



AIRPORT COMMISSION

ACTION SUMMARY MINUTES OF REGULAR ADJOURNED MEETING

Tuesday, November 22, 2022 – 5:30 P.M.

1. CALL TO ORDER:

Chairman Dada called the Airport Commission Meeting to order at 5:30 P.M. and he invited Commissioner Feltman to lead the Pledge of Allegiance. The meeting was held via videoconference.

2. POSTING OF THE AGENDA: Posted on November 17, 2022.

3. ROLL CALL:

Commissioners Present:

Patricia Breslin (Palm Springs)	Ken Hedrick (Palm Springs)
Paul Budilo (Indian Wells)	Gabriel Martin (Coachella)
Todd Burke (Palm Springs)	John Payne (Palm Springs)
Kevin Corcoran (Palm Springs) – Vice Chair	Jan Pye (Desert Hot Springs)
Aftab Dada (Palm Springs) – Chair	M. Guillermo Suero (Palm Springs)
David Feltman (Palm Springs)	Kevin Wiseman (Palm Desert)

Commissioners Absent: Gerald Adams (Palm Springs), Kathleen Hughes (La Quinta), Scott G. Miller (Palm Springs), Jhan Schmitz (Indio), Paul Slama (Riverside County), and Thomas Weil (Rancho Mirage)

Staff Present:

Harry Barrett, Jr., Airport Executive Director
Teresa Gallavan, Interim City Manager
Jeremy Holm, City Attorney
Victoria Carpenter, Airport Administration Manager
Kim Baker, Procurement and Contracts Manager
Christina Brown, Executive Administrative Assistant

4. ACCEPTANCE OF THE AGENDA:

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

5. PUBLIC COMMENTS: None

6. APPROVAL OF THE MINUTES:

ACTION: Approve the minutes of the Airport commission Meeting of September 27, 2022 with the consideration of amending page 8 of the minutes. **Moved by Commissioner Hedrick, seconded by Commissioner Feltman and unanimously approved noting the absence of Commissioners Adams, Hughes, Miller, Schmitz, Slama, and Weil.**

7. CLOSED SESSION:

City Attorney Holm announced that the Airport Commission would be reconvening to the following closed session item, and he noted that he would be replacing City Attorney Jeffrey Ballinger as legal counsel:

7.A CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Palm Springs International Airport Concession Spaces
Agency negotiator: Harry Barrett Jr., A.A.E., Executive Director of Aviation,
Teresa Gallavan, Interim City Manager, Jeffrey Ballinger, City Attorney
Negotiating parties: The Marshal Group, LLC
The Hudson Group Retail, LLC
Paradies Lagardère @PSP, LLC
SSP America, Inc.

Under negotiation: Price and Terms of Payment of Concession Space
Lease(s)

Mr. Holm said that the members of the public were welcome to stay online while the Airport Commission was in closed session, however the public would only hear silence, and following closed session there would be an oral announcement of any reportable action taken by the Airport Commission in closed session would be made, if any. The oral announcement of any reportable action would be heard on the teleconference line. Mr. Holm asked if there were any members of the Airport Commission that wished to or needed to recuse themselves from participating or considering Item 7.A. Chairman Dada said that he had a conflict and that he would be recusing himself from making a decision.

Mr. Holm asked that the record reflect that Chairman Dada would refuse in participating in the decision, and he asked Executive Administrative Assistant Brown if there were any public comments submitted for the closed session. Ms. Brown confirmed that there hadn't been any public comments submitted for the closed session. Mr. Holm asked if there were any members of the public attending via Zoom that would like to provide public comment. Ms. Brown confirmed that there was no one wishing to speak at that time. Mr. Holm adjourned the meeting to the closed session.

8. REPORT OF CLOSED SESSION:

City Attorney Holm reported that there were two reportable actions taken in closed session regarding Item 7.A CONFERENCE WITH REAL PROPERTY NEGOTIATORS. He said that the Airport Commission voted 9-0 with two abstentions in favor of recommending to the City Council approval of a concession agreement for retail to the company that was recommended by staff, and the Airport Commission voted 10-1 with one abstention in favor of recommending to the City Council the approval of a concession agreement for food and beverage to the company that was recommended by staff with further direction regarding food and beverage options and design evaluation options. Mr. Holm said that the terms of the concession agreements would be presented to the City Council in closed session at the City Council meeting on December 5th and that the terms would be available to the public following that item if the City Council votes to approve of the concession agreements.

