



AIRPORTS ADVISORY COMMITTEE

Meeting Notice and Agenda

Wednesday, April 9, 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 agenda items or during Non-Agenda Public Comment by accessing the meeting online using a desktop computer, laptop, tablet, or Smartphone, or by calling into the meeting using a Smartphone, cellular phone, or land line.

The link to join the Meeting Webinar by computer, tablet, or Smartphone is:

<https://sandiego.zoomgov.com/j/1608569166>

To join by telephone:

Dial 833 568 8864

When prompted, input **Webinar ID: 160 856 9166**

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. March 12, 2025

5. UNFINISHED BUSINESS – None

6. NEW BUSINESS – None

A. Election of the Chair and Vice Chair of the City of San Diego Airports Advisory Committee

Proposed Actions:

1. Elect the Chair of the Airports Advisory Committee
2. Elect the Vice Chair of the Airports Advisory Committee

B. Airports Advisory Committee Bylaws

Proposed Actions:

1. Approve the Airports Advisory Committee Bylaws as drafted.

7. INFORMATIONAL ITEMS

A. Discussion on the Airports Advisory Committee Proposed Recommended Best Practices for Pilots at Montgomery – Gibbs Executive Airport

B. Staff Reports

C. Montgomery – Gibb Executive Airport Air Traffic Control Tower Report

D. Other Reports

- Monthly Airport Operations Reports – March 2025
- Monthly Noise Management Report – March 2025
- Airports Projects Status Report – April 2025

8. COMMITTEE COMMENTS

9. ADJOURNMENT

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
Draft MINUTES
Meeting of March 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:

| | |
|--|--|
| Chair Tom Reid Clairemont Community | Gary List** Brown Field Aviation User Group |
| Vice Chair Peter S. Doft Special Expertise Representative | Donald Chick Tierrasanta Representative |
| David Gordon Special Expertise | Richard Ram** Serra Mesa Community |
| Ron Lee Brown Field Aviation User Group | |
| Rob M. Hixson Otay Mesa Representative | |
| Jason Ponchetti Brown Field Aviation Lessees Representative | |
| Melissa Johnston Montgomery-Gibbs Aviation Lessees Representative | |
| Shawn Ellis Montgomery-Gibbs Aviation User Group Representative | |
| Chase Michael Franzen Kearny Mesa Representative | |
| Joel Ryan* FAA Air Traffic Control Tower | |

MEMBERS ABSENT:

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

** Excused

STAFF PRESENT:

Jorge Rubio, David Reed, Debbie Shauger, Charles Broadbent, Jennifer Bearse, Thurman Hodges, Cheryl Mossa, Frank Santana, Latesha Newell, Rosalina Holmes, Nadia Nashi, Hannah Sax, and Giancarlo Vargas.

3. NON-AGENDA PUBLIC COMMENT

- Larry Rothrock announced that the Experimental Aircraft Association (EAA) will be inviting the Airports Advisory Committee to its October 12th, 2025, meeting at Brown Field.
- Ron Lee announced that as of January 1st, 2025, DJI drones have free range of flight and no longer require codes as DJI placed the responsibility on the drone operator.

4. APPROVAL OF MINUTES

A. February 12, 2025

Vice Chair Doft made a motion to approve the minutes as written. Ms. Johnston seconded the motion. Motion to approve passed. Chase Franzen abstained.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Review of the Airports Advisory Committee bylaws.

Mr. Doft made a motion to approve Airport staff to draft changes to the AAC bylaws and bring them at the next meeting in April.

Mr. Franzen seconds the motion to approve. Motion passes unanimously.

7. INFORMATIONAL ITEMS

A. Update on Airports Division User Fees – Report to the AAC.

- Jorge Rubio reported that City Council had approved a two phased approach to the Airports User Fees and referred them to the material in the packet.

B. Lease payment Process & Online Payment Portal

- Jennifer Bearse gave a presentation on how to use the Online Payment Portal for payment processing.

C. Staff Reports

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

- Introduced – Nadia Nashi, Clerical Pool Economic Development Department
- The military will be conducting a meeting regarding Unmanned Aircraft Systems on March 20th, 2025. Airports Staff will be participating and will report back.
- The Environmental Impact Report for the for the Brown Field Airport Master Plan is available for public comment. The deadline for comments is April 7th, 2025. Airport staff to provide an update on Montgomery-Gibbs in the next few months.

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

- There were over 27,000 operations in February.
- Mid-Port markings were refreshed as part of the paving project.
- The lab results from the storm water sample came back clean.
- Recruitment is ongoing for the Senior Operations Assistant and Utility Worker 2 vacant positions. Interviews will start in the next few weeks.
- Opticom Emergency access for emergency response at gates was tested and is working as designed.

