



AIRPORT COMMISSION MEETING

Agenda Item Executive Summary

Airport Conference Room, Palm Springs International Airport
3400 E. Tahquitz Canyon Way, Palm Springs, CA 92262
Wednesday, April 23, 2025 – 4:00 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 6 - Approval of Minutes

AGENDA ITEM 7.E - Financial Update Revised

AGENDA ITEM 8 - Executive Director Report



AIRPORT COMMISSION MEETING AGENDA

Airport Conference Room, Palm Springs International Airport
3400 E. Tahquitz Canyon Way, Palm Springs, CA 92262
Wednesday, April 23, 2025 – 4:00 P.M.

To view/listen/participate virtually in the meeting live, please contact Tanya Perez at Tanya.Perez@palmspringsca.gov or the following telephone number (760) 318-3805 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):

Commissioner Bryan Ebensteiner – Palm Springs 1407 Nostrand Avenue Brooklyn, NY 11226	Commissioner J Craig Fong – Palm Springs Summerfield Defford, England, WR8 9BG
Commissioner Tracy Martin – Palm Springs 2771 Ori Ave San Jose, CA 95128	Commissioner Kevin Wiseman – Palm Desert 71703 Highway 111 Rancho Mirage, CA 92270

Each location is accessible to the public, and members of the public may address the Airport Commission at 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 comments to the Airport Commission electronically. Material may be emailed to: Tanya.Perez@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 – Chairman	Todd Burke – Vice Chairman	Margaret Park	Christian Samlaska	Kevin Wiseman
Dave Banks	J Craig Fong	City of Indian Wells:	City of Coachella:	City of Rancho Mirage:
Daniel Caldwell	Ken Hedrick	Robert Berriman	Denise Delgado	Keith Young
Bryan Ebensteiner	Tracy Martin	City of La Quinta:	City of Desert Hot Springs:	City of Indio:
David Feltman	Samantha McDermott	Geoffrey Kiehl	Dirk Voss	Rick Wise
Palm Springs City Staff				
Scott C. Stiles, ICMA-CM		Harry Barrett Jr., A.A.E.		Jeremy Keating, C.M.
City Manager		Executive Director of Aviation		Assistant Airport Director

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 January 15, 2025.

7. DISCUSSION AND ACTION ITEMS:

7.A Conference Room Project Update

7.B Noise Committee Update

7.C Concessions Update

7.D Marketing Update

7.E Financial Update

7.F Employment Update

7.G Projects and Airport Capital Improvement Program Update

8. EXECUTIVE DIRECTOR REPORT

9. COMMISSIONERS REQUESTS AND REPORTS

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 March 2025

11.B Airline Activity Report Fiscal Year Comparison

12. COMMITTEES:

12.A Future Committee Meetings

12.B Committees Roster

ADJOURNMENT:

The Airport Commission will adjourn to the Regular Meeting on May 21, 2025, at 4:00 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 April 17, 2025, 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. 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.



palm springs

INTERNATIONAL AIRPORT

AIRPORT COMMISSION

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

Wednesday, January 15, 2025 – 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.

Chairman Corcoran asked Commissioner Wiseman to lead the Pledge of Allegiance.

2. POSTING OF AGENDA: Posted on January 9, 2025.

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)	Samantha McDermott (Palm Springs)
Daniel Caldwell (Palm Springs)	Margaret Park (Riverside County)
Kevin Corcoran (Palm Springs) - Chairman	Christian Samlaska (Cathedral City)
Bryan Ebensteiner (Palm Springs)	Rick Wise (Indio)
J Craig Fong (Palm Springs)	Kevin Wiseman (Palm Desert)
Ken Hedrick (Palm Springs)	Keith Young (Rancho Mirage)

Commissioners Absent: Denise Delgado (City of Coachella), Jan Pye (Desert Hot Springs), and David Feltman (Palm Springs)

Staff Present:

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
Jacob Colella, Maintenance Superintendent
Christina Brown, Executive Program Administrator
Harman Singh, Project Manager
Tanya Perez, Administrative Specialist
Jeremy Holm, City Attorney

Others Present:

Neil McLean, M. Arthur Gensler Jr. & Associates, Inc.

