



## **AIRPORT COMMISSION**

### **ACTION SUMMARY MINUTES OF ADJOURNED MEETING**

**Wednesday, November 18, 2020 – 5:30 P.M.**

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#### **1. CALL TO ORDER:**

Chairman Jones called the Airport Commission Meeting to order at 5:30 P.M. The meeting was held via videoconference.

#### **2. POSTING OF THE AGENDA:** Posted on November 12, 2020.

#### **3. ROLL CALL:**

**Commissioners Present:** Adams, Breslin, Budilo, Clarkson, Corcoran, Dada, Feltman, Freymuth, Hedrick, Hoehn, Hughes, Jones, Pye, Riesen, Schmitz, Suero.

**Commissioners Absent:** Burke, Pattison.

#### **Staff Present:**

David Ready, City Manager  
Ulises Aguirre, Interim Airport Executive Director  
Daniel Meier, Deputy Director of Aviation, Marketing and Air Service  
Harry Barrett, Deputy Director of Aviation, Operations and Maintenance  
Nancy Pauley, City Director of Finance and Treasurer  
Celeste Reid, City Accountant  
Nadia Seery, Airport Executive Administrative Assistant

#### **Others Present:**

Scott White – President / CEO - Greater Palm Springs CVB

**Public Presence:** Three participants.

#### **4. ACCEPTANCE OF THE AGENDA:**

**ACTION:** Accept the Agenda as presented. **Moved by Commissioner Schmitz, seconded by Commissioner Hughes, and unanimously approved noting the absence of Commissioners Burke and Pattison.**

#### **5. PUBLIC COMMENTS:** None.

**6. APPROVAL OF MINUTES:**

The minutes of the Regular Meeting held on October 21, 2020, were presented for approval. **Moved by Commissioner Hedrick and seconded by Commissioner Riesen.**

**AYES:** Adams, Breslin, Budilo, Clarkson, Corcoran, Feltman, Freymuth, Hedrick, Hoehn, Hughes, Jones, Pye, Riesen, Schmitz, Suero.

**ABSENT:** Burke, Pattison.

**ABSTAIN:** Dada.

**7. CHAIRMAN COMMENTS**

Chairman Jones complimented Interim Airport Executive Director Aguirre for his excellent handling of the airport in adverse times due to COVID, with major construction underway, and with key personnel transitioning.

Mr. Jones announced he would be trying out the new Allegiant flight to Eugene, Oregon, next week and report to the Commission.

He commented that the Southwest launch on November 15, 2020, was successful. It was limited in attendance at the request of Southwest by reason of COVID-19.

**8. INTRODUCTIONS AND PRESENTATIONS:**

None.

**9. CITY MANAGER REPORT:**

City Manager Ready reported on artistically painted benches for the airport and indicated that they could be incorporated if the Commission approves. How eight benches would be painted at a cost of \$1,000 each.

Chairman Jones said he requested the renderings to be specific to the airport.

**10. BUDGET AND FINANCE REPORT:**

City Accountant Reid presented the October 2020 Financial Summary.

Fund 405 – Customer Facility Charges (CFC) – revenues stand at \$235,177 with \$20,090 spent on initial studies of the car rental facilities.

Fund 410 – Passenger Facility Charges revenues stand at \$109,116 but this account has a posting delay of two to three months.

Fund 415 – Airport Operations and Maintenance revenues of \$5.5M includes CARES Act funds received by airport from the FAA. Expenditures stand at \$5.8M compared to \$7M last year at the same time due to savings measures implemented by the airport.

The Airport Funds Cash Summary reflects an unrestricted balance of nearly \$4.9M.

**11. DISCUSSION AND ACTION ITEMS:**

None.

**12. EXECUTIVE AND STAFF REPORTS:**

Interim Airport Executive Director Aguirre commented on the following topics:

The October statistics reflect a fifty percent decrease in passenger counts compared to last year but are following a steady upward trend.

