



**AIRPORT COMMISSION MEETING**

**Agenda Item Executive Summary**

Airport Conference Room, Palm Springs International Airport

3400 E. Tahquitz Canyon Way, Palm Springs, CA 92262

Wednesday, December 18, 2024 - 5:30 P.M.

**The following agenda items were distributed on the next regular business day after the Airport Commission agenda packet was distributed to the Airport Commission, and at least 24 hours prior to the Airport Commission meeting.**

**AGENDA ITEM 8.B – Five Year Strategic Plan**

**AGENDA ITEM 8.C – Art Policy and Curator**

**AGENDA ITEM 8.E – Revenue Advertising Policy**

**AGENDA ITEM 8.F – Measure J Projects**

**AGENDA ITEM 8.L – Projects and Airport Capital Improvement Program Update**

**AGENDA ITEM 9 – Executive Director Report**

**AGENDA ITEM 13.A – Future Committee Meetings**

**AGENDA ITEM 13.B – Committees Roster**

**We will be requesting to remove the following Item from the Agenda. This Item will be brought back at the January meeting.**

**AGENDA ITEM 8.D – Leasing Policy**



**AIRPORT COMMISSION MEETING AGENDA**  
 Airport Conference Room, Palm Springs International Airport  
 3400 E. Tahquitz Canyon Way, Palm Springs, CA 92262  
 Wednesday, December 18, 2024 – 5:30 P.M.

To view/listen/participate virtually in the meeting live, please contact Andrew LeCompte at [andrew.lecompte@palmspringsca.gov](mailto:andrew.lecompte@palmspringsca.gov) or the following telephone number (760) 318-3832 to register for the Zoom meeting. There will be an email with Zoom credentials sent after registration is complete, to access the meeting and offer public comment. Registration is not required to attend the meeting in person.

In addition, the meeting will also be teleconferenced pursuant to Government Code Section 54953 from the following location(s):

**TELECONFERENCE LOCATION(S):**

|   |  |
|---|--|
| Vice Chairman Todd Burke – Palm Springs<br>The Salamander Middleburg Library Room<br>500 North Pendelton Street<br>Middleburg, VA 20117 |  |
|---|--|

Each location is accessible to the public, and members of the public may address the Airport Commission from any of the locations listed above. Any person who wishes to provide public testimony in public comments is requested to register for the Public Comments portion of the meeting. You may submit your public comment to the Airport Commission electronically. Material may be emailed to: [andrew.lecompte@palmspringsca.gov](mailto:andrew.lecompte@palmspringsca.gov) - Transmittal prior to the start of the meeting is required. Any correspondence received during or after the meeting will be distributed to the Airport Commission and retained for the official record.

To view Airport Commission meeting videos, click on [YouTube](#).

| City of Palm Springs:           |                               | Riverside County:                        | City of Cathedral City:                | City of Palm Desert:                  |
|---------------------------------|-------------------------------|--|--|---------------------------------------|
| Kevin J. Corcoran<br>– Chairman | Todd Burke<br>– Vice Chairman | Margaret Park                            | Christian Samlaska                     | Kevin Wiseman                         |
| Dave Banks                      | J Craig Fong                  | City of Indian Wells:<br>Robert Berriman | City of Coachella:<br>Denise Delgado   | City of Rancho Mirage:<br>Keith Young |
| Daniel Caldwell                 | Ken Hedrick                   |  |  |                                       |
| Bryan Ebensteiner               | Tracy Martin                  | City of La Quinta:<br>Geoffrey Kiehl     | City of Desert Hot Springs:<br>Jan Pye | City of Indio:<br>Rick Wise           |
| David Feltman                   | Samantha McDermott            |  |  |                                       |
| <b>Palm Springs City Staff</b>  |                               |  |  |                                       |
| <b>Scott C. Stiles</b>          |                               | <b>Harry Barrett Jr., A.A.E.</b>         |  | <b>Jeremy Keating</b>                 |
| <b>City Manager</b>             |                               | <b>Executive Director or Aviation</b>    |  | <b>Assistant Airport Director</b>     |

**1. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

**2. POSTING OF AGENDA**

**3. ROLL CALL**

**4. ACCEPTANCE OF AGENDA**

**5. PUBLIC COMMENTS:**

Limited to three minutes on any subject within the purview of the Commission

**6. APPROVAL OF MINUTES:**

Minutes of the Airport Commission Regular Meeting of September 18, 2024, and October 16, 2024.

**7. INTRODUCTIONS:**

**7.A** Lowell Valencia-Miller – Executive Program Administrator

**8. DISCUSSION AND ACTION ITEMS:**

**8.A** Public-Private Partnerships

**8.B** Five Year Strategic Plan

**8.C** Art Policy and Curator

**8.D.** Leasing Policy

**8.E** Revenue Advertising Policy

**8.F** Measure J Projects

**8.G** Winglet Art

**8.H** Marketing Update

**8.I** Financial Update

**8.J** Employment Update

**8.K** 2025 Airport Commission Calendar

**8.L** Projects and Airport Capital Improvement Program Update

**9. EXECUTIVE DIRECTOR REPORT**

**10. COMMISSIONERS REQUESTS AND REPORTS**

**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 October 2024 and November 2024

**12.B** Airline Activity Report Fiscal Year Comparison

**13. COMMITTEES:**

- 13.A** Future Committee Meetings
- 13.B** Committees Roster

**ADJOURNMENT:**

The Airport Commission will adjourn to a Regular Meeting on January 15, 2024, at 5:30 P.M.

**AFFIDAVIT OF POSTING**

I, Harry Barrett, Jr., Executive Director of Aviation, City of Palm Springs, California, hereby certify this agenda was posted on December 12, 2024, in accordance with established policies and procedures.

**PUBLIC NOTICES**

Pursuant to G.C. Section 54957.5(b)(2) the designated office for inspection of records in connection with the meeting is the Office of the City Clerk, City Hall, 3200 E. Tahquitz Canyon Way. Complete Agenda Packets are available for public inspection at: City Hall Office of the City Clerk. Agenda and staff reports are available on the City’s website [www.palmspringsca.gov](http://www.palmspringsca.gov). If you would like additional information on any item appearing on this agenda, please contact the Office of the City Clerk at (760) 323-8204.

It is the intention of the City of Palm Springs to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, or in meetings on a regular basis, you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the Department of Aviation, (760) 318-3800, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.



**AIRPORT COMMISSION**

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

**Wednesday, September 18, 2024 – 5:30 P.M.**

**1. CALL TO ORDER:**

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

**2. POSTING OF AGENDA:** Posted on September 12, 2024.

**3. ROLL CALL:**

**Commissioner’s Present:**

|  |                                   |
|--|-----------------------------------|
| Dave Banks (Palm Springs)                | Ken Hedrick (Palm Springs)        |
| Robert Berriman (Indian Wells)           | Geoffrey Kiehl (La Quinta)        |
| Todd Burke (Palm Springs) – Vice Chair   | Samantha McDermott (Palm Springs) |
| Daniel Caldwell (Palm Springs)           | Jan Pye (Desert Hot Springs)      |
| Kevin Corcoran (Palm Springs) - Chairman | Rick Wise (Indio)                 |
| Denise Delagado (Coachella)              | Kevin Wiseman (Palm Desert)       |
| Brian Ebensteiner (Palm Springs)         | Keith Young (Rancho Mirage)       |
| J Craig Fong (Palm Springs)              |                                   |

**Commissioners Absent:** David Feltman (Palm Springs) and Tracy Martin (Palm Springs)

**Staff Present:**

Scott C. Stiles, City Manager  
 Harry Barrett, Jr., Executive Director of Aviation  
 Jeremy Keating, Assistant Airport Director  
 Daniel Meier, Deputy Director of Aviation, Marketing and Air Service  
 Victoria Carpenter, Airport Administration Manager  
 Kristopher Mooney, Director of Finance and Treasurer  
 Oscar Verdugo, City Attorney  
 Tanya Perez, Administrative Specialist  
 Andrew LeCompte, Executive Administrative Assistant

**Others Present:**

Ryan Hayes, Mead & Hunt, Inc.

Stephanie Nikho, Mead & Hunt, Inc.

**4. ACCEPTANCE OF AGENDA:**

**ACTION:** Accept the Agenda as presented. **Moved by Commissioner Wise, seconded by Commissioner Banks, and unanimously approved noting the absence of Commissioners Feltman and Martin.**

**5. PUBLIC COMMENTS:** None.

**6. APPROVAL OF MINUTES:**

**ACTION:** Approve the minutes of the Airport Commission Meeting of March 20, 2024, **Moved by Commissioner Wise, seconded by Commissioner Park, and unanimously approved noting the absence of Commissioners Feltman and Martin.**

**ACTION:** Approve the minutes of the Airport Commission Meeting of April 17, 2024, **Moved by Commissioner Hedrick, seconded by Commissioner Young, and unanimously approved noting the absence of Commissioners Feltman and Martin.**

**7. DISCUSSION AND ACTION ITEMS:**

7.A Marketing and Air Service Update

Deputy Director of Aviation, Marketing and Air Service Meier presented the Marketing and Air Service Update for September 2024.

7.B Master Plan Landside Alternatives

Executive Director of Aviation Barrett briefly reviewed the Strategic Planning meeting that took place at the Airport Commission special meeting that was held on September 12, 2024. Ryan Hayes and Stephanie Nikho, representatives of Mead & Hunt, Inc., presented an overview of the Rental Car Center (RCC) alternative options. Ms. Nikho reviewed each of the South Side alternatives and their associated traffic and shuttle flows. Commissioner Wiseman asked what the number of surface level parking spaces for each South Side Alternative would be. Mr. Hayes stated that he did not have the exact number of parking spots on hand and that he could confirm that they would meet the activity level outlined in the Master Plan. Commissioner Hedrick asked for clarification on the pickup and drop off locations for South Side Alternative 2. Mr. Hayes stated that ultimately these decisions would be made at the design phase for the RCC.

Commissioner Fong inquired about the ease of acquiring the property needed for SSA 2 and if there would be any political issues. Mr. Barrett stated that the cost to acquire the land needed for South Side Alternative 2 would be around \$9 million and that he could not answer if there were any potential political issues with acquiring the land. Chairman Corcoran mentioned that the cost to acquire the land was not a significant amount and that the land may need to be purchased regardless of South Side Alternative 2 being chosen and may be needed for future uses.

Commissioner Park asked if the Airport staff had a preferred Alternative. Mr. Barrett stated that there was an overall preference for the North Side Alternative and for the Southside Alternatives, South Side Alternative 2. Mr. Barrett said that both would be presented to the City Council. Commissioner Wiseman asked if there was any sense of presenting both alternatives if the traffic would be better for a particular alternative. Mr. Hayes stated that each alternative looks to be comparable. Commissioner McDermott asked if the plan for South Side Alternative 2 was to have all five levels above ground or if some levels would be below ground. Mr. Hayes stated that the plan currently was to have all five levels above ground and that it could be changed at the design stage.

**ACTION: Approve North Side Alternative 1 and South Side Alternative 2, Moved by Commissioner Hedrick, seconded by Commissioner Park, and unanimously approved noting the absence of Commissioners Feltman and Martin.**

Mr. Hayes stated that the next steps for his team would be to complete the traffic analysis and visual impact assessments for North Side Alternative 1 and South Side Alternative 2.

Commissioner Wiseman asked if North Side Alternative 1 would meet the parking requirements without the proposed Lot G. Mr. Hayes confirmed parking requirements could be met without Lot G.

#### 7.C Agua Caliente Concourse Activation Space

Vice Chairman Burke presented the renderings for the new Agua Caliente Concourse Activation Space. Vice Chairman Burke stated that the Agua Caliente Concourse Activation Space has been in the works for a year. The aim was for user-friendly spaces that provide numerous power outlets and charging spaces. Vice Chairman Burke noted that there will be advertising space for income opportunities.

Chairman Corcoran shared the details of contract with Fuse and Agua Caliente Casino. Vice Chairman Burke mentioned that construction for the Agua Caliente Concourse Activation Space should take approximately three months. Commissioner Young asked if there would be an impact on the seating compacity in the Agua Caliente Concourse. Mr. Barrett mentioned the Agua Caliente Concourse Activation Space would have no impact on the current seating spaces. Commissioner Hedrick asked if the Airport was paying for the Agua Caliente Concourse Activation Space. Chairman Corcoran confirmed that the Agua Caliente Tribe would be paying for the Agua Caliente Concourse Activation Space.

Commissioner Young asked if the installation of the Agua Caliente Concourse Activation Space would open the possibility of adding more power stations to other seating areas in the Agua Caliente Concourse. Mr. Barrett stated that adding more power stations to the other seating areas was not currently in the plan and that it could be in the future. Commissioner Wiseman inquired if the corner perimeter table of the Agua Caliente Concourse Activation Space would have power outlets or charging stations. Vice Chairman Burke confirmed that the perimeter table would not have either.

#### 7.D FY24 Budget Vs. Actuals

Airport Administration Manager Carpenter presented the FY24 Budget vs. Actuals. Ms. Carpenter reviewed the Trends: Operating Expenses, the actual 2024 expenses, Trends: Share of Expenses by Department, Trends: Share of Expenses by Type, Trends: Operating Revenues by Source, Benchmarking: O&M Expenses per Passenger, and Benchmarking: Cost per Enplaned Passenger.

Ms. Carpenter also reviewed where the Airport was in comparison with other airports of similar size nationwide as well as in the region in this category as well. Commissioner Hedrick asked why the Burbank Airport cost per Enplaned Passenger was so low. Ms. Carpenter stated should did not know the reason for their low cost. Commissioner Wiseman asked why there was such an increase from 2019 to 2024 in the Trends: Share of Expenses by Department. Ms. Carpenter explained that it was due to inflation and more expenses at the Airport which was due to an increase in activity. Mr. Barrett shared that historically the Airport had not kept up on preventive maintenance, which has since become a priority under his leadership and has in turn raised expenses.



Commissioner McDermott asked why there was such large disparity in the expenses related to Administration from Fiscal Year 2019 and 2024. Ms. Carpenter stated this was related to recruiting challenges and moving some positions previously in Administration into other departments. Commissioner Kiehl complimented Ms. Carpenter on the details included in her report.

#### 7.E Concessions Update

Assistant Airport Director Keating presented the Concession Update. Commissioner Wiseman inquired why the Pink Door project had been in progress the longest. Mr. Keating responded that it has undergone various redesigns that have slowed the progress. Commissioner Samlaska inquired about early morning staffing. Mr. Keating stated that there have been discussions with Paradies to ensure that concessions will have staffing and be open 60 minutes prior to the first departures for each day. Ms. Carpenter also stated that Paradies has committed to having concessions open 60 minutes prior to the first flight of each day.

#### 7.F Projects and Airport Capital Improvement Program Update

Executive Director of Aviation Barrett stated that the complete report was in the agenda packet. Mr. Barrett mentioned that the Taxiway Whiskey Project for taxiway repaving would be starting soon and that the project should be completed prior to the Airport's busy season. Mr. Barrett also mentioned that the Shade Structure Project was being redesigned due to the utility map for the Airport not being accurate. Mr. Barrett said that this would result in the shade structure area being reduced.

Mr. Barrett reported that in July and in partnership with the American Association of Airport Executives, the Airport had joined the Airport Consortium on Transformation and that the Airport would be one of 43 airports that would be looking into electrification digitization and the change in customer experience over the next few years and how it will affect airport regulations and the user experience. Mr. Barrett said that the Airport was a part of a working group to improve that experience nationally.

Chairman Corcoran asked about the progress on parking electrification. Mr. Barrett stated that the Airport was waiting on Southern California Edison to provide the designs. Chairman Corcoran asked if there would be a fee to use the electric stations. Mr. Barrett mentioned that this was still being discussed

and that a fee would be likely due to the resulting increase in utility costs for the Airport. Chairman Corcoran asked for an update on the Water Filling Stations Project. Mr. Barrett stated that one water filling station had been installed and that the remaining water filling stations would be installed in the next few weeks.

Chairman Corcoran opened public comments.

Chris Wilson asked if the water filling stations would be chilled water. Mr. Barrett confirmed the water filling stations would provide chilled water.

**8. EXECUTIVE DIRECTOR REPORT:**

Executive Airport Director Barrett stated that the Executive Director Report was included in the agenda packet.

**9. COMMISSIONERS REQUESTS AND REPORTS:**

Commissioner Pye reported that the Master Plan presentation for the City of Desert Hot Springs went well and was well received by the public. City Manager Stiles stated he can confirm that the presentations were being well received by the public in other cities as well and that there were Master Plan presentations scheduled for other cities in the future.

**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 June and July 2024
- 11.B Airline Activity Report Fiscal Year Comparison

**12. COMMITTEES:**

- 12.A Future Committee Meetings
- 12.B Committee's Roster

**ADJOURNMENT:**

The Airport Commission adjourned at 6:55 P.M. to a Regular Meeting on October 16, 2024, at 5:30 P.M.

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

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Andrew LeCompte  
Executive Administrative  
Assistant



**AIRPORT COMMISSION**

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

**Wednesday, October 16, 2024 – 5:30 P.M.**

**1. CALL TO ORDER:**

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

**2. POSTING OF AGENDA:** Posted on October 10, 2024.

**3. ROLL CALL:**

**Commissioner’s Present:**

|  |                                   |
|--|-----------------------------------|
| Dave Banks (Palm Springs)                | Geoffrey Kiehl (La Quinta)        |
| Robert Berriman (Indian Wells)           | Tracy Martin (Palm Springs)       |
| Todd Burke (Palm Springs) – Vice Chair   | Samantha McDermott (Palm Springs) |
| Daniel Caldwell (Palm Springs)           | Margaret Park (Riverside County)  |
| Kevin Corcoran (Palm Springs) - Chairman | Jan Pye (Desert Hot Springs)      |
| Bryan Ebensteiner (Palm Springs)         | Christian Samlaska (Palm Springs) |
| J Craig Fong (Palm Springs)              | Kevin Wiseman (Palm Desert)       |
| Ken Hedrick (Palm Springs)               | Keith Young (Rancho Mirage)       |

**Commissioners Absent:** Denise Delagado (Coachella), David Feltman (Palm Springs) and Rick Wise (Indio)

**Staff Present:**

Jeremy Keating, Assistant Airport Director  
Daniel Meier, Deputy Director of Aviation, Marketing and Air Service  
Victoria Carpenter, Airport Administration Manager  
Christina Brown, Executive Program Administrator  
Geremy Holm, City Attorney  
Tanya Perez, Administrative Specialist  
Andrew LeCompte, Executive Administrative Assistant

**Others Present:**

Ryan Hayes, Mead & Hunt, Inc.  
Stephanie Nikho, Mead & Hunt, Inc.  
Brian Carranza, Mead & Hunt, Inc

Josh Cohn, InterVistas  
Mark Waier, Daley Strategies  
Rich Morgan, Fuse Connect

**4. ACCEPTANCE OF AGENDA:**

**ACTION:** Accept the Agenda as presented. **Moved by Commissioner Martin, seconded by Commissioner Kiehl, and unanimously approved noting the absence of Commissioners Delgado, Feltman and Wise.**

**5. PUBLIC COMMENTS:** None.

**6. APPROVAL OF MINUTES:**

**ACTION:** Approve the minutes of the Airport Commission Meeting of May 15, 2024, **Moved by Commissioner Park, seconded by Commissioner Fong, and approved 10 Yes; 6 Abstained noting the absence of Commissioners Delgado, Feltman and Wise.**

**ACTION:** Approve the minutes of the Airport Commission Meeting of June 18, 2024, **Moved by Commissioner Young, seconded by Commissioner Berriman, and approved 11 Yes; 5 Abstained noting the absence of Commissioners Delgado, Feltman and Wise.**

**7. DISCUSSION AND ACTION ITEMS:**

**7.A Master Plan Traffic Analysis and CONRAC Cost Estimations**

Chairman Corcoran provided a brief overview of the history of the Rental Car Center (RCC) locations and emphasized that the design phase and related discussions will come later. Ryan Hayes and Brian Carranza, representatives of Mead & Hunt, Inc., presented an overview of the Traffic Analysis and Cost Comparison Estimates for the RCC locations, Rental Car Center North Alternative and Rental Car Center South Alternative.

Commissioner Young asked if there was any expectation of additional peak traffic periods with the expected growth at the Airport in the next fifteen to twenty years. Mr. Hayes stated that they expect peak traffic periods to remain the same and there could be some flattening with more flights spread out throughout the day. Commissioner Banks asked if the traffic analysis included expected residency growth as well. Mr. Carranza confirmed that they considered residency growth and other expected impacts.

Commissioner Samlaska asked if an expansion in employee parking and transportation for employees was included with the Rental Car Center South Alternative. Mr. Hayes stated that Lot D was expected to be used for employee

parking and confirmed that the Rental Car Center South Alternative would meet the twenty-year demand for employee parking. Mr. Carranza stated that there was flexibility with the Rental Car Center South Alternative to provide additional employee parking and that there were discussions related to employees potentially using public shuttles to be transported to the terminal from the employee parking lots.

Commissioner Caldwell asked if there were any concerns related to the Rental Car Center North Alternative having below ground levels and earthquake safety. Mr. Hayes stated that earthquake safety would be addressed at the design and engineering phase. Commissioner Wiseman asked Mr. Carranza to provide some more information related to the exact meaning of the letter grades in the traffic analysis. Mr. Carranza provided a brief explanation that each grade relates to the expected time of delay at a stop light. Commissioner Samlaska asked why the rental car shuttles could not be used for employee transportation and if this could be investigated as a possibility. Mr. Hayes stated that it was standard practice across most airports that rental car operations and employee operations are separated and that it could be investigated.

Commissioner Wiseman asked where the Ground Transportation Center (GTC) would be located with each rental car center alternative. Mr. Hayes stated that with the Rental Car Center North Alternative the GTC would be located inside of the RCC. For the Rental Car Center South Alternative, Mr. Hayes stated that the GTC would be located on the north side of the property. Commissioner Wiseman asked if there was a size difference between the Rental Car Center North Alternative and the Rental Car Center South Alternative. Mr. Hayes stated that the Rental Car Center North Alternative would be larger in scale to accommodate the GTC.

Commissioner McDermott asked if the cost estimates included the day-to-day operations for each of the RCC alternatives. Mr. Hayes stated that the only operation costs included in the estimates were the shuttle operations for the Rental Car Center South Alternative. Chairman Corcoran asked how the shuttle operations impacted the Airport's sustainability commitment. Mr. Hayes stated that it would have a positive impact. Chairman Corcoran asked if there would be a difference in the sustainability impact between the Rental Car Center North Alternative and Rental Car Center South Alternative. Mr. Hayes stated that there wouldn't be a difference between the two alternatives. Commissioner Wiseman asked if the cost estimates included the cost of shuttling passengers to and from the Rental Car Center South Alternative and the Airport terminal. Mr. Hayes confirmed this was included in the estimate for the shuttle operations. Commissioner Ebensteiner asked if non-airport traffic on Kirk Douglas Way was included in the traffic analysis. Mr. Hayes stated that it was not included in the traffic analysis.

Commissioner Keihl asked if there was any information related to the funding for each of the RCC alternatives. Mr. Hayes stated that the funding analysis does not support the Airports ability to fund either of the RCC alternatives. Assistant Airport Director Keating mentioned that currently the goal was to choose a location for the RCC, and that the means of funding the RCC would be explored later. Airport Administration Manager Carpenter explained where the Airport was currently at with debt service and that the Airport was not able to fund the cost of the RCC and that decisions would be made later related to the funding of the RCC.

Commissioner Martin asked if consideration should be given to the location of the RCC and the ability to fund it based on the location. Commissioner Hedrick stated that the Commission should keep in mind that there could be alterations made to the design of the RCC based on future rental car market behavior and alternative options in the market. Commissioner Wiseman stated that he supports Commissioner Hedricks statement related to future rental car market behavior and that alternative options in the market, especially when it comes to the potential of autonomous cars being used in the future should be considered.

Commissioner Wiseman asked what the estimated project years between Project Activity Level Two (PAL) and PAL Three. Mr. Hayes stated that PAL Two is five to seven years and PAL Three is ten to twelve years. Commissioner Wiseman asked how many levels the Rental Car Center North Alternative would need to be to meet the demands of PAL Three. Mr. Hayes stated it would be less than five levels. Commissioner Park asked which alternative the Airport staff would recommend. Mr. Keating stated that Airport staff would recommend the Rental Car Center North Alternative.

Chairman Corcoran briefly reviewed the pros and cons of the Rental Car Center North Alternative and Rental Car Center South Alternative. Vice Chairman Burke stated that ease of use for passengers should be the priority. Commissioner Wiseman reiterated that future rental car behaviors and changes in the market need to be considered. Chairman Corcoran asked if the Rental Car Center North Alternative could be initially built at a smaller size and be expanded on if there is a need to do so in the future. Mr. Hayes stated it could be possible. Commissioner Berriman asked if the additional property that needs to be acquired on the south side of the property would be easy to purchase. Chairman Corcoran said that the owner of the land is known and that the ease to acquire the land was unknown at this time.

Commissioner McDermott asked if the Rental Car Center North Alternative could be built as a two level below ground structure and if future needs require it, an additional structure on the south side of the property could be built. Chairman Corcoran stated that he belived that it was a possible option. Commissioner Caldwell stated he supported the Rental Car Center North

Alternative due to the customer service benefits and lack of a need for the shuttle buses. Chairman Corcoran said he agreed with Commissioner Caldwell. Commissioner Hedrick stated that he also agreed with Commissioner Caldwell, with his only caveat being that it was cheaper and less of a disruption to the Airport to expand upon the Rental Car Center South Alternative, if needed in the future.

Commissioner Berriman asked if the plan was still to expand and move the baggage claim away from the rental car area. Mr. Keating confirmed that this was still the plan. Commissioner Fong stated that he believed that the better use of valuable Airport property needed to be considered when making these decisions. Commissioner Wiseman stated that he believed that the Rental Car Center North Alternative was the better option because it presented more future use options if the rental car market changed.

**ACTION:** Motion to Recommend to the City Council the Approval of the Rental Car Center North Alternative. **Moved by Commissioner Hedrick, seconded by Commissioner Burke, and unanimously approved noting the absence of Commissioners Delgado, Feltman and Wise.**

#### 7.B Master Plan Tenant Relocation

Ryan Hayes, representative of Mead & Hunt, Inc., presented an overview of the Tenant Relocation Plan which included moving tenants to the Gene Autry Trail side of the property and making changes to the existing curbside. Commissioner Fong asked if the additional time to receive approval to make the required changes to the Gene Autry Trail curbside was factored into the timeline. Mr. Hayes stated this additional time was allocated in the Master Plan timeline.

#### 7.C Public Parking Capacity Update

Josh Cohn, representative of InterVistas, presented a brief update on the Public Parking Capacity Plan during the construction of the Rental Car Center for both the north and south alternatives.

#### 7.D Noise Committee Update

Commissioner Fong presented a brief overview of the November 16, 2024 Noise Committee meeting.

#### 7.E Marketing and Air Service Update

Deputy Director of Aviation, Marketing and Air Service Meier presented the Marketing and Air Service update. Mr. Meier mentioned that air service was



down seven percent. Commissioner Martin asked if the seven percent decrease was for the fiscal year. Mr. Meier confirmed that the seven percent decrease was for the calendar year of 2024. Mr. Meier explained that the seven percent decrease was expected and was due in part to the Boeing 737 Max issues and a reduction of flights to San Francisco International Airport on account of their runway construction project. Commissioner Martin mentioned that there seems to be an error in the Airline Activity Report showing a five percent increase. Airport Administration Manager Carpenter stated that there was an error in the calculation in the report and it had since been rectified. Commissioner Martin asked about when the Airport had no growth in a calendar year and what that means for the Airport. Ms. Carpenter stated that when there is a decrease in air service, adjustments are made to the budget to ensure there is always a surplus in funds.

Commissioner Hedrick asked if the previously approved parking rate increase was still moving forward. Ms. Carpenter stated that City Manager Stiles requested that the parking increase be postponed and not presented to the City Council until a future date. Chairman Corcoran asked about the implementation of tap to pay for parking. Mr. Meier confirmed that it had been implemented. Commissioner Samlaska asked if the Boeing 737 Max issues were persisting, specifically with Southwest Airlines. Mr. Meier stated the airlines have adjusted their schedules and have fully accommodated for the Boeing 737 Max issues, including Southwest Airlines.

#### 7.F Financial Summary Update

Airport Administration Manager Carpenter presented the Financial Summary Update. Ms. Carpenter mentioned that the financial summary was incomplete and missing a few items due to the fiscal year audit. Ms. Carpenter stated that Airport finances are doing well and there was a surplus of funds. Commissioner Kiehl complimented Ms. Carpenter and stated she was doing a great job.

#### 7.G Concessions Update

Assistant Airport Director Keating presented the Concessions Update. Mr. Keating provided an update on the projected opening dates for concession projects currently under construction. Chairman Corcoran mentioned there had been a request made for more televisions in the concourse areas and that discussions with Paradies had occurred, and they were looking to add more televisions to the various restaurants and bars throughout the concourse areas.

Commissioner Wiseman asked if the level for concessions needs were being met. Mr. Keating confirmed that the concessions needs were being met and when the busy season begins, more concession locations would be opened,

and other adjustments would be made to meet the higher demand. Commissioner McDermott asked if the new concession staff would have enough time to be fully trained prior to the start of the busy season. Mr. Keating confirmed that the training time would be incorporated into the opening schedules.

Chairman Corcoran opened public comments.

David Silverman asked if additional seating and eating areas would be installed. Mr. Keating confirmed additional seating was planned and would be installed as concession projects conclude.

#### 7.H Art Mural Update

Executive Program Administrator Brown provided a brief update on the Art Mural Project. Ms. Brown stated that there had been some delays related to the weather and that the Art Mural was expected to be completed by the end of October.

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

Chairman Corcoran mentioned that the official unveiling of the new Agua Caliente Concourse sign would occur on October 31, 2024. Chairman Corcoran shared updates related to the art statues in the concourse area and confirmed they would no longer be moved. Chairman Corcoran said that there had been discussion related to forming a working group to discuss art installations for the Airport instead of this being a function of the Operations, Properties, and Facilities Committee. Chairman Corcoran mentioned that Operations, Properties, and Facilities Committee Chairman Wiseman agreed with removing Art from the Operations, Properties, and Facilities Committee scope and that a final decision related to this would be made later.

Chairman Corcoran stated that he had requested a monthly report be presented to the Commission related to Airport staffing and that the report would be included at the November 20, 2024 Airport Commission agenda. Chairman Corcoran introduced Rich Morgan; representative of Fuse Connect who helped the Airport with the Agua Caliente Concourse contract. Mr. Morgan provided a brief overview of his background and what his role was with Fuse Connect. Mr. Morgan shared that he had secured an event with KGAY Radio that took place during Pride Week at the Airport as well as advertising for the event on their radio station.

Vice Chairman Burke mentioned that on a past episode of the Mark and Kelly Live television show there was a brief mention of the Airport, and it was all positive.

Commissioner Keihl asked for information regarding Fire Station Two and why it's located where it is located and if there had been any thought given to decommissioning the station and/ or moving the station to a new location.