4. ACCEPTANCE OF AGENDA:

ACTION: Motion to accept the Agenda as presented. **Moved by Commissioner, McDermott, seconded by Commissioner Hedrick, and unanimously approved noting the absence of Commissioners Delgado, Pye, and Feltman.**

5. PUBLIC COMMENTS: None

6. APPROVAL OF MINUTES:

Commissioner Kiehl noted that his last name had been misspelled, and Commissioner Samlaska noted that the minutes needed to be corrected to reflect that he represents the City of Cathedral City.

ACTION: Motion to approve the corrected minutes of the Airport Commission Meeting of November 20, 2024. **Moved by Commissioner Young, seconded by Commissioner Hedrick, and approved by the following roll call vote: 17 Yes; 1 Abstain; and noting the absence of Commissioner Delgado, Pye, and Feltman.**

7. INTRODUCTIONS:

7.A Lourdes Camarillo - Administrative Assistant

7.B Isabel Sicaire - Administrative Assistant

Executive Program Administrator Brown introduced Administrative Assistants Lourdes Camarillo and Isabel Sicaire and provided a brief overview of their roles and responsibilities at the Airport.

Commissioner Pye joined the meeting at 5:35 p.m.

8. DISCUSSION AND ACTION ITEMS:

8.A Contract Services Agreement for Customer Experience Program

Deputy Director of Aviation, Marketing and Air Service Meier stated that he would be speaking on Items 8.A, Contract Services Agreement for Customer Experience Program, and Item 8.G, Marketing Update simultaneously.

Mr. Meier explained that this would be the Airport's first-ever Customer Experience (CX) Program developed. Mr. Meier went on to state that the development began approximately one year ago in collaboration with Commissioners Burke and Feltman and Julie Sinclair from Visit Greater Palm Springs (VGPS). During the initial planning

discussions, it became apparent that specialized expertise was needed to create a well-rounded program. As a result, the Airport hired a consultant to conduct research on award-winning CX programs at airports across the country. This research helped create the scope of work for a Request for Proposals (RFP), which was later issued by the City of Palm Springs Procurement and Contracting Department.

Mr. Meier advised that the Airport is committed to enhancing passenger services and aims to become one of the most accessible and customer-friendly airports in the country. Mr. Meier explained that this initiative is intended to deliver seamless, inclusive, and memorable travel experiences, while also addressing the challenges of rising passenger volumes and numerous planned expansions. The CX program will be designed for full implementation within three years of its launch and will include the development of a dedicated CX team that will operate seven days a week once fully in place.

In addition, Mr. Meier reviewed the scope of work outlined in the RFP, advising that the selected consultant will be responsible for developing the CX program from initial planning through full implementation over a three-year period, with execution carried out by Airport staff. The consultant will determine the appropriate number of full-time employees (FTEs) needed to support the CX program, including the creation of job descriptions, organizational structure, and recommended hours of operation, with the goal of operating 365 days per year. The scope also includes the development of both initial and recurring training programs for various employee groups throughout the Airport, extending beyond Airport staff to include airline employees, rental car personnel, retail workers, and restaurant staff. Mr. Meier further explained that the consultant will develop key performance indicators to measure the success of each initiative, as well as the overall effectiveness of the CX program. Furthermore, a CX recognition program will also be created, featuring on-the-spot awards to immediately acknowledge exceptional service. Additionally, the consultant will be tasked with establishing a formal accessibility program, along with other passenger assistance initiatives, supported by tools to measure their success and ensure a consistently positive passenger experience.

Mr. Meier continued by explaining that the consultant would be looking at other CX programs such as animal therapy, assisting passengers with disabilities, and introduce a problem reporting program, allowing employees to report issues in real-time so they can be addressed promptly. Mr. Meier noted that the consultant will implement auditing programs, including street pricing audits. As part of this, Mr. Meier referenced the Airport's current concession contract, which allows for street pricing plus 20%; however, Ms. Carpenter clarified that the correct figure is street pricing plus 50%. Mr. Meier stated that CX staff will be responsible for comparing Airport pricing with street pricing for similar items to ensure compliance with contractual terms.

