



AIRPORTS ADVISORY COMMITTEE

Meeting Notice and Agenda

Wednesday, September 10, 2025, at 3:00 p.m.
Location: Terminal Montgomery – Gibbs Executive Airport
3750 John J. Montgomery Drive, San Diego, CA 92123

Chair: Peter Doft | Vice Chair: David Gordon

Committee Members: Gary List, Shawn Ellis, Ron Lee, Donald Chick, Chase M. Franzen, Rob M. Hixson, Melissa Johnston, Richard Ram, Cindy Scott, Jason Ponchetti, 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/1608635574>

To join by telephone:

Dial 833 568 8864

When prompted, input **Webinar ID: 160 863 5574**

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@san-diego.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@san-diego.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.** July 9, 2025
- 5. UNFINISHED BUSINESS – None**
- 6. NEW BUSINESS – None**
- 7. INFORMATIONAL ITEMS**
 - A.** Staff Reports
 - B.** Other Reports
 - Monthly Airport Operations Reports – July 2025
 - Monthly Airport Operations Reports – August 2025
 - Monthly Noise Management Report – July 2025
 - Monthly Noise Management Report – August 2025
 - Airports Projects Status Report – September 2025
- 8. COMMITTEE COMMENTS**
- 9. ADJOURNMENT**

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
Draft MINUTES
Meeting of July 9, 2025
Montgomery-Gibbs Executive Airport
3750 John J. Montgomery Drive, San Diego, CA 92123

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

- Chair Doft called the meeting to order at 3:01 p.m.

2. ROLL CALL

A quorum was present.

MEMBERS PRESENT:

Chair Peter S. Doft Special Expertise Representative
Vice Chair David Gordon Special Expertise
Ron Lee Brown Field Aviation User Group
Donald Chick Tierrasanta Representative
Gary List Brown Field Aviation User Group
Cindy Scott Navajo Community Representative
Chase Franzen Kearny Mesa Representative
Melissa Johnston Montgomery-Gibbs Aviation Lessees Representative
Rob M. Hixson Otay Mesa Representative
Shawn Ellis Montgomery-Gibbs Aviation User Group Representative

MEMBERS ABSENT:

Richard Ram* Serra Mesa Community
Joel Ryan* FAA Air Traffic Control Tower
Jason Ponchetti** Brown Field Aviation Lessees Representative

* Absent

** Excused

STAFF PRESENT:

Jorge Rubio, David Reed, Jennifer Bearse, Cheryl Mossa, Hannah Sax, Dustin Hickerson and Giancarlo Vargas.

3. NON-AGENDA PUBLIC COMMENT

- A member of the public requested more information on the timeline of when the end of Runway 26L at Brown Field Municipal Airport is going to become available for helicopter operations..

4. APPROVAL OF MINUTES

A. Minutes from the June 11, 2025 meeting.

Member Lee made a motion to approve the minutes as written. Vice Chair Gordon seconded the motion. Eight members voted in favor. Two members abstained. Motion passed.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

A. Adoption of the Brown Field Municipal Airport Master Plan and Environmental Impact report

Commission Recommendation to City Council:

- A. Adopt a resolution adopting the Brown Field Municipal Airport Master Plan and Preferred Alternative
- B. Adopt a resolution to certify the Program Environmental Impact Report (PEIR) for the Brown Field Municipal Airport Master Plan as drafted.

A discussion took place. Member Lee made a motion to approve the recommendations as amended herein:

- A. Adopt a resolution adopting the Brown Field Municipal Airport Master Plan and Preferred Alternative
- B. Adopt a resolution to certify the Final Program Environmental Impact Report (PEIR) for the Brown Field Municipal Airport Master Plan.

Member Gordon seconded the motion. Nine Members vote in favor. One member abstained. Motion passes.

7. INFORMATIONAL ITEMS

- A. Proposed Street Parking Configuration at Montgomery – Gibbs Executive Airport**
- B. Informational Update on the Airports Fiscal Year 2026 User Fees Effective July 1, 2025**
- C. Staff Reports**

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

- Gate 5 at Montgomery-Gibbs is fully operational.

- The Federal Aviation Administration (FAA), through a contractor, is installing the Surface Awareness Initiative (SAI) at MYF. This initiative will help improve the Air Traffic Controller situational awareness on the runway. When installation is complete, MYF will be the first general aviation airport in the nation with this safety technology.

