.12	\$0.10	\$0.15	\$0.06
Fuel Flowage Fees: Aviation Oils	2018	\$0.10	\$0.11	n/a	n/a	n/a	\$15.00	0.07 (per quart)

City of San Diego FY 2026 Airports User Fees Benchmarking - Page 2

Fee Title	Fiscal Year of Last Revision	Current Fee	FY 2026 Proposed	County of San Diego Airports Gillespie and Palomar	Riverside County EDC Airports French Valley Airport	City of Riverside Municipal Airport	City of Fullerton Municipal Airport	County of San Bernardino Airports Chino Airport
		Fee Amount	Fee Amount	Current Fee Amount	Current Fee Amount	Current Fee Amount	Current Fee Amount	Current Fee Amount
Gate Access Cards: Initial Issuance	2023	\$20.00	\$30.00	n/a	\$30.00	\$20.00	\$0.00	\$25.00
Gate Access Cards: Replacements	2023	\$20.00	\$30.00	n/a	\$30.00	\$25.00	\$25.00	n/a
Gate Access Cards: Reactivation After Violation	2023	\$100.00	\$200.00	n/a	n/a	\$25.00	n/a	n/a
Airport Conference Fee: Per Hour	2023	\$20.00	\$25.00	n/a	n/a	n/a	n/a	n/a
Overnight Vehicle Parking: Auto at MYF	2023	\$6.00	\$10.00	\$5.00	n/a	n/a	\$40.00	n/a
Overnight Vehicle Parking: Oversized Vehicles MYF	2023	\$13.00	\$20.00	\$5.00	n/a	n/a	n/a	n/a
Overnight Vehicle Parking: Auto at SDM	2023	\$6.00	\$18.00	\$5.00	n/a	n/a	\$40.00	n/a
Overnight Vehicle Parking: Oversized Vehicles	2023	\$13.00	\$36.00	\$5.00	n/a	n/a	n/a	n/a
Special Use Fees	2023	\$102.56	\$116.93	Depend on events	Depend on events	n/a	Depend on events	Depend on events
Copy Machine Fees	NA	\$0.25	\$0.26	n/a	n/a	n/a	n/a	n/a
Late Fee	NA	\$10.00	\$11.20	n/a	n/a	\$0.10	\$0.10	10%/\$30
Privately Owned Hangar Waiting List Fee	NA	\$250.00	\$300.00	n/a	n/a	n/a	n/a	n/a
City Owned Hangar Waiting List Fee	NA	NA	\$300.00	n/a	n/a	n/a	n/a	n/a
City Owned Tie-Down Waiting List Fee	NA	NA	\$136.00	n/a	n/a	n/a	n/a	n/a



**Economic Development Department
Airports Division**

March 12, 2024

Airports Advisory Committee
3750 John J. Montgomery Drive
San Diego, CA 92123

Subject: Item 7B: Presentation on "Lease Payment Process & Online Payment Portal"

We are excited to share some important updates that will make the lease payment process easier and more convenient for tenants!

A Smoother Payment Experience

Per your lease agreement, all payment remittances must reference specific information to ensure payments are accurately and timely applied to your account(s). Missing or incorrect information may result in payments being applied to the wrong account, late fees, and/or additional time to research payments. We want to help you avoid that!

To help ensure your payments are applied correctly and timely, the City offers an Invoice/Account Online Payment portal, a simple and efficient way to:

- Ensure all required payment remittance information is included.
- Provide a real-time receipt of payment remittance.
- Reduce time spent on payment research for both customers and City staff.

Helpful Resources for You

We've attached a couple of resources to assist you in making online payments.

- Online Payment Remittance Tips – A step-by-step guide for making online payments.
- Sample Invoice – To help you identify key information included on your invoice to ensure accurate payment application to your account.

Upcoming Enhancements

In the coming months, the City will transition to a new Real Estate Asset Management software. This new software will give you more real-time visibility of your accounts. More information regarding this will be shared soon. In the meantime, we encourage you to start using the online payment portal to build confidence and familiarity with the City's online portal, and help you transition smoothly when the new system goes live.

A Heads-up About Delinquent Account

Your account needs to be in good standing to submit payments via the online portal. If you have outstanding amounts due in Delinquent Accounts, we recommend resolving them beforehand. To determine if you have outstanding amounts due and/or to resolve outstanding amounts due, please contact Delinquent Accounts at 619-744-3100 or email collections@sanidiego.gov. (Please provide the contract account number found on your invoice.)

If you have any questions or need help getting started, feel free to contact Cheryl Mossa at 858-573-1428 or CMossa@sanidiego.gov.