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

- Brown Field had 6,525 operations in February, up 14% for this month compared to last year. Total count (Calendar/YTD) 12,730 operations are down 4% compared to the count for the same time last year (13,325).
- Eviction Lot Lock-out completed. Trash clean-up 100% complete. Onto phase-3 tire recycling 1/3 complete and final phase Hazardous materials clean-up.
- Trash-clean-up: 142 Lots, 203 (40 yd. dumpsters), 1.4 million lbs. of trash- not to include all the metal recycling and vehicle & trailer removal/recycling.
- Staff is working with Neal Electric to trouble shoot some electrical issues with airfield field lighting system signs. Beacon is working again. PAPI's on 26R are OTS. Tilt switch indication rendering PAPI's OTS.
- Maintenance staff were able to replace the windsock down at Fire Station 43.
- Automated weather is back up with the exception of the temperature component still down.
- Perimeter fence on POGO ROW breached awaiting repair.
- Stormwater Pollution Prevention Plan was updated & will be entered into SMARTs with the State Water Board. Water sample was collected on 3/11/25 and has been sent to lab.
- Working on finding a new site for the drop zone at Brown Field, due to airport construction that is currently happening.
- Parking lot signage for Café has been added and some markings were refreshed.
- Monument landscaping at Gate 1 has begun again.

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

- San Diego Airparks (SDA) construction of FBO is underway. Airport staff to continue to have discussions on development of other parcels.
- Airport staff is working with the City Attorney's Office (CAO) on legal action against AERO-ABRE environmental remediation and underpayment of rent.
- Airport staff is working on a lease with San Diego Airpark and a memorandum of understanding with US Customs and Border Protection to allow for customs operations in FBO facilities.
- Airport staff is negotiating a new memorandum of understanding for San Diego Fire Station 43 at Brown Field.
- EAA to exercise option to extend the size of the leasehold. EAA to submit a permit application to the City's Development Services Department for construction of additional hangars this month.
- Airport staff is working with US Customs and Border Protection on a memorandum of understanding for construction of new facility at Brown Field.
- Airports has requested an appraisal of airport land and facilities at Brown Field Municipal Airport and Montgomery-Gibbs Executive Airport, pursuant to the revised 700-10 policy requiring annual appraisals.
- Sorbi Aviation lease renewal completed. Annual rental revenue to Airports is \$79,308 per year with annual 3% escalations.
- Airports is working with 94th Aero Squadron on a short-term lease renewal for patio/outdoor space. The appraisal has been finalized and staff is putting together the new lease.
- Staff have drafted new lease for San Diego Community College District (SDCCD) for construction of new hangar and facilities. Reviewing comments from SDCCD.

- Staff are working on new memorandum of understanding with the San Diego Police Department eastern substation for 9225 & 9265 AERO Drive. Memorandum of understanding is under review by SDPD.
- Corporate Helicopters is working with the City's Development Services Department to process plans for their proposed FBO development. They are requesting changes that will affect the leasehold for Executive Airpark.
- Airport Staff is working with Crown Air on a new, longer-term agreement for transit ramp parking. Staff is also working with Crown Air on amending their lease to provide for financing of the Executive Airpark leasehold.
- Staff is drafting license agreements for Lot 8A hangars, along with the tiedowns at the terminal ramp and Lot 8A.
- Hangar Inspections were held in December for all hangars at Montgomery-Gibbs. Fire marshal correction letters have gone out. Airport Operations to follow up on any outstanding airport specific related corrections needed.
- New lease template has been approved by City Attorney for all Montgomery-Gibbs hangars. New hangar leases are in preparation.
- Airport staff have drafted a new lease for Alps Hospitality Group. Reviewing draft lease with Auditors. Appraisal underway. Processing a consent to sublease for a solar project at 8110 Aero Dr. Hotel. Reviewing Glare Study.
- The City's Department of Engineering and Capital Projects will be leasing all vacant spaces at 8525 Gibbs Dr. Evaluating building systems and planning the building for occupancy.
- City of San Diego Transportation Department may be expanding their footprint at 8575 Gibbs and taking the remainder of vacant space in that building. Evaluating building systems and planning the building for occupancy.
- Request for quote has been posted on Planet Bids for Real Estate Broker and Property Management company for office & retail buildings. Bids were due 3/10.
- Phase 2 of roofing repairs at the retail center was completed at the end of February, ahead of schedule and under budget. Airports staff are drafting amendment and new lease for existing lessee (Clown Market) to lease an additional 2,300 sq. ft. and relocate liquor store. Lessee to retain existing space for separate ice cream and water business.
- A new lease has been executed with new owner for Aero-Mail suite to continue business.