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

- SDM had 6,826 Ops in June which is 22% less for this month compared to last year. Total count (Calendar/YTD) 43,221 operations are down 5% compared to the count for the same time last year (45,331).
- The State's 5010 (Master Record) Inspection was performed on June 19th, and the findings were that SDM is in good condition with no significant compliance, safety or maintenance issues.
- Notice to Airmen (NOTAM) in effect for closure of Runway 26L during the hours of 0800-1200, Monday -Friday for surface crack repairs July 7 through July 30th.

Airports Lease Administration – Jennifer Bearse, Program Manager

- Construction of FBO with San Diego Airpark is underway.
- Working with CAO on legal action against AERO-ABRE related to environmental remediation and underpayment of rent.
- The Memorandum of Understanding (MOU) for San Diego Fire Station 43 at Brown Field is with Fire Department for review and approval.
- The Experimental Aircraft Association (EAA) is going to exercise option to extend the size of the leasehold. EAA will be submitting a permit application to Development Services Department (DSD) for construction of additional hangars.
- Staff is working with Customs and Border Protection (CBP) on MOU for construction of new CBP facility at Brown Field.
- A lease with 94th Aero Squadron for short-term lease renewal for patio/outdoor space is with tenant for review.
- A new lease for San Diego Community College District (SDCCD) for construction of new hangar and facilities is underway. Draft Lease is being reviewed by Airports and CAO.
- Corporate Helicopters lease commenced March 8, 2025. The tenant is still working with DSD to process plans for the proposed development. Staff has submitted the Capital Expense Improvements (CAPEX) application to FAA for National Environmental Policy Act (NEPA) review. We are also working with Corporate Helicopters on a lease amendment.
- Staff is working with Executive Airpark on draft lease amendment to remove triangular-shaped parcel. Draft has been submitted to the City Attorney's Office (CAO) for review
- Staff is working with Crown Air on new, longer-term agreement for transit ramp parking. Draft lease is being reviewed by Crownair.
- Staff has drafted an amendment to the Crownair lease to provide for financing of the Executive Airpark leasehold. Draft lease has been submitted to the CAO for review.
- Appraisal is being obtained for the Casa Machado Restaurant space to draft a lease renewal. Existing lease with the restaurant expires in September 2025.
- All license agreements for Lot 8A existing hangar tenants , along with the tiedowns at the terminal ramp and Lot 8A, have been drafted and are with the CAO's office
- Appraisal is being obtained for small area of land proposed for additional aircraft parking for Sorbi Aircraft Maintenance.
- Team is finalizing deposit process for the Lot 8A hangar waiting list.

- A new lease for Alps Hospitality Group being reviewed by Alps, which includes a consent to Sublease and SDNA for a solar project at 8110 Aero Dr. Hotel. Negotiations is progress to finalize documents.
- Engineering and Capital Projects Department will be leasing all vacant spaces at 8525 and 8575 Gibbs Dr. and will be evaluating building systems and planning the building for occupancy which is estimated for late 2025
- Staff are working on a request for proposal (RFP) for Property Management Services for the retail and office buildings. RFP to be released in July to qualified companies in City's pool for Real Estate Services.
- The draft amendment and new lease for existing Lessee (Clown Market) to lease an additional 2,300 sq. Ft. and relocate liquor store has been reviewed by CAO and is being sent to the Tenant for review. Lessee to retain existing space for separate ice cream and water business.
- Appraisal of the fair rental value for the retail center is being finalized.

D. Other Reports

None

8. COMMITTEE COMMENTS

None

9. ADJOURNMENT

The meeting adjourned at 4:19 p.m. Next meeting will be September 10, 2025.