Sincerely,

Jorge Rubio, A.A.E.
Deputy Director, Chief of Airports

JR/jr

Attachments:

1. Online Pay Cheat Sheet
2. Sample Invoice

Lessee Online Payment Remittance Tips

To remit online payments, lessees must not have any invoices outstanding in Delinquent Accounts* and must have the following pieces of information from the top portion of their invoice available to ensure accurate posting of payment:

- Contract Account number – This is a 12-digit number that likely starts with a “4”
- Reference Document number
- Street number
- Zip code as shown on the invoice (ZIP+4)



*Note that to submit payments via the online portal, customer/lessee cannot have any outstanding amounts due in Delinquent Accounts. To determine if you have outstanding amounts due and/or to resolve outstanding amounts due, contact Delinquent Accounts at 619-744-3100 or email collections@sandiego.gov and provide the contract account number found on your invoice.

1. Navigate to <https://webapps.sandiego.gov/FicaOnlinePayments/InvoicePaymentInquiry> or from the City's home page (www.sandiego.gov), in the “Get it Done” section, select “I Need to Pay” from box 1 and “SAP Invoice/Account” from box 2. Select the Pay Now button.

Get It Done

2. On the SAP Invoice/Account Online Payment Portal page, select “Click here to make a Payment on Account” at the bottom of the page.

3. Enter the Contract Account number, mailing address house/street number and zip code as shown on your invoice and select “Search”.
4. From the search results, select/choose the correct account.
5. Enter your email, reference number from your invoice and amount you wish to pay and select Next. Contract Account number will be pre-populated base on the information you already entered.

Enter your payment amount and press the **NEXT** button to continue with your payment.
If you do not wish to make a payment at this time, return to the main page by pressing the **CANCEL** button.

CANCEL

NEXT

6. You will then be redirected to the payment site where you can select your payment method (bank account or credit card).
7. Once payment submission is complete, you can print confirmation of payment remittance for your records. Note however, that this is not a receipt, but rather confirmation that you have remitted payment.



City of San Diego
PO Box 129030
San Diego, CA 92112-9030

Return Service Requested

INVOICE

Jeremy Shortess
ABC Compancy
9719 Main St.
San Diego, CA 92124

REportfolio Invoice #	BXXXXXX
Business Partner	XXXXXXXXXX
Contract Account	50000076304
Reference Doc #	B166038000000000
Invoice Date	Jan 1, 2025
Invoice Amount (USD)	\$ 0.00
Net Due Date	Feb 3, 2025
City Contact	Lease Billing
City Phone	619-236-6988

DESCRIPTION

SAMPLE INVOICE

SAMPLE

Please reference the Contract Account Number on all correspondence and payments.

Invoices that remain unpaid after the due date will be referred to the City Treasurer for collections and are subject to a collection referral fee of 10% or \$25, whichever is greater, and interest on the unpaid balance. As required by law, you are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if the amount is not paid by the date due.

Return this portion with payment. Make check payable to **City Treasurer**.

☐ New Address or Phone Number? Check this Box and Enter your New Information on Reverse Side

MAIL PAYMENT TO:

City of San Diego
PO Box 129030
San Diego, CA 92112-9030

REportfolio Invoice #	BXXXXXX
Business Partner	XXXXXXXXXX
Contract Account	50000076304
Reference Doc #	B166038000000000
Invoice Date	Jan 1, 2025
Invoice Amount (USD)	\$ 0.00
Net Due Date	Feb 3, 2025

Monthly Airport Operations Report

February 2025



MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Feb-25	Feb-24	% Diff
	27,935	27,104	3.1%

Based A/C	458
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	59,092	55,197	7.1%

Flight Operations (FY)	FY25 YTD	FY24 YTD	% Diff
	260,033	229,808	13.2%

Unleaded AvGas (UL94 Gal)*	Available	Sold Jan-25	Sold FY25 YTD
	575	0	25.70

Total Operations 10-Year History	
2024	385,806
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

Operations Office Revenue	FY25 YTD	FY24 YTD	% Diff
Landing Fees	\$21,132.58	\$8,066.96	162.0%
Transient A/C Parking	\$14,743.00	\$10,044.00	46.8%
Monthly A/C Parking	\$315,711.18	\$285,208.85	10.7%
Vehicle Parking	\$2,587.00	\$2,104.00	23.0%
Conference Room	\$1,650.00	\$2,040.00	-19.1%
Other	\$3,593.36	\$4,128.98	-13.0%
Total	\$359,417.12	\$311,592.79	15.3%

