

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
MINUTES
Meeting of April 9, 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 3:03 p.m.

2. ROLL CALL

A quorum was present.

MEMBERS PRESENT:

MEMBERS ABSENT:

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

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

** Excused

*** Absent

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

- A member of the public requested an update on the San Diego Community College District (SDCCD) lease negotiations.

4. APPROVAL OF MINUTES

A. Minutes from the March 12, 2025 meeting.

Member Lee made a motion to approve the minutes as written. Member Hixson seconded the motion. Member List abstained. Motion passed.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

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

Chair Reid made a motion to nominate Peter Doft as Chair of the Airports Advisory Committee. Member Franzen seconded the motion. All members voted in favor. Motion passes unanimously.

Member Lee made a motion to nominate David Gordon as the Vice Chair of the Airports Advisory Committee. Member Hixson seconded the motion. All members voted in favor. Motion passes unanimously.

B. Airports Advisory Committee Bylaws

Mr. Franzen made a motion to approve the amended Bylaws as written. Member. Lee seconded the motion. All members voted in favor. Motion passed unanimously.

7. INFORMATIONAL ITEMS

A. Recommended Best Practices for Pilots at MYF

Chair Reid provided a summary on the Recommended Best Practices for Pilots using Montgomery-Gibbs Executive Airport.

B. Staff Reports

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

- The terminal parking lot at the west end of MYF is scheduled to be reconstructed in May 2025.
- The public comment period for the Brown Field Airport Master Plan EIR ended on April 7th. Staff is waiting for the Planning Department to provide summaries.
- Airports' staff attended the Unmanned Aircraft Systems meeting in Miramar. Staff requested officials to require DJI drones to have restrictions operational restrictions when flying in the United States.
- The Transportation and Infrastructure' Aviation Subcommittee conducted a hearing on April 8th to provide an information on airport infrastructure, safety, and regulatory environment. To summarize: there are 3,200 airports of all sizes with 987 million passengers and 101 million aircraft operations. Passengers expected to surpass 1 billion by the end of 2025 and 1.4 billion in 2040.
- Chief of Airports Rubio took a moment to formally acknowledge and express his sincere appreciation to outgoing Chair Reid for his many years of dedicated service and collaborative leadership as a valued member of the Airports Advisory Committee.

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

- There were over 30,000 operations in March 2025.
- Powerland was the lowest responsible bidder for the Mowing and Spraying contract.
- The Senior Operations Assistant interviews were conducted, and we are working on extending two conditional offers.
- Gate 8 will have the track replaced as a long-term fix.
- The repairs to the perimeter fence are being conducted as of this week.

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

- Brown Field had 7,335 operations in March, down 2% for this month compared to last year. Total count (Calendar/YTD) 20,065 operations are down 4% compared to the count for the same time last year (20,814).
- Gate #2 chain broke and repaired. Perimeter fence damage on POGO ROW repaired.
- Staff continues to work 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.
- An Runway Safety Action Team (RSAT) meeting scheduled for Tuesday, 4/29/25 1:00 p.m. – 3:00 p.m.
- The ATIS automated phone lines are out.
- Staff is still working on follow-up with leaseholders on hangar inspection items.
- Stormwater Inspection scheduled for Monday April 14.
- Air Pollution Control – Emission Inventory for 2024 complete.
- The State Water Board water sample was collected on 3/11/25 and has been sent to lab and passed.
- 26R closure for repair to landing threshold has been canceled for 2nd time due to material delays (oil).
- Staff is working on finding a new site for the Parachuting Drop Zone at SDM due to airport development.
- Staff is continuing to work on tire clean-up on old car yard site.

Airports Lease Administration – Jennifer Bearse, Program Manager

- Construction of Fixed Based Operator (FBO) with San Diego Airpark (SDA) is underway. Continue to have discussions on development of other parcels.
- Staff is working with City Attorney's Office (CAO) on legal action against AERO-ABRE related to environmental remediation and underpayment of rent.
- 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 FBO facilities.
- Staff is currently negotiating a new MOU with 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 Development Services Department for construction of additional hangars this month.
- Staff is working with CBP on MOU for construction of new CBP facility at Brown Field.
- Staff has requested an appraisal of airport land and facilities at Brown Field Airport pursuant to the revised 700-10 policy requiring annual appraisals.
- 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.
- Drafted new lease for SDCCD for construction of new hangar and facilities. Reviewing comments from SDCCD.

- MOU with San Diego Police Department (SDPD) Eastern Substation for 9225 & 9265 AERO Drive is out for signature. Annual rental revenue to Airports is \$576,000 per year with 3% escalations.
 - Staff is working with Crown Air on new, longer-term agreement for transit ramp parking. Also working with Crown Air on amending their lease to provide for financing of the Executive Airpark leasehold.
 - Staff is drafting new lease with Advanced Aircraft Services. Appraisal has been finalized.
 - Staff is drafting license agreements for Lot 8A hangars, along with the tiedowns at the terminal ramp and Lot 8A.
 - Drafted new lease for Alps Hospitality Group. With CAO for legal review. Developer is reporting that tomorrow a Marriott Subcommittee will consider their proposal to upgrade the hotel franchise agreement to the Tribute Brand. Processing a consent to Sublease and Non-Disturbance and Attornment Agreement (NDA) SDNA for a solar project at 8110 Aero Dr. Hotel. Reviewing Glare Study. Appraisal for the new hotel lease completed. Appraised rental value is \$1,890,000. Project will generate more than \$1 million per year in additional revenue to Airport Enterprise Fund.
 - Engineering and Capital Projects (ECP) will be leasing all vacant spaces at 8525 Gibbs Dr. Evaluating building systems and planning the building for occupancy.
 - Transportation and ECP 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 (RFQ) has been posted on Planet bids for Real Estate Broker and Property Management company for office & retail buildings. Bids were due 3/10. Evaluation of bids received to commence in early May.
 - Staff is 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.
 - Ordered an appraisal of the fair rental value for the retail center.
- C. Brown Field Municipal Airport Air Traffic Control Tower Report**
- Mark Demetris provided the latest updates from the Brown Field Air Traffic Control Tower.
 - There will be a Runway Safety Action Team (RSAT) meeting on Tuesday April 29th, 2025 at the Brown Field Conference Room.
 - The updated Automated Surface Observing Systems (ASOS) phone number is (619) 333-1055.

D. Other Reports

N/A

8. COMMITTEE COMMENTS

- Chair Reid expressed his sincere appreciation for Mark Demetris and the Brown Field tower staff for all the effort and professionalism they bring to the Brown Field Municipal Airport.

9. ADJOURNMENT

The meeting adjourned at 3:45 p.m. Next meeting will be May 14, 2025.

Respectfully submitted,

Giancarlo Vargas

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