

CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
MINUTES

Draft Meeting of October 11, 2016

Montgomery-Gibbs Terminal, 3750 John J. Montgomery Drive, San Diego, CA 92123

MEMBERS PRESENT: Tom Dray (MYF Tower), Buzz Fink (Special Expertise), Buzz Gibbs (Kearny Mesa Community), Lisa Golden (Otay Mesa Community), Scott Hasson (Tierrasanta Community), Bob Hitchcock (Brown Field Aviation User Group), Rich Martindell (Special Expertise), Vice-Chair Chuck McGill (Montgomery Field Aviation User Group), Tom Ricotta (Brown Field Aviation Lessee), David Ryan (Special Expertise) *arrived late*

MEMBERS ABSENT: J. H. Aldrich (Montgomery Field Aviation Lessee) *excused*, Jackie Ander (Serra Mesa Community) *excused*

GUESTS PRESENT: Bob Ambler, Clark Andrews, Gerald Blank, Dan Brennan, Glenn Daly, Bonnie Daniels, Tom Doyle, Gary Dreaan, Dave Eddo, David Friedmann, Bob Golo, David Long, Greg Madriaga, Rick Morrison, Kevin Perusino, Ray Richmond, Larry Rothrock, Tiny Sluka, Fred Sorbi, Robert Soriano, Philip L. Thalheimer, Bob Turner

STAFF PRESENT: Kathy Chavez, Millie Moore, Brandi Mulvey, Wayne Reiter, Rodel Riego, Liz Saidkhanian, Pierre Saladin, Matthew Schmitzer, Andy Schwartz, Debbie Shauger

1. CALL TO ORDER

Chairman Fink called the meeting to order at 3:03 P.M. A quorum was present.

2. APPROVAL OF MINUTES

Chairman Fink requested any comments, changes or deletions to the meeting notes from September 13, 2016. Mr. Hitchcock moved to approve as written, seconded by Mr. Hasson, all in favor, approved as written.

3. NON-AGENDA PUBLIC COMMENT

Mr. Rothrock reminded everyone about the EAA Octoberfest at Brown Field celebrating its 60th anniversary on October 29th at 10:00 a.m.

4. NEW BUSINESS

Airports Division Business Plan for FY 2017 – Power Point Presentation

Mr. Reiter mentioned Rod Propst is not able to attend meeting due to back surgery. Mr. Reiter reported this year the Business Plan was updated and is no longer presented to the ED&IR (Economic Development and Intergovernmental Relations Committee), but to Smart Growth Committee. The Business Plan is a document that describes what the Division does including mission vision, values, objectives, performance measures and financial section. Last year both airports combined for over 300,000 operations. Mr. Reiter gave an overview and Power Point presentation of staff functions at the Airports Division and the Business Plan for FY 2017.

Mr. Drean inquired about what Airport is planning to attain when according to the plan there is 22% profit margin.

Mr. Reiter responded that Airports is trying to get fair market pricing, which would allow for more revenue, which would then be put back into the airport as improvements. Discussion took place regarding hold over cost, the possibility of increasing rent and fair market value. Ms. Mulvey added that fair market value is determined by appraisals of various airports with similar attributes.

Minimum Standards- Draft

Ms. Mulvey introduced Draft Minimum Operating Standards for Montgomery-Gibbs and Brown Field Airports. Eventually, these minimum standards will be taken to City Council for approval. Mr. Gibbs suggested the Committee have more time to review the document. Ms. Mulvey agreed. Mr. Reiter will distribute copies of the minimum standards to stakeholders and allow for a comment period. Copies will be available in the Operations Office as well as the airport website. This item will be placed on the November AAC agenda for discussion.

5. OLD BUSINESS

None

6. STAFF REPORT

SDM General Update – Andy Schwartz, Brown Field Airport Manager

- Tile project at SDM main lobby has been completed and lobby is now open.
- Tumble weeds removed and tripads are now available to use.
- There will be hangar inspections conducted; Mr. Schwartz will check on exact date.
- Payco Striping was at SDM last week to do striping and it has been completed.
- Staff continues to do concrete with repairs on Taxiway Alpha.
- Gate 1 had plumbing repairs done, still waiting on City Streets for approval and street repair.