D. Brown Field Municipal Airport Air Traffic Control Tower Report

- Mark Demetris provided the latest updates from the Brown Field Air Traffic Control Tower.

E. Other Reports

N/A

8. COMMITTEE COMMENTS

- Chair Reid tendered his resignation to the Airports Advisory Committee, effective April 10th, 2025. Mr. Reid was thankful for the opportunity to be Chair of the AAC.

9. ADJOURNMENT

The meeting adjourned at 3:55 p.m. Next meeting will be April 9, 2025.

Respectfully submitted,

Giancarlo Vargas
Administrative Aide 1

DRAFT



**Economic Development Department
Airports Division**

April 9, 2025

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

Subject: Election of the Chair and Vice Chair of the City of San Diego Airports Advisory Committee

OVERVIEW:

According to Section I.203 of the current Airports Advisory Committee Bylaws, the Committee is required to elect a Chair and Vice Chair by majority vote during the February meeting each year. This election took place on February 12, 2025. However, during the March 12, 2025, meeting, the Chair announced his resignation that would take place in March, leaving the Chair position vacant. As a result, an election for a new Chair will be held. If the Vice Chair is elected as Chair, a subsequent election for the Vice Chair will also take place.

PROPOSED ACTIONS:

1. Elect the Chair of the Airports Advisory Committee.
2. Elect the Vice Chair of the Airports Advisory Committee.

DISCUSSION OF ITEM:

The newly elected Chair of the Airports Advisory Committee shall preside at all the meeting and hearings of the Committee, decide all points of order or procedure, and perform all the duties by these rules. The Vice Chair shall serve in the absence of the Chair.

If you have questions or need additional information, please contact David Reed, Airports Program Manager at (858) 573-1414.

Sincerely,

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

JR/jr



**Economic Development Department
Airports Division**

April 9, 2024

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

Subject: Item 6B: Approval 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.

At Staff's recommendation, at the March 12, 2025, meeting, the Airports Advisory Committee reviewed the current Bylaws and Ordinance O-21914 and proposed changes that are being 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. Proposed City Of San Diego Airports Advisory Committee Bylaws - Redlined
3. Proposed City Of San Diego Airports Advisory Committee Bylaws - Clean

**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

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

Adopted April ~~429~~, 202~~53~~

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 membership composition of the Airports Advisory Committee was further approved by City of San Diego Ordinance Number O-21914. 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

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- 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 Airports.
- 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. Airports Division.

- The Committee shall have no managerial, financial or budget authority.

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- ~~b.2.~~ One member who represents Tierrasanta Community
- ~~c.3.~~ One member who represents Clairmont Community
- ~~d.4.~~ One member who represents Kearny Mesa Community
- ~~5.~~ One member who represents Otay Mesa Community
- ~~e.6.~~ One member who represents the Navajo Community
- ~~f.7.~~ One member who represents Montgomery-Gibbs Executive Airport-Field aviation user group
- ~~g.8.~~ One member who represents Brown Field Airport aviation user group
- ~~h.9.~~ One member who represents Montgomery-Gibbs Executive Airport Montgomery Field aviation lessees
- ~~i.10.~~ One member who represents Brown Field Airport aviation lessees
- ~~j.11.~~ Three members who have special expertise in the field of aviation, airport operations, or community relations that will benefit the Committee
- ~~k.12.~~ Non-voting members such as Air Traffic ~~TC~~, Control Tower staff or others with local expertise may be appointed by the vote of the Committee.

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PROPOSED AAC BYLAWS - REDLINED

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III. MEETINGS

PROPOSED AAC BYLAWS - REDLINED

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

PROPOSED AAC BYLAWS - REDLINED

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

DATE

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

Adopted April 9, 2025

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 membership composition of the Airports Advisory Committee was further approved by City of San Diego Ordinance Number O-21914. 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-Gibbs Executive Airport and Brown Field Airport.
- 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 Airports Division.
- 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-Gibbs Executive 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:

1. One member who represents Serra Mesa Community
2. One member who represents Tierrasanta Community
3. One member who represents Clairmont Community
4. One member who represents Kearny Mesa Community
5. One member who represents Otay Mesa Community
6. One member who represents the Navajo Community
7. One member who represents Montgomery-Gibbs Executive Airport aviation user group
8. One member who represents Brown Field Airport aviation user group
9. One member who represents Montgomery-Gibbs Executive Airport aviation lessees
10. One member who represents Brown Field Airport aviation lessees
11. Three members who have special expertise in the field of aviation, airport operations, or community relations that will benefit the Committee
12. Non-voting members such as Air Traffic 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.

