

**CITY OF SAN DIEGO
AIRPORTS ADVISORY COMMITTEE
MINUTES**

Meeting of May 12, 2015

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

MEMBERS PRESENT: J. H. Aldrich (Montgomery Field Aviation Lessee), Jackie Ander (Serra Mesa Community), Ron Nang (MYF Tower), Jim Demeaux (Clairemont Community), Chairman Buzz Fink (Special Expertise), Buzz Gibbs (Kearny Mesa Community), Lisa Golden (Otay Mesa Community), Scott Hasson (Tierrasanta Community), Vice-Chair Chuck McGill (Montgomery Field Aviation User Group), Tom Ricotta (Brown Field Aviation Lessee)

MEMBERS ABSENT: Bob Hitchcock (Brown Field Aviation User Group), Rich Martindell (Special Expertise), David Ryan (Special Expertise)

GUESTS PRESENT: Nici Boon, David Friedmann, Ray Richmond, Larry Rothrock, Ivor Shier

STAFF PRESENT: Sheila Beal (City Clerk's Office), Shaneisha Burton, Jose Castillo, Grace Chao, Kathy Chavez, Claudia Guardado, Paul Mehrlich, Brandi Mulvey, Rod Propst, Wayne Reiter, Pierre Saladin

1. CALL TO ORDER

Chairman Fink called the meeting to order at 3:01P.M. A quorum was present.

2. OATH FOR REAPPOINTED MEMEBERS

Deputy Director Sheila Beal from the City Clerk's office administered the oath to: Jim Aldrich, Jackie Ander, Lisa Golden, Chuck McGill and Tom Ricotta.

2. APPROVAL OF MINUTES

The minutes of the April 14, 2015 regular meeting were approved unanimously, as written.

3. NON-AGENDA PUBLIC COMMENT

Mr. Mehrlich read a prepared statement from Marigold tenant Jerry Blank expressing interest in having a Community Airport Day. Mr. Blank suggested Montgomery Field adopt a school or class, he would call on other pilots or FBO's to help. Ms. Golden suggests this item to be put on the next agenda. Ms. Ander suggested inviting schools from the area including military children and Taft Middle School. Mr. Mehrlich will look into options to bring the community to the airport.

4. STAFF & DEPUTY DIRECTOR'S REPORT

SDM General Update – *Brown Field Senior Operations Assistant Jose Castillo for Andy Schwartz (out of order)*

- CalTrans 5010 inspection occurred last month, Airport received an excellent review.
- Hangar inspection is scheduled for commence May 26th to be completed by end of June.
- Currently in the process of filling the vacant Grounds Maintenance Worker II position.

- ADA Status update anticipated start date in June 2015 – Portable Toilets will be available.
- 8L/26R still to mobilize October 2015 with an 80 day repave time line starting February 2016.

MYF General Update – *Acting Montgomery Field Airport Manager Paul Mehrlich*

- Completed slurry seal at Flattop and transient ramp. Thanks for Crownair and Gibbs for relieve aircraft traffic.
- CalTrans inspection identified a tree at the 94th Aero Squadron exceeding height standards. It will be taken care of.
- ADA upgrade on John J. Montgomery Drive and Aero will take approximately 3 weeks to complete giving wheelchair access.
- New signs on all gates have been put into place.
- Patching areas on Marigold next few weeks and repair at San Diego Fire helicopter pad.

MYF Tower Update – *MYF Tower Manager Ronald Nang*

Mr. Nang introduced himself as the new Tower Manager and reported no new issues.

Airport Property Update – *Supervising Property Agent Brandi Mulvey*

- Introduced new Property Agent, Pierre Saladin coming to us from MTS with years of experience.
- Finishing solar lease for Brown Field Metro Airpark.
- Crownair Exclusive Negotiating Agreement (ENA) routing to Council committee.
- Early termination of the building behind the FAA tower will need Council approval to move the fire helicopters to that location.
- RFP's for Coast and National Air College due out August 1st on the street for 45 days. RFP for Coast is for 1 acre parcel near front between Flattop and Marigold. Per Mr. Propst, looking at a 10-year term not to develop, new tenant to paint hangar, slurry seal, will be on short term lease.
- Investigating the idea to place Corporate Helicopters in the Spiders area.