Chairman Fink recognized Mr. Schwartz's staff for working with the Breitling team who came down last week after Miramar Air Show and brought VIP's. Biplane, jet riders, sky divers and helicopters landed in field and they received great service and had the best landing experience thanks to Brown Field staff and Tower.

MYF General Update – Matthew Schmitzer, Montgomery-Gibbs Airport Manager

- The ADA project was completed 9/26/16 and restrooms are now open. Final completion on September 30th including power assist door openers. The two items still waiting on are two hand dryers and door face plates.
- Taxiway Golf 1 signs were installed on September 16th, still waiting for the Taxiway M signs.
- National Air College re-inspection were conducted on September 26th. Follow up inspection will be on October 24th.
- Runway excursion on October 5th, there were no injuries.
- Hangar inspections of Gibbs occurred today. Re-inspections will occur at a later date. The inspections were not completed and will also continue at a later date.
- There have been numerous instances of FOD found on taxiways such as screwdrivers, paint brushes and some large items. Mr. Schmitzer will send out a reminder to increase FOD awareness.
- Received a FOD (foreign object debris) tool attachment to back of truck to pick up any debris.

- Purchase Order for the second monument sign has been approved, which will include the letters, painting on the wall and gold plates. Installation will occur 4 – 6 weeks and still waiting on permitting.
- Currently waiting on approval by Purchasing and Contracting on annual striping contract. Once approved, will start striping. City Streets has accepted the work to overlay on Taxiway Charlie and the estimated date is second week in January. It is approximately \$125,000 that the Airport will have to pay.

Mr. Madriaga inquired about maintenance in hangars. There was a discussion regarding entities outside of hangars the type of maintenance performed and additional insured. Ms. Mulvey stated everyone who performs work at the Airport needs to have insurance. Mr. Ricotta asked about and described mobile mechanics. There was a suggestion that it be described in writing what can be done in a hangar.

Mr. Madriaga requested that only people that need access cards be given access code to gates. Mr. Schmitzer responded that codes can be changed based on individual request and if people give their codes to someone else, there is no way to monitor that. The codes do go inactive after a year of non-use. The cards can also be disabled. Discussion took place regarding using cards vs access codes at gates.

There was a suggestion that a sign needs to be put up on Taxiway Delta. Mr. Schmitzer responded Taxiway Delta is an exit only from Runway 28L. There is a standard sign on Taxiway Delta coming from Hotel.

MYF Tower Update – *Tom Dray, MYF Tower Manager*

- There has been an issue with two pilots attempting to enter Runway 28L via Taxiway Delta.
- The President will be here October 23rd to do a fundraiser in La Jolla. Montgomery Field will be in the 10 mile radius no fly zone and it will be shut down except for Fire and Law Enforcement. Mr. Dray will send email out when more details become available.
- Discussion took place regarding notams, particularly those for air shows.

Real Estate Update – *Brandi Mulvey, Supervising Property Agent*

- Still working on National Air College and Coast RFP's.
- There is a clause that was not presented at the last month's 15 Year Lease Agreement which is 2% fee for transferring hangars. The 2% is based on sale of the hangar. Currently finalizing the insurance requirements.

Mr. Dreaan inquired about the 15 Year Lease Agreement. Ms. Mulvey responded they did not want to obligate people for longer than 15 years and after that will probably have a Master Plan which could be for another 5 years. Discussion took place on the duration of the 15 Year Lease Agreement.

Noise and Special Projects – *Wayne Reiter, Airports Program Manager*

- Quarterly noise report is out for July – September.
- So Cal Metroplex is FAA plan to change flight routes in San Diego and LA. They completed

their environmental assessment and the FAA will give public information briefing on October 27th from 6:00 p.m. to 9:00 p.m. for routes in San Diego at Liberty Station.

- Master Plan is going to Committee next week to award the contract to C&S and accept the \$1,000,000 in grants; go to Council in November and Notice to Proceed by the end of the year.
- Newsletter is out with the new City of San Diego format.

Regarding the Brown Field development, Mr. Reiter reported they are still planning to break ground by the end of this year.

7. ANNOUNCEMENTS

Mr. Hasson announced there will be Prop C and D forum tomorrow night at 6:00 p.m. in Tierrasanta at the Chinese Community Church for anyone interested.

8. ADJOURNMENT

The meeting was adjourned at 4:22 P.M.

Respectfully,
Millie Moore