



AIRPORT COMMISSION

**MINUTES OF THE REGULAR MEETING OF THE AIRPORT COMMISSION OF
THE PALM SPRINGS INTERNATIONAL AIRPORT**

Wednesday, March 20, 2024 – 5:30 P.M.

1. CALL TO ORDER:

Vice Chair Corcoran called the Airport Commission meeting to order at 5:51 P.M. The meeting was held in-person and via videoconference.

Chairman Dada led the Pledge of Allegiance.

2. POSTING OF AGENDA: Posted on March 14, 2024.

3. ROLL CALL:

Commissioners Present:

Robert Berriman (Indian Wells)	Margaret Park (Riverside County)
Todd Burke (Palm Springs)	Jan Pye (Desert Hot Springs)
Kevin Corcoran (Palm Springs) - Vice Chair	M. Guillermo Suero (Palm Springs)
Aftab Dada (Palm Springs) – Chair*	Rick Wise (Indio)
Kathleen Hughes (La Quinta)	Keith Young (Rancho Mirage)
Tony Michaelis (Cathedral City)	Kevin Wiseman (Palm Desert)

The following participated via teleconference: Commissioner Michaelis

Commissioners Absent (Excused): David Banks (Palm Springs), Daniel Caldwell (Palm Springs), David Feltman (Palm Springs), J Craig Fong (Palm Springs), and Tracy Martin (Palm Springs)

Commissioners Absent: Commissioner Delgado

*Chair Dada left the meeting at 6:38 p.m.

Staff Present:

Harry Barrett, Jr., Airport Executive Director
 Jeremy Keating, Assistant Airport Director
 Daniel Meier, Deputy Director of Aviation, Marketing and Air Service
 Victoria Carpenter, Airport Administration Manager
 Geremy Holm, City Attorney
 Christina Brown, Executive Program Administrator

Paula Pak, Executive Administrative Assistant

Others Present:

Ryan Hayes, Mead & Hunt

Stephanie Nikho, Mead & Hunt

Gary Armstrong, Public Arts Commissioner

Christopher Ramirez, Public Arts Commissioner

4. ACCEPTANCE OF AGENDA:

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

5. PUBLIC COMMENTS:

None.

6. APPROVAL OF MINUTES:

ACTION: Approve the minutes of the Airport Commission Meeting of November 15, 2023. **Moved by Vice Chairman Corcoran seconded by Chairman Dada and unanimously approved noting the absence of Commissioners Delgado.**

7. DISCUSSION AND ACTION ITEMS:

7.A Master Plan Airside and CONRAC Alternatives Update

Airport Executive Director Barrett introduced the item, noting this presentation was focused on the airside alternative, including everything within the Airport perimeter such as runways, taxiways, aprons, buildings, and supporting facilities. Mead & Hunt were provided feedback from internal staff and the Working Group and a conceptual development plan was formed.

Ryan Hayes, Mead & Hunt, commenced the presentation, providing details on the process to develop the Airport Master Plan. Stephanie Nikho, Mead & Hunt, provided details on the process for facility requirements, including addressing capacity needs and meeting design standards. Conversations were held with various stakeholders to determine facility needs. As a result, certain facilities and areas would need to be reconstructed, expanded, extended or maximized in the future to meet expressed or desired needs.

Ms. Nikho continued by noting that the airfield site was analyzed against the most current Federal Aviation Administration (FAA) design standards, issued in March of 2022. All runways meet design standards, except one non-standard condition on the southern end of the primary runway, as the service road falls outside of the runway object free area

(ROFA). Taxiway geometry updates are necessary to meet design standards. The alternatives were developed with the goal of meeting FAA design standards, to meet the airfield needs for critical aircraft, and meet stakeholder needs to the extent possible. Various alternatives were presented for the Primary Runway, with the preferred alternative is to apply for a FAA modification of standards. If approved, the non-standard existing condition would be approved, making the service road an approved standard. If approved, it would determine that the service road is not sacrificing safety or efficiency. Alternatives 2 and 3 were presented, with Alternative 3 being the second preferred option.

