



**AIRPORT COMMISSION**

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

**Tuesday, June 18, 2024 – 5:30 P.M.**

**1. CALL TO ORDER:**

Vice Chair Corcoran called the Airport Commission meeting to order at 5:30 P.M. The meeting was held in-person and via videoconference.

Commissioner Wiseman led the Pledge of Allegiance.

**2. POSTING OF AGENDA:** Posted on June 13, 2024.

**3. ROLL CALL:**

**Commissioners Present:**

Dave Banks (Palm Springs)	Tony Michaelis (Cathedral City)
Todd Burke (Palm Springs)	Jan Pye (Desert Hot Springs)
Daniel Caldwell (Palm Springs)	M. Guillermo Suero (Palm Springs) *
Kevin Corcoran (Palm Springs) - Vice Chair	Rick Wise (Indio)
David Feltman (Palm Springs)	Kevin Wiseman (Palm Desert)
J Craig Fong (Palm Springs)	Keith Young (Rancho Mirage)
Kathleen Hughes (La Quinta)	

**Commissioners Absent:** Chairman Dada and Commissioners Berriman, Delgado, Martin, and Park

\*Commissioner Suero (Palm Springs) arrived at 5:32 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  
 Jeremy Holm, City Attorney  
 Christina Brown, Executive Program Administrator  
 Tanya Perez, Airport Administration Specialist

**Others Present:**

Josh Cohn, InterVistas

**4. ACCEPTANCE OF AGENDA:**

**ACTION:** Accept the Agenda as presented. **Moved by Commissioner Young, seconded by Commissioner Hughes, and unanimously approved noting the absence of Commissioners Berriman, Delgado, Martin, Park, and Chair Dada.**

**5. PUBLIC COMMENTS:**

Richard Gordon, Fuse Connect (Fuse) representative, introduced himself as Fuse's Government and Community Relations representative and provided a summary of his professional experience. He said he would present a progress update on Fuse to the Commission at a future meeting.

Peter Morruzi, resident, expressed concern regarding the proposed density of the Consolidated Rental Car Facility across the street from City Hall, which would require relocation of the USO. He said it would lock out the view from one of the terminals and create traffic impacts on the surrounding streets.

**6. APPROVAL OF MINUTES:**

**ACTION:** Approve the minutes of the Airport Commission Meeting of January 17, 2024. **Moved by Commissioner Wise, seconded by Commissioner Caldwell, and unanimously approved noting the absence of Commissioners Berriman, Delgado, Martin, Park, and Chair Dada.**

**7. INTRODUCTIONS AND PRESENTATIONS:**

7.A End of Term Plaque Presentation:

Chairman Aftab Dada, Commissioner Kathleen Hughes, and Commissioner M. Guillermo Suero

Vice Chair Corcoran presided over the recognition of outgoing Commissioners including Chair Dada, Kathleen Hughes, and M. Guillermo Suero.

7.B Announcement of New Commissioners

Vice Chair Corcoran announced the new Commissioners including Samatha McDermott, Ken Hedricks, and Brian Ebensteiner.

## **8. DISCUSSION AND ACTION ITEMS:**

### **8.A Baggage Claim Expansion Concept Design Update**

Neil McLean, M. Arthur Gensler Jr. & Associates (Gensler) representative noted that the baggage claim expansion design goals are to meet the growing and changing demands of the Airport, including coordination with other planned Airport projects. The primary goal is to enhance passenger experience. Three single occupant restrooms will also be added. The look and feel will reflect the mid-century modern nature of the Airport and incorporate the natural beauty of the environment.

Vice Chairman Corcoran inquired as to the current stage of the process. Mr. McLean responded that the design development will commence soon, and coordination would need to take place with various considerations.

Vice Chair Corcoran opened public comments.

Peter Moruzzi, resident, noted he was involved in previous discussions concerning the building design and appreciated the work that was done to honor the original concept.

