

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**MINUTES**  
**Meeting of April 8, 2026**  
**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 3:02 p.m.

**2. ROLL CALL**

A quorum was present.

<b>MEMBERS PRESENT:</b>	<b>MEMBERS ABSENT:</b>
Chair Peter S. Doft Special Expertise Representative	Chase Franzen* Kearny Mesa Representative
Vice Chair David Gordon Special Expertise	Rob M. Hixson** Otay Mesa Representative
Ron Lee Brown Field Aviation User Group	
Melissa Johnston Montgomery-Gibbs Aviation Lessees Representative	
Cindy Scott Navajo Community Representative	
Shawn Ellis Montgomery-Gibbs Aviation User Group Representative	
Donald Chick Tierrasanta Representative	
John H. Embree Serra Mesa Community	
Joel Ryan MYF FAA Air Traffic Control Tower	

\* Excused

\*\* Absent

**STAFF PRESENT:**

Jorge Rubio, David Reed, Charles Broadbent, Jennifer Bearse, Thurman Hodges, and Giancarlo Vargas.

### 3. NON-AGENDA PUBLIC COMMENT

- A member of the Serra Mesa Community voiced concerns about the shortage of commercial pilots and the amount of training that occurs at Montgomery – Gibbs Executive Airport as well with airplanes flying low in the area.
- A member of the public commented that the Airports Advisory Committee should consider implementing a restriction on excused absences for members on the Committee.

### 4. APPROVAL OF MINUTES

#### A. Minutes from the March 11, 2026, meeting.

Member Johnston made a motion to approve the minutes. Vice Chair Gordon seconded the motion. Member Chick Abstained. Eight members voted in favor. Motion passed.

### 5. UNFINISHED BUSINESS

None

### 6. NEW BUSINESS

#### A. Review of the Airports Advisory Committee Bylaws

- Review and vote on the proposed Airports Advisory Committee Bylaws

Chair Doft made a motion to approve the Airports Advisory Committee 2026 Bylaws as written. Member Lee seconded the motion. Member Scott abstained. Eight members voted in favor. Motion passed.

### 7. INFORMATIONAL ITEMS

#### A. Staff Reports

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

- The Federal Aviation Administration (FAA) is transitioning to modernize the new NOTAM Management software. The change will take place April 18 at 1:00 am. It will be a cloud-based system with streamlined interface that can accommodate current needs and is scalable.
- The FAA is intending to change the requirement for Part 141 Pilot Training. The deadline to submit public comment is May 11, 2026. Nothing is proposed just yet for Part 61 operators (i.e. flying clubs, etc.). Flight training has not had any changes for over 50 years. The updated requirement is supposed to embrace technology and innovation integrating advanced simulation, extended reality, electronic flight bags among others.
- The terminal parking lot project at MYF is underway. Mobilization has taken place.

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

- There were over 33,000 operations in March.
- Interviews were conducted, and a conditional offer for Senior Airport Operations Assistant was made.
- Mowing contractor completed an airfield mow.
- The parking lot and transient ramp lights were upgraded to LED.
- The card reader at Gate 8 was repaired. Gate 1 was repaired enough to be operational; parts are on order for a more permanent repair.

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

- SDM had 8,119 Operations in March, up 11% for this month compared to last year. Total count (Calendar/YTD) 23,633 operations up 18% total count for the same time last year of (20,065).
- There is a NOTAM out for the closure of Taxiway G from G-1 to the EAA due to a pavement repair.
- There is a NOTAM out for closure to 26L/8R. Aircraft are having to back taxi on R-26R/8L
- A new Equipment Operator was just hired.
- Airport mow in process.

Airports Lease Administration – Jennifer Bears, Program Manager

- Construction of Fixed Based Operator (FBO) with San Diego Airpark (SDA) is underway.
- Legal action against AERO-ABRE related to environmental remediation and underpayment of rent has been approved to move forward by City Council at the April 6, 2026, City Council Meeting.
- Staff is working on a Lease with San Diego Airpark and a Memorandum of Understanding (MOU) with Customs and Border Protection (CBP) to allow for CBP operations in FBO facilities.
- Experimental Aircraft Association (EAA) to exercise option to extend the size of the leasehold. Working with EAA and SDA on creating a right of way across both leaseholds for utilities and access.
- Staff is in discussions with San Diego Community College District (SDCCD) on an Exclusive Negotiation Agreement for construction of new hangar and facilities.
- Lease amendment with Executive Airpark to remove triangular-shaped parcel tentatively scheduled to be presented to Council Committee on April 16, 2026.
- Lease amendment with Crownair to provide for financing of the Executive Airpark leasehold tentatively scheduled to be presented to Council Committee on April 16, 2026.
- Working with Crown Air on new, longer-term agreement for transient ramp parking. Draft lease under review by Airports.
- Negotiations have been finalized with Casa Machado on new lease agreement. Existing lease with the restaurant expired in December 2025, and tenant is now in holdover.
- Engineering and Capital Projects Department & Transportation Department will be leasing all vacant space at 8525 Gibbs Dr. E&CP's is expected to commence occupancy in a portion of the 2nd Fl next week and a draft 2nd Amendment to the MOU is in progress for the additional space. E&CP's occupancy of the additional space at the 8525 building will be in the fall of 2026.
- Transportation Department is anticipated to occupy Suite 101 at 8575 Gibbs in early May.
- Final amendment and new lease for existing Lessee (Clown Market) to lease an additional 2,300 sq. Ft. and relocate liquor store scheduled to be presented to Committee on April 16, 2026. Lessee will retain existing space for separate ice cream and water business.
- Currently evaluating a prospect for a potential lease in Suite 116 (former dry cleaner's space) measuring 909 s.f. and in Suite 119 measuring approximately 868 sf.
- Recruitment underway for Property Agent position. Interviews Have concluded and Airports to move forward with next steps with the selected candidate.

**B. Other Reports**  
None

**8. COMMITTEE COMMENTS**

None

**9. ADJOURNMENT**

The meeting adjourned at 4:03 p.m. Next meeting will be May 13, 2026.

Respectfully submitted,

Giancarlo Vargas

Administrative Aide 1