In addition to pricing audits, CX staff will evaluate the cleanliness and overall appearance of Airport facilities, and will assess CX through secret shopper visits, with results shared with appropriate department managers. Mr. Meier went on to say that enhancements to passenger feedback channels will be explored to increase accessibility and responsiveness to customer input. The consultant will assist in developing policies and procedures for special events, including live music series and community engagement activities. Furthermore, the CX team will create strategies to maintain a positive passenger experience during construction projects and will implement wayfinding, queue management and passenger flow tracking measures to help optimize services during peak travel periods. Mr. Meier acknowledged concerns regarding long lines at the rental car facilities, particularly during peak travel seasons. In response to a previous request from Commissioner Feltman to explore ways to reduce wait times before passengers arrive, Mr. Meier stated that the CX staff will evaluate potential solutions to help alleviate congestion in these areas. Mr. Meier reminded the Airport Commission that the Airport currently has a mobile assistance team in place and has expanded the volunteer program. These volunteers are stationed in the baggage claim area during peak hours and are tasked with assisting passengers, including suggesting that one member of a group remain in line while others wait in a more comfortable area. This initiative is already underway and is one of several measures being explored to improve the overall passengers experience.

Moving on to the consultant selection portion of the presentation, Mr. Meier stated that approximately 25 companies reviewed the RFP and scope of work. While a few local companies accessed the documents, none submitted proposals. Ultimately, three firms submitted proposals, and PSM Squared, Inc. (PSM), based in Tempe, Arizona, was selected as the highest-scoring proposer through the City's formal RFP process.

Mr. Meier highlighted that PSM has members from their team based in Southern California who have prior experience developing CX programs at major airports that would be familiar with the Palm Springs area. Some of the major airports include LAX, Orange County, and Phoenix. Mr. Meier also noted that Phoenix has received the Airport Council International's Customer Service Award multiple times over the past five to seven years and has trademarked the term "America's Friendliest Airport." Mr. Meier expressed his aspiration for Palm Springs International Airport to one day earn that same distinction. Mr. Meier further advised that the contract with PSM is valued at \$275,000 and covers the full development of the CX program plan and a copy of the draft contract was included in the agenda packet for review.

Commissioner Fong inquired whether the \$275,000 contract amount covered the full term of the contract or just the first year. Mr. Meier clarified that the amount was for

the full term of the contract. Commissioner Fong then asked how the payments would be structured. In response, Mr. Meier explained that the Airport has agreed to a progress-based payment structure, with payments made as specific deliverables are completed. He noted that payments would be issued at designated percentage milestones, such as 25% or 50% completion.

Commissioner Ebensteiner requested clarification regarding the timeline of the consultant's work, specifically asking if most of PSM's work would take place within the first six months, with the remainder of the term dedicated to follow-up. Mr. Meier apologized for any confusion and clarified that the program is structured as a three-year initiative. The consultant is committed to developing the full CX program plan over that period, working closely with Airport staff, Airport Commission, and the community to shape the CX program according to the Airport's specific needs and goals. Once the plan is finalized, it will serve as a step-by-step guide from initial implementation through to full execution. The plan will include detailed job descriptions and recommendations for staffing. Mr. Meier noted that the Airport will then begin the hiring process, with the first position would likely be a CX Manager to lead implementation efforts. Mr. Meier also shared that Executive Director of Aviation Barrett is working on incorporating that position into the next fiscal year's staffing plan.

Commissioner Kiehl expressed concern based on past experiences, noting that he has seen situations where a vendor is paid in full at the beginning of a project, leading to lingering issues and a lack of remaining funds to resolve them. He cautioned that this could become a problem if not managed carefully. In response, Mr. Meier explained that the contract term is intentionally extended to account for the possibility of delays in project completion. Mr. Meier further clarified that the payment structure was established in consultation with the Airport staff, City of Palm Springs Procurement and Contracting Department, and PSM. As a result, the contract includes progress-based payments, with disbursements made in 25% and 50% increments upon completion of specific milestones. Commissioner Kiehl acknowledged the response, stating "Good." Mr. Meier concluded by emphasizing that he would not support full payment until the final product is complete and all deliverables are in place.

Commissioner Ebensteiner noted his curiosity regarding PSM's prior experience, specifically mentioning their work at LAX, Phoenix, and Orange County, airports he described as major interaction hubs with higher levels of customer expectations. He acknowledged that while Orange County is larger than Palm Springs International Airport, it functions similarly as a destination-oriented airport. Commissioner Ebensteiner asked what types of initiatives were implemented at those airports and expressed interest in understanding what comparable changes might be expected at

the Palm Springs International Airport. Commissioner Ebensteiner suggested that Orange County may serve as the most relevant model when considering the potential outcomes for the Airport's CX Program. Mr. Meier explained that while the programs developed at LAX, Phoenix, and Orange County served as strong references, the intention is not to replicate those models exactly. Instead, the goal is to create a CX program that is unique to Palm Springs International Airport and aligns with the Palm Springs International Airports brand and hospitality standards. Mr. Meier stated that some elements from those airports, such as customer service recognition programs, may be adapted, but the final program will reflect the specific needs and identity of Palm Springs International Airport.