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Chairperson, Airports Advisory Committee

DATE



**Economic Development Department
Airports Division**

April 9, 2025

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

Subject: 7.A. Discussion on the Airports Advisory Committee Proposed Recommended Best Practices for Pilots at Montgomery – Gibbs Executive Airport

OVERVIEW:

Please see attached for a draft document containing recommended best practices for pilots flying in and out of Montgomery – Gibbs Executive Airport. These best practices will be discussed at the April 9, 2025, Airports Advisory Committee meeting.

If you have questions or need additional information, please contact Chair Tom Reid at tom@trk2inc.com

Sincerely,

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

JR/jr

Attachment 1: Proposed Recommended Best Practices for Pilots at Montgomery – Gibbs Executive Airport

DRAFT

MONTGOMERY GIBBS EXECUTIVE AIRPORT (KMYF)

RECOMMENDED BEST PRACTICES FOR PILOTS - HINTS AND HELPFUL TIPS

Please note, these are recommended advisory local best practices, not official practices. If any statement below conflicts with FAA regulation(s) (FAR), then, the FARs take precedence. This document has not been officially reviewed or approved by the FAA .

Welcome to Montgomery Gibbs Executive Airport (KMYF), one of the world's busiest General Aviation (GA) airports with 35,000 operations a month on average! The incredible dedication and skill of KMYF's fine air traffic controllers keeps everything moving smoothly, but there are always a few things you can do to help. This document has been put together with the input of the flying schools, flying clubs, tower controllers, CFIs, and airport users to identify and clarify procedures that can make operations smoother and easier for all involved. Whether a local pilot, or visiting from elsewhere, we hope these tips will make your time on the ramp or in the airspace at KMYF more enjoyable and hassle free for everyone.

For more information, you can visit: <https://www.sandiego.gov/airports/montgomery>

Radio Hints and Tips:

1. No matter where you are on the airport, everyone **MUST** read back tail number and runway assignment or crossing instructions
2. Always read back tail number and runway assignment before taxiing
3. Don't say what you don't have to say. Minimize transmission time. This is good practice even if you don't think the tower is busy. Our current favorite unnecessary word is "actually" - just say the facts: tail number, ATIS identifier, where you are and what you want. I.e.: "Cub 12345, information Kilo, transient parking, 28R, touch and goes."
4. You do not need to say "In sequence." Everyone is in sequence. If you are at the end of a long line of aircraft to take off, say "no access". As in, "Stearman 54321, 28 right, touch and goes, no access." That call puts you in line, and gives others a clue that, if possible, they should move over or into the runup area.
5. Don't say someone else's tail number on the radio even if you can ID that aircraft with your ADSB equipment. Use type and color of AC, e.g.: "white twin" or "yellow Cub" or just "Cessna" or "high wing" helps situational awareness for everyone and avoids confusion. Saying "in sight" is a quick way to respond to an aircraft position or traffic alert.
6. If you don't understand a call, ask tower to repeat. "Say again, 123 Foxtrot?"
7. Always repeat hold short assignment instructions with your tail number and runway. Don't make the tower play 20 questions! They need to hear the words **HOLD SHORT**, your tail number and the runway number. At MYF, you need to specify "28 (or 10) left" or "28 (or 10) right". Leave any of those out, and the tower will have to reissue the instruction. e.g.: "Hold short 28L, Cessna 123."

8. There are several locations on the airport where one aircraft on the ground cannot hear other aircraft that are on the ground. Before keying the mic, listen for a few seconds to make sure tower is not talking with another aircraft.

Taxi and Runway Ops:

1. Do not taxi to the hold short line, blocking access to the runway, before being told by the tower that you are number one. Doesn't matter if you are a full stop taxi back and no runup is needed and you are paying for the airplane and the CFII by the hour. If there is anyone else in the runup area, assume they've called ahead of you. IFR and medical flights may be given priority, so don't block other aircraft's access.
2. If you exit Charlie and need to taxi to Kilo, you might be going upstream against several airplanes taxiing the other way. If conditions and your proficiency permit, consider asking for short or long landings to minimize your runway and taxi time, and in doing so assisting ground control when it's really busy.
3. Do not fly an early offset or an early turn without permission. If told to offset on takeoff from 28R, immediately turn north to the airport boundary and then fly west, for a normal pattern or west departure. If asked for an offset on 28L, immediately turn south and then fly west over the north side of transient area – see an instructor for exact details. If the controller is busy, a “wilco” will suffice, or just start the offset.
4. NO “S” turns on final without permission from the tower.
5. DO NOT OVERSHOOT FINAL! This will create a conflict with aircraft on approach to the parallel runway. If you do, correct immediately. If the tower calls you on it, a one-word response, “correcting” is all that is needed.