**9. REPORT OF COUNCIL ACTIONS:**

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

**10. RECEIVE AND FILE:**

- 10.A Airline Activity Report August 2024
- 10.B Airline Activity Report Fiscal Year Comparison

**11. COMMITTEES:**

- 11.A Future Committee Meetings
- 11.B Committee's Roster

**ADJOURNMENT:**

The Airport Commission adjourned at 7:31 P.M. to a Regular Meeting on November 20, 2024, at 5:30 P.M.



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Andrew LeCompte  
Executive Administrative  
Assistant



KAPLAN KIRSCH

# INTRODUCTION TO PUBLIC-PRIVATE PARTNERSHIPS

December 18, 2024

Tracy A. Davis, Esq.

Slone P. Isselhard, Esq.

Kaplan Kirsch LLP

Denver | New York | San Francisco | Washington, D.C.

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# Project Delivery Basics

- Owner's initial decision is how to deliver a project
- Delivery methods have strengths and weaknesses
- Consider:
  - ✓ What is the project?
  - ✓ Can the owner do it with its own staff?
  - ✓ Can the owner pay for it?
  - ✓ Does the owner have the time or resources to do it?
  - ✓ What are the risks and can the owner manage them?



# Typical Project Delivery Methods

**Design-Bid-Build – Owner has maximum control, but all the risk for design errors and construction issues**

**Construction Manager at Risk (CMAR or CM@R) – Owner has design control but hires construction contractor sooner to mitigate design and construction risk**

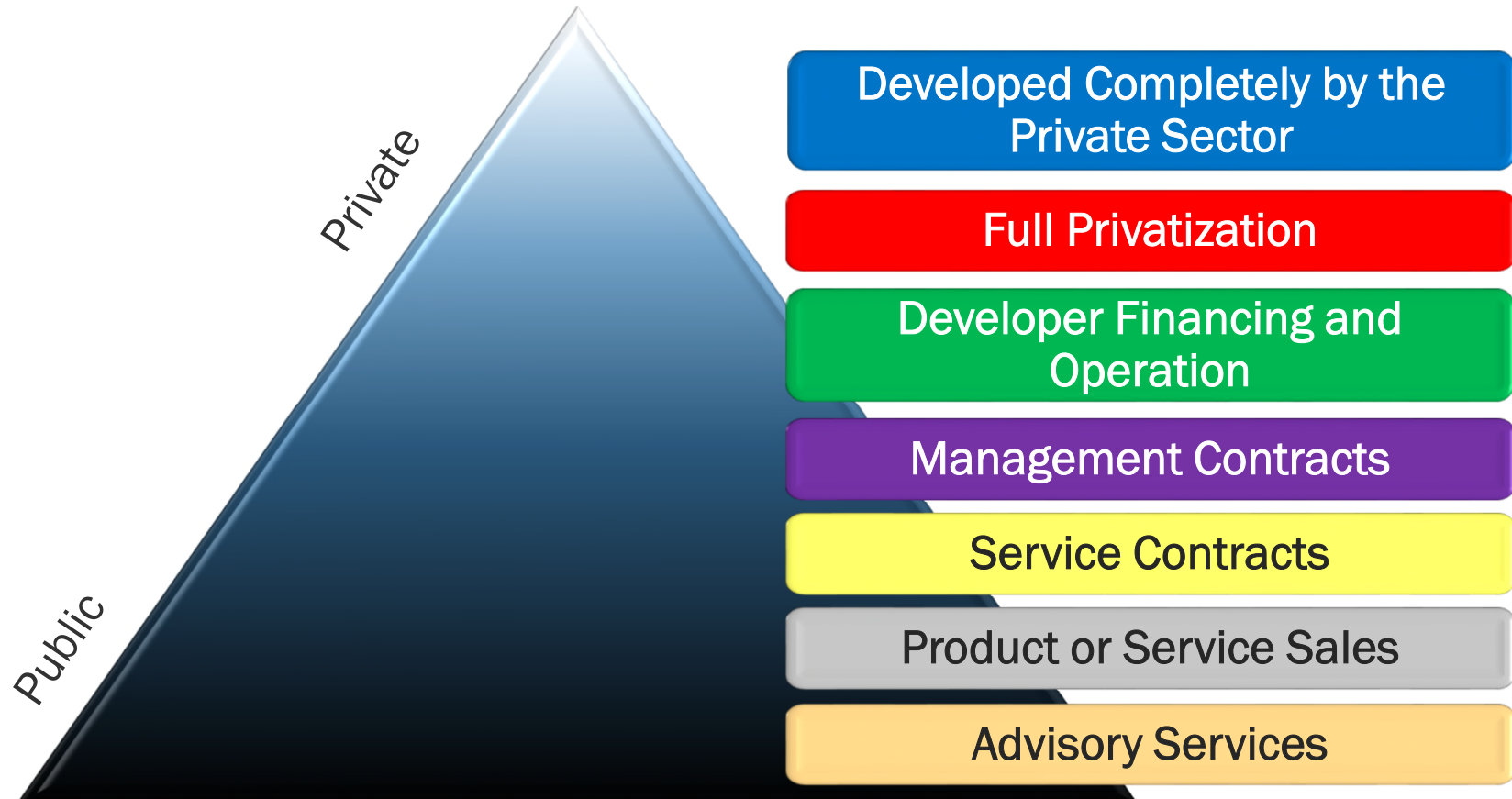
**Design-Build – Owner hires one contractor to design and build project for a fixed price; owner has less design control but less price and schedule risk**

**Progressive Design-Build – Owner hires contractor to design and build; construction terms negotiated after design; owner has less design control and some cost and schedule risk**

**Public-Private Partnerships – Owner hires one private entity to design, build, finance, operate and/or maintain; owner has least control but less risk**



# Levels of Private Entity Responsibility



# Features of a Public-Private Partnership (P3)?



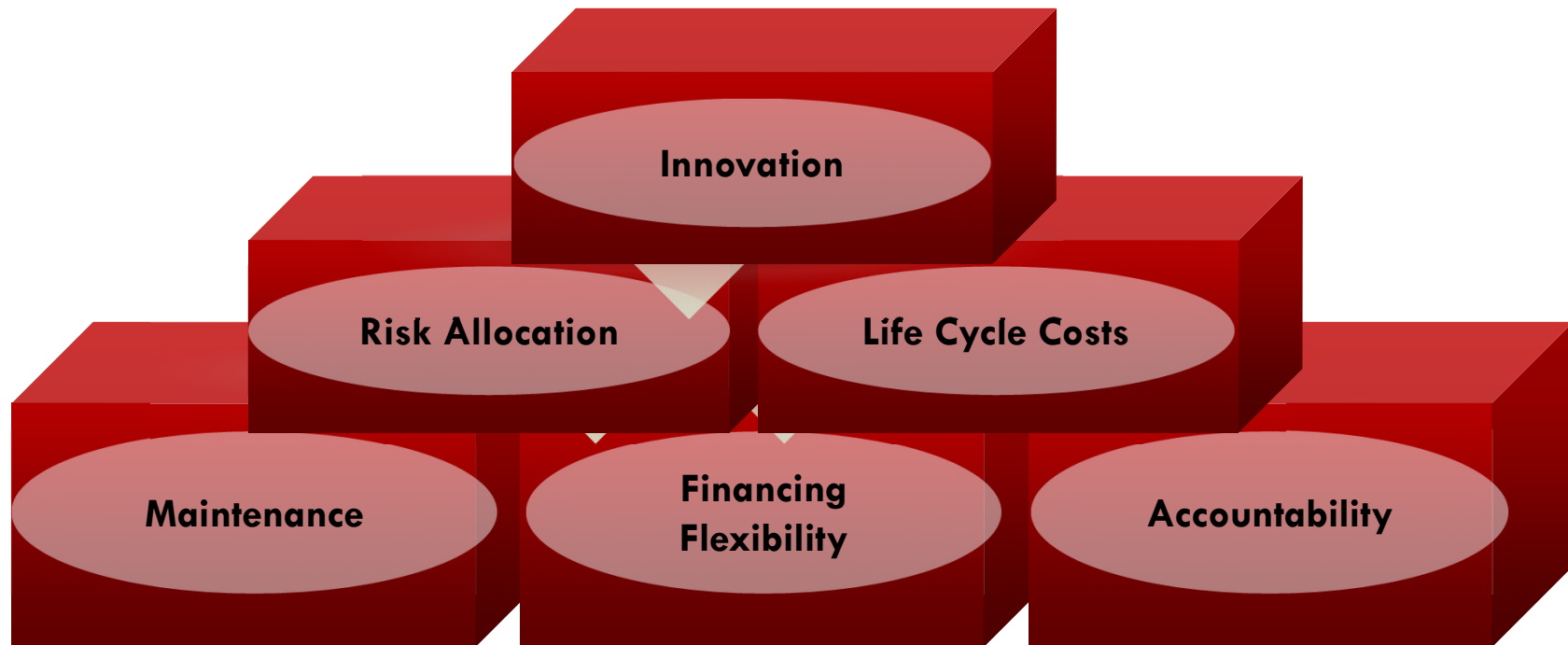
- Collaboration between the public owner and a private entity for delivery of a public service or facility
- Private entity is responsible for some combination of design, construction, financing, operating and maintaining
- All or many up-front costs paid by private entity
- Private entity generates revenue or airport makes payments





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# Reasons for Considering a P3



# Owner Considerations



- Financial Capacity
- Project Schedule
- Risk Tolerance
- Project Complexity
- Staffing
- Delegation Capacity v. Need for Control
- Operations & Maintenance Requirements



# Finances from the Owner's Perspective



- The Value for Money (VfM) Analysis
- Developer Revenue
  - Revenue Risk – sources of revenue
  - Availability Payments
- Costs to the Owner
  - Construction Project Management
  - Developer Supervision
  - Hand-back
- Risks of Termination



# Airport P3 Examples



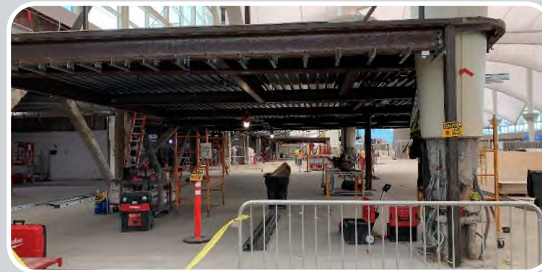
- Airside/Terminal Area
  - Terminals
  - Concourses
- Landside Projects
  - Parking Garages
  - ConRACs
- Transportation
  - Trains & People Movers



# P3 Project Consultant Team Members



Finance –  
Financial Planning,  
Public Finance



Legal –  
Legal Compliance,  
Procurement,  
Contracting, Project  
Management



Program/Project  
Management –  
Advise Owner,  
Project  
Management



## P3 Myths

- P3s are not free money or a new source of revenue
- Owners have risk
- Every phase matters – design/construction, operations, and maintenance
- P3s are not right for every project



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## Lessons and Reminders

- P3s are a tool in the toolbox
- Private parties have different goals and motivations than public entities
- Care must be taken from project planning through hand-back
- Stakeholder, community, workforce and subcontractors must be considered
- Contract management is important to success
- The owner must consider its government powers and whether to keep or delegate them (e.g. rate setting authority)
- Long term contracts commit the public sector for the long term



# Questions and Discussion

**Tracy A. Davis, Esq.**  
**Slone P. Isselhard, Esq.**

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## AIRPORT COMMISSION STAFF REPORT

DATE: DECEMBER 18, 2024

SUBJECT: RECOMMEND THE APPROVAL OF THE 2025-2029 STRATEGIC PLAN FOR THE PALM SPRINGS INTERNATIONAL AIRPORT

FROM: Harry Barrett, Jr., Executive Director of Aviation

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### SUMMARY:

Palm Springs International Airport (Airport) proposes to recommend to the City Council the approval of the final draft of the 2025-2029 Strategic Plan for the Airport.

### RECOMMENDATION:

This action will recommend to City Council the approval of the 2025-2029 Strategic Plan for the airport.

### BACKGROUND:

From May 2004 through to December 2024, the Airport has undertaken a full strategic planning process, culminating in the development of the PSP 2025-2029 Strategic Plan summary document. InterVISTAS Consulting has supported the Airport in the development and execution of this planning process and the final Strategic Plan document.

A stakeholder engagement program was designed to gather insights and input in support of the development of a refreshed Vision, Mission, Values, Strategic Priorities and Aligned Action Plans. Internally, a series of Airport management interviews were conducted, and an all-staff survey was deployed. Meetings were also held with the City Manager, the Palm Springs Chamber of Commerce CEO and Board, and with Visit Greater Palm Springs' President & CEO and Director of Technology and Operations. An Airport Tenants survey was also conducted to gather feedback from all airport campus partner organizations.

On September 12, 2024, the Airport Commission received a Strategic Plan progress presentation and also provided feedback for the Airport's consideration.

All of these consultations were important inputs into a series of Airport management strategic plan development sessions held in August, October and November 2024. All feedback received was referenced in the development of the final draft of the Strategic Plan.

The Airport has now provided the Airport Commission with copies of the final 2025-2029 Strategic Plan for review and recommendation at the December 18, 2024 Commission meeting. A summary support presentation on the planning process and the final Strategic Plan document will be given by InterVISTAS Consulting on behalf of the Airport during this meeting.

### STAFF ANALYSIS:

The Airport's 2025-2029 Strategic Plan represents a comprehensive and transformative roadmap developed through extensive stakeholder engagement and strategic planning conducted between May-December 2024. The Commission is being asked to recommend approval of this plan to City Council for the following reasons:

The Strategic Plan establishes five interconnected strategic priorities that will guide the airport's development:

1. People and Culture - Focuses on workforce development, training programs, and fostering an inclusive culture
2. Operational Excellence - Emphasizes safety, security, guest experience, and business development standards
3. Partnerships - Aims to maximize relationships with aviation organizations and community stakeholders
4. Infrastructure - Prioritizes sustainable modernization while preserving the airport's iconic architecture
5. Sustainability - Addresses environmental, financial, and social sustainability goals

The plan impacts all aspects of Palm Springs International Airport operations, including:

- Terminal facilities and airside infrastructure
- Guest services and operational procedures
- Staff development and organizational culture
- Community and stakeholder relationships
- Environmental and financial sustainability initiatives

The plan is critical because it:

1. Provides a structured framework to manage anticipated growth and development
2. Aligns airport initiatives with community needs through extensive stakeholder input
3. Creates accountability through measurable goals and timelines

4. Establishes progress monitoring through the new "Progress PSP" reporting mechanism
5. Positions PSP to become an iconic international gateway while preserving its unique character

Staff is recommending that the Airport Commission recommend to the City Council the approval of the 2025-2029 Strategic Plan as it provides a well-researched, stakeholder-informed framework to guide the Airport's development through 2029. The plan balances operational needs, community interests, and sustainability goals while maintaining adequate funding through dedicated aviation accounts.

#### FISCAL IMPACT:

Funding for the 2025-2029 Strategic Plan is structured to ensure sustainable financial management across the five-year implementation period. For immediate needs in FY 2025, sufficient funds are currently budgeted and available in the Department of Aviation Administration Account (4157020.40105) for initial year implementation.

The long-term funding strategy establishes that annual budget reviews will be conducted as part of the yearly strategic plan assessment process. Subsequent year budgets (2026-2029) will be prepared and allocated annually. Financial sustainability will be monitored through annual financial assessments of market conditions, new fiscal management policies that track both climate and operating impacts, and regular review and refinement of financial strategies.

The key financial components include funding for staff expansion, which provides for 18 additional positions across custodial, maintenance, engineering, and innovation technology by FY 2026, as well as a new Sustainability Specialist position in Q2 2025. Infrastructure investment will be guided by a 5-year capital budget to be developed by Q2 2025, with project prioritization based on urgency, return on investment, and strategic alignment.

Revenue enhancement strategies include development of comprehensive revenue-sharing agreements with concessionaires, creation of new business development opportunities through joint ventures, and implementation of innovative sponsorship and advertising programs. The plan also accounts for sustainability initiatives including investment in renewable energy transition, implementation of recycling programs, and development of net-zero emissions infrastructure.

The plan includes built-in financial oversight mechanisms through the Progress PSP monitoring system to ensure fiscal responsibility and sustainable financial management throughout the implementation period.

#### ATTACHMENT

- A. 2025-2029 Strategic Plan

# Palm Springs International Airport 2025-2029 Strategic Plan



ITEM 8.B - Attachment A

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# Airport Director Overview

To Our Community, Stakeholders, and Partners,

It is with great pride and optimism that I present to you the inaugural Strategic Plan for Palm Springs International Airport (PSP). This document represents more than just a plan - it is a forward-looking vision for how our airport will continue to grow and thrive as a vital hub for the Coachella Valley.

We are at a pivotal moment in the history of both Palm Springs and the region we serve. PSP's expansion signals a bright future ahead - one filled with opportunities to enhance our role as an economic driver, a community partner, and a gateway to the world. To achieve this, we know that focus, discipline, and strategic action are essential. This Plan provides a clear roadmap for our journey, guiding our decisions and aligning our efforts to achieve meaningful outcomes for our community.

This Plan is the result of collaboration and partnership. It has been shaped by the insights and energy of the City of Palm Springs, the Airport Commission, regional stakeholders, airport partners, and the dedicated PSP team. I extend my deepest gratitude to everyone who contributed their time, expertise, and vision to this effort.

Over the next five years, this Strategic Plan will serve as our guiding framework. It will help us act with intention, maximize opportunities, and align our efforts with the shared goals of our community, stakeholders, and partners. Together, we will navigate the challenges of today while preparing for the opportunities of tomorrow.

I invite you to join us as we embark on this journey to shape an exciting future for Palm Springs International Airport and the Coachella Valley.



Warm regards,

Harry Barrett, Jr.  
Executive Director of Aviation  
Palm Springs International Airport

# Plan Introduction

Palm Springs International Airport has long been a cornerstone of the regional economy - a gateway to Greater Palm Springs and beyond, a driver of growth, and a symbol of our community's vibrancy and resilience. As we look to the future, the importance of PSP will only continue to grow, serving as both an economic engine and a vital connection for residents and visitors alike.

The actions we take over the next five years, and beyond, will be critical to ensuring that PSP not only meets the challenges of today but also positions itself for a prosperous and sustainable future. This Strategic Plan reflects our commitment to continuous improvement, operational excellence, and community partnership, ensuring that our airport remains a source of pride and opportunity for all.

In the pages ahead, we share our vision for the future, the mission and values that guide us, and the strategic priorities that will focus our efforts. Aligned action plans will support these priorities, allowing us to achieve ambitious targets in collaboration with our stakeholders, partners, and the community we serve.

Together, we will build on PSP's legacy, harnessing our collective energy to deliver an airport experience that is as iconic and unforgettable as the destination it represents. This Plan is not just a roadmap; it is an invitation - to work together toward shared success and a vibrant future for Greater Palm Springs.

Thank you for your continued support and partnership in making PSP a world-class airport for our region.



# Strategic Plan Development Process

In developing this five-year strategic plan, it was important to design a process and program that maximized the opportunity for engagement and consultation with the Airport Commission, City Council, the City Manager, community stakeholders, airport partners, and the entire staff. It was equally critical to create a focused schedule of key progress milestones that allowed a comprehensive whole-of-organization assessment and longer-term strategy development to take place without compromising the delivery of ongoing core services to our community and all of our airport guests.

We achieved these objectives by designing a four-stage program that ran from May 2024 through to January 2025. The four stages of strategic plan development were: overall project planning and management; the initial engagement program; the core strategy sessions; and strategic plan document development.





## Stage 1 - Project Planning and Management

This stage from May 2024 to June 2024 involved:

- Project kick off with the PSP Management Team;
- Overall design and project planning for the May 2024 - January 2025 program;
- Establishing weekly project management check-ins and key Management Team progress review sessions;
- Reviewing and assessing past plans, research reports, and other business documents and materials;
- A Q2 progress update to City Council (June 2024)

## Stage 2 - Initial Engagement

This stage from July to August 2024 involved internal and external stakeholder engagement and consultation on the strategic plan, including:

- 1-on-1 interviews with the PSP Management Team as well as meetings with the City Manager, the Palm Springs Chamber of Commerce and its Board of Directors, and executive members of the Visit Greater Palm Springs destination management organization;
- An online Staff Survey to the entire PSP staff;
- An online PSP Tenant Survey;

All interview notes and survey responses were collected and analyzed, and major discussion themes were developed. Key takeaways were reviewed and ultimately informed the structure and topics covered in the August 13-14, 2024 Management Strategy Session.



## Stage 3 - Strategy Sessions

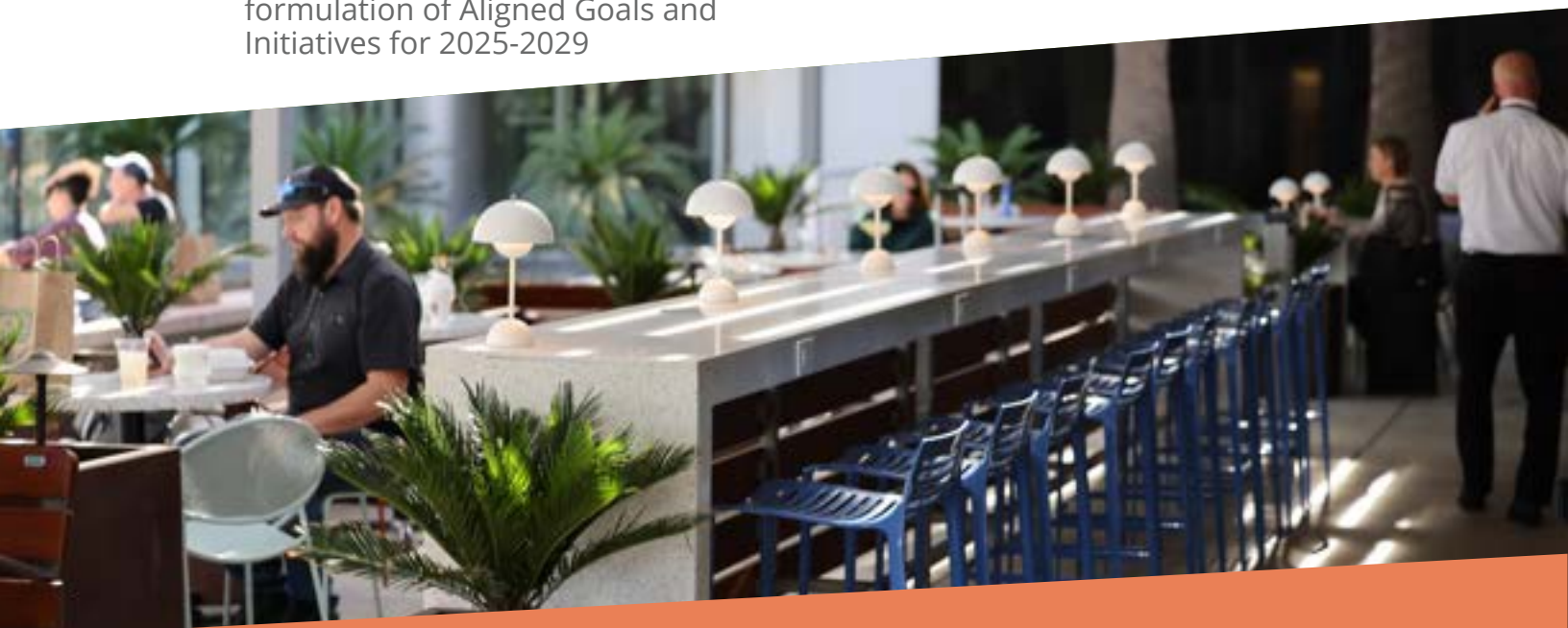
This additional stage of engagement from August to October 2024 involved:

- Two Management Strategy Sessions on August 13-14, 2024, to gather input on and discuss:
  - Vision, Mission, Values
  - Strategic Priorities for 2025-2029
  - Aligned Goals and Initiatives for 2025-2029
- An Airport Commissioners Onsite Strategy Session on September 12, 2024, to gather input on and discuss:
  - Initial versions of Vision, Mission, Values
  - Initial versions of Strategic Priorities for 2025-2029
- A second Management Strategy Session on October 2, 2024, to review and discuss:
  - Vision, Mission, Values that reflected the Airport Commission's input
  - Strategic Priorities for 2025-2029 that reflected the Airport Commission's input
  - Action Plan development, and formulation of Aligned Goals and Initiatives for 2025-2029

## Stage 4 - Plan Document Development

The final stage from October 2024 to January 2025 involved the development and assembly of the 2025-2029 Strategic Plan elements into a highlights summary, leading to the creation of this final document. The review and production schedule is outlined below:

- First Draft of Document Broadcast to the PSP Management Team (November 15, 2024);
- First Draft Review with PSP Management Team (November 21, 2024);
- Second Draft of Document Broadcast to Management Team (November 29, 2024);
- Final Input from PSP Management Team (December 10, 2024);
- Final Strategic Plan Submission (December 12, 2024);
- Review Session with the Airport Commission (December 18, 2024);
- PSP Strategic Plan approval by City Council (January 23, 2025)



# Strategic Plan Framework

We have analyzed our current situation, assessed our key opportunities and challenges, and reflected on our consultations with core internal and external stakeholders. These activities have informed our thinking in identifying an updated vision, mission, set of values and strategic priorities to guide PSP's journey over the next five years.

In developing these elements of our 2025-2029 Strategic Plan, we have designed a framework to allow our organization to effectively drive the Plan forward in a focused and aligned manner.

The following sections present and articulate this strategic plan framework: our renewed vision, mission and values; then our key strategic priorities; and finally, the related goals and initiatives from our aligned action plans to support achievement of these strategic priorities.



# VISION | **An iconic airport passionately connecting Greater Palm Springs to the world.**

We will become one of the most iconic airports in the world. We are emboldened to represent and embody our iconic and extraordinary history and home - from our unique First Nations peoples, to our place in the golden age of Hollywood and the world of entertainment, to our role as a globally-renowned and transformative location for residents and visitors alike to thrive and rejuvenate, and as a region of breathtaking, vibrant and rare desert landscapes.

We will be known as iconic to our airport guests in multiple ways: from the visceral, dramatic and immersive experience of an outdoor airport in the desert; to the memorable and personalized hospitality shown by PSP and all our partners as aligned and gracious hosts to all our airport guests; to the innovation and technology that will enhance the airport journey, reflecting the leading-edge approach taken in current times and the promise of a bright future ahead.

We will continue to passionately connect Greater Palm Springs to the world. We will maximize global air service connections to and from PSP, enhancing and elevating all travel journeys and all possibilities for our resident and non-resident airport guests every day. Beyond physical connections, we are also inspired and driven by our human connections and interactions with our airport guests. We are motivated by service and connection which respects diversity, equity, inclusion and barrier-free universal access for all our airport guests. Through our boutique service approach, we will showcase and connect the best of Greater Palm Springs to the national and international travel markets represented by our non-resident guests. At the same time, we will directly connect with and serve our resident airport guests to optimize their national and international air journeys – whether for social, leisure, work, business, educational or medical purposes.



# MISSION | Moving you with unforgettable hospitality.

Our mission and core purpose as hosts is to move our airport guests - physically and emotionally - with unforgettable hospitality. We aim to redefine the way air travelers engage with airports. At the heart of this is our commitment to transform our approach from guest service transactions to total guest hospitality. The foundation of total guest hospitality is creating and curating a universal atmosphere of warmth and welcome at our airport, where each traveler feels cared for, valued and respected throughout their journey.

We are driven to provide an exceptional personalized end-to-end travel experience that is as iconic and memorable as our airport location and setting. We are inspired by the celebrated resort service that both our resident and non-resident guests experience throughout Greater Palm Springs and the Coachella Valley. As a gateway to an array of outstanding desert resorts, our airport will seamlessly match the guest service levels offered at these destinations in unison with our airline and airport partners.

We understand that air travel can be stressful at times, so we all focus on providing a safe, seamless, stress-free airport environment with attentive, friendly staff at every step. Whether it's a smile at the entrance, helpful guidance when navigating the terminal, or swift assistance during an unforeseen challenge, our goal will always be to turn every airport interaction into an experience that feels both effortless and enjoyable. By focusing on total hospitality, we aim to ensure that our travelers' time at PSP is as positive and as memorable as their ultimate guest experience.



# VALUES

Values come from within our organization and are owned and upheld by all employees. Our employee values set the standard and the foundation to drive our strategy forward. They define the way we approach our work and how we interact with our colleagues, our airport guests, our industry partners and our community. These values will guide us in all our decisions, actions, and behaviors, which in turn support the success of our people, our organization, Greater Palm Springs and the Coachella Valley.

In consultation with all employees, PSP's organizational values have been reviewed and refined as part of the strategic plan process. We have come together to embody and deliver PRIDE in all of our interactions – Passion, Responsibility, Integrity, Diversity and Exceptionalism.

We have also described these values of PRIDE in statements to clearly articulate and communicate their overall meaning. PSP believes these descriptions represent the values all employees bring to work every day and are key to successfully achieving our strategic priorities.

## PASSION

We are empowered by our passion and pride of place, continuously seeking innovative solutions that advance our region's airport and our iconic air travel experience.

## RESPONSIBILITY

We take ownership in our duty to operate safely, sustainably, and ethically, ensuring we positively serve our community, our airport guests, our stakeholders and partners.

## INTEGRITY

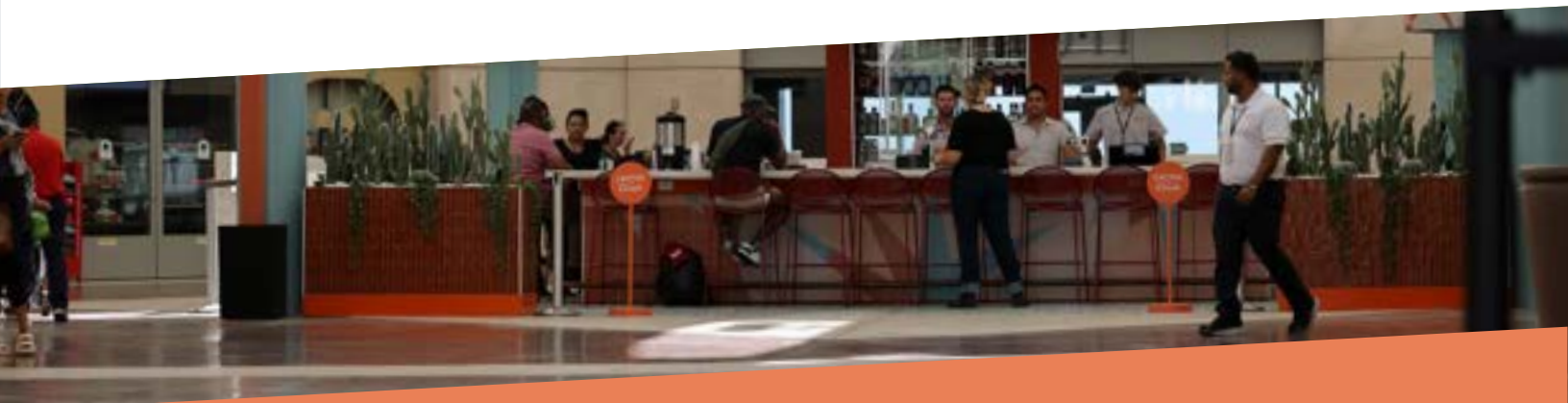
We are committed to honesty, transparency and doing the right thing in all our activities, building lasting trust with our community, our airport guests, our stakeholders and partners.