9. DISCUSSION AND ACTION ITEMS:

9.A Marketing Update

Airport Executive Director Barrett noted that Deputy Director of Aviation Marketing and Air Service Meier was not in attendance and that the marketing update had been provided to the Commission.

9.B Financial Summary Update

Airport Administration Manager Carpenter provided a highlight of the financial summary for October 2022.

9.C Projects and Airport Capital Improvement Program Update

Airport Executive Director Barrett said that he would be providing the noise complaint data at the December Airport Commission meeting, he said that the airport staff was beginning to see that the primary parking lots were getting or have been full, and staff was expecting the car count to grow substantially over the holidays. Mr. Barrett announced that the new Assistant Airport Director Jeremy Keating would be joining the Airport on December 5th. Mr. Barrett said that the Airport had issued a recruitment for two new maintenance supervisors, a maintenance superintendent, a safety management systems manager, a community and legislative specialists, and a marketing and communications specialist.

Mr. Barrett said that the Airport had begun three FAA funded projects. The design of taxiway whiskey which is the Airport's primary taxiway, a wildlife hazard assessment and management plan study, and an airfield hot spot study. He said that the Airport would be posting a Request for Proposals (RFP) for a feasibility study for a Federal Inspection Station (FIS) that would allow for additional international flights.

10. COMMISSIONERS REQUESTS AND REPORTS

Commissioner Payne asked for the status of the Baggage Handling System (BHS). Airport Executive Director Barrett said that there have been a number of modifications that have been made to the system, he said that staff has seen an efficiency gain of approximately 35 to 40%, and he said that in terms of the BHS deficiencies, the matter has been turned over to the city attorney. Commissioner Payne inquired about the design goal percentage. Mr. Barrett said that he believed that the BHS was at a 60% design goal. Commissioner Payne asked City Attorney Holm if he had an update to provide. Mr. Holm said that he would try to provide an update at the December Commission meeting. Commissioner Payne inquired about the Airport Use and Lease Agreement (AULA). Mr. Barrett said that he believed that the Airport staff was close to completing the negotiations with the airlines.

Commissioner Feltman asked if there was a way to reduce the two-hour arrival time that is being recommended to passengers. Mr. Barrett said that he wouldn't have that information until January, and he said that he and Interim City Manager Gallavan had met with the TSA Federal Security Director and that the TSA Director had advised that based on the Airport's current and projected passenger numbers, the checkpoint times were going to be an issue.

Chairman Dada asked if the improvement in the BHS efficiency was due to the additional manpower that was added or if it was due to the software modifications. Mr. Barrett said that the improvement in the BHS efficiency was due to both the additional manpower and the software modifications.

11. REPORT OF CITY COUNCIL ACTIONS:

- 11.A** Past City Council Actions
- 11.B** Future City Council Actions

12. RECEIVE AND FILE:

- 12.A** Airline Activity Report September 2022

- 12.B** Airline Activity Report Fiscal Year Comparison
- 12.C** Airlines Schedules November 2022

13. COMMITTEES:

13.A Future Committee Meetings

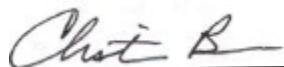
Commissioner Budilo asked when the Commission would be allowed to meet in-person. Chairman Dada said that there would be hybrid meetings beginning in January. Commissioner Budilo asked if there would be a requirement for mandatory in-person meetings or if the meetings would continue to be hybrid. Executive Administrative Assistant Brown said that it was her understanding that City Attorney Ballinger would be providing more direction in January on the meeting requirements. She said that in terms of the hybrid meetings beginning in January, staff was working with the IT Department to make sure that the Airport conference room has the proper equipment that will be needed to hold hybrid meetings, and she said that she would keep Chairman Dada and Vice Chairman Corcoran informed on IT's progress.

Commissioner Budilo inquired about possibly moving the Commission meetings back to mornings or during the day. Ms. Brown noted that at the September 21st Airport Commission meeting, Mr. Ballinger had advised the Commission that the time of the Commission meetings was a directive from the City Council, she said that it was her understanding that the meeting time could not be changed and that the matter could possibly be reconsidered by the new City Council.

14. ADJOURNMENT:

ACTION: Adjourn the meeting. **Moved by Commissioner Burke, seconded by Vice Chairman Corcoran and unanimously approved noting the absence of Commissioners Adams, Hughes, Miller, Schmitz, Slama, and Weil.**

The Airport commission adjourned at 8:56 P.M. to a Regular Meeting on December 21, 2022, at 5:30 P.M.



Christina Brown
Executive Administrative Assistant

APPROVED BY AIRPORT COMMISSION: 02/15/2023