Respectfully submitted,

Giancarlo Vargas

Administrative Aide 1

Monthly Airport Operations Report

July 2025



MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Jul-25	Jul-24	% Diff
	35,530	33,754	5.3%

Based A/C	458
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	222,088	218,619	1.6%

Flight Operations (FY)	FY26 YTD	FY25 YTD	% Diff
	35,530	33,754	5.3%

Unleaded AvGas (UL94 Gal)*	Available	Sold Jun-25	Sold FY25 YTD
	555	20	45.70

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	FY26 YTD	FY25 YTD	% Diff
Landing Fees	\$2,687.08	\$2,216.00	21.3%
Transient A/C Parking	\$2,441.00	\$1,423.00	71.5%
Monthly A/C Parking	\$30,221.83	\$29,105.10	3.8%
Vehicle Parking	\$10.00	\$164.00	-93.9%
Conference Room	\$175.00	\$60.00	191.7%
Other	\$1,277.36	\$1,137.96	12.2%
Total	\$36,812.27	\$34,106.06	7.9%

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

BROWN FIELD AIRPORT

Flight Operations (Month)	Jul-25	Jul-24	% Diff
	9,131	9,283	-1.6%

Based A/C	157
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	52,352	54,614	-4.1%

Flight Operations (FY)	FY26 YTD	FY25 YTD	% Diff
	9,131	9,283	-1.6%

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	FY26 YTD	FY25 YTD	% Diff
Landing Fees	\$2,999.00	\$7,604.00	-60.6%
Transient A/C Parking	\$954.00	\$1,463.00	-34.8%
Vehicle Parking	\$11,737.00	\$6,399.00	83.4%
Other	\$0.00	\$0.00	0.0%
Total	\$15,690.00	\$15,466.00	1.4%

Monthly Airport Operations Report

August 2025



MONTGOMERY-GIBBS EXECUTIVE AIRPORT

Flight Operations (Month)	Aug-25	Aug-24	% Diff
	34,199	35,837	-4.6%

Based A/C	458
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	256,287	254,456	0.7%

Flight Operations (FY)	FY26 YTD	FY25 YTD	% Diff
	69,729	69,591	0.2%

Unleaded AvGas (UL94 Gal)*	Available	Sold Jun-25	Sold FY25 YTD
	555	20	45.70

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	FY26 YTD	FY25 YTD	% Diff
Landing Fees	\$5,582.98	\$4,556.90	22.5%
Transient A/C Parking	\$4,670.87	\$3,935.00	18.7%
Monthly A/C Parking	\$66,578.87	\$67,082.40	-0.8%
Vehicle Parking	\$366.00	\$275.00	33.1%
Conference Room	\$175.00	\$470.00	-62.8%
Other	\$1,597.36	\$1,597.96	0.0%
Total	\$78,971.08	\$77,917.26	1.4%

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

BROWN FIELD AIRPORT

Flight Operations (Month)	Aug-25	Aug-24	% Diff
	8,384	9,066	-7.5%

Based A/C	157
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Flight Operations (CY)	2025 YTD	2024 YTD	% Diff
	60,736	63,680	-4.6%

Flight Operations (FY)	FY26 YTD	FY25 YTD	% Diff
	17,515	18,349	-4.5%

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	FY26 YTD	FY25 YTD	% Diff
Landing Fees	\$18,500.00	\$16,090.00	15.0%
Transient A/C Parking	\$3,014.00	\$2,627.00	14.7%
Vehicle Parking	\$20,949.00	\$11,481.00	82.5%
Other	\$507.00	\$0.00	0.0%
Total	\$42,970.00	\$30,198.00	42.3%