Non-Controlled (Non-movement) Areas and Ground Ops:

1. Do not run up your engine if your tail is pointing at a taxiway. If possible, pull all aircraft out of parking spots that are perpendicular to the taxiway (e.g., on taxiway Kilo) and face the aircraft's tail parallel to the taxiway. This is also true with the runup area for 28L at taxiway Bravo, please turn all the way to the west so that your prop blast is pointed away from taxiway Hotel.
2. Use caution and carefully monitor your taxi speed when near or taxiing through any row of hangars. Aircraft in these areas taxi through narrow aisles and may pop out before they can see another aircraft.
3. No full power runups are allowed anywhere but officially designated runup areas.

Hints and Tips from MYF Tower:

1. Spend minimum time on the runway, consistent with safe operation.
2. Avoid delayed takeoffs, or not exiting at first available taxiway, without permission. Ask if you are requesting a “long landing”.
3. When issued taxi instructions you are expected to promptly begin taxiing. Otherwise, tell the controller “unable.”

4. Be aware of where the “Spots” are. Whenever possible, use them to ID your current position. (“Skylane 12345 at Spot 5, information Bravo, taxi 28R, eastbound departure.”)
5. Advise type pattern work on initial call to Tower - touch and go, stop and go, or full stop taxi back.
6. Ask for a full stop before receiving landing clearance to eliminate multiple transmissions. For instance, if you are doing touch and goes and you want the next one to be a full stop, just say “next one is full stop, Cessna 123”.
7. Please use good radio etiquette – see above – and listen before keying up, avoid long winded readbacks, and limit your call to the required readbacks. Monitor frequency to establish a mental picture of airport activity.
8. Listen to the ATIS for correct tower frequency.
9. Instructors should take over the radio when traffic volume is high and student response is slow.
10. Avoid cold calling. A cold call is, “Montgomery ground, Cessna 123”. Feel free to say full request on the initial call. “Montgomery Ground, Cessna 123, Spot 5, with Zulu, westbound departure.”
11. Make runway specific requests on initial taxi or arrival calls.
12. Ask for clarification when unsure of instructions.

Preferred Reporting Points & Arrival Procedures From the West:

1. Torrey Pines golf course from the northwest.
2. Crystal Pier from the southwest.
3. When arriving from the northwest - fly southwest of Mt. Soledad, then towards Mission Bay before turning inbound to enter left downwind for runway 28L on a 45° angle in order to avoid traffic conflicts.
4. Use extra caution – **DO NOT fly opposite to the departure corridor.**
5. North of the Del Mar racetrack is beyond the range of MYF control tower radar.

Preferred Reporting Points & Arrival Procedures From the East:

1. Over/vicinity of KSEE from the northeast.
2. 3 miles southeast of Mt Helix from the southeast.
3. If departing KSEE inbound to MYF, request early frequency change from KSEE to MYF and fly southeast of Cowles Mountain. Make every attempt to check in with MYF tower well before arriving at Lake Murray.
4. East of KSEE class Delta airspace is beyond the range of MYF control tower radar.

Preferred Departure Procedures:

1. When departing westbound, depart on runway heading and be sure to fly north of Mt Soledad to avoid traffic conflicts. Do not enter Class Bravo airspace to the north without receiving a clearance.
2. When departing eastbound, expect a right downwind departure off RWY28R and fly east-northeast to the north side of Cowles Mountain to avoid traffic conflicts. Do not fly