Mr. Meier further noted that many airports of similar or smaller size than Palm Springs International Airport have implemented award-winning programs and emphasized that accessibility initiatives will be an important focus. Mr. Meier added that PSM has not yet held a formal kickoff meeting, as the next step will involve engaging stakeholders, which will include Airport staff, the Airport Commission, and Visit Greater Palm Springs to help determine which features and initiatives should be incorporated to best serve the community and traveling public. Commissioner Ebensteiner expressed concern about proceeding with the item without having more detailed information and questioned whether the Airport Commission should have a clearer understanding before taking a vote. In response, Mr. Meier noted that additional information was available and referenced in the staff report. Airport Administration Manager Carpenter asked if Commissioner Ebensteiner's concern related to comparisons with other airports, to which Commissioner Ebensteiner clarified that his concern was specifically about understanding the expectations for Palm Springs International Airport given the \$275,000 cost of the CX program. Mr. Meier explained that the expectations were outlined in the scope of work, including the development of accessibility programs and other key initiatives. Commissioner Ebensteiner commented that while Palm Springs International Airport already provides a great passenger experience, he was looking for more specific examples of how the program would build on that success.

Chairman Corcoran then asked Mr. Meier which deliverables and program elements he was most enthusiastic about. Mr. Meier responded that he was particularly excited about the accessibility enhancements, which would include programs designed to assist elderly passengers and those with hearing, vision, or developmental impairments. He also emphasized the development of a customer recognition program, including on-the-spot awards to acknowledge outstanding service, and the implementation of a formal training program, which the Airport currently lacks. Additionally, Mr. Meier advised that having a dedicated staff presence in the terminal would allow for real-time feedback and immediate attention to issues such as

maintenance needs or passenger assistance. Mr. Meier stated that the combination of these deliverables would create a proactive, service-oriented culture at the Airport and significantly elevate the passenger experience.

Chairman Corcoran asked what the forecasted head count for staff for the CX program. Mr. Meier stated that the exact staffing requirements for the CX program are not yet known, as that will be determined through the planning and development process. However, if he had to guess he would say a CX Manager, one CX Supervisor, two CX Coordinators, and approximately four to six CX Specialists. Mr. Meiers emphasized that the final headcount will depend on the specific components of the program selected for implementation, the operating hours, and passenger volume needs. PSM will analyze these factors and provide formal recommendations as part of the final CX program plan.

Vice Chairman Burke provided additional feedback to support the development of the program. Vice Chairman Burke shared the early conversations between Airport staff and Visit Greater Palm Springs which had revealed a lack of in-house expertise to define a comprehensive CX program. As a result, the team determined it was necessary to hire a consultant to guide the process. The collaboration led to the development of a thoughtful and strategic scope of work that aligned with industry best practices and was used to initiate the RFP process.

Vice Chairman Burke asked whether there was a specific reason why PSM stood out during the selection process. Mr. Meier responded that PSM's prior work developing CX programs at major airports such as LAX, Orange County, and Phoenix was particularly compelling and demonstrated their depth of experience in the field. Mr. Meier elaborated on the success and impact of the programs implemented at those locations, noting that Phoenix has earned national recognition for its CX excellence initiatives. Vice Chairman Burke expressed his enthusiasm, stating that if PSM was able to successfully implement a robust CX program at a large connection airport, he was confident they would be able to effectively deliver a strong CX program tailored to the needs of Palm Springs International Airport.

Commissioner Young recommended that sustainability remain a component of the Airport's strategic priorities while acknowledging the challenge of integrating sustainability into the customer experience program operationally, he emphasized its importance as a core value and expressed his hope for it being incorporated. Mr. Meier confirmed that sustainability would be integrated into the program.

Commissioner Wiseman emphasized that the training component is especially critical, noting that it can make substantial differences in how staff interact with passengers.