## DIVERSITY

We value and celebrate diverse perspectives and backgrounds, fostering an inclusive environment where every individual we connect with is heard, respected, supported, and empowered.

## EXCEPTIONALISM

We are dedicated to progress, setting the highest standards as an innovative airport team, consistently delivering exceptional performance, and exceeding expectations.



# Strategic Priorities

## Identification of Priorities

Five strategic priorities have been developed to reflect and drive the organization's vision and our mission to meet the needs of the regional, national and international communities we serve. While presented one by one in this document, these strategic priorities are not independent of each other and are instead inter-related and interwoven. Each strategic priority has multiple points of intersection with all other priorities, creating whole-of-organization momentum and alignment between all departments of PSP.

We first highlight each priority in summary form to present the five priorities together. We then profile each priority and the aligned goals and initiatives selected to propel each associated action plan.

## PSP's Five Strategic Priorities for 2025-2029

### PEOPLE AND CULTURE

Our people and our positive work culture are at the heart of our success. Empowering, supporting, and celebrating a skilled and diverse team allows us to give the best of ourselves - to each other, our organization and our community.

### OPERATIONAL EXCELLENCE

We will pursue ongoing excellence in airport management and operations. We will continue to enhance standards in safety, security, guest experience, air service choice and business development on behalf of the community. We will achieve this by embracing innovative approaches and processes, implementing enabling technologies, and staying effective, efficient and fiscally astute in all endeavors.

### PARTNERSHIPS

We will maximize and leverage our key partnerships with all aviation and travel organizations, and with community stakeholders. We will focus on improving operational efficiency, expanding our services, driving innovation, and developing our workforce. Working closely with our partners, we aim to elevate the travel experience and advance progressive solutions.

### INFRASTRUCTURE

We will prioritize the development and modernization of our airport infrastructure to meet future demand, create community opportunity, and enhance guest satisfaction. Yet we continue to honor and protect the historic signature architecture and mid-century modern ambiance of our facility. By thoughtfully expanding and upgrading our airport in a sustainable manner, we will create a dynamic travel environment that connects our iconic past to our vibrant future.

### SUSTAINABILITY

We will minimize our environmental impact in all our activities and be operationally resilient to weather extremes. We will drive prosperity, ensuring financial sustainability while remaining resilient to economic volatility. We will be an active social sustainability partner in a thriving, healthy, equitable, connected and livable region.

# Action Plan Summaries: Priorities, Goals, and Initiatives

The strategic priorities identified represent core areas we will address and act upon to deliver on our mission and to realize our vision. A series of connected and aligned goals and initiatives have been specifically created to drive our strategic priorities forward. These targeted goals and initiatives frame our overall 5-year strategic action plan. The strategic plan will inform our aligned annual business plans and our organizational goals and objectives each year from 2025 through to 2029.

We recognize that executing the associated actions of this strategy over the next five years will require an all-encompassing approach from our organization to achieve success. Work is ongoing as we continue to build our team by evaluating current staff roles and sentiment, recruiting new talent and skillsets, identifying areas for improvement, and redesigning our service delivery through the integration of technology and innovation - both internally and externally.

PSP is boldly structuring for the future. We will focus on effectively and sustainably managing our airport's expansion. We will strengthen our positive impact and partnerships with community stakeholders and aviation partners. We will deliver unforgettable hospitality to all our airport guests, while continually developing the capabilities of our staff and our organization.





# Priority 1: People and Culture

Our people and our positive work culture are at the heart of our success. Empowering, supporting, and celebrating a skilled and diverse team allows us to give the best of ourselves - to each other, our organization and our community.



| GOAL   | INITIATIVE  | TIMELINE |      |      |      |      | TARGETS  |
|--|---|----------|------|------|------|------|--|
|  |   | 2025     | 2026 | 2027 | 2028 | 2029 |  |
| <b>Goal 1:<br/>Expand Our Workforce</b>                            | A. Coordinate with City leadership to achieve workforce capacity required   | ■        | ■    |      |      |      | 18 additional custodial and maintenance, engineering, and innovation technology staff hired and onboarded by end of FY 2026                            |
|  | B. Heighten awareness of aviation and increase local talent pool by co-creating Airport Operations and Management program (with internships) at College of the Desert and through Coachella Valley high schools | ■        | ■    |      |      |      | 5 College of the Desert graduates and 5 local high school graduates as interns and full-time employees by 2026   |
| <b>Goal 2:<br/>Strengthen Work Culture and Employee Engagement</b> | A. Develop and commit to annual staff work culture survey and post-results town hall style discussion   | ■        | ■    | ■    | ■    | ■    | Launch survey and town hall in 2025<br>100% completion of survey by 2026<br>85% staff satisfaction rating by 2026; 90% by 2027 and 95% by 2028 onwards |
|  | B. Organization-wide launch of employee feedback tools  | ■        |      |      |      |      | Launch Q1, 2025  |
|  | C. Town hall style Strategic Plan launch to empower all employees to own the new vision, mission and values while protecting work-life balance  | ■        | ■    |      |      |      | Launch Q1, 2025<br>Year recap session Q4, 2025<br>Q1, 2026 review of Plan achievements   |
| <b>Goal 3:<br/>Increase Training and Development Programs</b>      | A. Formalize and launch standardized career and development plan, and mentorship plan, for all employees  | ■        | ■    |      |      |      | Plan in place by Q2, 2026  |
|  | B. Expand Intro to Operations program for all program areas to engage employees in new learning opportunities   | ■        | ■    | ■    | ■    | ■    | Plan in place by Q3, 2025 with dedicated program support annually  |
|  | C. Expand airport-paid training opportunities and formalize applications through staff mentors  | ■        | ■    | ■    | ■    | ■    | Plan in place by Q2, 2025 with dedicated program support annually  |
| <b>Goal 4:<br/>Champion Diversity, Equity and Inclusion</b>        | A. Standardize DEI approach with City HR team to ensure PSP is attracting a fully diverse candidate range for job postings  | ■        | ■    | ■    | ■    | ■    | Approach standardized by Q2, 2025  |
|  | B. Identify barriers to success and pathways to encourage and support under-represented employees to train for and take on supervisory/ management roles  | ■        | ■    | ■    | ■    | ■    | Plan in place by Q2, 2025 with dedicated program support annually  |

# Priority 2: Operational Excellence

We will pursue ongoing excellence in airport management and operations. We will continue to enhance standards in safety, security, guest experience, air service choice and business development on behalf of the community. We will achieve this by embracing innovative approaches and processes, implementing enabling technologies, and staying effective, efficient and fiscally astute in all endeavors.

| GOAL  | INITIATIVE   | TIMELINE |      |      |      |      | TARGETS  |
|---|--|----------|------|------|------|------|--|
|   |  | 2025     | 2026 | 2027 | 2028 | 2029 |  |
| <b>Goal 1:</b><br><b>Ensure Safe and Effective Operations</b> | A. Design and implement a comprehensive and integrated operational framework that holistically sets out effective and efficient processes, procedures and actions                  | ■        | ■    | ■    | ■    | ■    | Framework developed and created by Q4, 2025. Annual assessments and refinements conducted by Q2 each year                  |
|   | B. Develop Operational Readiness, Activation and Transition (ORAT) program to ensure construction of new infrastructure becomes an immediate asset and value-add to PSP operations | ■        | ■    | ■    |      |      | Develop between 2025–2006 and implement by Q2, 2027  |
|   | C. Develop and launch a formal Safety Management System (SMS) program to ensure ongoing safety policies, procedures and actions remain embedded in all of PSP’s operations         | ■        | ■    |      |      |      | Create program for launch by Q3, 2025, with full implementation by Q2, 2026  |
|   | D. Complete general assessments of current operations and safety practices at PSP  | ■        | ■    |      |      |      | Assessment program completion by Q4, 2025. Launch implementation of recommendations by Q2, 2026                            |
|   | E. Create and deploy standardized training and procedures for operations and safety programs at PSP  | ■        | ■    | ■    | ■    | ■    | Develop training modules and operational modules by Q2, 2025. Annual assessments and refinements conducted by Q2 each year |

| GOAL   | INITIATIVE  | TIMELINE |      |      |      |      | TARGETS   |
|--|---|----------|------|------|------|------|---|
|  |   | 2025     | 2026 | 2027 | 2028 | 2029 |   |
| <b>Goal 2:</b><br><b>Deliver an Unforgettable Guest Experience</b> | A. Develop and launch ongoing integrated consumer research and guest experience development programs at PSP   | ■        | ■    | ■    | ■    | ■    | Guest research and experience development programs designed and implemented by Q2, 2026. Annual assessments and refinements conducted by Q2 each year   |
|  | B. Design and implement guest experience consultations and co-ordinated and consistent end-to-end service practices and approaches with all airport campus partners | ■        | ■    | ■    | ■    | ■    | Launch consultations with airport partners throughout 2025. Set up a multi-partner Team PSP Guest Experience Steering Group in Q1, 2026 to develop consistent and exceptional service standards and programs throughout all organizations. Annual assessments and refinements conducted in Q4 each year |
|  | C. Plan, track, attain and maintain high levels of guest satisfaction and seamless wayfinding standards throughout airport construction program                     | ■        | ■    | ■    | ■    | ■    | Design consistent high-impact storyboards on PSP's future by Q2, 2025. Implement as required. Attain 85% satisfaction rates for guest experience and ease of wayfinding through regular guest surveys. Continue to address and continue to reduce the number of complaints received                     |
| <b>Goal 3:</b><br><b>Leverage Innovation and Technology</b>        | A. Incorporate newer established technology at parking lots, and passenger and employee checkpoints to increase efficiency and throughput                           | ■        | ■    | ■    | ■    | ■    | New checkpoint technology introduced by Q3, 2025, and fully integrated by Q1, 2026. Annual assessments and refinements by Q4 each year  |
|  | B. Develop and introduce digitization pilot programs (such as AI, Augmented Reality etc.) to assess impacts on guest experience and operational effectiveness       | ■        | ■    | ■    | ■    | ■    | Pilot program introduction by 2026, with annual assessment and refinements by Q4 each year.   |



# Priority 3: Partnerships

We will maximize and leverage our key partnerships with all aviation and travel organizations, and our community stakeholders. We will focus on improving operational efficiency, expanding our services, driving innovation, and developing our workforce. Working closely with our partners, we aim to elevate the travel experience and advance progressive solutions.

| GOAL  | INITIATIVE  | TIMELINE |      |      |      |      | TARGETS  |
|---|---|----------|------|------|------|------|--|
|   |   | 2025     | 2026 | 2027 | 2028 | 2029 |  |
| <b>Goal 1:</b><br><b>Develop and Launch a Partnership Engagement Program</b>                | A. Organize quarterly meetings with each key airport partner group to discuss shared goals, challenges, and opportunities for improvement   | ■        | ■    | ■    | ■    | ■    | Launch cycle of structured and formalized airport partner meetings every quarter by Q2, 2025, and continue schedule through 2029 |
|   | B. Create and launch a digital platform where partners can access resources, operational updates, and tools for collaboration   | ■        | ■    | ■    | ■    | ■    | Digital web-page platform (ProgressPSP.com) designed and rolled-out by Q2, 2026, and is maintained and enhanced each year        |
|   | C. Implement feedback mechanisms, including bi-annual surveys and focus groups, to gather input and address partner needs proactively   | ■        |      | ■    |      | ■    | Program launch in Q3, 2025 and, repeated in 2027 and 2029  |
| <b>Goal 2:</b><br><b>Create Revenue Diversification Through Strategic Partnerships</b>      | A. Develop comprehensive revenue-sharing agreements with concessionaires and service providers  | ■        | ■    | ■    | ■    | ■    | Convert most promising partnership engagement program outcomes into 3 pilot revenue-sharing agreements between 2025 and 2029     |
|   | B. Establish new business development opportunities through ongoing joint ventures  | ■        | ■    | ■    | ■    | ■    | Convert most promising partnership engagement program outcomes into 2 pilot joint venture agreements between 2025 and 2029       |
|   | C. Create innovative sponsorship and advertising programs   | ■        | ■    | ■    | ■    |      | Design multi-year sponsorship and advertising packages by Q1, 2026 and assess ROI through 2027 and 2028                          |
| <b>Goal 3:</b><br><b>Formalize Collaboration with Local Government and Community Groups</b> | A. Develop an annual report highlighting PSP's contributions to the local economy, job creation, and tourism, and share it with community stakeholders  | ■        | ■    | ■    | ■    | ■    | Report broadcast by Q1 each year, with reviews and refinements annually  |
|   | B. Encourage local and small business entities to participate in PSP's operations, by conducting semi-annual outreach, particularly in concessions, events, and sustainability initiatives.         | ■        | ■    | ■    | ■    | ■    | Design and launch community outreach program in 2025, and expand program each year   |
|   | C. Host annual roundtable events for local government and community representatives to discuss shared goals, such as community economic development, tourism promotion and infrastructure projects. | ■        | ■    | ■    | ■    | ■    | Design and implement annual roundtable events by Q4, 2025 and commit to annual frequency through to 2029                         |



# Priority 4: Infrastructure

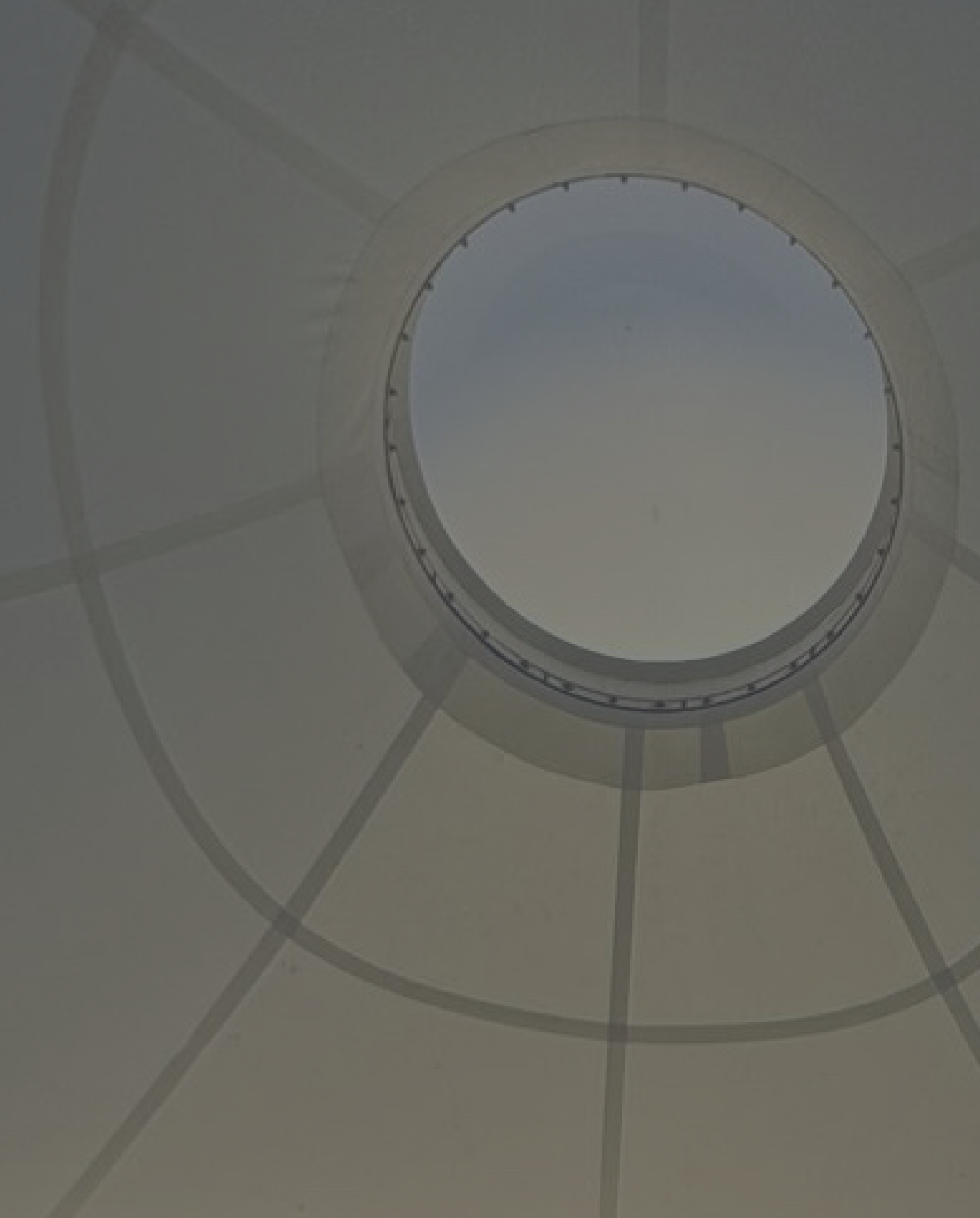
We will prioritize the development and modernization of our airport infrastructure to meet future demand, create community opportunity, and enhance guest satisfaction. Yet we continue to honor and protect the signature historic architecture and mid-century modern ambiance of our facility. By thoughtfully expanding and upgrading our airport in a sustainable manner, we will create a dynamic travel environment that connects our iconic past to our vibrant future.



WELCOME TO PALM SPRINGS

| GOAL  | INITIATIVE  | TIMELINE |      |      |      |      | TARGETS  |
|---|---|----------|------|------|------|------|--|
|   |   | 2025     | 2026 | 2027 | 2028 | 2029 |  |
| <b>Goal 1:</b><br><b>Implement a Strategic Capital Improvement Planning (CIP) Framework</b>       | A. Develop a 5-year capital budget that forecasts funding needs and allocates resources based on project urgency, ROI, and alignment with strategic priorities  | █        | █    | █    | █    | █    | 5-year capital budget delivered by Q2, 2025. Annual assessment and refinements conducted by Q2 of each subsequent year   |
|   | B. Design and implement an infrastructure scoring system to evaluate projects based on factors such as impact on passenger throughput and guest experience, regulatory compliance, and long-term operational benefits                         | █        | █    | █    | █    | █    | Infrastructure scoring system and evaluation process developed and launched by Q3, 2025. Annual review and refinements conducted by Q2 of each subsequent year   |
|   | C. Regularly assess progress on infrastructure planning and make necessary adjustments based on evolving priorities or unexpected changes   | █        | █    | █    | █    | █    | Comprehensive quarterly assessment program established by Q3, 2025. Annual program review and refinements conducted by Q2 of each subsequent year  |
| <b>Goal 2:</b><br><b>Enable New Air Services and Other Key Business Development Opportunities</b> | A. Enable expanded international air service development by establishing Federal Inspection Services facilities and Customs and Border Protection personnel at PSP  | █        | █    | █    |      |      | FIS facilities and CBP presence established by Q1, 2027  |
|   | B. Pursue and maximize air service development opportunities for PSP in passenger and cargo markets (routes, route capacity, frequency, competition/customer choice)  | █        | █    | █    | █    |      | Year-round non-stop service to Chicago, Atlanta or New York by Q1, 2027 Expand international service to secondary Canadian non-preclearance cities and establish 1 new route to a Mexican destination by Q1, 2028<br>3% annual passenger growth and establish infrastructure strategy for cargo growth by Q1, 2027 |
|   | C. Maximize non-aeronautical revenue opportunities for the community's asset through an aligned airport-wide business plan and facility development plan (e.g. for Parking, Consolidated Rent-A-Car facility, Concessions and Other Services) | █        |      |      |      |      | Business plan developed and implemented by Q4, 2025<br>Facility plan developed and implemented by Q4, 2025   |

| GOAL  | INITIATIVE  | TIMELINE                 | TARGETS   |
|---|---|--------------------------|---|
|   |   | 2025 2026 2027 2028 2029 |   |
| <p><b>Goal 3:</b><br/><b>Effective and Efficient Program Delivery</b></p> | <p>Build and implement program for the successful management and maintenance of facilities throughout facility expansion and construction phasing</p> <p>B. Secure and deploy executive management consultant to support the implementation of the: capital program; expansion and construction sequencing; and the organizational strategy</p> |                          | <p>Program built and launched by Q3, 2025</p> <p>Executive management consultant retained by Q1, 2025. Overarching program plan developed and launched by Q3, 2025. Annual review and refinements conducted by Q2 of each subsequent year</p> |





# Priority 5: Sustainability

**We will minimize our environmental impact in all our activities and be operationally resilient to weather extremes. We will drive prosperity, ensuring financial sustainability while remaining resilient to economic volatility. We will be an active social sustainability partner in a thriving, healthy, equitable, connected and livable region.**

| GOAL  | INITIATIVE   | TIMELINE  |      |      |      |      | TARGETS   |
|---|--|-----------|------|------|------|------|---|
|   |  | 2025      | 2026 | 2027 | 2028 | 2029 |   |
| <b>Goal 1:</b><br><b>Establish a PSP Sustainability &amp; Resiliency Office</b> | A. Hire and onboard a PSP Sustainability Specialist  | ■         |      |      |      |      | Sustainability Specialist onboard by Q2, 2025   |
|   | B. Conduct a detailed assessment of all current organizational and airport management activities and, create a holistic action plan to adopt sustainable operating practices | ■ ■       |      |      |      |      | Sustainability action plan launched Q1, 2026  |
|   | C. Create a comprehensive recycling program throughout PSP   | ■ ■       |      |      |      |      | Phase 1 of airport recycling program launched by Q3, 2025<br>Phase 2 of airport recycling program launched by Q1, 2026  |
|   | D. Transition to renewable energy sources in alignment with City, state and federal climate goals  | ■ ■ ■ ■ ■ |      |      |      |      | Ensure complete alignment with established local, state and federal renewable energy targets by Q1, 2029  |
|   | E. Establish Airport Council International –North America’s Carbon Reduction Accreditation Program at PSP  | ■ ■ ■ ■ ■ |      |      |      |      | Achieve Level 1 Program status by 2026 and Level 2 Program status by 2029   |
| <b>Goal 2 :</b><br><b>Develop a Net Zero Emissions Strategy</b>                 | A. Establish and implement net-zero carbon, energy and waste frameworks within organization  | ■ ■ ■     |      |      |      |      | Net-zero carbon, energy and waste frameworks completed by Q1, 2026<br>Program implemented by Q2, 2026<br>Program assessed, enhanced and fully embedded annually by Q1, 2027 |
|   | B. Identify and implement joint or supportive net-zero emissions strategies with key PSP stakeholder groups  | ■ ■ ■ ■   |      |      |      |      | PSP & Stakeholder Co-operative Net Zero Emissions Strategy Assessment completed by Q3, 2026<br>Program implemented by Q1, 2027 and assessed and refined annually            |
|   | C. Develop and implement lease and use agreements that jointly reduce climate impacts and improve climate action goals   | ■ ■ ■ ■   |      |      |      |      | New lease and use agreements developed by Q4, 2025<br>Program implemented by Q1, 2026 and assessed and refined annually   |

| GOAL  | INITIATIVE   | TIMELINE                 | TARGETS   |
|---|--|--------------------------|---|
|   |  | 2025 2026 2027 2028 2029 |   |
| <b>Goal 3 :</b><br><b>Strengthen Financial Sustainability</b> | A. Conduct and communicate an annual financial assessment of market conditions and related sustainability implications |                          | First financial assessment report developed and broadcast by Q2, 2025. Report reviewed and refined annually |
|   | B. Develop policies and programs for fiscal management that track and report on both climate and operating impacts     |                          | Introduce policy and program refinements to fiscal management area by Q2, 2026. Review and refine annually  |





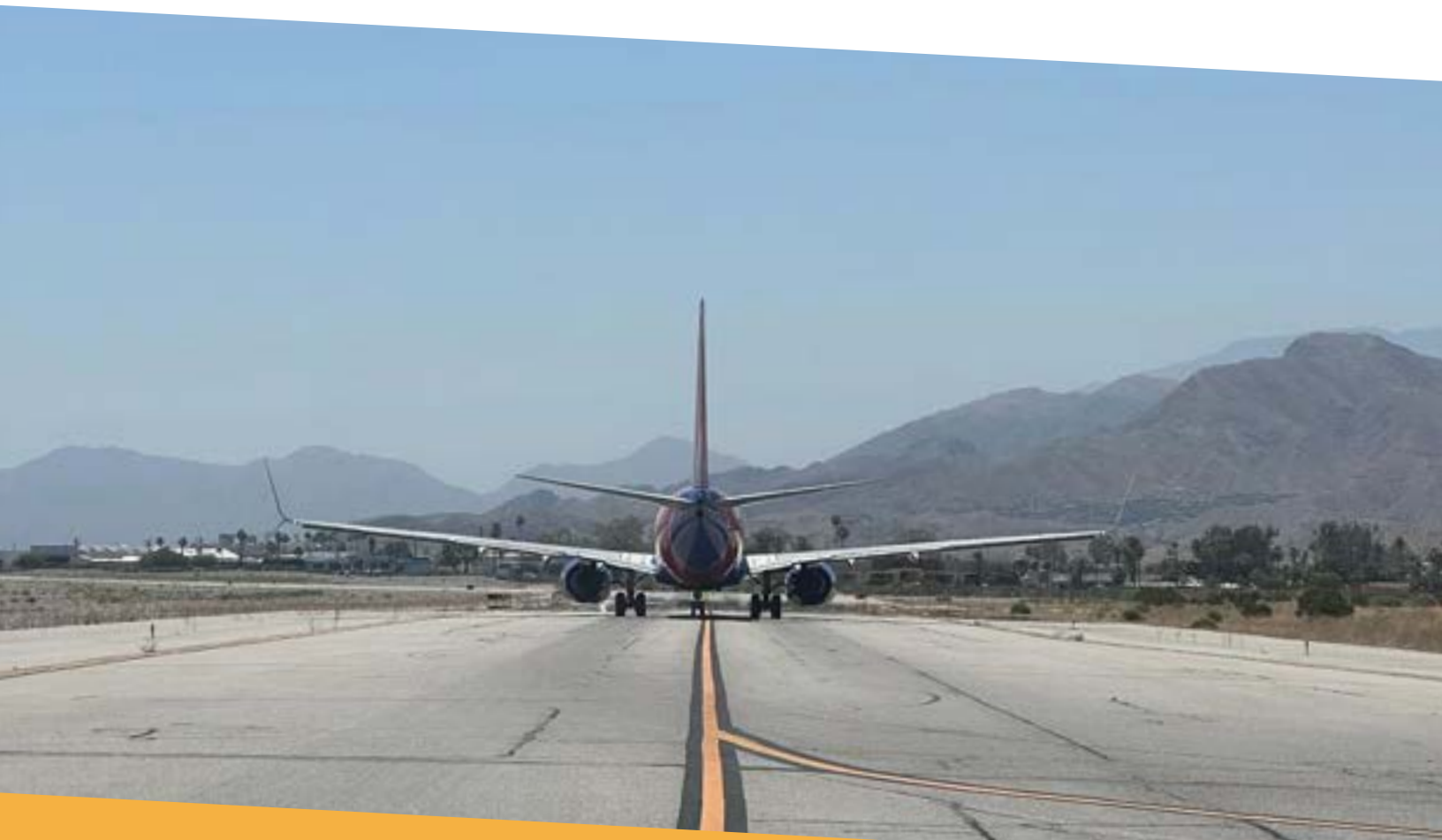
# Progress PSP: Measurement and Monitoring of the Plan

This strategic plan is designed as a living document. It will continue to respond to the needs of our community, our stakeholders, our airport guests and our partners, while still upholding the established principles contained in the strategy.

In diligently measuring and monitoring our activities relative to strategic plan targets, and in all the organization's core work going forward, we will be developing a new reporting mechanism – Progress PSP.

Progress PSP will be an ongoing initiative that will document and report back on achievements, lessons learned and recommended strategic responses to the City of Palm Springs, the Airport Commission, and the community at large on a regular basis.

Through this regular consultation and ongoing reporting via Progress PSP, we will continue to be focused and accountable in driving the plan forward and striving to deliver transformative outcomes for the regional economy and for all the communities we serve.





## AIRPORT COMMISSION STAFF REPORT

DATE: December 18, 2024

SUBJECT: ADOPT POLICY FOR AIRPORT ART PROGRAM

FROM: Harry Barrett Jr., Executive Director of Aviation

BY: Department of Aviation

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### SUMMARY:

The Palm Springs International Airport (Airport) proposes to recommend to the City Council the adoption of a policy governing the program requirements for the selection, procurement and maintenance of Airport art.

### RECOMMENDATION:

This action will recommend to the City Council the adoption of an Airport Art Program Policy (**Attachment A**).

### BACKGROUND:

The City's Art Program is vital to the cultural and economic interests of the community. Currently, there is no program in place to govern how art is selected, procured, maintained, funded, staged or rotated at the Airport. Art installations at the Airport are subject to a number of considerations including operational constraints, security implications, funding sources, and appropriateness for the traveling public from all backgrounds that use the Airport facilities.

The Airport staff drafted a proposed policy for adoption and Scope of Work (**Attachment B**) to secure a contracted Airport Art Curator for consideration by the Airport Commission. The proposed policy document establishes goals and objectives, establishes the makeup of an Art Review Working Group which is proposed to consist of the Executive Director of the Airport, two Public Arts Commission members, two Airport Commission members, and a non-voting advisor; establishes a selection process and criteria for art installations,

and; addresses the term, maintenance and conservation and community engagement interests for the program. The Airport Art Program Policy also reflects the Executive Director’s initiative that the equivalent of 1% of the Airport’s allocation (Airport revenues or revenue match) for major budgeted infrastructure improvement programs (programs exceeding \$1 million) will be designated for art improvements on the Airport campus, at the discretion of the Executive Director.

STAFF ANALYSIS:

Airport staff has assessed that a structured programmatic approach to the Airport Art Program is appropriate to ensure the continued cultural enrichment of the City, as well as to expand on cultural partnerships. Both the Scope of Work for consulting services and the Airport Art Program Policy have been reviewed by the Chair of the Public Art Commission and the City liaison to the Public Art Commission, their input has been incorporated into the Airport Art Program Policy, and the Airport staff commits to continuous collaboration with these stakeholders.

Airport staff intends to solicit for consulting services through a formal bid process in early 2025.

FISCAL IMPACT:

The proposed Airport Art Program has two primary funding mechanisms with additional considerations for projects funded through the City’s Public Art Fund; which will require separate City Council approval and funding allocation:

1. One Percent for the Art: For capital projects exceeding \$1 million, 1% of the Airport’s local match or budget allocation will be designed for airport art projects and budgeted as a part of the project in the Airport Special Capital Projects Fund 416.
2. Airport Operations & Maintenance Budget: During the budgeting cycle, there will be an annual budget line for the art program which covers the cost of the curator consultant contract fees, installation and de-installation costs, marketing and educational materials and supplies or other routine maintenance or conservation not included in the arts agreement.