Economic Development Department

Monthly Noise Management Report- July 2025

Montgomery Gibbs Executive Airport

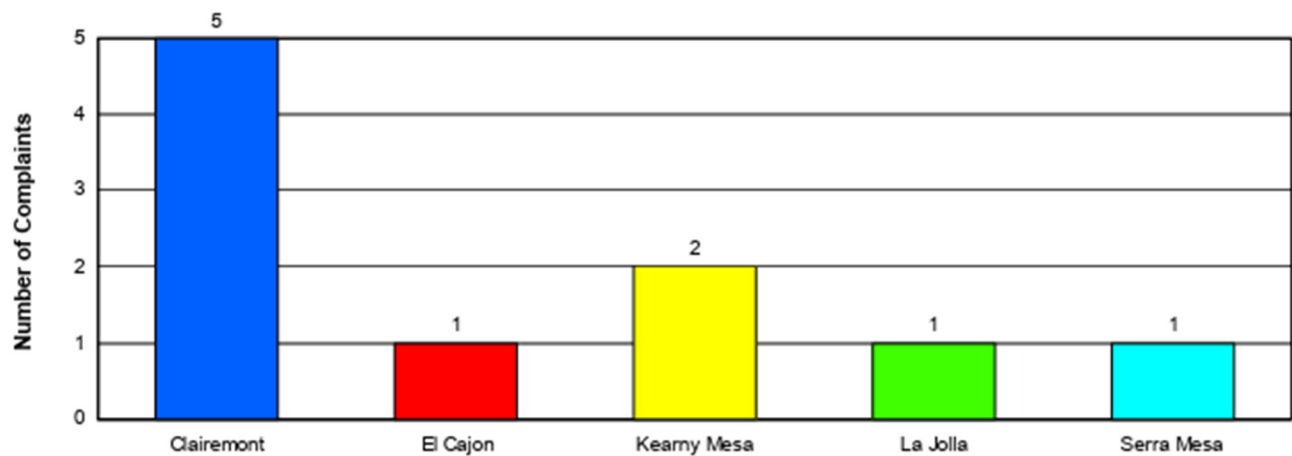
Noise Abatement Violations*

Day: 0

Night: 0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 10

Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	4	5	25
El Cajon	1	1	4
Kearny Mesa	2	2	6
La Jolla	1	1	1
Serra Mesa	1	1	5
Totals:	9	10	41

*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

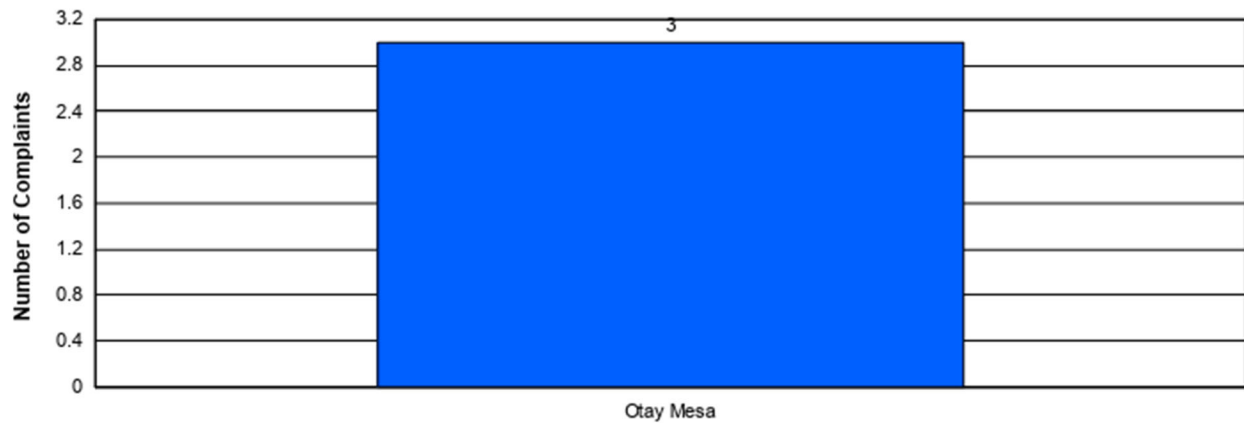


Economic Development Department

Monthly Noise Management Report- July 2025

Brown Field Municipal Airport

Community Complaint Totals:



Total Number of Complaints: 3

Community Complaint Details:

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Otay Mesa	2	3	5
Totals:	2	3	5