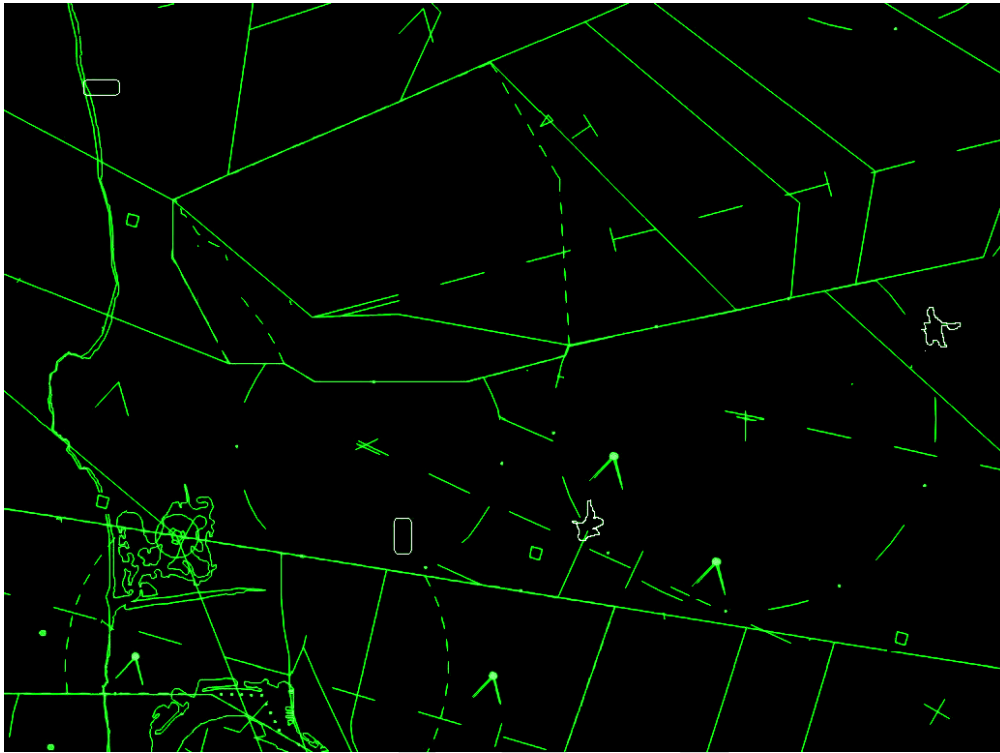
opposite to the arriving traffic. Do Not enter Class Bravo airspace to the north without receiving a clearance.

3. MYF control tower strongly advises against (and will often deny) left downwind departures due to the proximity of the arrival corridor in the SAN Class Bravo airspace. That proximity causes aircraft to be in direct conflict with aircraft inbound from the east on the straight-in approach.
4. NKX, or the “Foss transition” departure, is typically performed from a departure on RWY28L with a climbing left 270 degree turn, crossing midfield MYF northbound, and crossing highway 52 at 3000ft.

Runway Environment:

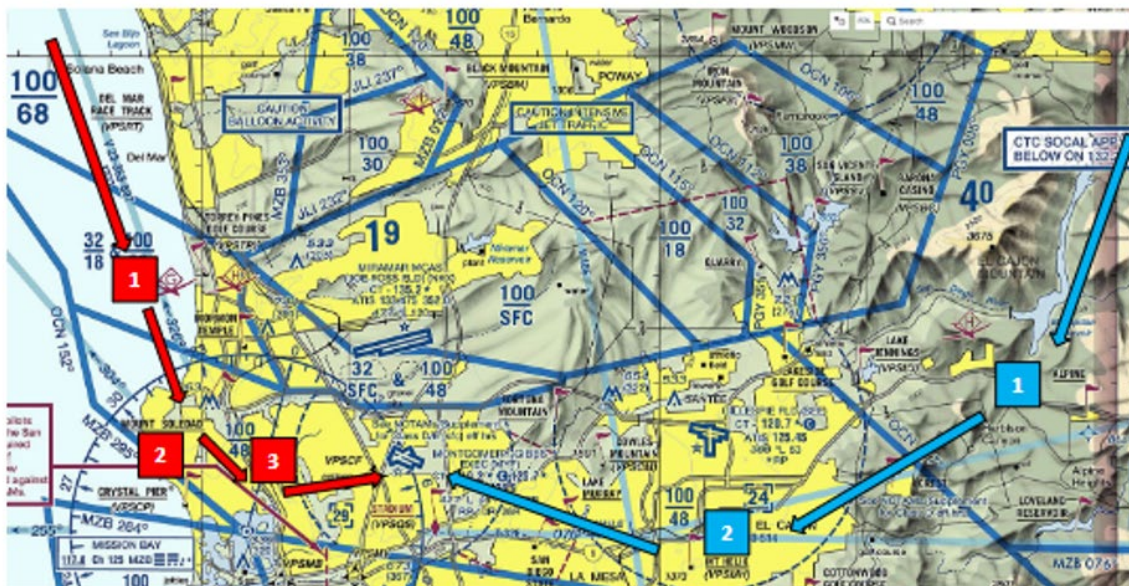
1. Do not drift away from the runway centerline on the upwind.
2. Do not turn base until a clearance or sequence is received.
3. Do not stop on the active runway waiting for exit instructions. It is unnecessary to announce exiting the active runway if exit instructions haven’t been issued.
4. Do not cross RWY 28L (or any runway) without permission.
5. Hold short of taxiway H when exiting on RWY 23 or crossing from RWY 28R.
6. Only request a “short approach” if your pattern will be significantly shorter than standard. Power-off 180’s are often not short approaches. A short approach is generally well inside the airport environment, not east of HWY 15.
7. Say “Unable” if unable or impractical to comply with instructions.
8. Do not change to ground frequency until told to do so by the tower.
9. Advise tower if you lose sight of the traffic you are following.
10. Know how to respond to “Traffic holding in position” and Line up and Wait (LUAW) requirements. (“Piper 4321, RWY 28R, Line Up & Wait”)

