

**CITY OF SAN DIEGO**  
**AIRPORTS ADVISORY COMMITTEE**  
**ADOPTED MINUTES**  
**Meeting of May 12, 2020**

Via teleconference

**1. CALL TO ORDER**

Chairman Reid called the meeting to order at 3:01 PM.

**2. ROLL CALL**

A quorum was present.

<b>MEMBERS PRESENT:</b>	<b>MEMBERS ABSENT:</b>
Buzz Gibbs Kearny Mesa Community	J.H. Aldrich <b>(E)</b> Montgomery Field Aviation Lessee Community
Lisa Golden Otay Mesa Community	Jackie Ander Serra Mesa Community
Ron Lee Brown Field Aviation User Group	
Vice-Chairman Chuck McGill Montgomery-Gibbs Aviation User Group	
Rich Martindell Special Expertise	
Ryan Osenkowski Tower	
Chairman Tom Reid Clairemont Community	
Tom Ricotta Brown Field Aviation Lessee	
David Ryan Special Expertise	

Excused = **(E)**

**STAFF PRESENT:**

Jorge Rubio, Charlie Broadbent, Cindy Dunn, Thurman Hodges, Michele King, Millie Moore, Andy Schwartz, and Debbie Shauger.

**3. NON-AGENDA PUBLIC COMMENT**

None

**4. APPROVAL OF MINUTES**

Chairman Reid requested any comments, changes, or deletions to the meeting notes from February 11, 2020. Mr. Rubio noted one change "Taxiway Gold" to "Taxiway Golf". Vice-Chairman McGill moved to approve with amendment, seconded by Mr. Martindell, all in favor, approved as written with one change. Mr. Lee and Ms. Golden abstained.

## 5. UNFINISHED BUSINESS

None

## 6. NEW BUSINESS

### A. Receive and File – COVID -19 Status at City Airports Presentation

Mr. Rubio gave a presentation on COVID-19 and the status of the Airports.

- Airport operations reduced by approximately 46% at Montgomery-Gibbs Executive Airport (MYF) and 47% at Brown Field Municipal Airport (SDM) during the month of April.
- Airports as part of the national transportation system are classified as essential to the recovery of the total economy. This information was provided by Secretary of Transportation Elaine Chao to all airports via teleconference.
- Terminals remained open with additional cleaning and enforced social distancing.
- Several tenants significantly reduced or temporarily closed operations.
- The Air Traffic Control Tower at Montgomery-Gibbs Executive Airport (MYF) modified hours to 08:00 a.m.– 06:00 p.m.
- Airports received \$69,000 grant funding from FAA Coronavirus Aid Relief and Economic Security (CARES) Act for MYF and \$157,000 for SDM for daily airport operations.
- Customs is responding from an offsite location to SDM.
- City office areas are open only to employees and virtual meetings are held when needed.
- Restaurants are offering to-go orders.
- Decrease in revenue from aeronautical and non-aeronautical businesses.
- Rent deferment has been offered to some commercial leases.
- Reduction of expenses due to decreased revenue.
- Postponing some non-grant projects.

Vice Chairman McGill moved to receive and file this COVID-19 status at the City Airports, Mr. Ryan seconded the motion, the motion was passed.

### B. Receive and File – FY 2020-21 Airports Budget Presentation

Mr. Rubio gave a summary presentation on FY 2020-21 Airports Budget which included:

- A summary of the accomplishments for the current Fiscal Year:
  - Received \$226,00 from CARES Act funding for operational expenses.
  - Working with leasing agent to obtain airport operations building at MYF.
  - Construction was approved for two Fixed Base Operators at MYF.
  - FAA National Environmental Policy Act (NEPA) approval to build the concrete pad for San Diego Fire Department (SDFD) helicopters.
- A summary of the Airports goals for Fiscal Year 2021:
  - Initiate and complete Runway 10L/28R Grooving Project.
  - Complete Master Plans and EIRs for both airports.
  - Purchase an airfield sweeper paid for with FAA grant funding.
  - Award a lease for development for 26 acres parcel at MYF.
- Mr. Rubio also mentioned that the Budget Proposal was presented to City Council and received well.

Vice-Chairman McGill moved to receive and file the FY2020-21 Airports Budget presentation, Mr. Martindell seconded the motion, all in favor, motion passed unanimously.

## **7. STAFF REPORTS**

Airports Deputy Director Rubio stated during the current COVID-19 that all airport staff will continue to provide the services as needed. Mr. Rubio requested that when tenants make modifications to hangars to provide airports with a notification. Mr. Rubio then called on staff members to provide general updates.

### Montgomery Gibbs Executive Airport – Mr. Broadbent, MYF Airport Manager

- The airport is fully staffed.
- The airport continually has high operations during COVID-19.

### Airports Real Estate – Mr. Hodges, Supervising Property Agent

- Airports is waiting for authorization for tenant improvement work for approximately 23,000 sq. feet of space that Public Works will occupy. The expected date for the authorization is July 1, 2020.
- Proposals for the Gibbs leasehold are due on May 21, 2020.
- The environmental process on the Metropolitan Airpark Development Project is Looking to the fall to meet the clearance in the fall.
- There are scheduled negotiations with Four Points by Sheraton hotel to recapture portions of the leasehold.

### Brown Field Municipal Airport – Mr. Schwartz, SDM Airport Manager

- SDM is almost fully staffed. Filing a vacant position.
- Contractor currently conducting a mow at the airport.
- Lighting issues on the runway have been resolved.
- The airport was swept recently.

## **8. AIR TRAFFIC CONTROL TOWER REPORT**

Mr. Osenkowski from MYF Tower mentioned that the tower has reduced hours: 0800 – 1800, that Coast Flight is returning on Friday May 15, 2020 and may its return increase traffic. Mr. Osenkowski encouraged pilots to continually check their Notice to Airmen (NOTAM).

Chairman Reid expressed his appreciation for all the hard work at the Tower.

## **9. OPERATIONS AND AIRCRAFT NOISE REPORT**

NO COMMENTS

## **10. COMMITTEE COMMENTS**

None

## **11. ADJOURNMENT**

The meeting adjourned at 3:40 PM.

Respectfully,  
Millie Moore