ATTACHMENTS:

- A. Airport Art Program Policy
- B. Airport Art Curator Scope of Work

DATE: December 18, 2024

SUBJECT: Airport Art Program Policy

### **Policy Overview**

This policy outlines the selection, curation, and term guidelines for artwork displayed at Palm Springs International Airport (PSP). The art program at PSP is designed to reflect the unique cultural heritage, artistic vibrancy, and diversity of the Palm Springs area. Artworks are selected to enhance the travel experience, foster a sense of place, and support both local and visiting artists. All final artwork approvals will be conducted by the Airport Executive Director in consultation with a dedicated Art Review Working Group, including representatives from the Airport Commission and the City of Palm Springs' Art Commission.

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### **1. Objectives**

- Celebrate Palm Springs' identity through visual art that resonates with its history, natural landscape, and contemporary culture.
- Provide an engaging and enriching experience for travelers and airport employees through rotating exhibits and permanent installations.
- Support local, regional, and national artists by showcasing diverse artistic voices.
- Ensure all art installations meet the highest standards of quality, safety, accessibility, and suitability for a public, high-traffic environment.

### **2. Art Review Working Group**

An Art Review Working Group will be established to oversee the selection and approval process for artworks. The Working Group will include:

- The Executive Director of Aviation (Chair)
- Two members of the Airport Commission
- Two members from the City of Palm Springs Art Commission
- Airport Art Curator Consultant (non-voting advisor)

The Working Group will review and approve proposals and provide guidance to ensure the selection aligns with PSP's art program goals.

### 3. Selection and Curation Process

The selection and curation process will include the following steps:

- **Call for Art:** Publicly announced calls will be made for artwork submissions based on specific themes, spaces, or seasonal requirements. Calls may include:
  - Open Calls for rotating exhibits
  - Invitational Calls for specific artists or curated themes
  - Direct Commission for permanent installations
- **Review and Shortlisting:** The Airport Art Curator Consultant will review submissions and create a shortlist based on criteria outlined in Section 4 (Selection Criteria).
- **Art Review Working Group Approval:** The Art Review Working Group will evaluate shortlisted proposals and recommend artworks for approval, guided by the Airport Art Curator Consultant's recommendations.
- **Final Approval:** The Airport Executive Director, in consultation with the Art Review Working Group, will provide final approval for all artwork installations at PSP.

### 4. Selection Criteria

- **Relevance and Theme:** Artwork should align with PSP's mission to reflect the Palm Springs region's cultural diversity, heritage, and natural beauty.
- **Artistic Quality:** Submissions will be evaluated on artistic merit, originality, and creativity.
- **Environmental and Safety Standards:** All artworks must be suitable for the unique airport environment and meet rigorous safety standards for public spaces. Submissions will be evaluated on their ability to withstand environmental conditions, comply with safety regulations, and meet accessibility requirements.
- **Technical Requirements:** Artwork installations must demonstrate durability and safety through:
  - Temperature resistance up to 140°F/60°C for outdoor installations
  - Wind load resistance is appropriate for airport environment and local conditions
  - Seismic safety compliance with current building codes
  - Proper anchoring and fastening systems as verified by qualified personnel
  - Engineering certification for all large-scale installations
- **Operational Compatibility:** Proposed artwork must:
  - Not interfere with airport operations, passenger flow, or safety systems
  - Comply with all TSA security requirements and guidelines
  - Meet ADA accessibility standards
  - Allow for proper maintenance access
  - Maintain clear sightlines where required for security
- **Suitability for Public Display:** All artworks must be suitable for a family-friendly, public environment and comply with safety, durability, and airport security standards.

- **Diversity and Inclusion:** The selection process will strive to represent diverse artistic perspectives, backgrounds, and styles.
- **Feasibility:** The installation and maintenance requirements, budgetary constraints, and safety of the artwork will be considered to ensure practical feasibility.

## 5. Term and Rotation of Artwork

- **Permanent Installations:** Permanent artworks will be installed for a minimum of five years, with an annual review by the Art Review Working Group to assess condition and continued relevance.
- **Rotating Exhibits:** Temporary exhibitions will typically have a term of three to six months, with an option for extensions based on availability and relevance.
- **Deinstallation and Rotation:** The Art Review Working Group and Airport Art Curator Consultant will oversee the deinstallation of temporary artworks and the selection of replacement pieces.

## 6. Approval and Documentation

### 1. Airport Operations & Maintenance (O&M) Funds

- Direct airport funding requires Airport Executive Director approval
- Projects can proceed under existing Art Review Working Group process
- Must align with annual budget allocation for art

### 2. Public Arts Fund

- Projects funded through City Public Arts Fund require additional approvals
- Must follow complete City approval process including:
  - Arts Commission review
  - Airport Commission review
  - City Council approval for fund allocation
- **Approval Documentation:** Each selected artwork will be documented with approval signatures from the Airport Executive Director and Art Review Working Group members. Documentation will include a description, artist's information, term details, and any maintenance requirements.
- **Inventory and Condition Reporting:** An inventory of all artworks will be maintained by the Airport Art Curator Consultant. Regular condition assessments will be conducted, with a report presented annually to the Airport Executive Director.

## 7. Maintenance and Conservation

- **Maintenance Schedule:** All artwork will be maintained to ensure its visual integrity and public safety. The Airport Art Curator Consultant will establish a schedule for routine cleaning, inspections, and conservation.

- **Collection Management:**
  - Annual documentation of all pieces
  - Location tracking
  - Condition assessment
  - Maintenance history
  - Regular cleaning schedule
  - Quarterly condition inspections
  - Emergency response procedures for damage
- **Funding for Conservation:** Conservation efforts for permanent artworks will be included in the art program's budget to cover repairs, restoration, and other preservation needs.

## 8. Public Relations and Community Engagement

- The Airport Art Curator Consultant will work with PSP’s marketing team to promote exhibits and installations, including digital and printed materials, press releases, and social media.
- **Educational Materials:** Brochures, interpretive signage, and other educational content will be created to inform travelers about the artworks and artists.
- **Events and Tours:** The Art Program may include community events such as artist talks, workshops, and guided tours to engage the public and enhance appreciation for the artworks on display.

## 9. One percent for the Arts

- It is the policy of the Executive Director of Aviation that for major capital projects exceeding \$1 million, the Airport will designate 1 percent of the airport’s local match or budget allocation for the project in furtherance of art projects at the airport. These funds can be used for any art project at any location on the airport. Funds may also be banked and reserved for art projects in the future.
- Should the Executive Director, City Manager or City Council determine that there is a higher and better use of fund sources, this policy does not preclude the staff or City Council from using discretion reallocating budget resources for capital or operational purposes.

## 10. Mural-Specification Requirements

Per the City of Palm Springs Municipal Code Chapter 5.81:

- **Definition:** Any painting or artwork affixed to building wall, freestanding wall, or fence that is visible from public right-of-way and non-commercial in nature.
- **Required Approvals:**
  - Planning Department submission required
  - Public Arts Commission review
  - Property owner notification within 500 feet
  - City Council authorization
  - Additional Historic Site Preservation Board review if on Class 1 historic site
- **Technical Requirements:**
  - Cannot extend more than 6 inches from wall plane
  - No electrical or mechanical components without specific Council approval
  - Must meet Fire Department and Building Safety requirements for digitally printed murals
  - Maintenance plan required



## **11. Policy Review and Updates**

This policy will be reviewed biennially by the Airport Executive Director and the Art Review Working Group. Any recommended updates or modifications will be presented to the Airport Commission and the City of Palm Springs Art Commission for final approval.

**Scope of Work**  
**Airport Art Curator Consultant Services**  
**Palm Springs International Airport**

## **Project Overview**

Palm Springs International Airport (PSP) seeks a qualified Art Curator Consultant to oversee and enhance the Airport's art program, aligning with its mission to provide a unique and welcoming atmosphere reflective of the Palm Springs region's artistic heritage, cultural diversity, and aesthetic appeal. This project will cover permanent and rotating exhibits, installations, and any artistic additions that enrich the traveler experience.

## **Objectives**

The Art Curator Consultant will:

1. Curate and install diverse, engaging, and accessible art collections that reflect Palm Springs' identity and appeal to a broad audience.
2. Manage, maintain, and develop PSP's current art portfolio, including indoor and outdoor spaces.
3. Support PSP's mission by fostering a sense of place and community through the visual arts.
4. Develop connections with local, regional, and national artists and cultural institutions to ensure the art program remains dynamic and relevant.

## **Scope of Services**

### **1. Program Development and Curation**

- Develop a multi-year art plan for PSP that aligns with the Airport's brand and cultural initiatives.
- Research, recommend, and curate art pieces and installations that reflect the diversity, heritage, and innovation of Palm Springs and its surroundings.
- Identify, evaluate, and contract local, national, and international artists to feature in the airport's art program.
- Curate temporary and rotating exhibits to keep the art program engaging for frequent travelers.
- Understand and navigate the distinction between murals and other art forms as defined by City Municipal Code Chapter 5.81.
- Ensure compliance with different approval processes based on funding sources (Airport O&M vs. Public Arts Fund).
- Consider environmental factors specific to Palm Springs in artwork selection.

## **2. Art Installation and Coordination**

- Oversee the installation of artwork in coordination with Airport operations to minimize disruptions.
- Ensure all installations meet safety, security, and accessibility standards.
- Create a detailed installation plan, timeline, and budget to ensure efficient and secure placements of art pieces.
- Coordinate with external vendors for specialty installation needs when required.
- Coordinate with Airport Planner for necessary permits and approvals
- Ensure installations meet specific environmental requirements:
  - Temperature resistance (up to 140°F/60°C)
  - Wind resistance is appropriate for Airport environment
  - Proper seismic compliance
  - Appropriate fastening systems
- Navigate different approval processes depending on funding source and art type
- Coordinate with Planning Department when required for specific installations

## **3. Community Engagement and Partnerships**

- Develop partnerships with local artists, galleries, cultural organizations, and educational institutions to foster a sense of community.
- Organize events, tours, or interactive programs that promote engagement with the art installations.
- Facilitate artist talks, workshops, and special events to connect artists and travelers.
- Work with both the Airport Commission and Public Arts Commission for appropriate approvals.
- Understand and navigate City's public art ordinances and requirements.
- Coordinate with appropriate city departments for various types of installations.

## **4. Maintenance and Conservation**

- Develop a maintenance schedule for permanent and rotating art pieces, coordinating with the Airport facilities team to ensure that the artwork is preserved.
- Conduct regular inspections and manage necessary repairs, cleaning, and conservation efforts.
- Document artwork conditions, update inventories, and oversee proper handling during installation and deinstallation.

## **5. Budget Management and Reporting**

- Develop, track, and manage the Art Program budget, including all aspects of acquisition, installation, maintenance, and program operations.
- Provide quarterly reports on program status, budget use, and upcoming initiatives to PSP management.
- Assist in sourcing grants, sponsorships, or other funding to support the Art Program.
- Navigate multiple funding sources including:

- Airport O&M funds
- Public Art Fund
- One Percent for Art Program
- Track separate approval processes and timelines based on funding source

## 6. Marketing and Public Relations Support

- Collaborate with PSP’s marketing team to promote exhibitions through social media, press releases, and in-airport signage.
- Develop educational materials (e.g., signage, brochures, digital content) to provide travelers with information about the artwork, artists, and exhibitions.
- Support the development of a digital or interactive map or guide of the Airport’s art collection.

## Deliverables

- **Multi-Year Art Program Plan:** A documented vision for PSP’s Art Program, including goals, proposed exhibitions, and budget estimates.
- **Quarterly Progress Reports:** Updates on Art Program activities, budget, and future plans.
- **Installation Plans and Documentation:** Detailed installation and maintenance plans for each artwork.
- **Annual Budget Report:** Comprehensive report detailing expenditures, funding sources, and projections.

## Qualifications

The Consultant should have:

- Proven experience curating public art, preferably in high-traffic environments such as airports.
- Strong connections with local, regional, and national artists and cultural institutions.
- Demonstrated ability to manage budgets, timelines, and logistics for art installations.
- Experience with community engagement, public art conservation, and maintenance.
- Experience with public art ordinances and collections management.
- Knowledge of VARA (Visual Artists Rights Act) rights and requirements.
- Understanding of environmental challenges specific to desert installations.
- Experience working with multiple approval processes and governmental entities.
- Demonstrated ability to navigate complex permitting requirements.
- Knowledge of public art maintenance in extreme weather conditions.
- Ability to work within flexible budgets while maintaining artistic integrity.

## Duration

This contract is expected to span three (3) years with an option to renew based on performance and mutual agreement.

## **Compensation**

Compensation will be based on experience and scope, to be determined during the contract.



## AIRPORT COMMISSION STAFF REPORT

DATE: December 18, 2024

SUBJECT: ADOPT POLICY FOR AIRPORT ADVERTISING REVENUE

FROM: Harry Barrett Jr., Executive Director of Aviation

BY: Department of Aviation

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### SUMMARY:

The Palm Springs International Airport (Airport) proposes to adopt and implement a Revenue Advertising Policy that will govern the process for how airport staff will handle partnerships and agreements that result in advertising, sponsorship and naming rights.

### RECOMMENDATION:

This action will recommend the adoption of a Revenue Advertising Policy (**Attachment A**) for the Palm Springs International Airport.

### BACKGROUND:

The Airport's advertising program drives a substantial amount of non-aeronautical revenue which is essential in supporting operating expenses and funding infrastructure projects. This program is also key to furthering air service development by offsetting costs for airline operators which is intended to result in reduced costs for the traveling public.

The Airport staff have drafted a proposed Revenue Advertising Policy, intended to improve transparency, facilitate collaboration and create a formal process by which sponsorships, naming rights and advertising proposals are considered. The proposed policy establishes the roles and responsibilities of City staff and appointed/elected stakeholders and provides structural guidelines for the eligibility, review and approval of advertising, naming rights and sponsorship agreements.

STAFF ANALYSIS:

Airport staff have assessed that the adoption and implementation of the Revenue Advertising Policy will enhance the Airport's ability to establish revenue generating practices and partnerships that support non-aeronautical revenue generation.

FISCAL IMPACT:

The adoption of the Revenue Advertising Policy will create new non-aeronautical revenue streams through advertising placements, sponsorships, and naming rights agreements.

The policy establishes three primary revenue categories:

1. Standard sponsorships (under \$25,000)
2. Major sponsorships (exceeding \$25,000)
3. Naming rights agreements for major facilities

The exact revenue potential will be influenced by market conditions, seasonal tourism patterns, and successful implementation of the program. All major sponsorships exceeding \$25,000 and naming rights agreements will require review by the Marketing Committee of the Airport Commission and approval from the Executive Director of Aviation, ensuring proper oversight of significant revenue opportunities.

ATTACHMENTS:

- A. Airport Revenue Advertising Policy

DATE: December 18, 2024

SUBJECT: Revenue Advertising, Sponsorship, and Naming Rights Policy

## Policy Overview

Palm Springs International Airport (PSP) seeks to generate revenue through advertising, sponsorships, and naming rights to enhance Airport facilities, support operational funding, and promote community engagement. This policy establishes guidelines for advertising placements, sponsorships, and naming rights agreements, ensuring that these initiatives align with PSP's mission and brand. The policy requires consultation and approval from the Airport Commission's Marketing Committee and the Executive Director of Aviation for certain high-value sponsorships and all naming rights agreements.

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### 1. Objectives

- Generate revenue to support PSP's operational needs and enhance services for travelers.
- Foster strategic partnerships that align with PSP's mission, brand, and community values.
- Ensure transparency and consistency in advertising, sponsorship, and naming rights agreements.
- Maintain control over the aesthetic and cultural impact of commercial partnerships on the airport environment.

### 2. Definitions

- **Advertising:** Paid placements for commercial content within the airport's designated advertising spaces.
- **Sponsorship:** Financial or in-kind support from an external organization in exchange for recognition at the airport, including signage, events, and promotional materials.
- **Naming Rights:** Exclusive rights granted to an organization or individual to name a facility or location within PSP in exchange for a significant financial commitment.

### 3. Roles and Responsibilities

- **Executive Director of Aviation and City Manager:** Has final approval authority on all naming rights agreements and sponsorships exceeding \$500,000. Executive Director of Aviation or City Manager may escalate to City Council for review.
- **Marketing and Business Development Committee of the Airport Commission:** Reviews and consults on all proposed naming rights agreements and sponsorships exceeding \$25,000 to ensure alignment with PSP's mission and branding and City Policies.
- **Airport Marketing and Advertising Team:** Manages all other advertising placements, maintains records of sponsorship agreements, and ensures compliance with Airport standards and contractual obligations.



#### 4. Advertising Policy

- **Approval Process:** All advertisements must be pre-approved by the Airport Marketing Team to ensure they meet PSP’s aesthetic, content, and branding guidelines.
- **Content Standards:** Advertisements should be in good taste, non-political, family-friendly, and aligned with PSP’s values. Content that promotes alcohol, tobacco, firearms, or gambling may be restricted.
- **Placement:** Advertisements will be displayed in designated areas, with priority given to high-visibility locations that do not interfere with passenger movement or Airport operations.
- **Term Limits:** Advertising contracts may range from one month to one year, with renewal options based on performance and availability.

#### 5. Sponsorship Policy

- **Sponsorship Levels:** Sponsorships are categorized based on financial value, visibility, and impact on the Airport environment. Categories include:
  - **Standard Sponsorships** (under \$25,000): Requires approval by the Airport Marketing Team.
  - **Major Sponsorships** (over \$25,000): Requires consultation from the Marketing and Business Development Committee of the Airport Commission and approval by the Executive Director of Aviation.
- **Recognition Benefits:** Sponsorship recognition may include signage, branded installations, event participation, and digital mentions. Benefits will be tiered based on sponsorship level and term.
- **Exclusivity:** Sponsorship exclusivity may be granted in certain categories, pending negotiation and approval by the Executive Director of Aviation and Marketing and Business Development Committee, especially for major sponsors. All exclusivity opportunities must be consistent with Federal Aviation Regulations.

#### 6. Naming Rights Policy

- **Eligibility and Standards:** Naming rights will only be offered for significant financial commitments and will apply to major Airport facilities, such as terminal areas, lounges, gates, and event spaces.
- **Approval Process:** All naming rights agreements must be reviewed by the Marketing and Business Development Committee of the Airport Commission and approved by the Executive Director of Aviation.
- **Term and Renewal:** Naming rights agreements will typically span 3 to 5 years, with options for renewal or renegotiation. The term length will be specified in each contract, subject to review and mutual agreement.
- **Naming Guidelines:** Names must reflect PSP’s values and community standards. Corporate names are permitted, but controversial or inappropriate names will be disallowed. PSP reserves the right to deny any naming proposal that conflicts with its mission or brand.

#### 7. Financial and Contractual Requirements

- **Minimum Sponsorship and Naming Rights Thresholds:** Major sponsorships and naming rights proposals must meet a minimum financial commitment of \$25,000.

- **Payment Terms:** Payments for sponsorships and naming rights agreements will be due upon signing or as outlined in the contract terms.
- **Reporting and Transparency:** PSP will maintain records of all advertising, sponsorship, and naming rights agreements. Quarterly financial reports will be submitted to the Executive Director of Aviation and Marketing and Business Development Committee.

## **8. Branding and Aesthetic Guidelines**

- **Design Standards:** Advertisements and sponsorship displays must align with PSP's design standards to ensure a cohesive aesthetic. The Airport Marketing Team will oversee compliance with these standards.
- **Digital and Physical Signage:** Sponsors and naming rights holders may be given designated signage or digital recognition. Signage will be integrated seamlessly into the airport's visual environment, subject to approval by the Airport Marketing Team.

## **9. Termination and Review**

- **Termination Rights:** PSP reserves the right to terminate any advertising, sponsorship, or naming rights agreement if terms are violated, or if the sponsor's public actions or reputation negatively impact PSP's image.
- **Annual Review:** The Marketing and Business Development Committee of the Airport Commission will conduct an annual review of all major sponsorships and naming rights agreements to ensure they align with PSP's goals and performance standards.

## **10. Policy Review and Amendments**

This policy will be reviewed biennially by the Executive Director of Aviation and the Marketing and Business Development Committee of the Airport Commission. Any proposed amendments will require approval from the Airport Commission before implementation.



## AIRPORT COMMISSION STAFF REPORT

DATE: December 18, 2024

SUBJECT: STATUS UPDATE AND REVISED RECOMMENDATIONS FOR MEASURE J AND MEASURE D FUNDED PROJECTS AT PALM SPRINGS INTERNATIONAL AIRPORT

FROM: Harry Barrett Jr., Executive Director of Aviation

BY: Department of Aviation

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### SUMMARY:

The Palm Springs International Airport (Airport) proposes to provide an update on the previously approved Measure J funded projects, current status of the Measure J and Measure D funds, and present revised recommendations for project modifications and fund reallocation based on new cost estimates and historic preservation considerations.

### RECOMMENDATION:

This action will recommend to the City Council the approval of project modifications and fund reallocation based on new cost estimates and historic preservation considerations for the Palm Springs International Airport.

### BACKGROUND:

On January 18, 2023, Director of Finance Kristopher Mooney advised the Airport Commission that Federal Aviation Administration rules apply to local taxes, including Palm Springs' Measure J (1% sales tax) and Measure D (0.5% tax, passed in 2018). These funds are officially restricted for Airport use with no risk of forfeiture.

On September 20, 2023, Airport staff provided a list of capital projects to be funded with the Measure J funds. After deliberation, the Airport Commission revised the project list provided by staff and voted on the following four projects:

| Proposed Projects  | Estimated Cost     |
|--|--------------------|
| Shade Structure – Uber/Lyft/Taxi Pick-Up Area  | \$1,000,000        |
| Carpet Replacement – Main Terminal Lobby and Security Checkpoint                                       | \$400,000          |
| Eight (8) Water Fill Stations for Portable Water Bottles   | \$50,000           |
| Mid-Century Outdoor Seating Benches, Circular Benches, Interior Benches and Cement Planting Structures | \$100,000          |
| <b>Total Estimated Cost</b>  | <b>\$1,550,000</b> |

On February 29, 2024, City Council approved the funding of the capital improvement projects from the Measure J funds in an amount not to exceed \$1,550,000.

STAFF ANALYSIS:

Water Fill Station Project - COMPLETED

- Installation of eight (8) water fill stations completed throughout the terminal
- All stations are fully operational and available for public use
- Project completed within approved budget of \$50,000
- Fulfills sustainability goals by reducing single-use plastic bottle waste
- Provides enhanced customer service through free access to filtered water

Mid-Century Seating and Structures Project - IN PROCUREMENT

- Multiple proposals received for:
  - Mid-century outdoor seating benches
  - Circular benches
  - Interior benches
  - Cement planting structures
- Currently under review by Airport staff following City procurement policy guidelines
- Total project budget: \$100,000
- Procurement review ensures:
  - Compliance with historic preservation requirements
  - Any quotes over \$10,000 require three quotes

Shade Structure – Uber/Lyft/Taxi Pick-Up Area – IN PROGRESS

Airport staff sought guidance from the City Planning Department for the proposed shade structures in front of the Wexler Terminal along the middle lane for Uber/Lyft and Taxi areas as depicted in **Figure 1**. Based on the input from the City Planning Department and Airport staff's understanding of the Class 1 Historic Site Resolution. The Historic Site Preservation Board (HSPB) will evaluate the project based on the criteria for alterations to a historic site pursuant to Section 8.05.110.

The City Planning Department staff will reserve their final recommendations upon review of the full scope of work. The proposed locations for the shade structures, which are the existing Uber/Lyft and Taxi areas, has the potential to create significant visual impacts to the primary façade of the historic landmark.

At the Airport and City Planning Department staff level, the preliminary and conservative assessment suggests that the shade structure may create a visual impact along the west facade. The established process for addressing this is a formal review by the HSPB, and the HSPB holds the authority to approve, deny, or impose conditions on projects that come before them. The Airport wants to emphasize that submitting and presenting the proposal to the HSPB does not guarantee approval.

Figure 1



### Terminal Flooring Project - PROPOSED MODIFICATION

The Airport is proposing to modify the previously approved carpet replacement project in the main terminal lobby and security checkpoint areas to instead install terrazzo flooring. While the original carpet replacement was budgeted at \$400,000, the transition to terrazzo flooring represents a significant but worthwhile investment in the terminal infrastructure. Terrazzo flooring offers numerous advantages over traditional carpeting, including superior durability, lower long-term maintenance costs, and enhanced aesthetic appeal that better aligns with the terminal's historic mid-century modern design.

The anticipated cost for terrazzo flooring is significantly higher than the original carpet replacement budget, estimated at approximately \$3,000,000. This increased cost reflects the extensive preparation work required, including substrate preparation, installation of divider strips, and the specialized labor needed for proper installation. Despite the higher initial investment, terrazzo flooring typically lasts 75+ years with proper maintenance, compared to commercial carpet which requires replacement every 5-7 years. This modification would create a more sustainable, historically appropriate, and maintainable solution for the high-traffic areas of the terminal while reducing long-term replacement and maintenance costs.

### Federal Inspection Services Infrastructure – ALTERNATE PROJECT RECOMMENDATION

The implementation of a Federal Inspection Services (FIS) facility at Palm Springs International Airport requires a strategic multi-step approach coupled with sustainable funding mechanisms. The immediate next steps involve: 1) Refining specific staffing requirements and operational hours for CBP officers; 2) Developing a comprehensive funding plan; 3) Initiating meetings with CBP officials; and 4) Preparing for potential appeals processes if needed.

The estimated \$7.2 million facility construction cost could be partially funded through Measure J, which supports infrastructure improvements that enhance tourism and economic development. Additionally, Measure D funds could potentially support the ongoing operational costs, as the FIS facility would directly contribute to increased visitor spending and tax revenues forecasted at \$77 million annually.

The Airport will be responsible for several cost categories including facility construction and maintenance, CBP officer reimbursement through the User Fee program (covering immigration and customs functions but not agricultural inspection), utilities and operational expenses estimated at \$700,000 to \$1,500,000 annually, and specialized equipment requirements to meet CBP technical standards. The analysis indicates these investments would be offset by projected economic benefits of \$300 million in Gross Domestic Product (GDP) and the creation of 2,590 jobs. With proper funding allocation between Measures J and D, combined with user fees and airport revenue, PSP can create a financially sustainable model for implementing and operating this critical infrastructure that will significantly enhance the region's international connectivity and economic growth.

**FUNDING OPTIONS AND RECOMMENDATIONS:** Based on the completed water fill station project, ongoing mid-century seating installations, historic preservation considerations for the shade structures, increased cost estimates for terminal flooring, and emerging opportunity for Federal Inspection Services, staff has developed four strategic funding options. Each option prioritizes different aspects of airport development while maintaining fiscal responsibility with available Measure J and Measure D funds. The following recommendations present balanced approaches to address immediate infrastructure needs while positioning the airport for future growth:

Staff recommends one of the four options for the Airport Commission to decide for proposing to the Measure J Committee and City Council.

#### Option A: Terminal Flooring Priority

- Allocate up to an additional \$2,600,000 toward the terminal terrazzo flooring project, for a project total of \$3,000,000:
  - \$1,000,000 from reallocated shade structure funds
  - \$952,962 from remaining Measure J balance
  - \$647,038 from the Measure D balance
  - \$556,156 remaining Measure D balance

#### Option B: FIS Infrastructure and Operating Costs Investment

- Allocate up to \$3,156,156 toward Federal Inspection Services (FIS):
  - \$1,000,000 for infrastructure development
  - \$952,962 from remaining Measure J balance, reserved for initial operating costs
  - \$1,203,194 from the Measure D balance

#### Option C: Shade Structure – Allocate to Flooring Project

- Propose the Uber/Lyft and Taxi shade structure project to the HSBP and Planning commission, if the boards approve the project, then proceed with the design and construction of the shade structure as depicted in **Figure 1** and then allocate \$2,156,156 of the remaining Measure J and D funds to the Flooring project.
  - \$952,962 allocate remaining Measure J balance
  - \$1,203,194 allocate Measure D balance

#### Option D: Shade Structure – Allocate to FIS Project

- Propose the Uber/Lyft and Taxi shade structure project to the HSBP and Planning commission, if the boards approve the project, then proceed with the design and construction of the shade structure as depicted in **Figure 1** and then allocate \$2,156,156 of the remaining Measure J and D funds to the FIS project.
  - \$952,962 allocate remaining Measure J balance
  - \$1,203,194 allocate Measure D balance

Once a decision is made, the next steps will be to present the recommended allocation to the Measure J Oversight Commission in January 2025 and return to City Council

February 2025 for final approval.

**FISCAL IMPACT:**

**Measure J – Current Project and Fund Balance as of Q3 2024**

|                               |                  |
|-------------------------------|------------------|
| <b>Starting Balance</b>       | <b>2,502,962</b> |
| Outdoor seating               | 100,000          |
| Terrazzo flooring replacement | 400,000          |
| Drinking fountains            | 50,000           |
| Shade structure for Uber/Lyft | 1,000,000        |
| <b>Ending Balance</b>         | <b>952,962</b>   |

**Measure J – Current Project and Fund Balance as of Q3 2024**

|                         |                  |
|-------------------------|------------------|
| <b>Starting Balance</b> | <b>1,203,194</b> |
| No Projects Selected    | 0                |
| <b>Ending Balance</b>   | <b>1,203,194</b> |





## AIRPORT COMMISSION STAFF REPORT

DATE: DECEMBER 18, 2024

SUBJECT: RECOMMEND THE APPROVAL OF A DISPLAY AGREEMENT PERMITTING PALM SPRINGS AIR MUSEUM, INC TO INSTALL AND MAINTAIN A WINGLET DISPLAY AT THE PALM SPRINGS INTERNATIONAL AIRPORT

FROM: Harry Barrett, Jr., Executive Director of Aviation

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### SUMMARY:

Palm Springs International Airport (Airport) proposes to recommend to City Council the approval of a Display Agreement permitting Palm Springs Air Museum, Inc. to install and maintain a Winglet Display at the Airport.

### RECOMMENDATION:

This action will recommend to the City Council the approval of a display agreement permitting Palm Springs Air Museum Inc. (Air Museum) to display and maintain, at the expense of the Air Museum, a winglet display at the Palm Springs International Airport in a location set forth in Exhibit A.

### BACKGROUND:

The Air Museum is a popular attraction serving the entire Coachella Valley tourism industry and has been a tenant leasing property and facilities of the airport since November 1995. The Air Museum has offered to display a Boeing winglet at the Airport. The winglet display is currently disassembled and will be assembled at in the Agua Caliente Concourse in the Airport. The display has a rotating function that will require power. To display this winglet in accordance with the aircraft manufacturer's request, an overhead light will need to be installed. The rail surrounding the winglet will have four (4) placards that will highlight the Airport expansion, history of the Airport, the Air Museum, and a biography of Joe Clark, inventor and long-time resident of the Coachella Valley.

Joe Clark is credited with developing the blended winglet, an innovative technology that improves aircraft performance by reducing drag and increasing fuel efficiency. His contributions earned him the Meritorious Service to Aviation Award from the National Business Aviation Association in 2015. Mr. Clark passed away on March 30, 2020, at the age of 78.