This is what the tower sees on their radar.



Typical day at MYF with lots of traffic!





San Diego Coastal VFR Route Information

- 1) **Contact KMYF Tower**
 - a. Abeam Torrey Pines Golf Course using correct east bound VFR altitude
- 2) **Fly southwest of Mount Soledad before making an east bound turn**
 - a. Mount Soledad has a large white cross on top that can be identified
- 3) **Fly towards the north tip of Mission Bay**
 - a. Once over the north tip of Mission Bay, turn towards KMYF to enter downwind at approx. 45-degree angle

San Diego Inland VFR Route Information

- 1) **Fly over El Capitan Reservoir**
 - a. Use caution as this is a busy practice area for flight training/acrobatics
 - b. Avoid overflying Alpine due to noise complaints
- 2) **Contact KMYF Tower**
 - a. Over Mt. Helix using correct west bound VFR altitude

Note: The above routes are known KMYF Air Traffic Control preferences. Obey all Air Traffic Control instructions and declare to the controller "unfamiliar" if unsure of any instructions.

Monthly Airport Operations Report

March 2025



MONTGOMERY-GIBBS EXECUTIVE AIRPORT

| Flight Operations (Month) | Mar-25 | Mar-24 | % Diff |
|---------------------------|--------|--------|--------|
| | 30,934 | 31,584 | -2.1% |

| | |
|-----------|-----|
| Based A/C | 458 |
|-----------|-----|

| Flight Operations (CY) | 2025 YTD | 2024 YTD | % Diff |
|------------------------|----------|----------|--------|
| | 90,026 | 86,781 | 3.7% |

| Flight Operations (FY) | FY25 YTD | FY24 YTD | % Diff |
|------------------------|----------|----------|--------|
| | 290,967 | 261,392 | 11.3% |

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

| Operations Office Revenue | FY25 YTD | FY24 YTD | % Diff |
|---------------------------|---------------------|---------------------|-------------|
| Landing Fees | \$23,982.88 | \$10,672.11 | 124.7% |
| Transient A/C Parking | \$16,534.00 | \$11,412.00 | 44.9% |
| Monthly A/C Parking | \$358,799.60 | \$349,998.23 | 2.5% |
| Vehicle Parking | \$3,289.00 | \$3,037.00 | 8.3% |
| Conference Room | \$1,710.00 | \$2,160.00 | -20.8% |
| Other | \$4,629.32 | \$4,408.98 | 5.0% |
| Total | \$408,944.80 | \$381,688.32 | 7.1% |

| 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 |

* 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) | Mar-25 | Mar-24 | % Diff |
|---------------------------|--------|--------|--------|
| | 7,335 | 7,489 | -2.1% |

| | |
|-----------|-----|
| Based A/C | 157 |
|-----------|-----|

| Flight Operations (CY) | 2025 YTD | 2024 YTD | % Diff |
|------------------------|----------|----------|--------|
| | 20,065 | 20,814 | -3.6% |

| Flight Operations (FY) | FY25 YTD | FY24 YTD | % Diff |
|------------------------|----------|----------|--------|
| | 68,259 | 67,212 | 1.6% |

| Operations Office Revenue | FY25 YTD | FY24 YTD | % Diff |
|---------------------------|---------------------|---------------------|--------------|
| Landing Fees | \$87,272.00 | \$68,044.00 | 28.3% |
| Transient A/C Parking | \$7,512.00 | \$4,189.00 | 79.3% |
| Vehicle Parking | \$43,502.00 | \$27,495.00 | 58.2% |
| Other | \$150.00 | \$310.00 | 0.0% |
| Total | \$138,436.00 | \$100,038.00 | 38.4% |