* Prices for AvGas and UL94 may vary. For up to date price information visit: <https://www.airnav.com/airport/KMYF>

BROWN FIELD MUNICIPAL AIRPORT

Flight Operations (Month)	Feb-25	Feb-24	% Diff
	6,525	5,745	13.6%

Based A/C	157
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	12,730	13,325	-4.5%

Flight Operations (FY)	FY25 YTD	FY24 YTD	% Diff
	60,924	59,723	2.0%

Total Operations 10-Year History	
2024	93,525
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

Operations Office Revenue	FY25 YTD	FY24 YTD	% Diff
Landing Fees	\$77,646.00	\$43,752.00	77.5%
Transient A/C Parking	\$7,329.00	\$4,044.00	81.2%
Vehicle Parking	\$39,003.00	\$25,546.00	52.7%
Other	\$0.00	\$0.00	0.0%
Total	\$123,978.00	\$73,342.00	69.0%



Economic Development Department

Monthly Noise Management Report- February 2025

Montgomery Gibbs Executive Airport

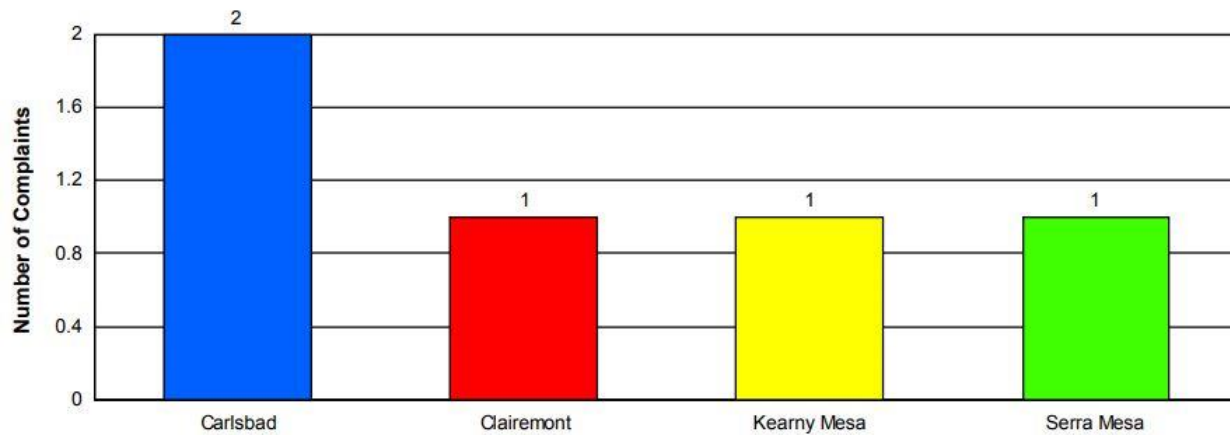
Noise Abatement Violations*

Day: 0

Night:0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 5

Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Carlsbad	2	2	2
Clairemont	1	1	4
Kearny Mesa	1	1	1
Serra Mesa	1	1	1
Totals:	5	5	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



Economic Development Department

Monthly Noise Management Report- February 2025

Brown Field Municipal Airport

Community Complaint Totals:

Zero complaints for the month of February

Community Complaint Details:

Zero complaints for the month of February

*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

Projects Progress Update

March 2025

Montgomery–Gibbs Executive Airport (MYF)

- Airports Master Plans
 - Weekly Meetings with C&S and City Planning Department to streamline Environmental Impact Report updates.
- MYF Terminal Parking Lot East Rehabilitation
 - 100% Design received; construction expected to begin May 2025
- Spiders Lot Pavement Rehabilitation
 - 100% Design received.
- MYF Terminal Apron Rehabilitation
 - Rescoping project boundaries.
- MYF Mid–Port Pavement Repairs
 - Construction completed
- Air Center MYF (Corporate Helicopters)
 - Waiting of Tenant to complete FAA Environmental Requirements

Brown Field Airport (SDM)

- Taxiway Golf, Taxiway Bravo Rehab, Taxiway Charlie (G1) Rehab Realign, Pavement Removal Project
 - Completed 90% Design
- Airport Terminal Roof Replacement
 - Project kick off meeting held 9–16–2024
 - Currently in project setup phase with Engineering and Capital Projects Department Quick Build team
- San Diego Airpark Project
 - Work is continuing to establish of the Mitigation Lands
 - Construction Activities on Phase 1 continue.
- Access Control System
 - Working with City and FAA on procurement
- Customs and Border Protection General Aviation Inspections Facility
 - Proposed New Facility would be within new FBO building terminal.