After a review of the dimensions and requirements of the winglet display (e.g., indoors with overhead lighting) and walk through with the Vice Chair of the Air Museum on November 5<sup>th</sup> and December 10<sup>th</sup>, 2024, of various locations at the Airport, the east side of the vestibule of the Agua Caliente concourse has enough space to accommodate the display (see Exhibit A).

### STAFF ANALYSIS:

Given the Airport does not have an art display policy and there is desire to connect with the City and the greater Coachella Valley, this agreement will permit the Air Museum to share with the Airport this unique aviation display. The blended winglet design is incorporated into many of the aircraft that frequent the Airport, the most common being the Boeing 737 series. The Air Museum will be required to transport, set-up, and maintain the display, which will include regular inspections and cleaning.

An analysis of the winglet display, the display requirements and movement, and the Airport space it will occupy was conducted. The following is a summary of that analysis.

#### Pros:

- The connection to the community and benefits derived from the innovation to aviation have been calculated in the billions of gallons saved and significant reduction in carbon emissions in the aviation industry.
- The inventor, Joe Clark, was a long-time resident of the Coachella Valley.
- The winglet display will be in the Agua Caliente vestibule which has about 450,000 annual arriving and departing passengers.
- The Airport does have the Stay and Play Pass which could be promoted to see this unique aviation display for free.

#### Cons:

- The winglet display will be in the Agua Caliente vestibule which will be in the sterile area of the Airport, away from the non-traveling public.
- The winglet display is a very large art piece requiring a significant amount of space inside the airport.
- The winglet display has a sharp end that stands 49 inches above the ground. This is the approximate height of a 7 to 9-year-old child. Two or more stanchions with a barrier might be required to provide for a safety zone.
- The rotating feature of the winglet display may result in automatic doors continually opening and closing in the Agua Caliente vestibule.

### FISCAL IMPACT:

Aside from electricity needed to power the rotation of the display and the overhead light above the display, no other airport costs are expected. Installation, de-installation, cleaning and maintenance to be provided by the Air Museum.

ATTACHMENT:

- A. PSAM Display Agreement for Winglet (Exhibit "A")

**DISPLAY AGREEMENT BETWEEN  
THE CITY OF PALM SPRINGS  
AND PALM SPRINGS AIR MUSEUM, INC.  
FOR WINGLET DISPLAY AT  
PALM SPRINGS INTERNATIONAL AIRPORT**

This Display Agreement for a Winglet Display at Palm Springs International Airport (“Agreement”) is entered into by and between the City of Palm Springs, a California charter city and municipal corporation (“City”) and PALM SPRINGS AIR MUSEUM, INC., a California nonprofit public benefit corporation (“PSAM”). City and PSAM are sometimes individually referred to as “Party” or collectively as “Parties” in this Agreement.

**RECITALS**

A. The City owns and operates the Palm Springs International Airport (“Airport”) located at 3400 East Tahquitz Canyon Way, Palm Springs, California 92262.

B. The City desires to permit PSAM to display a 737 NG Split Scimitar Winglet with custom US flag livery, including display stand and base (the “Winglet Display”) at the Airport.

C. City and PSAM desire to enter into an agreement for the display of the Winglet Display on the terms and conditions as specified below.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein, and the following mutual promises and considerations, the Parties agree to the following:

**1. Term.**

The term of this Agreement commences \_\_\_\_\_, 2024 and ends \_\_\_\_\_, 20\_\_ (“Term”) unless sooner terminated pursuant to the terms of this Agreement or extended upon mutual agreement of the Parties in writing.

**2. Display.**

Subject to the terms and conditions set forth in this Agreement, City agrees to permit PSAM to display the Winglet Display at the Airport during the Term. The Winglet Display shall be placed at the location as set forth in Exhibit “A,” which is attached to and incorporated with this Agreement. The location of the Winglet Display may be changed from time to time upon the mutual agreement of the Parties in writing. In the event that changing of the Winglet Display is at the request of the City, the City shall pay the costs of such location change.

**3. Delivery and Return of Display.**

PSAM will arrange for and pay the cost of transporting and setting up the Winglet Display to the Airport. At the conclusion of the Term, PSAM will arrange for and pay the cost of removal of the Winglet Display and transporting the Winglet Display from the Airport.

**4. Use.** City agrees that the Winglet Display shall be used for display purposes only and not for any other use. City will permit the display of the Winglet Display with signage recognizing that it is on loan to PSAM by Aviation Partners, Inc., as the owner of the Winglet Display, or such other similar signage recognizing the owner of the Winglet Display. In accordance with applicable laws, PSAM shall have access to the location of the Winglet Display in order to perform maintenance and repairs of the Winglet Display if necessary.

4.1 **Maintenance.** PSAM is required to perform regular inspections and necessary wiping of the surfaces of the Winglet Display every four (4) to six (6) months to ensure cleanliness throughout the Term. PSAM must document each maintenance visit and report to the City, detailing the activities performed, the condition of the Winglet Display, and any repairs made. PSAM must respond promptly to any additional maintenance requests or concerns about the Winglet Display's condition as communicated by the City in writing.

**5. Ownership.** City acknowledges and agrees that the Winglet Display will be delivered to the Airport for display purposes only, and that no ownership interest in the Winglet Display shall be transferred to City. City shall not sell, lease, encumber, transfer, assign, remove or dispose of the Winglet Display or any right, title or interest in the Winglet Display.

**6. Damage.** PSAM understands that the Artwork will be located during the term of this Agreement in public location that is easily accessible and remains open during normal business hours. City shall exercise the same care and respect to the Winglet Display as it does in safekeeping comparable property of its own at such locations. PSAM acknowledges and agrees that City will provide no additional security for the Winglet Display beyond the current security measures in place at City facilities. PSAM assumes the risk of any loss, theft, destruction, or damage to the Winglet Display while the Winglet Display is in its possession or control, including on display at the Airport. City shall report to PSAM any loss, theft or damage to the Winglet Display, and any condition relating to the Winglet Display which City determines to be unsafe.

**7. Compliance with Laws.**

City shall be responsible to ensure that the display of the Winglet Display at the Airport complies with all applicable laws and regulations.

**8. Time is of the Essence.**

Time is of the essence in this Agreement.

**9. Assignment or Transfer Prohibited.**

Neither Party may in any manner, by operation of law or otherwise, assign, hypothecate, encumber or transfer this Agreement or any of the rights, duties or obligations under this Agreement, in whole or in part, without the express, prior written consent of the other Party. Any attempted or purported assignment of any right or obligation pursuant to this Agreement by any Party, without such consent, shall be voidable at the sole discretion of the other Party and grounds for termination pursuant to terms of this Agreement.

**10. Termination.**

10.1 In addition to any other rights and remedies allowed by law and this Agreement, either Party may terminate this Agreement with or without cause by giving thirty (30) calendar days prior written notice. Such termination shall be effective on the date specified in the written notice.

10.2 Unless otherwise provided in this Agreement, upon termination of this Agreement, PSAM shall promptly arrange for the removal of the Winglet Display from the Airport.

**11. Alterations.**

City shall not alter or otherwise modify the Winglet Display in any manner.

**12. Independent Contractor.**

PSAM shall act in an independent capacity and not as an officer or employee of the City. PSAM shall have no authority to act as an agent on behalf of the City unless specifically authorized to do so in writing. Nothing contained in this Agreement shall be construed as creating a partnership or joint venture between PSAM and City or between PSAM and any other entity or party or cause City to be responsible in any way for the debts or obligations of PSAM or any other party or entity.

**13. Indemnification.**

To the fullest extent permitted by law, City and PSAM each hereby agree to indemnify, defend, save, and hold the other and their respective officers, agents, and employees, free and harmless from and against any claims, demands, causes of action, costs, expenses, liabilities, losses, damages or injuries arising out of, pertaining to, or in any manner connected with the indemnifying party's performance of this Agreement, or any act or omission of such indemnifying party, performed in connection with this Agreement, , including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses except to the extent of loss or damage caused by the active negligence or willful misconduct of the other Party. The obligation to indemnify shall survive expiration or termination of this Agreement and shall not be restricted to insurance proceeds, if any, received by PSAM, the City, its elected or appointed officials, officers, employees, agents, or volunteers.

**14. Insurance.**

14.1 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions of the Agreement, each Party shall procure and maintain in full force and effect during the term of the Agreement the following policies of insurance.

(a) **Property Damage Insurance:** Each Party shall maintain property casualty insurance covering damage to the Winglet Display in an amount not less than \$1,000,000. The form of the casualty policy shall be reasonably acceptable to the other Party.

(b) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 00

01, or the exact equivalent, with limits of not less than \$1,000,000 per occurrence and no less than \$2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions (1) limiting coverage for contractual liability; (2) excluding coverage for claims or suits by one insured against another (cross-liability); (3) products/completed operations liability; or (4) containing any other exclusion(s) contrary to the terms or purposes of this Agreement.

(c) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 00 01 covering "Any Auto" (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities with limits of not less than \$1,000,000 combined limit for each occurrence.

(d) **Workers' Compensation:** Workers' Compensation Insurance, as required by the State of California if applicable.

14.2 **Insurance Endorsements.** PSAM shall maintain insurance policies that contain the following provisions, or PSAM shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

(a) **Commercial General Liability:** (1) Additional Insured: The City, its elected and appointed officials, directors, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of PSAM; or (4) contain any other exclusions contrary to the terms or purposes of this Agreement. For all policies of Commercial General Liability insurance, PSAM shall provide endorsements in the form of ISO CG 20 10 10 01 and 20 37 10 01 (or endorsements providing the exact same coverage) to effectuate this requirement. (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City, as applicable, except ten (10) days shall be allowed for non-payment of premium.

(b) **Automobile Liability.** (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City, as applicable, except ten (10) days shall be allowed for non-payment of premium.

(c) **Workers' Compensation:** (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City, as applicable, except ten (10) days shall be allowed for non-payment of premium. (2) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, as applicable, its elected and appointed officials, directors, officers, employees, agents, and volunteers.

14.3 **Primary and Non-Contributing Insurance.** All policies of Commercial General Liability and Automobile Liability insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the other Party, its elected and appointed officials, directors,

officers, employees, agents, or volunteers shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

14.4 Waiver of Subrogation. All required insurance coverages shall contain or be endorsed to waiver of subrogation in favor of the other Party, its elected and appointed officials, directors, officers, employees, agents, and volunteers or shall specifically allow the City, as applicable, or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. PSAM hereby waives its own right of recovery against City.

14.5 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City and shall protect the City, its elected and appointed officials, directors, officers, employees, agents, and volunteers in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

14.6 Evidence of Insurance. PSAM, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates on forms approved by the City, together with all endorsements affecting each policy. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, PSAM shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

14.7 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to transact business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

14.8 Enforcement of Agreement Provisions (non estoppel). Each Party acknowledges and agrees that actual or alleged failure on the part of the other Party to inform such Party of non-compliance with any requirement imposes no additional obligation on the City or PSAM, as applicable, nor does it waive any rights hereunder.

14.9 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this Section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance.

14.10 Additional Insurance Provisions.

(a) The foregoing requirements as to the types and limits of insurance coverage to be maintained by PSAM , and any approval of said insurance by the City , as applicable, is not



intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by PSAM pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(b) If at any time during the life of the Agreement, any policy of insurance required to be maintained by PSAM under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by PSAM. In the alternative, City may cancel this Agreement.

(c) City may require the PSAM to provide complete copies of all insurance policies in effect for the duration of the Agreement. None of either Party's elected and appointed officials, directors, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

(d) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve PSAM from liability in excess of such coverage, and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

(e) PSAM shall report to the City, in addition to PSAM's insurer, any and all insurance claims submitted by PSAM in connection with this Agreement.

## **15. Conformance with Rules and Regulations.**

PSAM agrees to abide by any and all:

15.1 Applicable rules, regulations, resolutions, policies, codes, orders and restrictions which are now in force or which may be hereafter adopted by the City with respect to operation of the Airport;

15.2 Orders, directives, or conditions issued, given or imposed by the City Manager with respect to the use and operation of the Airport;

15.3 Applicable laws, ordinances, statutes, rules, regulations, or orders of any federal, state, county, municipal or other governmental entity, exercising jurisdiction over the Airport;

15.4 PSAM acknowledges that it has reviewed and accepts the Security (TSA) Information posted on the Airport's website at <https://flypsp.com/security-tsa-information/>. If TSA imposes a fine or penalty on the City for PSAM's non-compliance with federal laws and or TSA rules and regulations in connection with this Agreement, then PSAM shall reimburse the City for the entire amount of the fine or penalty.

## **16. Entire Understanding.**

This Agreement contains the entire agreement of the Parties and supersedes all prior negotiations, discussions, obligations, and rights of the Parties regarding this Agreement. PSAM

acknowledges that there is no other written or oral understanding between the Parties. No modification, amendment, or alteration of this Agreement shall be valid unless it is in writing and signed by all Parties

**17. Partial Invalidity.**

If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder shall remain in full force and effect, and shall in no way be affected, impaired or invalidated.

**18. Notices.**

Any notice required or permitted by this Agreement shall be in writing and shall be delivered as follows with notice deemed given as indicated: (a) by personal delivery on the date that personal delivery is accomplished; (b) by overnight courier upon the date of signature verification of receipt; or (c) by certified or registered mail, return receipt requested, upon signature verification of receipt. Notice shall be sent to the addresses set forth below, or such other address as either party may specify in writing:

|                 |  |
|-----------------|--|
| If to City, to: | City Manager, City of Palm Springs<br>City Hall, 3200 East Tahquitz Canyon Way<br>Palm Springs, CA 92262 |
|-----------------|--|

|             |   |
|-------------|---|
| If to PSAM: | Fred Bell, Vice Chairman<br>745 N Gene Autry Trail<br>Palm Springs, California, 92262 |
|-------------|---|

**19. Joint and Several Liability.**

If PSAM is a limited liability company, partnership, or joint venture or is an entity comprised of more than one party or entity, the obligation imposed on PSAM under this Agreement shall be joint and several, and each member, general partner, joint venturer, party or entity of PSAM shall be jointly and severally liable for all obligations.

**20. Waiver.**

Waiver by either party of any breach by the other party of any one or more of the terms or conditions of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or any other term or condition of this Agreement. Failure on the part of either party to require full and complete compliance by the other party with any of the terms or conditions of this Agreement shall not be construed as changing the terms or conditions or preventing full enforcement of other provisions to this Agreement.

**21. Attorney Fees.**

If any party to this Agreement brings an action or claim for breach of any provision of this Agreement, the prevailing party shall be entitled to reimbursement for all reasonably incurred litigation costs including, but not limited to, attorney fees.

## **22. Airport Security.**

PSAM acknowledges that security is of primary importance at the Airport, and that security requirements may change during the term of this Agreement. PSAM shall at all times comply with all federal, state, and local security laws, regulations, policies, requirements and directives whether written or verbal, including, without limitation, 49 CFR Part 1542 "Airport Security" or any amendment or successor thereto, and PSAM will work cooperatively with City in connection with the same. PSAM understands and agrees that the same may impact PSAM's business operations and costs. PSAM further agrees that it shall be strictly liable for the payment of any civil penalties assessed against City or PSAM relating to security, and shall be solely and fully responsible for any and all breaches of security in connection with this Agreement and the consequences thereof resulting from the negligence or intentional acts of omission or commission of its officers, employees, representatives, agents, consultants, contractors, successors and assigns. If necessary in connection with the display of the Winglet Display, PSAM shall obtain an identification badge necessary for security clearance for access to the Airport terminal and screening of equipment, materials, and supplies. PSAM shall bear all costs associated with securing such badges, clearances, and screenings. Alternatively, PSAM may choose to have a designated escort (possessing current badging credentials) present throughout the entirety of any period of access to the Airport if required by applicable laws and regulations. Any fees associated with badging, clearance, screening, or designated escort services shall be in accordance with the Airport's current fee schedule.

## **23. FAA Subordination.**

This Agreement shall be subordinate to the provisions of any existing or future agreements between City and the United States Government relating to the operation or maintenance of the Airport, the execution of which has been or will be required as a condition precedent to the granting of federal funds for the development of the Airport to the extent that the provisions of any such existing or future agreements are generally required by the United States at other civil air carrier airports receiving federal funds.

## **24. Federal Provisions.**

During the performance of this contract, PSAM agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

24.1 Title VI of the Civil Rights Act of 1964 (42 USC § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);

24.2 49 CFR part 21 (Nondiscrimination in Federally assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964);

24.3 The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal aid programs and projects);

24.4 Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 et seq.), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27;

24.5 The Age Discrimination Act of 1975, as amended (42 USC § 6101 et seq.) (prohibits discrimination on the basis of age);

24.6 Airport and Airway Improvement Act of 1982 (49 USC § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);

24.7 The Civil Rights Restoration Act of 1987 (PL 100 209) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal aid recipients, sub recipients and contractors, whether such programs or activities are Federally funded or not);

24.8 Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC §§ 12131 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;

24.9 The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

24.10 Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with 20 disproportionately high and adverse human health or environmental effects on minority and low income populations;

24.11 Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

24.12 Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC 1681 et seq).

## **25. Force Majeure.**

Any prevention, delay or stoppage of performance of the PSAM’s or City’s obligations hereunder due to strikes, lockouts, labor disputes, acts of God, governmental restrictions, governmental controls, governmental regulations, enemy or hostile government action, fire or other casualty, or any other cause beyond the reasonable control of the PSAM or City shall not be

deemed to be a breach of the Agreement or a violation of or failure to perform any covenants hereof. If such an event does not abate within sixty (60) days, either party shall have the right to terminate this agreement without liability or obligation to the other.

**26. Governing Law and Venue.**

This Agreement shall be governed by the laws of the State of California and venue shall be in Riverside County, California.

**27. Integrated Agreement.**

No alternation or variation of the terms of this Agreement shall be valid unless made in writing and signed by the Parties.

**28. Section Headings.**

Section headings in this Agreement are for convenience in reference and do not define or limit the scope of any provision.

**29. Counterparts.**

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be taken together and deemed to be one instrument. The Parties further agree that an electronic signature shall be treated as if it were an original signature and neither Party shall contest the validity of this Agreement based on the use of electronic signatures.

**30. Signatures.**

It is an express condition of this Agreement that it shall not be complete or effective until signed by City and by PSAM. Each of the persons signing below on behalf of any party hereby represents and warrants that s/he or it is signing with full and complete authority to bind the party on whose behalf of whom s/he or it is signing, to each and every term of this Agreement.

[Signatures on following page]

IN WITNESS WHEREOF, the Parties have signed this Agreement as follows:

**PALM SPRINGS AIR MUSEUM, INC.**

By: \_\_\_\_\_  
Name: Fred Bell, Vice Chairman

**CITY OF PALM SPRINGS:**

By: \_\_\_\_\_  
City Manager

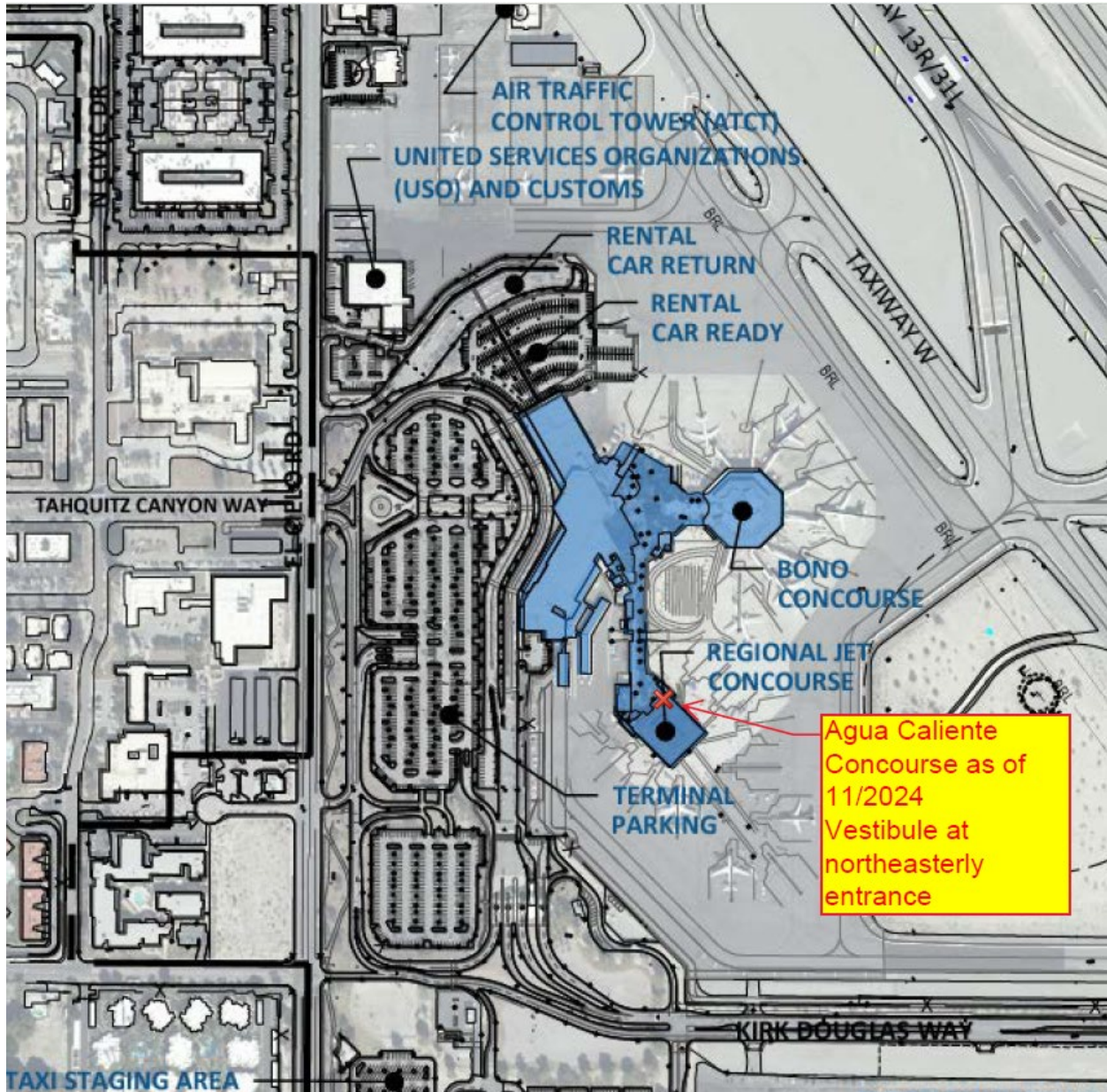
**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
City Attorney

ATTEST:  
\_\_\_\_\_  
City Clerk

## EXHIBIT "A"

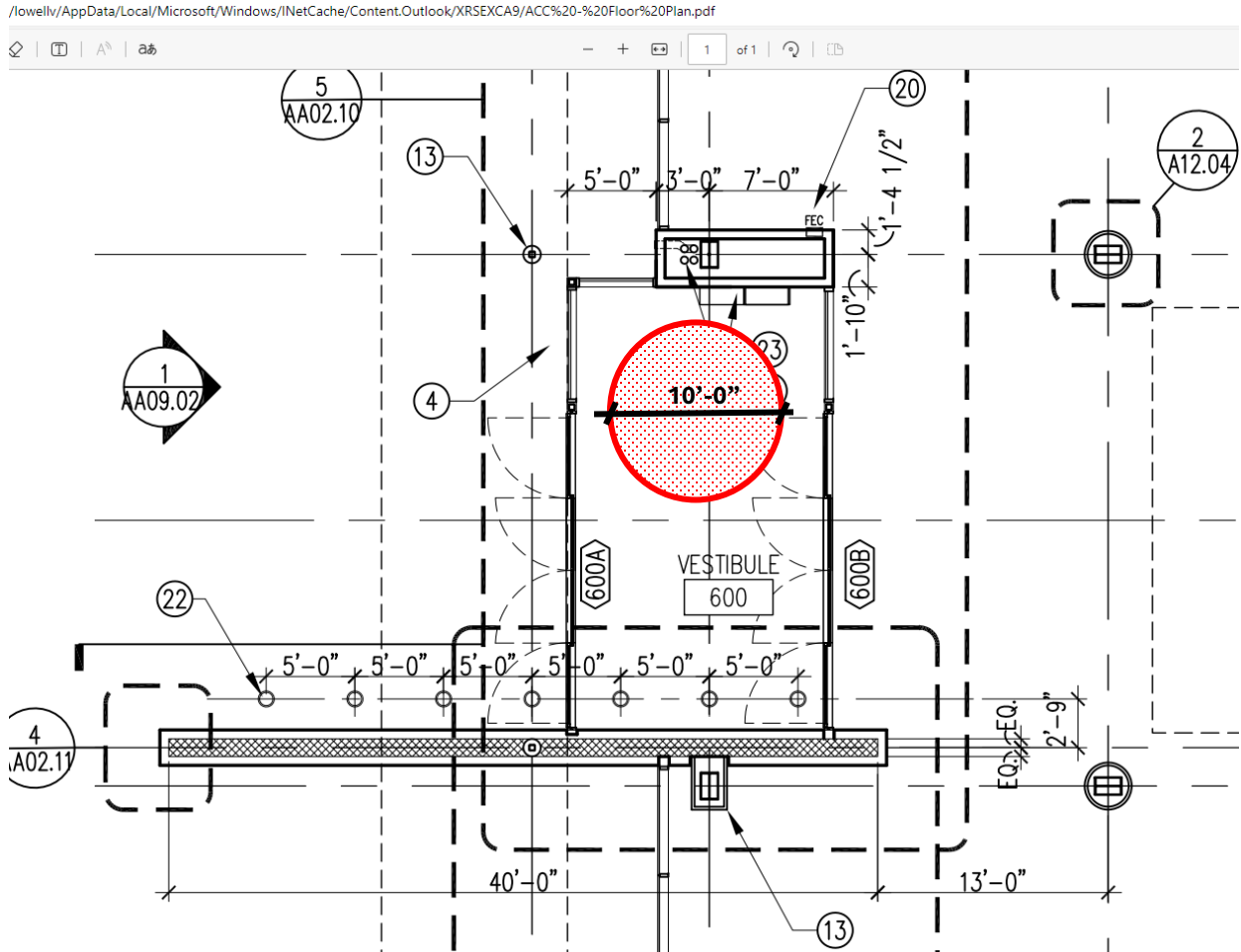
**LOCATION OF DISPLAY** – Located within the newly named Agua Caliente Concourse (11/2024), formerly known as the Regional Jet Concourse. The winglet display will be staged in the northeast vestibule entrance of the concourse.



# EXHIBIT "A"

## LOCATION OF DISPLAY

### AGUA CALIENTE CONCOURSE





A = 189" (15.75')

B = 49" (4.08')

C = 32" (2.67')

D = 108" (9')

E = 3.25" (.27')

F = est. 120" (10')

## Palm Springs Air Museum – Boeing Winglet Display





palm springs  
INTERNATIONAL AIRPORT

# Marketing & Air Service Update

December 2024



ITEM 8.H

# Passengers & Air Service

## October Passenger Counts

- Total Passengers: 258,652
- Down 0.4% compared to 2023

## November Passenger Counts

- Total Passengers: 307,519
- Down 6.1% compared to 2023

## Year-To-Date

- Down 0.7%

## Looking Ahead

- 2025 starting out strong
- Jan – May seats are up compared to 2024
- March has 38,000 + more total seats
- May has nearly 25,000 more total seats scheduled as of 12/11/24.

## New Service

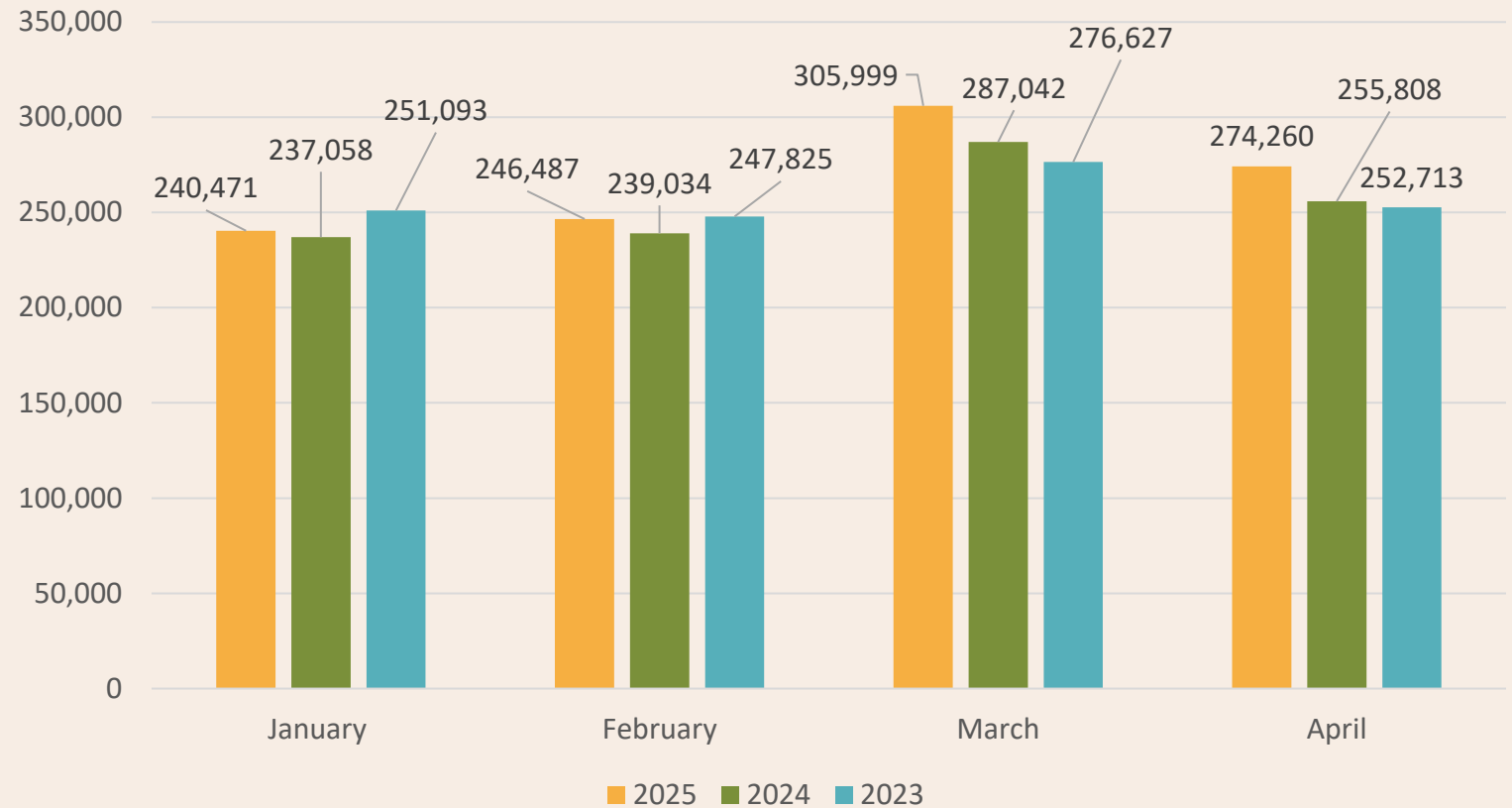
- Porter started seasonal YYZ on 12/12
- Frontier joined PSP on 12/13
- United starts IAD on 12/19
- Delta starts JFK on 12/21

# Scheduled Departing Seats

Based on 12/11/24 schedule data, subject to change.