Mr. McLean continued by providing an update concerning the phasing of the temporary rental car facility during construction.

Commissioner Wiseman commented there may be negative impacts to passengers who must walk outdoors during the summer months. Discussion ensued concerning the placement of shade structures.

Vice Chair Corcoran re-opened public comments.

Peter Moruzzi, resident, expressed concern regarding the proposed temporary location.

### **8.B Restroom Capacity and Renovation Floor Plan Review**

Mr. McLean provided detail concerning the planning parameters for the restrooms, including the goal to refresh and update restrooms, including enhanced fixtures and expansion of the footprint. The restrooms will be all-gender restrooms and incorporate sustainability best practices. The design will also address the need for nursing rooms and changing rooms. Gensler is seeking to finalize all design phases by mid-2025 with the construction timeline yet to be determined.

In response to an inquiry from Commissioner Caldwell, Mr. McLean stated there would be single occupant restrooms, with no other access to another individual. Commissioner Feltman expressed concerns with restroom technology at other airports he has visited, noting they are often subject to failure, citing the swipe feature for faucets as an example. He requested clarification concerning any mitigation measures that will be implemented.

Mr. McLean responded that Airport Operations have been consulted regarding technology and other features of the restroom fixtures. Commissioner Feltman inquired if Sustainability Department had been consulted. Airport Executive Director Barrett responded that the Sustainability Department is aware of the project, and staff is currently recruiting for a Sustainability Specialist who will be focused on those types of issues.

#### 8.C FIS Study Update and Customs and Border Patrol Strategy

Airport Executive Director Barrett introduced the item, noting that InterVistas was tasked with looking at the feasibility of elevating the facility to qualify for Federal Inspection Service (FIS) and international destinations. He introduced Josh Cohen, InterVistas representative.

Mr. Cohen provided a summary of the work conducted over the past year, including a review of similarly sized airports with international service and the elements involved in setting up FIS service at the Airport. Customer demand and challenges of working with the various necessary agencies was included in the review. Economic impact data was also presented. Customs and Border Patrol (CBP) provides an airport technical design standard manual which provides guidance as to space and passenger requirements for international service. Mr. Cohen noted that he is working with Mr. Barrett to engage CBP facility staff to commence initial staffing discussions.

In response to a Vice Chairman Corcoran's inquiry, Mr. Cohen noted that the Airport has to pay for all of the CBP staff at the international arrival destination. Discussion ensued concerning the demand for travel to international designations from Tijuana, to avoid costs of flying from the United States.

#### 8.D Strategic Business Plan Update

Mr. Cohen presented an update on the Strategic Business Plan, which is in the initial stages. Work has commenced on development of vision, mission, and value statements, and development of implementable and measurable goals to evaluate success. There will be consultation and engagement which will start with the leadership team at the Airport, a staff survey that will go out to employees, and interviews with other key stakeholders. The Commission will be invited to a strategy study session to provide feedback on the entire development of the Strategic Business Plan, tentatively scheduled for September, with the goal of having a fully developed plan by December for the Commission's approval.

#### 8.E Arts Program Update

Airport Administration Manager Carpenter noted that the execution of the agreement is still pending with the individual artist and the Airport has provided guidance on the mural. Based on a previous Commission discussion, staff is working with the Public Arts Commission to confirm the availability of rotating art pieces as temporary installations at the Airport.

Vice Chairman Corcoran suggested that the Operations Committee form a working group to consider the temporary art program and provide recommendations.

Vice Chairman Corcoran opened public comments.

Jack Childs, resident, suggested an artist who does “freestanding” art.

#### 8.F Concessions Update

Airport Administration Manager Carpenter provided a visual update on the progress as related to the different concession spaces including Cactus to Clouds, Las Casuelas, Coachella Valley Coffee, InMotion, and Uptown Essentials. Assistant Airport Director Keating provided an update on the opening schedules.