Ms. Nikho continued by presenting the three General Aviation Runway Alternatives, developed to provide additional runway length. The yellow shaded areas were denoted as runway protection zones. Alternative 3 was the recommended option and includes addressing a hotspot area on the airfield which was identified in a previous study. Ms. Nikho continued by presenting the one Taxiway Alternative, which is proposed to meet the FAA design standards. The General Aviation Alternatives were presented, including the Signature and Atlantic recommendations. The overall recommendations were summarized.

In response to inquiries from Commissioners, it was noted that timeline for the projects can begin to be developed after the completion of the current work, which is about halfway through. There should not be a major delay to the major objectives for terminal development. One of the tasks of the Master Plan Team is to make recommendations for each of these projects and how to pay for them. The Consolidated Rental Car Facility (CONRAC) planning has been directed by the City Council, including looking at off-site locations. Staff is seeking approval of the Conceptual Development Plan, displayed on the slides. An open house is also planned to share the information with early June as a tentative date. The information also must be placed in an Airport Layout Plan that goes to the FAA for official approval.

ACTION: Recommend the approval of the Master Plan Airside and Landside Conceptual Development Plan to the City Council. **Moved by Commissioner Wiseman seconded by Commissioner Park and unanimously approved noting the absence of Commissioners Delgado.**

7.B Coachella Valley Economic Partnership – Transfer of Lease Agreements

Airport Administration Manager Carpenter provided an update on the transfer of lease agreements to the Airport for the Coachella Valley Economic Partnership. The subject property is being transferred back to the Airport. Details of the lease agreements were presented, noting that staff is working with the City to get all leases transferred into an Airport lease. The tenants will be on a month-to-month agreement, paying fair market value, through no later than January 2026. Tenants will work with the City to find new locations and the property will then be utilized for aeronautical purposes. City Attorney Holm provided additional detail on the timeline with the tenants, including providing them with 60 day, rather than 30 day notice.

7.C Mid-Year Budget Review

Airport Administration Manager Carpenter provided a summary of the Airport performance through December 2023, including noting the Airport Use and Lease Agreement with the airlines, effective July 1, 2023, revenue was up 9% over the previous fiscal year when adjusting for the \$12 million in Federal funding that is not continuing, budgeted federal grants of \$56 million is expected to be spent over the next three to five fiscal years on capital projects throughout the airport, and passenger traffic increased 3% over last fiscal year to 3.4 million and has historically strong growth. Additionally, the Airport anticipates achieving 30% of the budgeted expenses by the end of the fiscal year, approximately \$120 million (71%) of the budgeted expenses are for capital projects, major capital projects currently underway are: Checked baggage inspection system building design at \$23.1 million, Inbound baggage claim design and construction at \$33.7 million, and restroom capacity and ADA renovation at \$10 million. Revenues are still targeted at a higher number than in fiscal year 2023.

7.D Financial Summary Update

Airport Administration Manager Carpenter summarized the information provided in the agenda packet, noting that the Airport is still trending to end the fiscal year with a surplus.

7.E Marketing Update

The Marketing & Air Service Update for March 2024 was presented.

7.F Concessions Update

Assistant Airport Director Keating referred to the PSP Concession Projected Opening Dates schedule presented in the agenda packet, noting that Nine Cities is in the final stages of inspections. He also noted that some of the other concessions have experienced challenges during the project and provided detail on some of the various items.

Vice Chairman Corcoran noted that the Ad Hoc Concession Committee may have an update at the next Airport Commission meeting as they will be reviewing menus and healthy options at their next Committee meeting.

Mr. Keating reported on other concessions updates including more coffee signage and menu boards replaced, as well as a mobile coffee cart. Lines are still an ongoing concern, and staff is working with Paradies to develop and implement solutions. It was noted that the Marshall Retail Group recently added vending machines, which should assist with the lines.

7.G Car Rental Car Wash Facility Noise Update

Assistant Airport Director Keating reported Enterprise implemented staff's request for them to close a hole in the barrier wall and add an additional wall to block the noise. There have been challenges with conducting the noise decibel level testing because of weather. Enterprise said they were willing to contact the manufacturer of the blowers once they receive the noise decibel data.

Vice Chairman Corcoran opened public comments.

John Wilhelmi noted that the decibel level is not as impactful as the constant whistling noise from the blowers, which can be heard inside his residence all day. The noise barrier that Enterprise installed does not curb the noise and he supports Enterprise getting in touch with the manufacturer. He suggested hiring a qualified noise engineer and offered to pay for the cost.