Mr. Aguirre reminded the Commission that the Paradies-Lagardère's agreement had been extended until May 2023. However, after the departure of HMS Host in July, they were asked to fill in for food and beverage. Since then, they reached out to local vendors to provide these services and found Coachella Valley Coffee down valley and Bosch Bakery in Thousand Palms which will provide goods for the PSP Coffee House scheduled to open next week. The PSP Coffee House is located past security in the Bono courtyard. The Santa Rosa Kitchen & Spirits restaurant in the upper Bono concourse is scheduled to open on December 15, 2020.

A prototype shade umbrella was installed at the Rideshare area and met City's approval. A total of six will be installed in the concrete benches on the central median: three at the taxi area, and three at the Rideshare area.

Mr. Aguirre showed PowerPoint photos and explained in detail the ticket wing construction progress, with the exterior portion of the outbound baggage conveyor system nearing completion.

In the passenger ticketing hall, the HVAC duct work in the ceilings is now completed and the ceilings are being closed. The temporary wall is scheduled to be dismantled the week after Thanksgiving. This area will house Alaska, American and United. The new ticket counters and baggage scales were installed over the weekend of November 14.

With regard to the eventual adoption of a City ordinance pertaining to food-to-go packaging which would impact the airport, Mr. Aguirre indicated he reached out to Mr. Tallarico of the Sustainability Department who will discuss the subject with Paradies-Lagardère in the near future.

Mr. Aguirre commented that the Airport website page “FAQs Regarding Aircraft Activity and Noise at PSP” had been modified based on information supplied by Commissioner Clarkson.

Finally, the Regional concourse fully reopened as of November 1<sup>st</sup>. The CNBC News, gifts and snack shop also reopened in that concourse.

With the aid of a PowerPoint, Mr. Meier, Deputy Director of Aviation, Marketing and Air Service showed a video of the Southwest Airlines inaugural flight into Palm Springs and ribbon cutting ceremony on November 15, 2020. He commented that the concretization of the Southwest service happened after many years of solicitation from the local community. Southwest will operate three daily flights to Phoenix, two daily flights to Oakland and one daily flight to Denver. He pointed out that, due to COVID, the inauguration ceremony was kept small at Southwest’s request. How good press coverage was provided including in the Bay area.

Mr. Meier then touched again on the “Choose Your Adventure Promotion” currently running until November 20 to create awareness about Southwest’s arrival in the Coachella Valley. Southwest is offering two round trip tickets at random through the @flyPSP site via Facebook, Instagram or Twitter. Ads also run on the radio at 106.9.

Mr. Meier covered new daily service to Los Angeles by Delta which began on November 9, Allegiant’s new service to Boise, Idaho, on November 19 and to Eugene, Oregon, on November 20. There will be no events at the airport for any of the start-ups.

Mr. Meier explained that the Winter Marketing Campaign (PSPEasy) is a continuation of the campaign started in early 2020 and that he is working with JNS and the Bureau of Tourism to update the messaging. The short-term plan to bridge to 2021 will launch over the next one to three weeks. It is designed for this season and its aim is to spread the word about the new airlines and cities served. This will be advertised in the Coachella Valley and the PSP catchment area. A full-year program for 2021 is being prepared and will be presented to the Marketing Committee in January 2021.

### **13. COMMISSIONERS REQUESTS AND REPORTS:**

Commissioner Adams indicated that he and Commissioner Suero would meet with the Sustainability Department next week to select plantings for the airport demonstration garden. This garden will be located between the terminal and the fountain.

Commissioner Breslin brought up a new advertising the CVB created for the airport. It shows how to celebrate within the City with COVID restrictions.

Commissioner Breslin expressed concern about people sitting too close together on airport benches and inquired about adding some signage.

**14. REPORT OF CITY COUNCIL ACTIONS:**

Included in the packet.

**15. CORRESPONDENCE:** None.

**16. RECEIVE AND FILE:**

**Item 16.A.** October 2020 Airline Activity Report.

**Item 16.B.** December 2020 Airlines Schedules.

**17. ADJOURNMENT:**

**ACTION:** Motion to adjourn. **Moved by Commissioner Riesen, seconded by Commissioner Suero and approved unanimously noting the absence of Commissioners Burke and Pattison.**

The Airport Commission adjourned at 6:13 P.M. to December 16, 2020, at 5:30 P.M. via videoconference.

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Nadia P. Seery  
Executive Administrative Assistant