*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- August 2025

Montgomery Gibbs Executive Airport

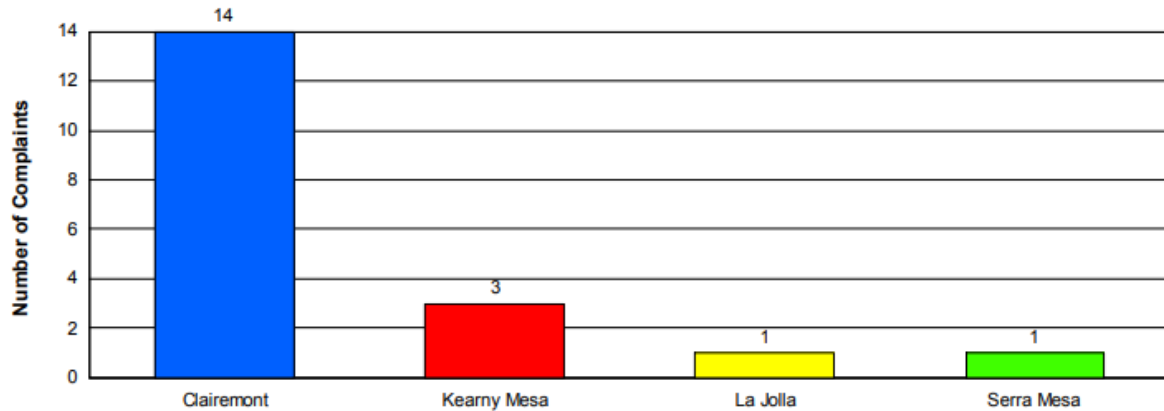
Noise Abatement Violations*

Day: 0

Night: 0

Total of Fine Amount for the Month: \$0

Community Complaint Totals



Total Number of Complaints: 19

Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	4	14	98
Kearny Mesa	3	3	10
La Jolla	1	1	3
Serra Mesa	1	1	25
Totals:	9	19	136

*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

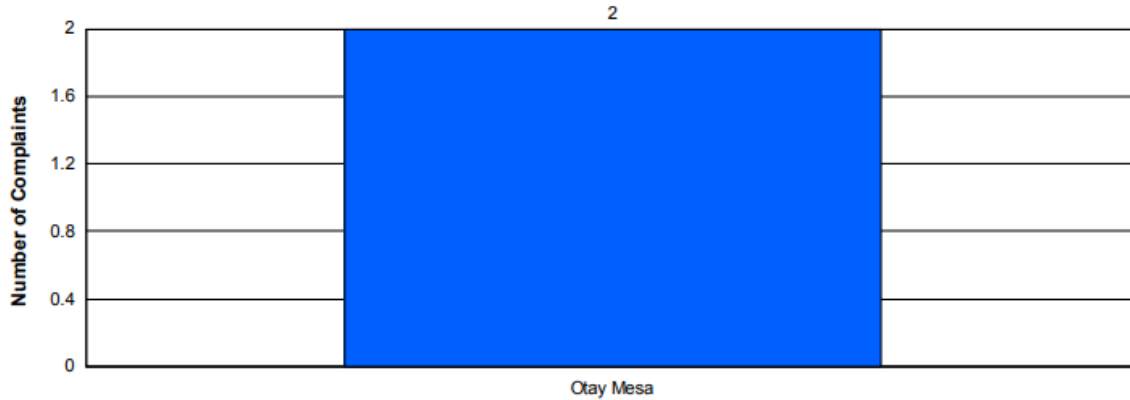


Economic Development Department

Monthly Noise Management Report- August 2025

Brown Field Municipal Airport

Community Complaint Totals:



Total Number of Complaints: 2

Community Complaint Details:

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Otay Mesa	2	2	50
Totals:	2	2	50

*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

September 2025

Montgomery–Gibbs Executive Airport (MYF)

- Airports Master Plans
 - Weekly Meetings with Consultant and City Planning Department to streamline Environmental Impact Report updates.
 - Brown Field’s Master Plan Approved by Economic Development & Intergovernmental Relations Committee on 9/3/2025, Docket to City Council for 9/30/25 meeting
- MYF Terminal Parking Lot East Rehabilitation
 - 100% Design received; project is subject to shelter competition
- Spiders Lot Pavement Rehabilitation
 - 100% Design received. On hold.
- MYF Terminal Apron Rehabilitation
 - Submitted FAA grant application
- Air Center MYF (Corporate Helicopters)
 - Working with Tenant on FAA Environmental documents

Brown Field Airport (SDM)

- Taxiway Golf, Taxiway Bravo Rehab, Taxiway Charlie (G1) Rehab Realign, Pavement Removal Project
 - Completed 90% Design. Submitted FAA Grant application
- Airport Terminal Roof Replacement
 - Project kick off meeting held 9-16-2024
 - Engineering and Capital Projects Department Quick Build Team working on Bid Documents
- San Diego Airpark Project
 - Construction Activities on Phase 1 continue.
 - Conducting Phase 2 environmental work on Phase 2 parcels
- Access Control System
 - Bids opened August 21, 2025
- Customs and Border Protection General Aviation Inspections Facility
 - Proposed New Facility would be within new FBO building terminal.