## Seats vs. 1 Year Ago

| Month    | % Change |
|----------|----------|
| January  | 1.4 %    |
| February | 3.1 %    |
| March    | 6.6 %    |
| April    | 7.2 %    |
| May      | 7.9 %    |



Bar Graph: Left to right: 2025, 2024, 2023

## Customer Experience Program

- Winning proposal selected
- January Commission
- January 23 City Council
- Work to commence ASAP after Council approval

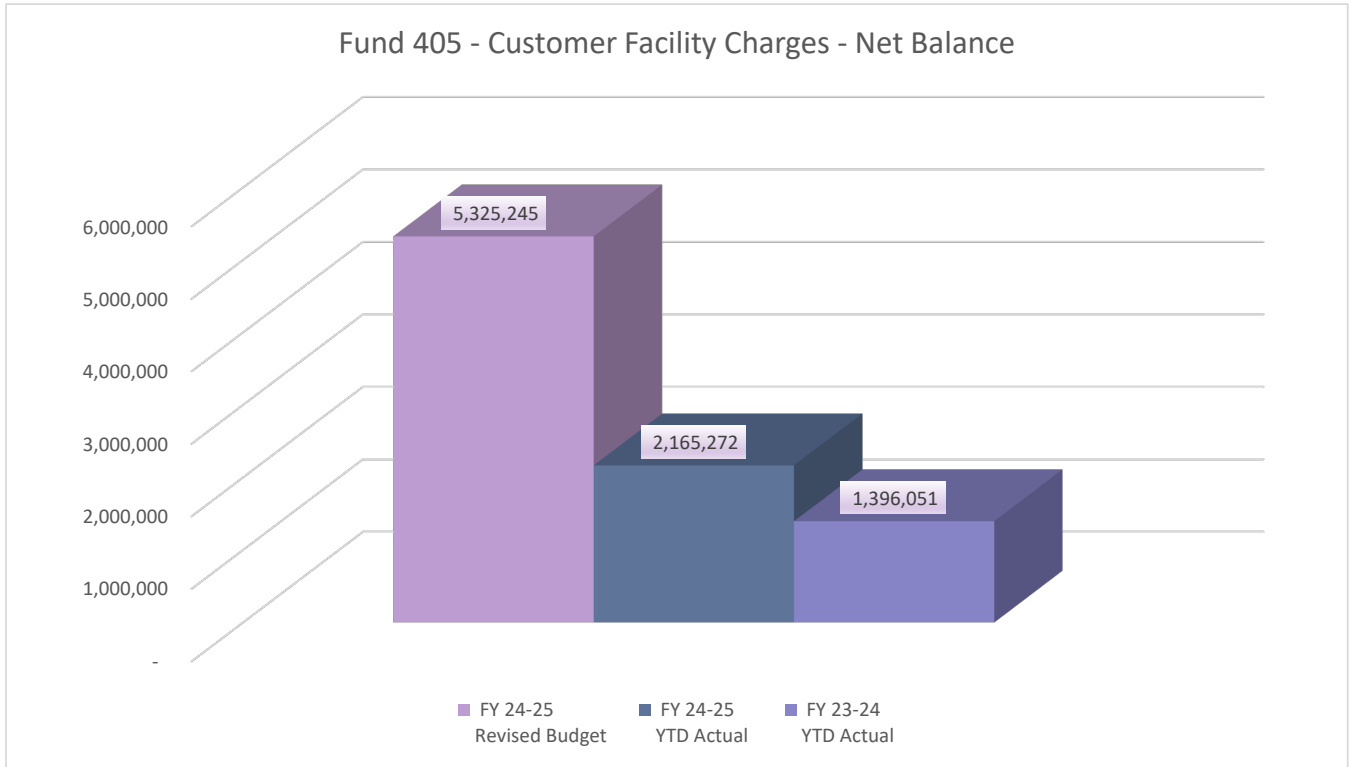
## TSA Chorus

- Performed at PSP on 12/12 to get us into the holiday spirit!



**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
 Financial Summary  
 Ending November 30, 2024

| <b>Fund 405 - Customer Facility Charges</b> | FY 24-25 Revised Budget | FY 24-25 YTD Actual | FY24-25 % Of Budget | FY 23-24 YTD Actual | FY 23-24 vs FY 24-25 % Change |
|---|-------------------------|---------------------|---------------------|---------------------|-------------------------------|
| Operating Revenue                           | 9,406,451               | 2,165,272           | 23%                 | 1,396,051           | 55%                           |
| Operating Expenditures                      | 4,081,206               | -                   | 0%                  | -                   | 0%                            |
| <b>Surplus / (Deficit)</b>                  | <b>5,325,245</b>        | <b>2,165,272</b>    | <b>41%</b>          | <b>1,396,051</b>    | <b>-55%</b>                   |



Fund 405 is the airports fund for customer facility charges (CFC).

**Revenues**

CFC revenue is collected by the car rental concessionaires and remitted to the Airport according to state law to support the future consolidated rental car facility project. In March 2022, City Council approved a change in the collection methodology rate from \$10 per transaction to \$9 per day up to five days maximum.

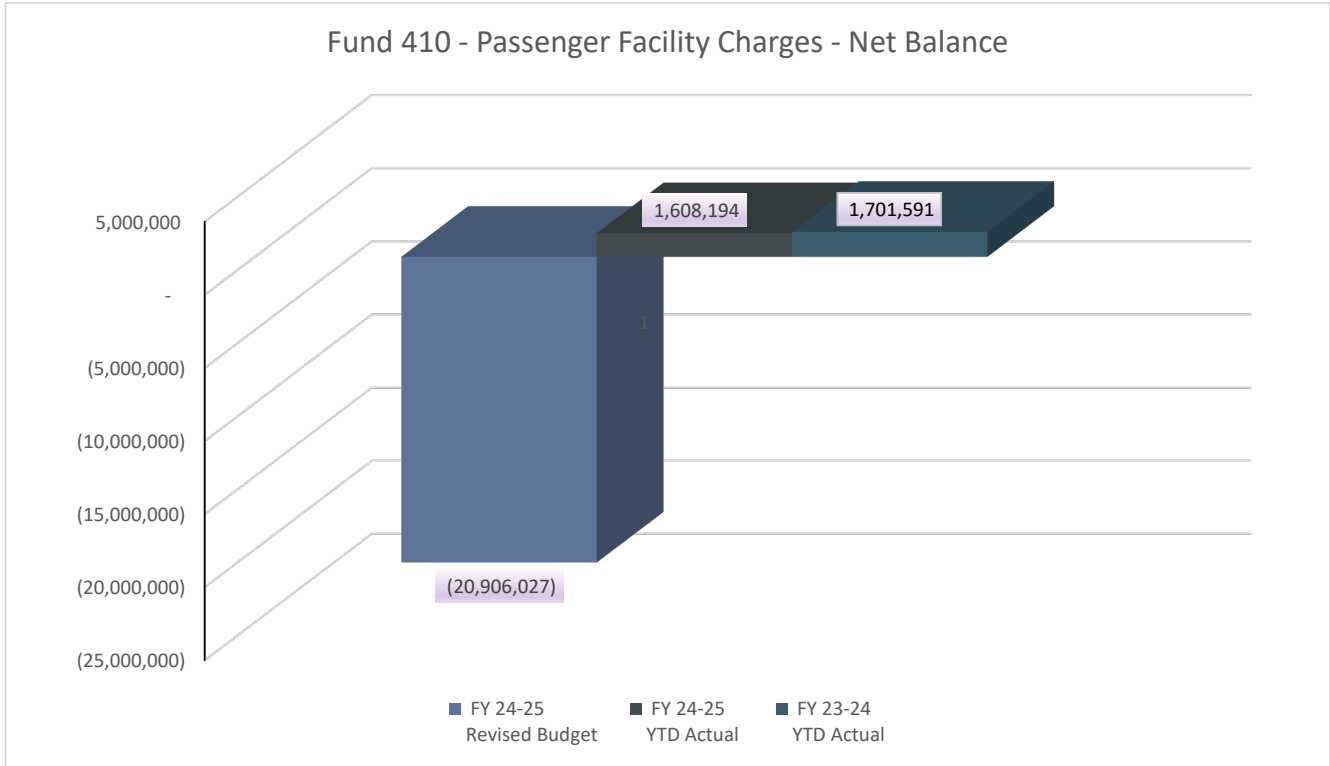
YTD, revenues of \$2,165,272 represents 23% of the full year budget, reflecting seasonal nature of CFC revenues.

**Expenditures**

YTD, the airport has not spent any of the Fund 405 budgeted expenditures.

**CITY OF PALM SPRINGS**  
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| <b>Fund 410 - Passenger Facility Charges</b> | FY 24-25<br>Revised<br>Budget | FY 24-25<br>YTD Actual | FY24-25<br>% Of Budget | FY 23-24<br>YTD Actual | FY 23-24<br>vs<br>FY 24-25<br>% Change |
|--|-------------------------------|------------------------|------------------------|------------------------|--|
| Operating Revenue                            | 6,603,496                     | 1,613,489              | 24%                    | 1,705,076              | -5%                                    |
| Operating Expenditures                       | 27,509,523                    | 5,295                  | 0%                     | 3,485                  | 52%                                    |
| <b>Surplus / (Deficit)</b>                   | <b>(20,906,027)</b>           | <b>1,608,194</b>       | <b>-8%</b>             | <b>1,701,591</b>       | <b>-5%</b>                             |



Fund 410 is the airports fund for passenger facility charges (PFC).

**Revenues**

The PFC, provides a source of additional capital to improve, expand, and repair the nation’s airport infrastructure. The FAA must approve any facility charges imposed on enplaning passengers. The PFC at PSP is \$4.50 and the maximum PFC charge on any one passenger travel ticket is capped at \$18.00.

YTD, revenues of \$1,613,489 represents 24% of the full year budget, reflecting seasonal nature of CFC revenues. The budgeted expenditures of \$27,509,523 includes \$25,000,000 for the construction of the baggage handling system terminal building and the remaining for bond principal, interest and fees.

**Expenditures**

On July 18, 2019, the City of Palm Springs issued 2019 Airport Passenger Facility Charge Revenue Bonds for \$22,270,000 to finance a portion of the design, acquisition, and construction of ticketing hall and baggage handling system improvements. Interest is payable semiannually on June 1, and December 1 of each year, commencing December 1, 2019, until maturity or earlier redemption. FY 24-25 principal is \$1,775,000 and interest is \$722,500. Expenses to fund 410 include principal and interest and contractual services to the bond consultant.

YTD, expenditures of \$5,295 include administrative fees for the 2019 bond.

**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
 Financial Summary  
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| <b>Fund 415 - Airport</b> |                  |                  |             |                |                            |
|---------------------------|------------------|------------------|-------------|----------------|----------------------------|
| <b>Operations &amp;</b>   | FY 24-25         | FY 24-25         | FY24-25     | FY 23-24       | FY 23-24                   |
| <b>Maintenance</b>        | Revised Budget   | YTD Actual       | % Of Budget | YTD Actual     | vs<br>FY 24-25<br>% Change |
| Operating Revenue         | 69,312,200       | 15,556,009       | 22%         | 12,586,408     | 24%                        |
| Operating Expenditures    | 63,533,057       | 12,938,352       | 20%         | 11,592,294     | 12%                        |
| <b>Surplus / Deficit</b>  | <b>5,779,143</b> | <b>2,617,656</b> | <b>45%</b>  | <b>994,114</b> | <b>163%</b>                |

Fund 415 is the airports operation & maintenance fund which records for all the revenues and expenditures.

**Revenues**

Airport revenues included operating and non-operating revenues from airlines, fuel fees, terminal rentals, ground rentals, concessions, fines, parking, ground transportation, grant reimbursements, admission fees for the Palm Springs Air Museum and interest income.

**Expenditures**

Airport expenditures consist of personnel, contractual services, safety and security (Aircraft Rescue and Fire Fighting (ARFF) and law enforcement), utilities, maintenance, supplies, operating equipment, insurance, employee development, equipment rentals and repairs.



**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
Financial Summary  
Ending November 30, 2024

| <b>Fund 415 - Airport</b>           |                            |                        |                        |                        |  |
|-------------------------------------|----------------------------|------------------------|------------------------|------------------------|--|
| <b>Operations &amp; Maintenance</b> | FY 24-25<br>Revised Budget | FY 24-25<br>YTD Actual | FY24-25<br>% Of Budget | FY 23-24<br>YTD Actual | FY 23-24<br>vs<br>FY 24-25<br>% Change |
| <b>Operating Revenue</b>            |                            |                        |                        |                        |  |
| <b>Airline Revenue</b>              |                            |                        |                        |                        |  |
| Landing Fees                        | 6,660,726                  | 1,470,079              | 22%                    | 1,216,890              | 21%                                    |
| Landing Fee Surcharge               | -                          | -                      | 0%                     | (93,778)               | -100%                                  |
| Terminal Airline Space/Joint Use    | 14,090,552                 | 2,560,279              | 18%                    | 1,986,394              | 29%                                    |
| Gate Per Use Fees                   | 4,512,015                  | 537,940                | 12%                    | 323,416                | 66%                                    |
| Passenger Loading Bridge Fee        | 1,208,363                  | 108,513                | 9%                     | 220,692                | -51%                                   |
| Baggage Handling System Fees        | 941,850                    | 137,510                | 15%                    | 285,832                | -52%                                   |
| <b>Total Airline Revenues</b>       | <b>27,413,506</b>          | <b>4,814,322</b>       | <b>18%</b>             | <b>3,939,446</b>       | <b>22%</b>                             |
| <b>Non-Airline Revenue</b>          |                            |                        |                        |                        |  |
| General Aviation                    | 446,000                    | 85,509                 | 19%                    | 66,940                 | 28%                                    |
| Non-Aeronautical Ground Rental      | 458,415                    | 226,044                | 49%                    | 171,984                | 31%                                    |
| Aeronautical Ground Rental          | 1,409,974                  | 546,777                | 39%                    | 512,622                | 7%                                     |
| Parking                             | 6,797,520                  | 2,142,175              | 32%                    | 2,411,297              | -11%                                   |
| Airport Use Permits                 | 62,371                     | 24,874                 | 40%                    | 23,865                 | 4%                                     |
| Non-Airline Terminal Rent Fee       | 15,437,857                 | 793,980                | 5%                     | 699,732                | 13%                                    |
| Rental Car - Overflow Parking       | 399,030                    | -                      | 0%                     | 200                    | -100%                                  |
| Advertising                         | 440,000                    | 260,938                | 59%                    | 63,245                 | 313%                                   |
| On Airport Rental Car               | 12,303,124                 | 4,681,264              | 38%                    | 2,327,703              | 101%                                   |
| Commercial Services Fees            | 1,189,000                  | 251,018                | 21%                    | 222,483                | 13%                                    |
| Ground Transportation Fees          | 1,277,000                  | 368,907                | 29%                    | 361,176                | 2%                                     |
| Customs                             | 303,598                    | 42,857                 | 14%                    | 49,719                 | -14%                                   |
| All Other Revenue                   | 1,374,804                  | 1,317,344              | 96%                    | 1,735,998              | -24%                                   |
| <b>Total Non-Airline Revenue</b>    | <b>41,898,694</b>          | <b>10,741,687</b>      | <b>26%</b>             | <b>8,646,963</b>       | <b>24%</b>                             |
| <b>Total Operating Revenues</b>     | <b>69,312,200</b>          | <b>15,556,009</b>      | <b>22%</b>             | <b>12,586,408</b>      | <b>24%</b>                             |

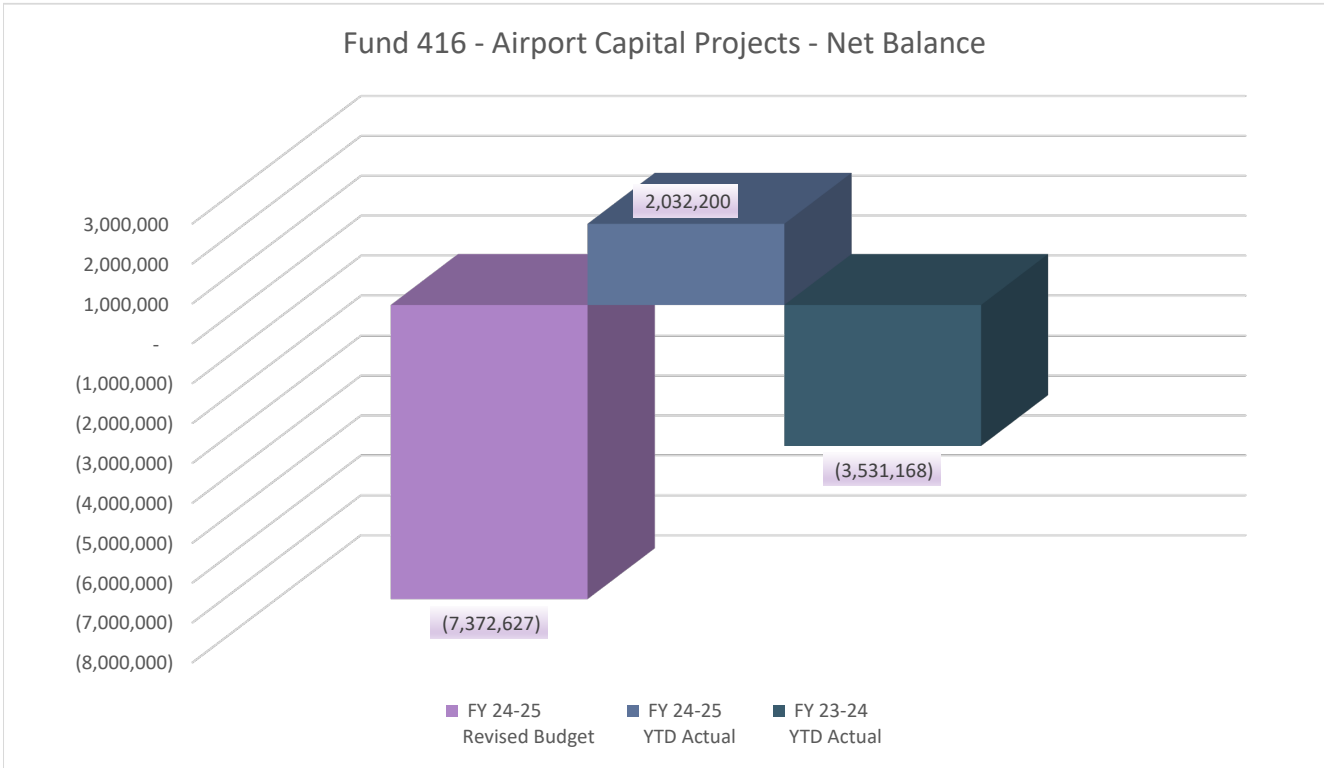
The Landing Fee Surcharge is no longer collected from the airlines; therefore is removed in FY25.

**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
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| <b>Fund 415 - Airport<br/>Operations &amp;<br/>Maintenance</b> | FY 24-25<br>Revised Budget | FY 24-25<br>YTD Actual | FY24-25<br>% Of Budget | FY 23-24<br>YTD Actual | FY 23-24<br>vs<br>FY 24-25<br>% Change |
|--|----------------------------|------------------------|------------------------|------------------------|--|
| <b>Operating Expenditures</b>                                  |                            |                        |                        |                        |  |
| Airport Administration   | 9,495,884                  | 2,275,156              | 24%                    | 1,793,405              | 27%                                    |
| Airport Information Technology                                 | 971,261                    | 322,535                | 33%                    | 119,218                | 171%                                   |
| Airport Law Enforcement  | 3,219,986                  | 1,074,209              | 33%                    | 1,212,896              | -11%                                   |
| Aviation Security  | 2,051,106                  | 170,985                | 8%                     | 58,730                 | 191%                                   |
| Airside Operations   | 6,280,093                  | 2,190,525              | 35%                    | 1,575,925              | 39%                                    |
| Airport Rescue - Fire  | 5,076,634                  | 1,599,831              | 32%                    | 1,317,528              | 21%                                    |
| Landside Operations  | 2,917,926                  | 667,126                | 23%                    | 672,272                | -1%                                    |
| Grounds Maintenance  | 675,350                    | 172,068                | 25%                    | 155,666                | 11%                                    |
| Terminal Building Operations                                   | 11,544,921                 | 2,489,593              | 22%                    | 1,534,229              | 62%                                    |
| Passenger Boarding Bridges                                     | 120,000                    | 7,329                  | 6%                     | 17,113                 | -57%                                   |
| Baggage Handling System  | 952,230                    | 73,998                 | 8%                     | 88,985                 | -17%                                   |
| Control Center Operations                                      | 4,187,508                  | 1,748,535              | 42%                    | 1,648,055              | 6%                                     |
| U.S. Customs   | 317,301                    | 88,867                 | 28%                    | 69,387                 | 28%                                    |
| Planning & Projects  | 707,498                    | 57,594                 | 8%                     | 37,076                 | 55%                                    |
| PERS Cost Recovery   | 500,000                    | -                      | 0%                     | -                      | 0%                                     |
| Budget Transfer Out  | -                          | -                      | 0%                     | -                      | 0%                                     |
| <b>Total Operating Expenditures</b>                            | <b>49,017,699</b>          | <b>12,938,352</b>      | <b>26%</b>             | <b>10,300,485</b>      | <b>-26%</b>                            |
| <b>Surplus / (Deficit)</b>                                     | <b>20,294,501</b>          | <b>2,617,656</b>       | <b>13%</b>             | <b>2,285,923</b>       | <b>15%</b>                             |

**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
 Financial Summary  
 Ending November 30, 2024

| <b>Fund 416 - Airport<br/>Capital Projects</b> | FY 24-25<br>Revised Budget | FY 24-25<br>YTD Actual | FY24-25<br>% Of Budget | FY 23-24<br>YTD Actual | FY 23-24<br>vs<br>FY 24-25<br>% Change |
|--|----------------------------|------------------------|------------------------|------------------------|--|
| Operating Revenue                              | 110,047,500                | 3,717,509              | 3%                     | 524,581                | 609%                                   |
| Operating Expenditures                         | 117,420,127                | 1,685,309              | 1%                     | 4,055,749              | -58%                                   |
| <b>Surplus / (Deficit)</b>                     | <b>(7,372,627)</b>         | <b>2,032,200</b>       | <b>-28%</b>            | <b>(3,531,168)</b>     | <b>-158%</b>                           |



Fund 416 is the Airport Capital Program

**Revenues**

Airport Improvement Program (AIP) grants are offered to PSP to provide funding assistance for eligible capital projects that meet the criteria of the federal program. Additional funding is being distributed through AIP grant program by the Bipartisan Infrastructure Law (BIL). These grants have a 9.34% local share and the remaining 90.66% are reimbursed by the FAA. Revenues in excess of the Airport Operations & Maintenance are transferred to fund 416 to cover capital projects.

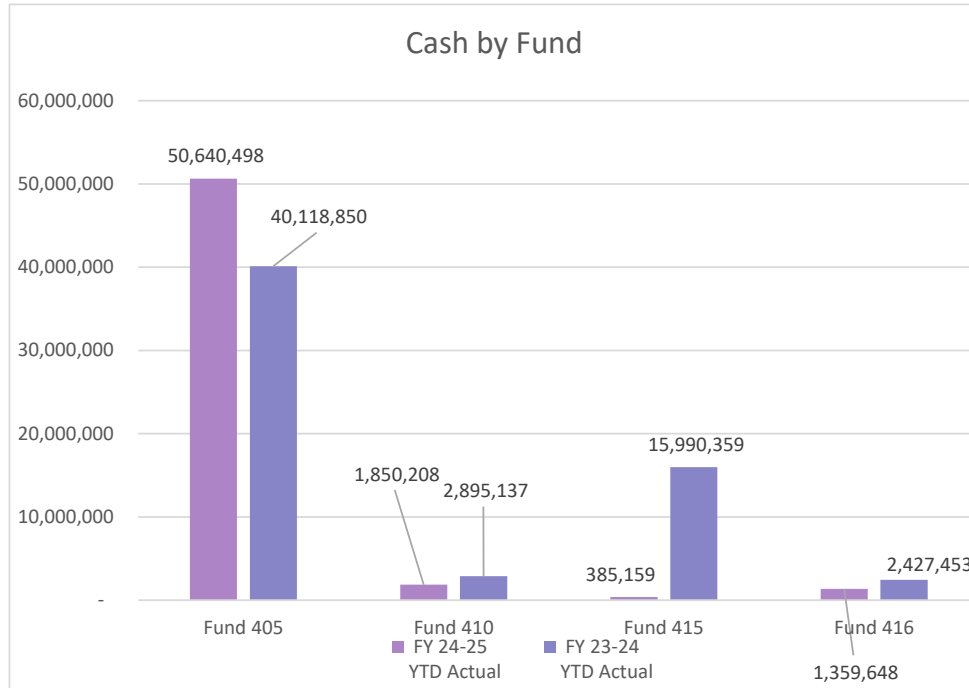
**Expenditures**

The airports Capital Improvement Program and Capital Outlay projects are shown on a separate sheet. Under the new the AULA, the airlines will be charged amortization for certain capital projects to help recover its portion of funds used for capital assets. A capital expenditure is any single item that costs \$300,000 or more with a useful life in excess of three years, including planning studies, environmental studies, and environmental mitigation measures.

YTD there is a surplus of \$2,032,200.

**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
 Financial Summary  
 Ending November 30, 2024

| <u>Cash Summary</u> | FY 24-25<br>YTD Actual | FY 23-24<br>YTD Actual |
|---------------------|------------------------|------------------------|
| <b>Fund 405</b>     | 50,640,498             | 40,118,850             |
| <b>Fund 410</b>     | 1,850,208              | 2,895,137              |
| <b>Fund 415</b>     | 385,159                | 15,990,359             |
| <b>Fund 416</b>     | 1,359,648              | 2,427,453              |



**CITY OF PALM SPRINGS**  
**PALM SPRINGS INTERNATIONAL AIRPORT**  
Financial Summary  
Ending November 30, 2024

| NO. OF PROJECTS | PROJECT NAME  | BUDGET FY 2021-2022 | BUDGET FY 2022-2023 | BUDGET FY 2023-2024 | BUDGET FY 2024-2025 | PRIOR EXPENSES   | EXPENSES TO DATE  | REMAINING          | FUNDING SOURCE                    |
|-----------------|---|---------------------|---------------------|---------------------|---------------------|------------------|-------------------|--------------------|-----------------------------------|
|                 |   |                     |                     |                     |                     |                  |                   |                    |                                   |
| 1               | AIRCRAFT RESCUE & FIREFIGHTING TRUCK                              |                     |                     | -                   | 1,500,000           | 1,127,610        | 1,127,610         | 372,390            | Airport                           |
| 2               | AIRFIELD 31L/13R REHABILITATION & AIRFIELD CONNECTOR - (DESIGN)   | -                   | -                   | -                   | 1,500,000           | -                | -                 | 1,500,000          | Airport / ACIP Grant              |
| 3               | AIRFIELD W & A1 - (CONSTRUCT - PHASE 1)                           | -                   | -                   | -                   | 6,500,000           | -                | -                 | 6,500,000          | Airport / ACIP / BIL-AIG Grant    |
| 4               | AUTOMATED EXIT LANES  | -                   | -                   | -                   | 750,000             | -                | -                 | 750,000            | Airport                           |
| 5               | AUTOMATED VEHICLE IDENTIFICATION                                  | 300,000             | -                   | -                   | -                   | 276,384          | 276,384           | 23,616             | Airport                           |
| 6               | BHS - TERMINAL BUILDING EXPANSION (CONSTRUCT)                     | -                   | -                   | -                   | 25,000,000          | -                | -                 | 25,000,000         | PFC                               |
| 7               | CARPET REPLACEMENT - MAIN TERMINAL LOBBY AND SECURITY CHECK POINT | -                   | -                   | 400,000             | -                   | -                | -                 | 400,000            | Airport                           |
| 8               | COMMON USE  | 225,860             | 2,777,514           | -                   | -                   | 1,322,121        | 2,296,478         | 706,896            | Airport                           |
| 9               | CONSOLIDATED RENTAL CAR FACILITY (DESIGN)                         | -                   | -                   | -                   | 2,500,000           | -                | -                 | 2,500,000          | CFC                               |
| 10              | CONVEYANCE REPLACEMENT  | -                   | -                   | -                   | 4,700,000           | -                | -                 | 4,700,000          | Airport / BIL-ATP Grant           |
| 11              | ECONOMY LOT (CONSTRUCT) - PHASE 1                                 | -                   | -                   | -                   | 3,000,000           | -                | 30,677            | 2,969,323          | Airport                           |
| 12              | ECONOMY LOT (CONSTRUCT) - PHASE 2                                 | -                   | -                   | -                   | 3,000,000           | -                | -                 | 3,000,000          | Airport                           |
| 13              | ELECTRIC VEHICLE (EV) CHARGERS                                    | -                   | -                   | 300,000             | -                   | 295,708          | 295,708           | 4,292              | Airport/ACIP                      |
| 14              | FEDERAL INSPECTION STATION - (DESIGN) & NEW TERMINAL EXPANSION    | -                   | -                   | -                   | 19,000,000          | -                | 225,878           | 18,774,122         | Airport / BIL - Entitlement Grant |
| 15              | GATE STRIPING   | -                   | -                   | 599,900             | -                   | 599,900          | 599,900           | -                  | Airport                           |
| 16              | HOT SPOT STUDY  | -                   | -                   | 181,320             | -                   | 53,283           | 53,283            | 128,037            | Airport/ACIP                      |
| 17              | HVAC INFRASTRUCTURE REPLACEMENT                                   | -                   | -                   | -                   | 2,000,000           | -                | 6,209             | 1,993,791          | Airport / BIL-ATP Grant           |
| 18              | INBOUND BAGGAGE CLAIM   | -                   | -                   | 6,000,000           | 12,000,000          | 326,915          | 1,383,138         | 16,616,862         | Airport/BIL-ATP Grant             |
| 19              | LED RIBBON  | -                   | -                   | -                   | -                   | -                | 1,851             | (1,851)            | Airport                           |
| 20              | LOT A (CONSTRUCT)   | -                   | -                   | -                   | 700,000             | -                | -                 | 700,000            | Airport                           |
| 21              | MAIN TERMINAL FAÇADE RESTORATION (DESIGN)                         | -                   | -                   | -                   | 500,000             | -                | -                 | 500,000            | Airport                           |
| 22              | MASTER PLAN   | -                   | -                   | 2,275,816           | -                   | 680,937          | 1,261,998         | 1,013,818          | Airport/ACIP                      |
| 23              | OUTBOUND BAGGAGE HANDLING SYSTEM                                  | -                   | -                   | 20,000,000          | 10,000,000          | 540,106          | 1,055,002         | 28,944,998         | Airport/ACIP/PFC                  |
| 24              | PAINT STRIPING TRUCK  | -                   | -                   | 1,000,000           | -                   | -                | -                 | 1,000,000          | Airport                           |
| 25              | PARKING REVENUE SYSTEM  | -                   | -                   | 500,000             | -                   | -                | -                 | 500,000            | Airport                           |
| 26              | PAVEMENT MANAGEMENT PLAN (APMS)                                   | -                   | -                   | 340,000             | -                   | -                | 99,943            | 240,057            | Airport                           |
| 27              | PRIOR YEAR PROJECTS   | 29,205,802          | -                   | -                   | -                   | -                | -                 | 29,205,802         |                                   |
| 28              | PROCURE LANDSIDE VEHICLES   | -                   | -                   | 210,000             | -                   | -                | 153,125           | 56,875             | Airport / VALE/ZEV Grant          |
| 29              | PROCURE TWO ZERO EMISSIONS BUSES                                  | -                   | -                   | -                   | 2,000,000           | -                | -                 | 2,000,000          | Airport / VALE/ZEV Grant          |
| 30              | PROPERTY ACQUISITION  | -                   | -                   | 8,800,000           | -                   | -                | -                 | 8,800,000          | CFC                               |
| 31              | PUBLIC PARKING PAVING   | -                   | -                   | 2,400,000           | -                   | 1,523            | 44,659            | 2,355,341          | Airport                           |
| 32              | PUBLIC RESTROOMS  | -                   | -                   | 10,000,000          | -                   | 29,028           | 233,390           | 9,766,610          | Airport/BIL-ATP Grant             |
| 33              | REMAIN OVER NIGHT (RON) PARKING SPACES                            | -                   | -                   | -                   | 4,000,000           | -                | -                 | 4,000,000          | Airport / ACIP Grant              |
| 34              | SAFETY MANAGEMENT SYSTEMS CONSULTANT                              | -                   | -                   | 200,000             | -                   | -                | 111,301           | 88,699             | Airport                           |
| 35              | SHADE AREA - PHASE 1  | -                   | -                   | 236,000             | -                   | -                | 148,209           | 87,791             | Airport / VGPS Grant              |
| 36              | SOLID SEPARATOR   | -                   | -                   | 100,000             | -                   | -                | -                 | 100,000            | Airport                           |
| 37              | TAXIWAY REHABILITATION W & A1                                     | -                   | -                   | 571,158             | -                   | 53,394           | 99,678            | 471,480            | Airport/ACIP                      |
| 38              | TSA RENOVATION  | -                   | -                   | -                   | -                   | -                | 84,108            | (84,108)           | Airport                           |
| 39              | TELEHANDLER/FORKLIFT  | -                   | -                   | 150,000             | -                   | -                | 373,469           | (223,469)          | Airport                           |
| 40              | VERBIAGE MESSAGE SIGNAGE - DIGITAL                                | -                   | -                   | 800,000             | -                   | -                | -                 | 800,000            | Airport                           |
| 41              | WI-FI CONSULTANT (DESIGN)   | -                   | -                   | 150,000             | -                   | -                | -                 | 150,000            | Airport                           |
| 42              | WIFI WIRELESS EQUIPMENT   | -                   | -                   | 500,000             | -                   | 5,474            | 461,073           | 38,927             | Airport                           |
| 43              | WILDLIFE HAZARD ASSESSEMENT                                       | -                   | -                   | 126,924             | -                   | 15,044           | 71,656            | 55,268             | Airport/ACIP                      |
|                 | <b>TOTAL</b>  | <b>29,731,662</b>   | <b>2,777,514</b>    | <b>54,264,194</b>   | <b>98,650,000</b>   | <b>5,306,909</b> | <b>10,103,107</b> | <b>176,505,568</b> |                                   |



# City of Palm Springs

Department of Human Resources  
3111 East Tahquitz Canyon Way • Palm Springs, CA 92262  
Tel: 760-323-8215 • Fax: 760-322-8287 • TDD (760)864-9527

**DATE:** December 11, 2024  
**TO:** Harry Barrett, Executive Director of Aviation  
**FROM:** Paola Rafael, Human Resources Specialist  
**SUBJECT:** Department of Aviation Recruitment Activity Report

## MEMORANDUM

This memorandum is an extension of the report presented in the November 20, 2024, Airport Commission Meeting and will cover the Department of Aviation’s recruitment activity since November 7, 2024.