| 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 |



Economic Development Department

Monthly Noise Management Report- March 2025

Montgomery Gibbs Executive Airport

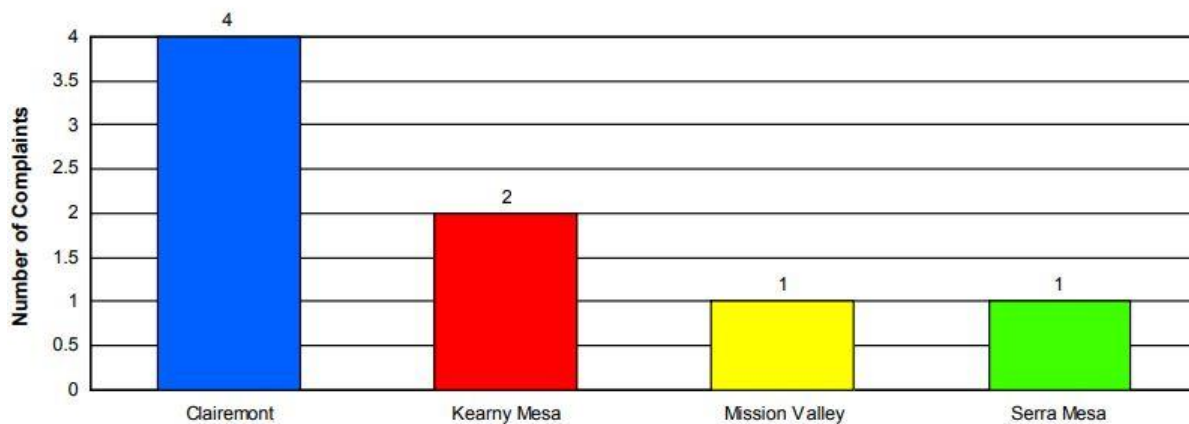
Noise Abatement Violations*

Day: 0

Night:0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 8

Community Complaint Details

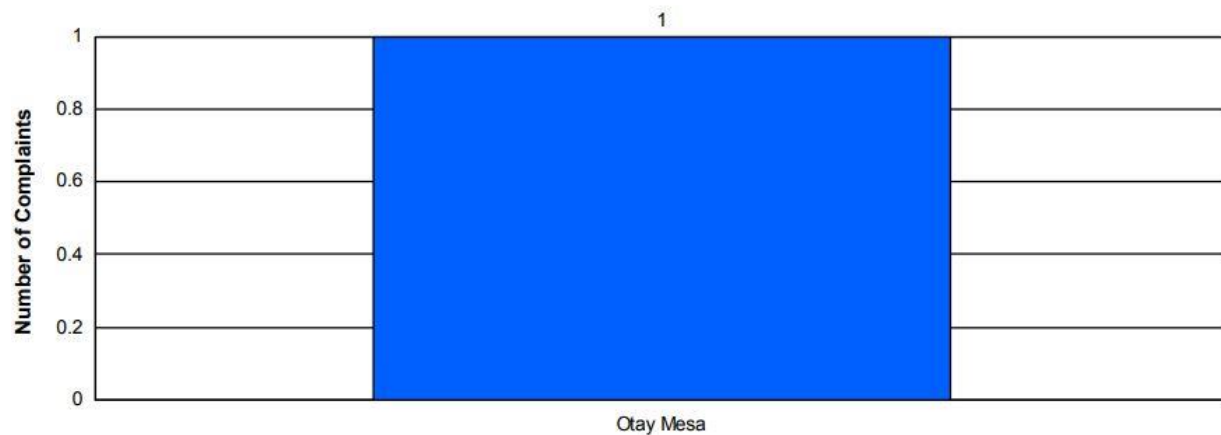
| Community | Number of Complainants | Number of Complaints | YTD Total Complaints |
|----------------|------------------------|----------------------|----------------------|
| Clairemont | 4 | 4 | 8 |
| Kearny Mesa | 1 | 2 | 3 |
| Mission Valley | 1 | 1 | 1 |
| Serra Mesa | 1 | 1 | 2 |
| Totals: | 7 | 8 | 14 |

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

Monthly Noise Management Report- March 2025

Brown Field Municipal Airport

Community Complaint Totals:



Total Number of Complaints: 1

Community Complaint Details:

| Community | Number of Complainants | Number of Complaints | YTD Total Complaints |
|----------------|------------------------|----------------------|----------------------|
| Otay Mesa | 1 | 1 | 1 |
| Totals: | 1 | 1 | 1 |

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Projects Progress Update

April 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.
- 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.