Mr. Hasson asked to elaborate on plans for helicopter operations at MYF. The plan is to move fire helicopter operations to the north side of the airport next to the tower, and to move Corporate Helicopters to Spiders. The Midport FATO has been decommissioned in favor of additional parking spaces for helicopters and Mercy Air.

Ms. Ander inquired where the DEA Helicopters land, per Mr. Mehrlich they land at Gibbs leasehold.

Noise and Special Projects – *Airport Program Manager Wayne Reiter*

- In the past there were exclusive negotiations with Corporate Helicopters to develop Spiders, that proposal did not move forward due to FAA not allowing parking of helicopters on the RPZ, topic to be revisited by Mr. Propst and Mr. Reiter who will go to the FAA next month to have the FAA allow helicopters on a portion of the RPZ *or* moving the RPZ by using declared distances on Rwy 23 and convincing the FAA to let Corporate at Spiders area. Per Mr. Propst if the FAA does not agree, Airports will use a portion of RPZ control activity area.
- Noise contract expires next month, continuing for two more years including access to surveillance data, noise contours in-house and a digital voice recorder to record 8 ATC frequencies vs. 1.
- Obtaining an as needed consultant to assist with non CIP projects. Invitations went out May 1st, interviews expected in July.

SDM Metro Airpark Update – *DPC Project Manager Nici Boon*

- The grading plans are in review, follow up with frontage on-site infrastructure and off site SWPPP (Storm Water Improvement Program) and other permits required.
- State and Federal approvals ongoing and agencies have received the documents, on target to break ground this year, 2015.

MYF Capital Improvement Projects – *Acting Montgomery Field Airport Manager Paul Mehrlich*

- Required safety panel for 5/23 held last Friday and document must be reviewed by their headquarters in Washington can take up to 30 days.

SDM Capital Improvement Projects – *Brown Field Senior Operations Assistant Jose Castillo for Andy Schwartz*

- Nothing more to report.

Deputy Director Remarks – *Deputy Director Rod Propst*

- Budget to council last Friday, budget \$4.6 million down approx ½ million from last year, removed from budget due to Vernal Pool Restoration which will be put back into the budget the following year. 33% of budget for personnel, 15% or \$750k infrastructure repair of building, streets, roads, etc., airport managers to work on list of projects.
- Performance Audit criticized Airports for having no plans for tactical or strategic. We plan on putting in ACIP master plan in place for both airports.
Will need to do:
 - ALP updates to explain what is to be done at both Airports. Have an annual Airports tactical and strategic plan to be brought to AAC committee, then to Council with a plan of where Airports will be in a year and moving forward were we were previously.
 - Airport Operations Manual for Managers to know what to do on day to day operations.

- Property Management Minimum Standards in writing for people inquiring about FBO's.
 - Division Property Management manual, updating leases, rent adjustments, annual property inspections.
 - Operations section to monitor airport fees, rates and charges; to be reviewed or updated annually according to Council policy and business practices which will go before AAC committee before Council. Funds from fees go into Airports Enterprise Fund for operations and maintenance of the airport.
- Met with Customs in Brown Field, close to agreeing on modular unit of 1850 sq ft from Modular Management Group out of Ft. Worth, Texas. Unit going in east of entry next to maintenance building, \$650,000 put into budget for FY16. Must go out for public bid before purchase.

A discussion about Customs and fees and charges occurred. Brown Field does not incur any revenue from Customs since Brown Field is a landing rights airport. Palomar Airport has an inspection facility, but it is a user fee airport. Revenue comes from fuel flowage fees and landing fees for commercial operations. Customs provides an essential service to the flying public, as demonstrated by its ranking as the second busiest general aviation facility on the southern border. The presence of Customs personnel also serve as a security deterrent. The current Customs facility at Brown Field is wholly inadequate and in need of upgrade to better serve the clients using it.

Council Policy requires an annual review of fees and charges. It was pointed out by the Audit Team, those fees and charges have not been reviewed since 2003. It is likely that after the review, there will be a change in the fees and charges. A survey of comparable airports will assist in the review.

5. ANNOUNCEMENTS

June 5th and 6th, Crownair will be hosting a free Expo from 8 – 5 displaying new aircraft on the cargo ramp, in conjunction, on June 5th Crownair will be having a BBQ from 11:30 – 1:00.

6. ADJOURNMENT

The meeting was adjourned at 3:44 P.M.

Respectfully,
Kathy Chavez