### I. UNFILLED AND FILLED POSITIONS

| Department of Aviation Unfilled and Filled Position Totals |          |        |
|--|----------|--------|
|  | Unfilled | Filled |
| November 2024  | 28.5     | 79.0   |
| December 2024  | 16.5     | 91.0   |
| Net Change   | -12      | +12    |

| Funded Department of Aviation Unfilled and Filled Position Totals |          |        |
|---|----------|--------|
|   | Unfilled | Filled |
| November 2024   | 3.0      | 30.0   |
| December 2024   | 3.0      | 30.0   |
| Net Change  | 0        | 0      |

*Please refer to Attachment 1, for a complete list of unfilled and filled positions.*

#### Unfilled positions:

- Airport Operations Aide (1.0) \*\*
- Airport Operations Specialist II (2.0)
- Airport Safety Management Systems Manager\*
- Airport Security Manager
- Commercial Vehicle Operator (5.0)
- Custodian (3.5) \*\*
- Deputy Director of Planning and Engineering\*
- Innovation & Strategic Implementation Administrator\*

ITEM 8.J

- Maintenance Technician II

**Unfilled Aviation funded positions:**

- Emergency Management Program Specialist
- Learning and Leadership Program Manager
- Climate Action and Sustainability Specialist\*

(\* Denotes recruitment is in progress.

(\*\*) Denotes recruitment has been concluded and new hires are undergoing the pre-employment process.

**II. LENGTH OF TIME UNFILLED POSITIONS HAVE BEEN VACANT**

The following table shows the current unfilled advertised positions, the date the recruitment opened for applications, and the number of days from open to today, December 11, 2024. Recruitments that are exceeding the average time to fill of 99 days have been impacted by several factors not limited to; candidates requesting start date accommodations, limited applicant pools, general availability to conduct interviews, and other recruitment challenges for complex executive positions.

| <b>POSITION TITLE</b>                               | <b>RECRUITMENT OPEN DATE</b>  | <b>DAYS FROM OPENING TO 12/11/2024</b> |
|---|---|--|
| Airport Operations Aide*                            | 08/01/2024  | 132 days                               |
| Airport Safety Management Systems Manager*          | 07/15/2024  | 149 days                               |
| Climate Action and Sustainability Specialist        | 11/07/2024  | 34 days                                |
| Deputy Director of Planning and Engineering         | Advertised from:<br>09/13/2023 – 10/20/2023<br>01/24/2024 – 06/26/2024<br>07/29/2024 – 09/02/2024 | 455 days                               |
| Innovation & Strategic Implementation Administrator | 09/30/2024  | 72 days                                |

\* Recruitment has concluded, and new hires are currently in the pre-employment process with an anticipated start date in January 2025.

**III. VACANT POSITIONS BY CATEGORY**

**1. Senior Leadership (1.0)**

- Deputy Director of Planning and Engineering

**2. Middle Management (4.0)**

- Airport Safety Management Systems Manager
- Airport Security Manager
- Innovation & Strategic Implementation Administrator

- Learning and Leadership Program Manager

**3. Frontline (14.5)**

- Airport Operations Aide (1.0)
- Airport Operations Specialist II (2.0)
- Climate Action and Sustainability Specialist
- Commercial Vehicle Operator (5.0)
- Custodian (3.5)
- Emergency Management Program Specialist
- Maintenance Technician II

**IV. END OF CALENDAR YEAR RECRUITMENT TOTALS – 2024**

| <b>Positions Filled</b> | <b>Number of New Hires</b> | <b>Number of Promotions</b> |
|-------------------------|----------------------------|-----------------------------|
| <b>46</b>               | <b>34</b>                  | <b>12</b>                   |

Sincerely,

*Paola Rafael*

PAOLA RAFAEL  
Human Resources Specialist



**Attachment #1**

**CITY OF PALM SPRINGS Dept. of Aviation Funded Position Allocation & Vacancy Report FY2024-25**

| <i>Dept./Classification</i>                         | <i>Vacant</i> | <i>Filled</i>        | <i>Allocated</i> |
|---|---------------|----------------------|------------------|
| <b>AVIATION</b>                                     |               |                      | <b>107.50</b>    |
| <i>Airport Administration</i>                       |               | <i>Section Total</i> | <i>17.00</i>     |
| Executive Director PS International Airport         | 0.0           | 1.0                  | 1.00             |
| Assistant Airport Director                          | 0.0           | 1.0                  | 1.00             |
| Airport Safety Management Systems Manager           | 1.0           | 0.0                  | 1.00             |
| Deputy Director of Planning & Engineering           | 1.0           | 0.0                  | 1.00             |
| Aviation Planner                                    | 0.0           | 1.0                  | 1.00             |
| Innovation & Strategic Implementation Administrator | 1.0           | 0.0                  | 1.00             |
| Project Manager                                     | 0.0           | 1.0                  | 1.00             |
| Executive Program Administrator                     | 0.0           | 2.0                  | 2.00             |
| Executive Administrative Assistant                  | 0.0           | 1.0                  | 1.00             |
| Deputy Director of Aviation - Marketing             | 0.0           | 1.0                  | 1.00             |
| Marketing & Communications Specialist               | 0.0           | 2.0                  | 2.00             |
| Airport Administration Manager                      | 0.0           | 1.0                  | 1.00             |
| Administrative Specialist                           | 0.0           | 1.0                  | 1.00             |
| Administrative Assistant                            | 0.0           | 2.0                  | 2.00             |
| <i>Control Center Operations</i>                    |               | <i>Section Total</i> | <i>40.00</i>     |
| Airport Operations Manager                          | 0.0           | 2.0                  | 2.00             |
| Airport Security Supervisor                         | 0.0           | 1.0                  | 1.00             |
| Airport Security Manager                            | 1.0           | 0.0                  | 1.00             |
| Airport Operations Supervisor                       | 0.0           | 4.0                  | 4.00             |
| Airport Operations Specialist II                    | 2.0           | 3.0                  | 5.00             |
| Airport Operations Specialist I                     | 0.0           | 15.0                 | 15.00            |
| Airport Operations Aide                             | 1.0           | 11.0                 | 12.00            |
| <i>Terminal Operations</i>                          |               | <i>Section Total</i> | <i>50.50</i>     |
| Maintenance Superintendent                          | 0.0           | 1.0                  | 1.00             |
| Maintenance Supervisor                              | 0.0           | 4.0                  | 4.00             |
| Maintenance Coordinator                             | 0.0           | 2.0                  | 2.00             |
| Maintenance Electrician                             | 0.0           | 2.0                  | 2.00             |
| Maintenance Electrician HVAC                        | 0.0           | 2.0                  | 2.00             |
| Maintenance Technician, Senior                      | 0.0           | 1.0                  | 1.00             |
| Maintenance Technician II                           | 1.0           | 2.0                  | 3.00             |
| Maintenance Technician I                            | 0.0           | 4.0                  | 4.00             |
| Maintenance Worker, Lead                            | 0.0           | 2.0                  | 2.00             |
| Maintenance Worker I                                | 0.0           | 8.0                  | 8.00             |
| Industrial Technician, Lead                         | 0.0           | 1.0                  | 1.00             |
| Industrial Technician                               | 0.0           | 4.0                  | 4.00             |
| Commercial Vehicle Operator                         | 5.0           | 0.0                  | 5.00             |
| Custodian   | 3.5           | 8.0                  | 11.50            |
|   | <i>Vacant</i> | <i>Filled</i>        | <i>Allocated</i> |

**CITY OF PALM SPRINGS Dept. of Aviation Funded Position Allocation & Vacancy Report FY2024-25**

| <i>Dept./Classification</i>  | <i>Vacant</i> | <i>Filled</i>        | <i>Allocated</i> |
|--|---------------|----------------------|------------------|
| <b>Totals</b>  | <b>16.5</b>   | <b>91.0</b>          | <b>107.50</b>    |
| <b>ENGINEERING SERVICES</b>  |               |                      | <b>1.00</b>      |
| <i>Engineering Services</i>  |               | <i>Section Total</i> | <i>1.00</i>      |
| Civil Engineer, Senior (funded in Aviation)  | 0.00          | 1.00                 | 1.00             |
| <b>FINANCE &amp; TREASURY</b>  |               |                      | <b>1.00</b>      |
| <i>Accounting &amp; Accounts Receivable</i>  |               | <i>Section Total</i> | <i>1.00</i>      |
| Accountant (funded in Aviation)  | 0.00          | 1.00                 | 1.00             |
| <b>FIRE</b>  |               |                      | <b>13.00</b>     |
| <i>Fire Administration</i>   |               | <i>Section Total</i> | <i>1.00</i>      |
| Emergency Management Program Specialist (funded in Aviation)                       | 1.0           | 0.0                  | 1.00             |
| <i>Airport Rescue Firefighting</i>   |               | <i>Section Total</i> | <i>12.00</i>     |
| Fire Captain   | 0.0           | 3.0                  | 3.00             |
| Fire Engineer (includes Paramedic classification)                                  | 0.0           | 9.0                  | 9.00             |
| <b>HUMAN RESOURCES</b>   |               |                      | <b>2.00</b>      |
| <i>Human Resources</i>   |               | <i>Section Total</i> | <i>1.00</i>      |
| Human Resources Specialist (funded in Aviation)                                    | 0.0           | 1.0                  | 1.00             |
| <i>Worker's Compensation</i>   |               | <i>Section Total</i> | <i>1.00</i>      |
| Learning and Leadership Program Manager (funded in Aviation)                       | 1.0           | 0.0                  | 1.00             |
| <b>INFORMATION TECHNOLOGY</b>  |               |                      | <b>5.00</b>      |
| <i>Information Technology</i>  |               | <i>Section Total</i> | <i>5.00</i>      |
| Information Technology Network Engineer (Funded in Aviation)                       | 0.0           | 1.0                  | 1.00             |
| Information Technology Technician (Funded in Aviation)                             | 0.0           | 4.0                  | 4.00             |
| <b>POLICE</b>  |               |                      | <b>10.00</b>     |
| <i>Airport Security</i>  |               | <i>Section Total</i> | <i>10.00</i>     |
| Police Officer (Aviation - TSA) (includes Senior & Master Officer classifications) | 0.0           | 2.0                  | 2.00             |
| Police Officer (Aviation) (includes Senior & Master Officer classifications)       | 0.0           | 7.0                  | 7.00             |
| Police Sergeant (Aviation) (includes Sergeant II & III classifications)            | 0.0           | 1.0                  | 1.00             |
| <b>SUSTAINABILITY</b>  |               |                      | <b>1.00</b>      |
| <i>Office of Sustainability</i>  |               | <i>Section Total</i> | <i>1.00</i>      |
| Climate Action and Sustainability Specialist (funded in Aviation)                  | 1.00          | 0.00                 | 1.00             |
|  | <i>Vacant</i> | <i>Filled</i>        | <i>Allocated</i> |
| <b>Totals</b>  | <b>19.5</b>   | <b>121.0</b>         | <b>140.50</b>    |



palm springs  
INTERNATIONAL AIRPORT

**AIRPORT COMMISSION REGULAR MEETING DATES 2025  
REGULAR MEETINGS ARE HELD AT 5:30 P.M.**

January 15, 2025

February 19, 2025

March 19, 2025

April 23, 2025\*

May 21, 2025

June 18, 2025

July 16, 2025

September 17, 2025

October 15, 2025

November 19, 2025

December 10, 2025\*\*

\* In observance of the Passover holiday of Saturday, April 12, 2025, to Sunday, April 20, 2025; the Airport Commission meeting will be held on Wednesday, April 23, 2025.

\*\* In observance of the Hanukkah holiday of Sunday, December 14, 2025, to Monday, December 22, 2025; the Airport Commission meeting will be held on Wednesday, December 10, 2024.



A Department of the City of Palm Springs

Palm Springs International Airport  
3400 E. Tahquitz Canyon Way, Suite 1  
Palm Springs, CA 92262-6966

flyps.com  
T: (760) 318-3800

DATE: December 15, 2024  
TO: Chairman Corcoran and Airport Commissioners  
FROM: Harry Barrett, Jr., Airport Executive Director  
SUBJECT: Projects and Airport Capital Improvement Update

### **Capital Projects**

#### ***Commercial Runway Project: (New)***

**Background:** The Airport is required to assess aeronautical pavement condition of the facility under Federal Aviation Administration requirements to ensure the safety of aeronautical operations. The Airport is underway with this assessment and initial findings suggest that additional assessment is necessary.

**Status:** In process - assessment: The Airport's on-call consultant has conducted a pavement analysis, and initial findings have determined that large proportions of the runway and taxiways system, including the commercial runway, are rated in poor condition. Currently, the life expectancy or the repair needs of the runway are unknown, however it is likely that contributing factors of this condition are a combination of the prevalence of larger and heavier aircraft utilizing the runway in addition to the historical lack of a formalized pavement management program. Airport staff directed the on-call consultant to conduct additional analysis which is expected to take another 4 months. Given the information available now, staff are anticipating the potential need for a full redesign and reconstruction of the commercial runway; however, it needs to be reiterated that PSP will need additional data to confirm this level of effort. High level estimates for construction are likely to exceed \$50 million if reconstruction is required. Federal Aviation Administration policies require that airports prioritize airfield safety projects such as runway and taxiway maintenance over capacity projects when utilizing federal funding.

#### ***Airport Master Plan (Updated December 15, 2024)***

**Background:** This project is a 30-month comprehensive study to plan and develop capital program requirements thru the year 2045. The study is scoped to be sustainable, and incorporates future goals related to terminal complex, landside access and parking, and airside improvements for future generation aircraft.

**Status:** In process. On June 4th, Airport staff in partnership with Mead & Hunt and Aviatrix conducted a public meeting to garner feedback on the conceptual development drawing set for the Master Plan. A major point of discussion was the location and height of the proposed rental car facility, with multiple requests for the Airport and consultant to consider alternatives for the location of the facility. Mead &

Hunt has analyzed additional alternatives for the rental car facility including reducing the number of levels and identifying a south site with different orientations. Airport staff informed the public that future public meetings will be held in the coming months, to solicit as much feedback as possible for the community. Daley Strategies has conducted more than 30 outreach meetings throughout the Coachella Valley to provide information on the Master Plan update. On December 5<sup>th</sup>, Airport Staff, Daley Strategies and Mead & Hunt hosted a public meeting to propose a third alternative hybrid solution to the rental car facility concept. Given the positive feedback from the open house, Airport staff intend to proceed with City Council approval for the overall Airport conceptual development plan for January 23<sup>rd</sup>. Next steps for the Master Plan involve development of a financial feasibility program document, a California Environmental Quality Act (CEQA) and National Environmental Protection Act (NEPA) assessment, approval of an Airport Layout Plan drawing set.

### ***Sterile Area Shade Structures (Updated December 15, 2024)***

**Background:** This project aims to add shade structures post security to provide climate mitigation relief during the summer months. This project is partially funded through a grant facilitated by Visit Greater Palm Springs.

**Status:** In Construction. Design of the sterile area shade structures was completed and Airport staff secured permits for construction in August. Construction commenced early August, and the support beams have all been erected and secured. The shade structure outside of the TSA checkpoint was completed in November after successful installation of both canopies. The shade structure adjacent to Nine Cities remains incomplete as the canopy had to be reproduced to fit the support structure. Completion is now expected in early March.

### ***Taxiway W and A1 Rehabilitation (updated December 15, 2024)***

**Background:** This is an Airport Improvement Program (AIP) funded project to design and rehabilitate the Airport's primary commercial taxiway under the Pavement Management Program.

**Status:** In Progress... The Airport's on-call engineering firm RS&H completed surveying and destructive testing of the pavement to determine the project approach for rehabilitation. Design is 100% complete and has been reviewed by the Department of the City Engineer and by the FAA. PSP solicited this project for bid in March and received multiple competitive bids. The bid process was solicited contingent on FAA grant funding. PSP has secured an Airport Improvement Program (AIP) grant for roughly \$8.6M to begin construction which includes a mill and overlay of the taxiway. PSP held a kick-off meeting on September 13<sup>th</sup> with the contractor. Phases 1 and 2 are completed – Phase III is underway which includes repaving of taxiway W1 to taxiway G. Completion expected early February.

### ***Baggage Claim Expansion and Renovation (Updated December 15, 2024):***

**Background:** This project was previously identified on the Airport's Capital Improvement Program (CIP) list for start in FY 2025.

**Status:** In progress - design. In the Fall of 2022, Airport staff applied for a nation-wide competitive grant under the Airports Terminal Program (ATP) under the 2021 Bipartisan Infrastructure Law. Airport staff was notified on February 27<sup>th</sup> that PSP had been awarded a \$5.7M grant to partially fund expansion of

baggage claim. Airport staff has determined that a Construction Manager at Risk (CMAR) project delivery methodology is appropriate for this project and Request for Proposal #34-23 was advertised. A contract award for Construction Manager at Risk to Skanska was approved by the City Council in July 2023 with a project budget of \$45M.

Bag Claim design is now at 90%. After 16 months, PSP received notice from the FAA affirming that this project has been environmentally cleared. The original project anticipated leveraging funding that was announced under the Inflation and Infrastructure Jobs Act to partially fund this project; however, the \$5.7 million grant announced to PSP in February 2023 for the bag claim expansion was clawed back and reallocated to another airport due to the prolonged environmental process. PSP has since applied for additional competitive funding for this project and will continue to apply for subsequent Airport Terminal Program grant funding under the Bi-Partisan Infrastructure Law, however future competitive grants are not guaranteed. The latest FAA announcement for the ATP competitive grant earmarked funds for another higher ranked PSP project. Due to the claw back of ATP funding in December 2023, combined with the emergence of new information concerning the pavement condition of the commercial runway, Airport staff are forced to re-prioritize projects to maximize budget resources. Airport staff anticipate 100% design completion of bag claim by January 2025, however, is unable to determine a construction date for this project until further information about the condition of the commercial runway is known.

#### ***Outbound Baggage Handling System Replacement: (Updated December 15, 2024)***

**Background:** This project is intended to modify or replace the current outbound baggage handling system with a new inline baggage handling system to improve capacity and process efficiency, implement additional technology for bag tracking, reduce or eliminate single points of failure, and improve ergonomics.

**Status:** In process - design: City Council approved the selection of AECOM for inline outbound baggage handling system design services. AECOM has provided 70% of designs which were approved by TSA in consultation with the airlines in November. AECOM is proceeding to 100% design on this project, with documents and design review anticipated December 16th. Airport staff and AECOM continue to hold bi-weekly meetings with TSA and airline stakeholders to review design and seek input. Under the terms of the Airport Use and Lease Agreement, the Airport must seek formal approval from the airlines to proceed with this project under a Majority-In-Interest vote. The Signatory Airlines will meet and confer with a vote anticipated no later than March 2025. Due to urgency around federal funding, PSP anticipates bidding this project in February 2025 and is planning for the start of construction as early as June 2025 and as late as June 2026. Construction is expected to take 20 -24 months.

#### ***Public Parking Electrification – Lot D (Updated December 15, 2024)***

**Background:** Airport staff applied for the Southern California Edison electric vehicle charging infrastructure rebate program in the winter of 2022. The program is designed to provide no-cost infrastructure to enable Level 2 electric vehicle charging with the caveat that sponsors self-procure level 2 chargers.

**Status:** PSP was approved for expansion of electric infrastructure under the SCE rebate program. Request for Proposal #04-23 was issued on June 1st, 2023, for procurement of 40 level two chargers to serve 80 parking positions. Airport staff have ordered the Level 2 chargers which are set to arrive by the end of

October. Staff is preparing a Request for Proposal to install the chargers once the infrastructure work has been completed by SCE. Airport staff is developing costs recovery rate and fee plans for EV charging spaces and anticipates bringing proposals to the finance committee in the winter of 2023. SCE has advised Airport staff to expect infrastructure work to feed the chargers to be completed by November 2024. As of December 15, airport staff have not received additional notifications from SCE on the newly proposed work schedule. Staff are currently working to identify new timing.

### ***Restroom Renovations (updated April 11, 2024)***

**Background:** City Council approved Airport staff to design and renovate all public restrooms Airport wide in the FY 2023 budget. This would include demolition and replacement of all flooring and fixtures, upgrades to ventilation and lighting systems, and conversion of some restrooms to gender neutral facilities.

**Status:** In progress – Design. Airport staff provided Gensler with Notice to Proceed with a project definition report for design and renovation of restrooms in the Bono Concourse and in the courtyard areas while a decision and approval of a terminal development alternative is pending. These areas will be considered Phase I of the project. Gensler has held two stakeholder feedback meetings to date, the first which included airport staff, the second which included various external stakeholders representing the airport commission, modernism and historic preservation communities, tourism organizations and City government. These meetings are intended to incorporate user preferences and ideas into their design process. Gensler is starting conceptual design work which is anticipated to take up to two months.

DATE: December 15, 2024

TO: Chairman Corcoran and Airport Commissioners

FROM: Harry Barrett, Jr., Executive Director of Aviation

SUBJECT: Executive Director Report

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## **Emerging Developments**

### ***California Airports Council Meeting (New)***

**Background:** PSP is a member of the California Airports Council (CAC) which is a collective that supports legislative advocacy, education and resources for commercial airports statewide. The California Airports Council plays a critical role in helping to navigate policy impacts in Sacramento and on Capitol Hill.

**Report:** The Executive Director hosted the California Airports Council end of year meeting on December 12th. Executive teams from 20 commercial airports, as well as participants from the American Association of Airport Executives (AAAE) and Airports Council International (ACI) were in attendance. The meeting touched on several policy issues that revolved around the looming change in the federal balance of power and the impacts that will have on airport infrastructure, statewide environmental initiatives and revenue use, and new initiatives that will have implications for the oncoming legislative agenda. PSP took the opportunity to highlight issues that staff believe impact us locally such as the statewide cap on Customer Facility Charges (CFC's) and the need to adjust for inflation, the impact and feasibility of California Air Resources Board proposed policies on the local community, and potential policy implications on small businesses due to changes in federal policy. PSP also provided a tour of the Airport facilities to the CAC Executive team to help communicate the urgency and need around local programs. Overall, the meeting was very productive and helped provide insights into future local strategies and policy development. The CAC team and the member airports were highly complimentary of the PSP team for our hospitality and efforts.

### ***Customs and Border Protection Strategy (FIS & FTZ expansion) (New)***

**Background:** PSP recently completed a Federal Inspection Station (FIS) Feasibility Study to determine the opportunities and limitations surrounding expanding international air service to PSP. As a result of the study, PSP has committed to strategy development in an effort to advocate for Customs and Border Protection (CBP) resources.

**Report:** The recently completed FIS study concluded that the construction and operation of an FIS was feasible at PSP and that there were number of indicators suggesting that this program would be



successful. A limitation of the FIS expansion program is the ability to bolster CBP resources locally. Federal immigration policies and CBP budget limitations are the likely barrier to successful FIS implementation at PSP. On December 17th, Airport staff and City of PS Economic Development staff jointly hosted a summit with several regional stakeholders throughout the valley and consultants to discuss the feasibility of a strategy surrounding linking Air Service initiatives to the Foreign Trade Zone certificate that the city currently holds. The intent of the summit is to understand the potential for a synergistic relationship that could help compel CBP to commit manpower and equipment resources to the region. PSP is hopeful that a successful strategy could lead to a formal application to CBP by Q3 of 2025. The Executive Director will also be attending a meeting at the National Academies in Washington D.C. in January to discuss the use of innovative and technological solutions as an alternative solution or enhancement to more traditional immigration processes. Technological solutions would help ease the capital costs of operating a fully built-out FIS facility and could help create a streamlined pathway to immigration services locally.

### ***Special Event Planning – FIFA 2026 & Olympics 2028 (December 15, 2024)***

**Background:** The 2026 FIFA World Cup and the 2028 Olympic games are scheduled to take place in Los Angeles. It is expected that these events will have an impact on the entire Southern California region, which necessitates special planning.

**Report:** Airport staff are in the process of developing a scope of work for PSP's on-call planning team to begin operation, infrastructure and demand planning for both events. The Airport anticipates that there will likely be additional general aviation and commercial traffic thru the Airport during these events. Additionally, there is the potential for an impact on regional ground transit inventory and connectivity that need to be addressed. PSP intends to work with regional economic development and transit partners to analyze, understand and mitigate impacts from these events. Airport staff held an initial meeting with InterVistas to start the conversation around event planning. InterVistas connected staff to Airport Council International (ACI's) FIFA working group which is holding regular meetings and providing resources for cities and airports involved in the FIFA games. Staff expect the formal logistics planning process to begin in the summer of 2025 for the FIFA games and data suggests that the world cup will have an impact on general aviation more than commercial aviation. Staff are keeping an eye on the timing and phasing of PSP projects for the Olympic games and conducting targeted outreach to regional stakeholders to source information regarding events and regional transit issues. PSP anticipates formal logistics planning for the Olympics to begin in summer 2026.

### ***Speed Calming – (New November 18, 2024)***

**Background:** Airport staff seek to address on-airport speeding which has created a safety issue for vehicles and pedestrians on airport-governed roads.

**Report:** Over the summer, Airport staff consulted City Engineering to complete a speed study for the airport loop road. The speed study resulted in recommendations for which would allow PS Police to enforce posted speeds. The City Council voted 3-2 to support the speed enforcement measures, with the caveat that airport staff continue to address speeding through traffic calming mitigations. Airport staff are working with city engineers to evaluate locations and develop traffic calming measures such as additional signage, speed humps and stop signs. Staff anticipate reporting back with additional mitigations in the early spring.

**ITEM 11.A - PAST CITY COUNCIL ACTIONS**

Airport Commission Meeting of December 18, 2024

**City Council Meeting of November 21, 2024:**

**SUBJECT:**

**APPROVE COOPERATIVE PURCHASE AGREEMENT NO. 24C296 WITH CARAHSOFT TECHNOLOGY CORP. FOR THE PURCHASE OF FLIGHT INFORMATION DISPLAY SYSTEM SOFTWARE AND EQUIPMENT AND GATE MANAGEMENT SYSTEM, PART 139 INSPECTION MANAGEMENT SYSTEM, ASSET MANAGEMENT SYSTEM, AND COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM SOFTWARE FOR THE PALM SPRINGS INTERNATIONAL AIRPORT**

**RECOMMENDATION:**

Approve Cooperative Purchase Agreement No. 24C296 with Carahsoft Technology Corp. for the purchase of Flight Information Display System (FIDS) software and equipment and Gate Management System, Part 139 Inspection Management System, Asset Management System, and Computerized Maintenance Management System Software for the Palm Springs International Airport for a five-year term in an amount not to exceed \$739,484.40.