Ms. Carpenter reported the Ad Hoc Committee provided significant feedback on the various menus, cocktails and beverages, and the revamping of one of the temporary locations put into place to reduce wait times at various concessions. Input was provided on healthier options and catering to a Palm Springs global feel. It was determined that a Movie Colony Canteen design would be recommended, and Cactus to Clouds would feature cocktail made by bartenders. Commissioner Pye suggested implementation of a device or equipment to prevent birds from polluting the area. Ms. Carpenter displayed installments which would be placed by Paradies to help mitigate this issue.

Vice Chairman Corcoran opened public comments.

Jack Childs, resident, inquired whether the concessionaires would be providing their own telecommunications assets to run their businesses. Staff noted they would respond to the inquiry.

#### 8.G Ad Hoc Design Review Committee Update

This item was discussed in Item 8.F Concessions Update.

#### 8.H Marketing and Air Service Update

A written update was provided in the agenda packet.

#### 8.I Financial Summary Update

Airport Administration Manager Carpenter provided a summary of the four Airport funds and provided a detailed description of each. It was noted there are no significant financial challenges and the Airport’s finances are in good shape.

#### 8.J Cancellation of July 17<sup>th</sup> Airport Commission Meeting, Approval of July 10<sup>th</sup> Special Airport Commission Meeting at 5:30 p.m., and Rescheduling of Noise Committee Meeting to July 10<sup>th</sup> at 5:00 p.m.

**ACTION:** Motion to cancel July 17th Airport Commission Meeting, approve a July 10th Special Airport Commission Meeting at 5:30 p.m., and reschedule the Noise Committee Meeting to July 10th at 5:00 p.m. **Moved by Commissioner Wise, seconded by Commissioner Wiseman, and unanimously approved noting the absence of Commissioners Berriman, Delgado, Martin, Park, and Chairman Dada.**

8.K Electronic Use Policy

City Attorney Holm provided a reminder to all Commissioners that Airport Commission-related work should only be conducted on City email addresses, and not personal accounts. The City has an established Electronic Use Policy stating that City business must be conducted on established official City accounts. Emails sent on personal accounts could be subject to disclosure under the California Public Records Act if they pertain to City business. City IT staff could assist Commissioners if they are having difficulty with their City email accounts.

8.L Projects and Capital Improvement Program Update

Airport Executive Director Barrett provided a brief update on changing the strategy as related to the Master Plan Working Group, citing the needs for an FAA grant for the planning study and the need for public transparency and efficiency. It is now recommended that the full Commission serves as the Master Plan working group. He further reported that all give Measure J improvement projects have been approved. Mr. Barrett commented that staff is waiting for Southern California Edison (SCE) to provide the equipment for the charger system to complete the charger installation.

Vice Chairman Corcoran opened public comments.

Peter Moruzzi, resident, inquired as to the process for public input on the Master Plan and how to increase the size of the working group to encourage more participation. Mr. Barrett and Mr. Holm responded that the Commission would serve as the main working group and the public can participate and provide comment during every meeting. Community input can also be provided during outreach events concerning the Master Plan.

**9. EXECUTIVE DIRECTOR REPORT:**

**10. COMMISSIONERS REQUESTS AND REPORTS:**

Commissioner Caldwell expressed support for additional opportunities for community input on the Master Plan.

**11. REPORT OF COUNCIL ACTIONS:**

11.A Past City Council Actions

11.B Future City Council Actions

**12. RECEIVE AND FILE:**

12.A Airline Activity Report May 2024

12.B Airline Activity Report Fiscal Year Comparison

**13. COMMITTEES:**

13.A Future Committee Meetings

13.B Committee's Roster

**ADJOURNMENT:**

The Airport Commission adjourned at 7:00 P.M. to a Special Meeting on July 10, 2024, at 5:30 P.M.



Christina Brown  
Executive Program Administrator

Approved by Airport Commission 10/16/24