Christopher Campbell stated that this is a neighborhood issue impacting many homes and he hopes there is progress by the next meeting.

Vice Chairman Corcoran noted staff will remain on top of the issue and suggested they look at other solutions, such as trees or other natural barriers to reduce noise impacts. The item will remain on the Commission's agenda until there is a resolution to the matter.

7.H Public Art – Airport Mural

Airport Executive Director Barrett presented the artwork that was proposed to the Arts Commission and approved by that body for installation at the Airport.

Public Arts Commission Chair Gary Armstrong provided detail on the process to secure the "Welcome to Palm Springs" mural artist. The mural would be painted along the Agua Caliente Concourse walls and features an impressionist style. The mural is designed to invite participation and posting and sharing on social media.

Public Arts Commissioner Christopher Ramirez shared the overall statement of the headline for the mural art piece. The piece is inviting and welcomes all to Palm Springs with open arms. He further described the themes of the mural which feature many of the natural outdoor amenities of the area.

Mr. Armstrong stated that if the Commission approves the mural, it will be scheduled for a public hearing at the Arts Commission, then will move on to the City Council for their approval.

ACTION: Recommend the approval of the Airport Mural. **Moved by Commissioner Young, seconded by Commissioner Wiseman and unanimously approved noting the absence of Commissioners Delgado.**

7.I TNC Signage Ordinance

Airport Executive Director Barrett presented an ordinance amendment which would remove the signage at the curbside where the TNC area is located which appears to discourage Airport passengers from utilizing rideshare companies at the Airport.

City Attorney Holm noted the ordinance amendment removes the outdated requirements previously in place.

ACTION: Recommend the Ordinance amending TNC Signage to the City Council. **Moved by Commissioner Berriman, seconded by Commissioner Wiseman and unanimously approved noting the absence of Commissioners Delgado.**

7.J Airport No-Smoking Policy

Airport Executive Director Barrett requested input from the Commission on this item, as the Airport currently allows smoking post security in the Airport, in the courtyard area only. There have been increasing complaints due to the Airport's growth and there is a proposal to ban smoking Airport-wide, including smoking by employees.

General Commission discussion ensued on the topic with comments including that passengers and employees will find areas to smoke, whether its prohibited or not, and that the current Airport does not have space for smoking rooms post security. There was a request to look at designating a smoking area away from material and fuel and to split passengers from employee smoking areas.

The City Attorney will draft an ordinance and present it to the Commission at a future meeting for review.

7.K Projects and Airport Capital Improvement Program Update

Airport Executive Director Barrett highlighted staff efforts toward additional parking capacity and the challenges inherent in that process. Two alternatives were presented for Commission feedback and input, including turning Lot A into a rental car waiting lot and shift that parking to the overflow lot. That option does not solve the roadway congestion, just the road car problem. Alternative Two would move all commercial ground vehicle activities to Lot A and rental car return traffic would move to the overflow lot in some capacity. It would temporarily resolve roadway congestion.

Commission discussion ensued on the topic and there was consensus to place the item on the next agenda with additional detail and graphics for more in-depth discussion.

8. EXECUTIVE DIRECTOR REPORT:

Airport Executive Director Barrett reported as related to the unhoused individuals on the Airport property, staff will report only if there is a change in activity.

9. COMMISSIONERS REQUESTS AND REPORTS:

In response to an inquiry from a Commissioner, Airport Executive Director Barrett reported that Measure J funds were approved by the City Council.

10. REPORT OF COUNCIL ACTIONS:

- 10.A Past City Council Actions
- 10.B Future City Council Actions

11. RECEIVE AND FILE:

- 11.A Airline Activity Report February 2024
- 11.B Airline Activity Report Fiscal Year Comparison

12. COMMITTEES:

- 12.A Future Committee Meetings
- 12.B Committee's and Airport Master Plan Working Group Roster

ADJOURNMENT:

The Airport Commission adjourned at 7:27 P.M. to a Regular Meeting on April 17, 2024, at 5:30 P.M.



Christina Brown
Executive Program Administrator

APPROVED BY AIRPORT COMMISSION 9/18/24