**Attachments**

[Item 1E](#)

**SUBJECT:**

**APPROVE AMENDMENT NO. 2 TO CONTRACT SERVICES AGREEMENT NO. 23E228 WITH UNIVERSAL PROTECTION SERVICE, LP DBA ALLIED UNIVERSAL SECURITY SERVICES FOR AVIATION WORKER AND INBOUND CARGO SCREENING FOR PALM SPRINGS INTERNATIONAL AIRPORT**

**RECOMMENDATION:**

1. Approve Amendment No. 2 to Contract Services Agreement No. 23E228 with Universal Protection Service, LP dba Allied Universal Security Services, to extend the Agreement term for two months, January 1, 2025, to February 28, 2025, for an additional amount of \$44,512.35 and a total revised contract amount not to exceed \$383,490.99, for aviation worker and inbound cargo screening for the Palm Springs International Airport.
2. Authorize the City Manager or designee to execute all necessary documents.

**Attachments**

[Item 1W](#)

**SUBJECT:**

**APPROVE CONTRACT SERVICES AGREEMENT NO. 24B249 WITH ROBSON HANDLING TECHNOLOGY USA INC. FOR BAGGAGE HANDLING SYSTEM PARTS FOR PALM SPRINGS INTERNATIONAL AIRPORT**

**RECOMMENDATION:**

1. Approve Contract Services Agreement No. 24B249 with Robson Handling Technology USA Inc. to provide baggage handling system parts for the Palm Springs International Airport in an amount not to exceed \$345,084.67 for the initial three-year term beginning November 25, 2024, through November 24, 2027, with two one-year extension options at the City's sole discretion.
2. Authorize the City Manager or designee to execute all necessary documents.

**Attachments**

[Item 1Y](#)

**SUBJECT:**

**APPROVE CONTRACT SERVICES AGREEMENT NO. 24B272 WITH KINCAID INDUSTRIES, INC. FOR ON-CALL PLUMBING MAINTENANCE AND INSTALLATION SERVICES FOR PALM SPRINGS INTERNATIONAL AIRPORT**

**RECOMMENDATION:**

1. **Approve Contract Services Agreement No. 24B272 with Kincaid Industries, Inc. to provide on-call plumbing maintenance and installation services for the Palm Springs International Airport in an amount not to exceed \$980,000, for the full five-year term, which includes the initial three-year term beginning November 25, 2024 through November 24, 2027, and two one-year extension options at the City's sole discretion.**
2. **Authorize the City Manager or designee to execute all necessary documents.**

**Attachments**

[Item 1DD](#)

## **ITEM 11.B - FUTURE CITY COUNCIL ACTIONS**

Airport Commission Meeting of November 20, 2024

### January 9, 2025

- Title IV Plan Resolution
- Contract Services Agreement for Aviation Worker and Inbound Cargo Screening
- Federal Inspection Services Feasibility Study
- Contract Services Agreement for Fire Suppression Equipment Maintenance, Testing, Inspection, and Repair Services.

**Palm Springs International Airport**

| <b>MONTHLY PASSENGER ACTIVITY REPORT - 2024</b> |                  |                  |                 |                  |                  |                 |                         |                  |                 |
|---|------------------|------------------|-----------------|------------------|------------------|-----------------|-------------------------|------------------|-----------------|
|   | <b>Enplaned</b>  |                  |                 | <b>Deplaned</b>  |                  |                 | <b>Total Passengers</b> |                  |                 |
|   | <b>2024</b>      | <b>2023</b>      | <b>% Change</b> | <b>2024</b>      | <b>2023</b>      | <b>% Change</b> | <b>2024</b>             | <b>2023</b>      | <b>% Change</b> |
| <b>January</b>                                  | 167,926          | 169,746          | -1.1%           | 168,852          | 171,910          | -1.8%           | 336,778                 | 341,656          | -1.4%           |
| <b>February</b>                                 | 186,052          | 184,973          | 0.6%            | 196,544          | 188,877          | 4.1%            | 382,596                 | 373,850          | 2.3%            |
| <b>March</b>                                    | 238,473          | 223,314          | 6.8%            | 234,499          | 226,832          | 3.4%            | 472,972                 | 450,146          | 5.1%            |
| <b>April</b>                                    | 202,219          | 200,753          | 0.7%            | 180,068          | 178,600          | 0.8%            | 382,287                 | 379,353          | 0.8%            |
| <b>May</b>                                      | 127,314          | 129,695          | -1.8%           | 119,176          | 116,491          | 2.3%            | 246,490                 | 246,186          | 0.1%            |
| <b>June</b>                                     | 68,656           | 71,635           | -4.2%           | 62,983           | 66,826           | -5.8%           | 131,639                 | 138,461          | -4.9%           |
| <b>July</b>                                     | 56,556           | 63,647           | -11.1%          | 56,149           | 60,689           | -7.5%           | 112,705                 | 124,336          | -9.4%           |
| <b>August</b>                                   | 58,673           | 59,309           | -1.1%           | 59,410           | 59,947           | -0.9%           | 118,083                 | 119,256          | -1.0%           |
| <b>September</b>                                | 69,900           | 73,813           | -5.3%           | 72,788           | 77,748           | -6.4%           | 142,688                 | 151,561          | -5.9%           |
| <b>October</b>                                  | 123,263          | 126,702          | -2.7%           | 135,389          | 133,106          | 1.7%            | 258,652                 | 259,808          | -0.4%           |
| <b>November</b>                                 |                  | 162,180          | -100.0%         |                  | 165,290          | -100.0%         | -                       | 327,470          | -100.0%         |
| <b>December</b>                                 |                  | 158,245          | -100.0%         |                  | 166,997          | -100.0%         | -                       | 325,242          | -100.0%         |
| <b>Year to Date</b>                             | <b>1,299,032</b> | <b>1,624,012</b> | <b>5.6%</b>     | <b>1,285,858</b> | <b>1,613,313</b> | <b>6.9%</b>     | <b>2,584,890</b>        | <b>3,237,325</b> | <b>6.2%</b>     |

**Palm Springs International Airport**

| <b>Best Month Comparison</b> |                  |                  |                  |                  |                  |                   |
|------------------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| <b>ENPLANEMENTS</b>          |                  |                  |                  |                  |                  |                   |
|                              | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023</b>      | <b>2024</b>      | <b>Vs Best Mo</b> |
| Jan                          | 136,157          | 39,614           | 118,204          | <b>169,746</b>   | 167,926          | -1.1%             |
| Feb                          | 156,909          | 57,530           | 142,206          | 184,973          | <b>186,052</b>   | 0.6%              |
| Mar                          | 113,166          | 107,577          | 202,993          | 223,314          | <b>238,473</b>   | 6.8%              |
| Apr                          | 5,811            | 111,376          | 185,946          | 200,753          | <b>202,219</b>   | 0.7%              |
| May                          | 10,751           | 92,820           | 123,736          | <b>129,695</b>   | 127,314          | -1.8%             |
| Jun                          | 14,827           | 66,885           | <b>73,861</b>    | 71,635           | 68,656           | -4.2%             |
| Jul                          | 17,231           | 65,869           | <b>68,071</b>    | 63,647           | 56,556           | -11.1%            |
| Aug                          | 18,389           | 58,793           | <b>65,368</b>    | 59,309           | 58,673           | -1.1%             |
| Sep                          | 23,087           | 65,682           | <b>79,599</b>    | 73,813           | 69,900           | -5.3%             |
| Oct                          | 41,597           | 108,923          | 120,659          | <b>126,702</b>   | 123,263          | -2.7%             |
| Nov                          | 52,874           | 135,677          | 160,129          | <b>162,180</b>   |                  | -100.0%           |
| Dec                          | 41,517           | 136,897          | <b>159,846</b>   | 158,245          |                  | -100.0%           |
| <b>TOTAL</b>                 | <b>632,316</b>   | <b>1,047,643</b> | <b>1,500,618</b> | <b>1,624,012</b> | <b>1,299,032</b> |                   |
| % Chg.                       | -50.89%          | 65.68%           | 43.24%           | 8.22%            |                  |                   |
| <b>TOTAL PASSENGERS</b>      |                  |                  |                  |                  |                  |                   |
|                              | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023</b>      | <b>2024</b>      | <b>Vs Best Mo</b> |
| Jan                          | 276,099          | 79,082           | 237,388          | <b>341,656</b>   | 336,778          | -1.4%             |
| Feb                          | 320,906          | 120,657          | 292,336          | 373,850          | <b>382,596</b>   | 2.3%              |
| Mar                          | 198,850          | 214,477          | 403,883          | 450,146          | <b>472,972</b>   | 5.1%              |
| Apr                          | 10,082           | 215,777          | 358,115          | 379,353          | <b>382,287</b>   | 0.8%              |
| May                          | 19,154           | 174,535          | 233,239          | 246,186          | <b>246,490</b>   | 0.1%              |
| Jun                          | 28,748           | 129,872          | <b>142,524</b>   | 138,461          | 131,639          | -4.9%             |
| Jul                          | 33,776           | 129,463          | <b>133,664</b>   | 124,336          | 112,705          | -9.4%             |
| Aug                          | 36,482           | 117,952          | <b>129,952</b>   | 119,256          | 118,083          | -1.0%             |
| Sep                          | 47,915           | 136,666          | <b>162,834</b>   | 151,561          | 142,688          | -5.9%             |
| Oct                          | 88,777           | 225,991          | 247,457          | <b>259,808</b>   | 258,652          | -0.4%             |
| Nov                          | 108,043          | 271,944          | 319,237          | <b>327,470</b>   |                  | -100.0%           |
| Dec                          | 83,262           | 276,527          | 321,215          | <b>325,242</b>   |                  | -100.0%           |
| <b>TOTAL</b>                 | <b>1,252,094</b> | <b>2,092,943</b> | <b>2,981,844</b> | <b>3,237,325</b> | <b>2,584,890</b> |                   |
| % Chg.                       | 51.17%           | 67.16%           | 42.47%           | 8.57%            |                  |                   |

**ACTIVITY BY AIRLINE  
OCTOBER 2024**

| AIRLINES                   | Enplaned       |                |              | Deplaned       |                |             | Total          |                |              | (E & D)       |
|----------------------------|----------------|----------------|--------------|----------------|----------------|-------------|----------------|----------------|--------------|---------------|
|                            | 2024           | 2023           | % Change     | 2024           | 2023           | % Change    | 2024           | 2023           | % Change     | Market Share  |
| Air Canada                 | 429            | 335            | 0.0%         | 772            | 533            | 0.0%        | 1,201          | 868            | 0.0%         | 0.5%          |
| Alaska                     | 24,171         | 25,541         | -5.4%        | 28,302         | 27,568         | 2.7%        | 52,473         | 53,109         | -1.2%        | 20.3%         |
| American                   | 21,444         | 20,342         | 5.4%         | 22,997         | 20,434         | 12.5%       | 44,441         | 40,776         | 9.0%         | 17.2%         |
| Avelo                      | 463            | -              | 0.0%         | 563            | -              | 0.0%        | 1,026          | -              | 0.0%         | 0.4%          |
| Delta Air                  | 4,051          | 3,945          | 2.7%         | 4,351          | 3,917          | 11.1%       | 8,402          | 7,862          | 6.9%         | 3.2%          |
| SkyWest (Delta Connection) | 5,021          | 5,668          | -11.4%       | 5,611          | 5,741          | -2.3%       | 10,632         | 11,409         | -6.8%        | 4.1%          |
| SkyWest (United Express)   | 6,680          | 7,470          | -10.6%       | 6,874          | 7,711          | -10.9%      | 13,554         | 15,181         | -10.7%       | 5.2%          |
| SkyWest (AA)               | 4,815          | 5,390          | -10.7%       | 4,212          | 5,463          | -22.9%      | 9,027          | 10,853         | -16.8%       | 3.5%          |
| Southwest Air              | 20,730         | 25,155         | -17.6%       | 22,180         | 25,891         | -14.3%      | 42,910         | 51,046         | -15.9%       | 16.6%         |
| United                     | 19,131         | 17,089         | 11.9%        | 19,131         | 17,220         | 11.1%       | 38,262         | 34,309         | 11.5%        | 14.8%         |
| WestJet                    | 12,585         | 11,646         | 8.1%         | 15,666         | 13,554         | 15.6%       | 28,251         | 25,200         | 12.1%        | 10.9%         |
| Allegiant Air              | 1,215          | 1,331          | 0.0%         | 1,681          | 1,728          | 0.0%        | 2,896          | 3,059          | 0.0%         | 1.1%          |
| Flair                      | -              | -              | 0.0%         | -              | -              | 0.0%        | -              | -              | 0.0%         | 0.0%          |
| JetBlue                    | -              | 175            | 0.0%         | -              | 322            | 0.0%        | -              | 497            | 0.0%         | 0.0%          |
| MN Airlines (Sun Country)  | 2,528          | 2,615          | -3.3%        | 3,049          | 3,024          | 0.8%        | 5,577          | 5,639          | -1.1%        | 2.2%          |
| Charters                   | -              | -              | 0.0%         | -              | -              | 0.0%        | -              | -              | 0.0%         | 0.0%          |
| <b>TOTAL</b>               | <b>123,263</b> | <b>126,702</b> | <b>-2.7%</b> | <b>135,389</b> | <b>133,106</b> | <b>1.7%</b> | <b>258,652</b> | <b>259,808</b> | <b>-0.4%</b> | <b>100.0%</b> |





## Palm Springs International Airport

| <b>MONTHLY PASSENGER ACTIVITY REPORT - 2024</b> |                  |                  |                 |                  |                  |                 |                         |                  |                 |
|---|------------------|------------------|-----------------|------------------|------------------|-----------------|-------------------------|------------------|-----------------|
|   | <b>Enplaned</b>  |                  |                 | <b>Deplaned</b>  |                  |                 | <b>Total Passengers</b> |                  |                 |
|   | <b>2024</b>      | <b>2023</b>      | <b>% Change</b> | <b>2024</b>      | <b>2023</b>      | <b>% Change</b> | <b>2024</b>             | <b>2023</b>      | <b>% Change</b> |
| <b>January</b>                                  | 167,926          | 169,746          | -1.1%           | 168,852          | 171,910          | -1.8%           | 336,778                 | 341,656          | -1.4%           |
| <b>February</b>                                 | 186,052          | 184,973          | 0.6%            | 196,544          | 188,877          | 4.1%            | 382,596                 | 373,850          | 2.3%            |
| <b>March</b>                                    | 238,473          | 223,314          | 6.8%            | 234,499          | 226,832          | 3.4%            | 472,972                 | 450,146          | 5.1%            |
| <b>April</b>                                    | 202,219          | 200,753          | 0.7%            | 180,068          | 178,600          | 0.8%            | 382,287                 | 379,353          | 0.8%            |
| <b>May</b>                                      | 127,314          | 129,695          | -1.8%           | 119,176          | 116,491          | 2.3%            | 246,490                 | 246,186          | 0.1%            |
| <b>June</b>                                     | 68,656           | 71,635           | -4.2%           | 62,983           | 66,826           | -5.8%           | 131,639                 | 138,461          | -4.9%           |
| <b>July</b>                                     | 56,556           | 63,647           | -11.1%          | 56,149           | 60,689           | -7.5%           | 112,705                 | 124,336          | -9.4%           |
| <b>August</b>                                   | 58,673           | 59,309           | -1.1%           | 59,410           | 59,947           | -0.9%           | 118,083                 | 119,256          | -1.0%           |
| <b>September</b>                                | 69,900           | 73,813           | -5.3%           | 72,788           | 77,748           | -6.4%           | 142,688                 | 151,561          | -5.9%           |
| <b>October</b>                                  | 123,263          | 126,702          | -2.7%           | 135,389          | 133,106          | 1.7%            | 258,652                 | 259,808          | -0.4%           |
| <b>November</b>                                 | 151,801          | 162,180          | -6.4%           | 155,718          | 165,290          | -5.8%           | 307,519                 | 327,470          | -6.1%           |
| <b>December</b>                                 |                  | 158,245          | -100.0%         |                  | 166,997          | -100.0%         | -                       | 325,242          | -100.0%         |
| <b>Year to Date</b>                             | <b>1,450,833</b> | <b>1,624,012</b> | <b>-1.0%</b>    | <b>1,441,576</b> | <b>1,613,313</b> | <b>-0.3%</b>    | <b>2,892,409</b>        | <b>3,237,325</b> | <b>-0.7%</b>    |

Palm Springs International Airport

| <b>Best Month Comparison</b> |                  |                  |                  |                  |                  |            |
|------------------------------|------------------|------------------|------------------|------------------|------------------|------------|
| <b>ENPLANEMENTS</b>          |                  |                  |                  |                  |                  |            |
|                              | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023</b>      | <b>2024</b>      | Vs Best Mo |
| Jan                          | 136,157          | 39,614           | 118,204          | <b>169,746</b>   | 167,926          | -1.1%      |
| Feb                          | 156,909          | 57,530           | 142,206          | 184,973          | <b>186,052</b>   | 0.6%       |
| Mar                          | 113,166          | 107,577          | 202,993          | 223,314          | <b>238,473</b>   | 6.8%       |
| Apr                          | 5,811            | 111,376          | 185,946          | 200,753          | <b>202,219</b>   | 0.7%       |
| May                          | 10,751           | 92,820           | 123,736          | <b>129,695</b>   | 127,314          | -1.8%      |
| Jun                          | 14,827           | 66,885           | <b>73,861</b>    | 71,635           | 68,656           | -4.2%      |
| Jul                          | 17,231           | 65,869           | <b>68,071</b>    | 63,647           | 56,556           | -11.1%     |
| Aug                          | 18,389           | 58,793           | <b>65,368</b>    | 59,309           | 58,673           | -1.1%      |
| Sep                          | 23,087           | 65,682           | <b>79,599</b>    | 73,813           | 69,900           | -5.3%      |
| Oct                          | 41,597           | 108,923          | 120,659          | <b>126,702</b>   | 123,263          | -2.7%      |
| Nov                          | 52,874           | 135,677          | 160,129          | <b>162,180</b>   | 151,801          | -6.4%      |
| Dec                          | 41,517           | 136,897          | <b>159,846</b>   | 158,245          |                  | -100.0%    |
| <b>TOTAL</b>                 | <b>632,316</b>   | <b>1,047,643</b> | <b>1,500,618</b> | <b>1,624,012</b> | <b>1,450,833</b> |            |
| % Chg.                       | -50.89%          | 65.68%           | 43.24%           | 8.22%            |                  |            |
| <b>TOTAL PASSENGERS</b>      |                  |                  |                  |                  |                  |            |
|                              | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023</b>      | <b>2024</b>      | Vs Best Mo |
| Jan                          | 276,099          | 79,082           | 237,388          | <b>341,656</b>   | 336,778          | -1.4%      |
| Feb                          | 320,906          | 120,657          | 292,336          | 373,850          | <b>382,596</b>   | 2.3%       |
| Mar                          | 198,850          | 214,477          | 403,883          | 450,146          | <b>472,972</b>   | 5.1%       |
| Apr                          | 10,082           | 215,777          | 358,115          | 379,353          | <b>382,287</b>   | 0.8%       |
| May                          | 19,154           | 174,535          | 233,239          | 246,186          | <b>246,490</b>   | 0.1%       |
| Jun                          | 28,748           | 129,872          | <b>142,524</b>   | 138,461          | 131,639          | -4.9%      |
| Jul                          | 33,776           | 129,463          | <b>133,664</b>   | 124,336          | 112,705          | -9.4%      |
| Aug                          | 36,482           | 117,952          | <b>129,952</b>   | 119,256          | 118,083          | -1.0%      |
| Sep                          | 47,915           | 136,666          | <b>162,834</b>   | 151,561          | 142,688          | -5.9%      |
| Oct                          | 88,777           | 225,991          | 247,457          | <b>259,808</b>   | 258,652          | -0.4%      |
| Nov                          | 108,043          | 271,944          | 319,237          | <b>327,470</b>   | 155,718          | -52.4%     |
| Dec                          | 83,262           | 276,527          | 321,215          | <b>325,242</b>   |                  | -100.0%    |
| <b>TOTAL</b>                 | <b>1,252,094</b> | <b>2,092,943</b> | <b>2,981,844</b> | <b>3,237,325</b> | <b>2,740,608</b> |            |
| % Chg.                       | 51.17%           | 67.16%           | 42.47%           | 8.57%            |                  |            |

**ACTIVITY BY AIRLINE  
NOVEMBER 2024**

| AIRLINES                   | Enplaned       |                |              | Deplaned       |                |              | Total          |                |              | (E & D)       |
|----------------------------|----------------|----------------|--------------|----------------|----------------|--------------|----------------|----------------|--------------|---------------|
|                            | 2024           | 2023           | % Change     | 2024           | 2023           | % Change     | 2024           | 2023           | % Change     | Market Share  |
| Air Canada                 | 1,722          | 5,670          | -69.6%       | 2,099          | 5,771          | -63.6%       | 3,821          | 11,441         | 0.0%         | 1.2%          |
| Alaska                     | 33,957         | 30,823         | 10.2%        | 35,086         | 30,674         | 14.4%        | 69,043         | 61,497         | 12.3%        | 22.5%         |
| American                   | 23,050         | 23,979         | -3.9%        | 21,318         | 24,029         | -11.3%       | 44,368         | 48,008         | -7.6%        | 14.4%         |
| Avelo                      | 1,769          | 2,477          | -28.6%       | 1,991          | 2,560          | -22.2%       | 3,760          | 5,037          | 0.0%         | 1.2%          |
| Delta Air                  | 6,126          | 5,840          | 4.9%         | 6,481          | 5,840          | 11.0%        | 12,607         | 11,680         | 7.9%         | 4.1%          |
| SkyWest (Delta Connection) | 4,916          | -              | #DIV/0!      | 4,991          | -              | #DIV/0!      | 9,907          | -              | #DIV/0!      | 3.2%          |
| SkyWest (United Express)   | 10,770         | 5,403          | 99.3%        | 11,022         | 5,467          | 101.6%       | 21,792         | 10,870         | 100.5%       | 7.1%          |
| SkyWest (AA)               | 5,576          | 8,324          | -33.0%       | 6,462          | 8,827          | -26.8%       | 12,038         | 17,151         | -29.8%       | 3.9%          |
| Southwest Air              | 24,115         | 5,314          | 353.8%       | 25,889         | 5,120          | 405.6%       | 50,004         | 10,434         | 379.2%       | 16.3%         |
| United                     | 15,699         | 29,421         | -46.6%       | 15,822         | 30,654         | -48.4%       | 31,521         | 60,075         | -47.5%       | 10.3%         |
| WestJet                    | 19,178         | 20,427         | -6.1%        | 19,196         | 20,384         | -5.8%        | 38,374         | 40,811         | -6.0%        | 12.5%         |
| Allegiant Air              | 1,697          | 16,585         | -89.8%       | 1,742          | 17,883         | -90.3%       | 3,439          | 34,468         | 0.0%         | 1.1%          |
| Flair                      | -              | 1,457          | 0.0%         | -              | 1,468          | 0.0%         | -              | 2,925          | 0.0%         | 0.0%          |
| JetBlue                    | -              | -              | 0.0%         | -              | -              | 0.0%         | -              | -              | 0.0%         | 0.0%          |
| MN Airlines (Sun Country)  | 3,226          | 3,284          | -1.8%        | 3,619          | 3,143          | 15.1%        | 6,845          | 6,427          | 6.5%         | 2.2%          |
| Charters                   | -              | 3,176          | 0.0%         | -              | 3,470          | 0.0%         | -              | 6,646          | 0.0%         | 0.0%          |
| <b>TOTAL</b>               | <b>151,801</b> | <b>162,180</b> | <b>-6.4%</b> | <b>155,718</b> | <b>165,290</b> | <b>-5.8%</b> | <b>307,519</b> | <b>327,470</b> | <b>-6.1%</b> | <b>100.0%</b> |



PASSENGER ACTIVITY REPORT - FISCAL YEAR COMPARISON

|           | ENPLANED PASSENGERS |          |            |          |            |          | DEPLANED PASSENGERS |            |          |            |          |            | TOTAL PASSENGERS |            |            |          |            |          |            |          |            |
|-----------|---------------------|----------|------------|----------|------------|----------|---------------------|------------|----------|------------|----------|------------|------------------|------------|------------|----------|------------|----------|------------|----------|------------|
|           | FY '24-'25          | % CHANGE | FY '23-'24 | % CHANGE | FY '22-'23 | % CHANGE | FY '21-'22          | FY '24-'25 | % CHANGE | FY '23-'24 | % CHANGE | FY '22-'23 | % CHANGE         | FY '21-'22 | FY '24-'25 | % CHANGE | FY '23-'24 | % CHANGE | FY '22-'23 | % CHANGE | FY '21-'22 |
| July      | 56,556              | -11%     | 63,647     | -6%      | 68,071     | 3%       | 65,869              | 56,149     | -7%      | 60,689     | -7%      | 65,593     | 3%               | 63,594     | 112,705    | -9%      | 124,336    | -7%      | 133,664    | 3%       | 129,463    |
| August    | 58,673              | -1%      | 59,309     | -9%      | 65,368     | 11%      | 58,793              | 59,410     | -1%      | 59,947     | -7%      | 64,584     | 9%               | 59,159     | 118,083    | -1%      | 119,256    | -8%      | 129,952    | 10%      | 117,952    |
| September | 69,900              | -5%      | 73,813     | -7%      | 79,599     | 21%      | 65,682              | 72,788     | -6%      | 77,748     | -7%      | 83,235     | 17%              | 70,984     | 142,688    | -6%      | 151,561    | -7%      | 162,834    | 19%      | 136,666    |
| October   | 123,263             | -3%      | 126,702    | 5%       | 120,659    | 11%      | 108,923             | 135,389    | 2%       | 133,106    | 5%       | 126,798    | 8%               | 117,068    | 258,652    | 0%       | 259,808    | 5%       | 247,457    | 9%       | 225,991    |
| November  | 151,801             | -6%      | 162,180    | 1%       | 160,129    | 18%      | 135,677             | 155,718    | -6%      | 165,290    | 4%       | 159,108    | 17%              | 136,267    | 307,519    | -6%      | 327,470    | 3%       | 319,237    | 17%      | 271,944    |
| December  |                     | -100%    | 158,245    | -1%      | 159,846    | 17%      | 136,897             |            | -100%    | 166,997    | 3%       | 161,369    | 16%              | 139,630    | -          | -100%    | 325,242    | 1%       | 321,215    | 16%      | 276,527    |
| January   |                     | -100%    | 167,926    | -1%      | 169,746    | 44%      | 118,204             |            | -100%    | 168,852    | -2%      | 171,910    | 44%              | 119,184    | -          | -100%    | 336,778    | -1%      | 341,656    | 44%      | 237,388    |
| February  |                     | -100%    | 186,052    | 1%       | 184,973    | 30%      | 142,206             |            | -100%    | 196,544    | 4%       | 188,877    | 26%              | 150,130    | -          | -100%    | 382,596    | 2%       | 373,850    | 28%      | 292,336    |
| March     |                     | -100%    | 238,473    | 7%       | 223,314    | 10%      | 202,993             |            | -100%    | 234,499    | 3%       | 226,832    | 13%              | 200,890    | -          | -100%    | 472,972    | 5%       | 450,146    | 11%      | 403,883    |
| April     |                     | -100%    | 202,219    | 1%       | 200,753    | 8%       | 185,946             |            | -100%    | 180,068    | 1%       | 178,600    | 4%               | 172,169    | -          | -100%    | 382,287    | 1%       | 379,353    | 6%       | 358,115    |
| May       |                     | -100%    | 127,314    | -2%      | 129,695    | 5%       | 123,736             |            | -100%    | 119,176    | 2%       | 116,491    | 6%               | 109,503    | -          | -100%    | 246,490    | 0%       | 246,186    | 6%       | 233,239    |
| June      |                     | -100%    | 68,656     | -4%      | 71,635     | -3%      | 73,861              |            | -100%    | 62,983     | -6%      | 66,826     | -3%              | 68,663     | -          | -100%    | 131,639    | -5%      | 138,461    | -3%      | 142,524    |
| YTD       | 460,193             | -72%     | 1,634,536  | 0%       | 1,633,788  | 15%      | 1,418,787           | 479,454    | -71%     | 1,625,899  | 1%       | 1,610,223  | 14%              | 1,407,241  | 939,647    | -71%     | 3,260,435  | 1%       | 3,244,011  | 15%      | 2,826,028  |

## ITEM 13.A - FUTURE COMMITTEE MEETINGS

Airport Commission Meeting of December 18, 2024

| Date       | Time   | Committee                                       |
|------------|--------|---|
| TBD        | TBD    | Operations, Properties and Facilities Committee |
| 01/15/2024 | 5:00pm | Noise Committee                                 |
| TBD        | TBD    | Marketing and Business Development Committee    |
| 12/18/2024 | 4:30   | Ad Hoc Design Review Committee                  |
| TBD        | TBD    | Budget and Finance Committee                    |

**AIRPORT COMMITTEES FY2023-24**

**REVISED 9-5-24**

| <b>REPRESENTING</b> | <b>COMMISSIONERS</b> | <b>Marketing<br/>(7 Members)</b> | <b>Budget<br/>(9 Members)</b> | <b>Operations<br/>(9 Members)</b> | <b>Noise<br/>(5 Members)</b> | <b>Ad Hoc Design<br/>Review<br/>(6 Members)</b> |
|---------------------|----------------------|----------------------------------|-------------------------------|-----------------------------------|------------------------------|---|
| Palm Springs        | BANKS, Dave          |                                  | Member                        |                                   |                              |   |
| Indian Wells        | BERRIMAN, Robert     |                                  |                               | Member                            | Member                       |   |
| Palm Springs        | BURKE, Todd          | Member                           |                               |                                   | Member                       | Member  |
| Palm Springs        | CALDWELL, Daniel     | Member                           |                               | Member                            |                              |   |
| Palm Springs        | CORCORAN, Kevin      |                                  | Member                        |                                   |                              | Chair   |
| Coachella           | DELGADO, Denise      |                                  |                               | Member                            |                              |   |
| Palm Springs        | EBENSTEINER, Bryan   | Member                           | Member                        |                                   |                              |   |
| Palm Springs        | FELTMAN, David       |                                  |                               | Member                            |                              | Member  |
| Palm Springs        | FONG, J Craig        | Member                           |                               |                                   | Chair                        |   |
| Palm Springs        | HEDRICK, Ken         |                                  | Member                        |                                   |                              |   |
| La Quinta           | KIEHL, Geoffrey      |                                  | Member                        |                                   |                              |   |
| Palm Springs        | MARTIN, Tracy        |                                  | Chair                         |                                   |                              |   |
| Palm Springs        | McDERMOTT, Sam       | Chair                            |                               |                                   | Member                       |   |
| Riverside County    | PARK, Margaret       |                                  |                               | Member                            |                              |   |
| Desert Hot Springs  | PYE, Jan             |                                  | Member                        | Member                            |                              |   |
| Cathedral City      | SAMLASKA, Christian  |                                  |                               | Member                            |                              |   |
| Palm Desert         | WISEMAN, Kevin       | Member                           |                               | Chair                             | Member                       | Member  |
| Indio               | WISE, Rick           | Member                           | Member                        |                                   |                              | Member  |
| Rancho Mirage       | YOUNG, Keith         |                                  | Member                        | Member                            |                              | Member  |