Commission Wiseman continued by stating when customer service training is done well, it becomes second nature to employees, ultimately elevating the quality of service across the Airport. Chairman Corcoran commented when training is combined with coaching for management and employee recognition programs, it reinforces a consistent message and cultivates a strong culture of excellence throughout the organization it can be helpful.

Commissioner Pye posed a question to the City Attorney Holm, stating she did not understand the section of the contract that was related to Russia. Mr. Holm asked if she was referring to the Ukrainian sanctions section, and Mr. Meier read a portion of the section aloud, which confirmed that this was the section that Mr. Holm noted. Mr. Holm then clarified that while he had not seen a company operating in California appear on a sanctions list to date, the language was a legal requirement and was included to ensure compliance.

Commissioner Fong provided further feedback, whether the allocated funding was being used in alignment with the Airport's most immediate needs. Commissioner Fong recommended that staff evaluate whether the funds were properly earmarked or if these funds could potentially be directed to other areas of greater need.

ACTION: Motion to recommend to the City Council the approval of a Contract Services Agreement for a Customer Experience Program. **Moved by Commissioner Hedrick, seconded by Vice Chairman Burke, and approved by the following roll call vote: 16 Yes; 1 No; and noting the absence of Commissioners Delgado and Feltman.**

8.B Leasing Policy

Item 8.B was heard after Item 8.G.

Airport Administration Manager Carpenter presented a proposed formal Leasing Policy along with three new lease agreement templates for consideration and potential adoption. Ms. Carpenter stated that the primary objective of the proposed policy is to establish a consistent and transparent framework for leasing Airport property, including terminal space, concession areas, and land leases. Ms. Carpenter emphasized that the adoption of this policy would help standardize how the Airport engages with prospective business tenants and ensure that all applicants demonstrate financial stability and long-term sustainability.

Ms. Carpenter explained that the policy applies to both aeronautical and non-aeronautical uses, aligning with the Airport's mission to facilitate aviation-related services while also supporting broader commercial activity. Ms. Carpenter added that the lease templates are intended to be publicly accessible, streamlining the leasing process for prospective tenants and reducing administrative workload for Airport staff.

Each template includes standard contract provisions covering insurance requirements, indemnification clauses, and operational responsibilities. Ms. Carpenter noted that staff developed the policy in collaboration with the Airport's financial consultant Frasca and through a review of similar policies from other airports, including Long Beach. Further noting that all space within the Airport could potentially be rented to a business to support the Airlines and passengers in some type of way.

Commissioner Wise asked whether the Airport currently has a formal leasing policy in place. Ms. Carpenter confirmed that no such policy exists at this time. Commissioner Wise then asked if staff must start from scratch each time a new lease is required. Ms. Carpenter explained that while they do not start completely from scratch, staff typically reuses templates that were previously issued to other tenants. Ms. Carpenter noted that the Airport has worked with City Attorney Holm to refine these templates over time to reduce staff workload and move toward a more standardized approach. Assistant Airport Director Keating added that, overall, the Airport does not currently have a formal system in place for these.

Commissioner Wiseman asked which provisions within the lease agreements are considered most important. Mr. Holm responded that from a legal standpoint, the inclusion of consistent risk management language, insurance requirements, and indemnity clauses across all lease documents is crucial. Mr. Holm also noted that depending on the type of business involved, the City's Risk Manager may need to be consulted to determine whether alternative insurance provisions are necessary. However, Mr. Holm emphasized that the most critical benefit of the proposed policy and templates is establishing a consistent starting point. Having a base agreement significantly streamlines the process and improves efficiency.

Commissioner Kiehl asked if it would be fair to say that the most significant impact of adopting this policy would be saving time for both Airport staff and the City Attorney's Office, particularly given the number of smaller companies that seek to do business with the Airport. Mr. Holm confirmed this.

Commissioner Martin expressed his full support for the proposed leasing policy and stated that he believed it was well-aligned with the Airport's needs. He noted that he had previously submitted feedback on the policy and requested an update regarding whether any of his suggestions had been incorporated. Ms. Carpenter thanked Commissioner Martin for his input and acknowledged that she also received feedback from Commissioner Caldwell. She explained that staff had considered several elements of the feedback submitted, including the suggestion to incorporate "good neighbor" language. Ms. Carpenter noted that while the Airport already has a separate noise policy in place, the language was reviewed and revised accordingly. She stated that Mr. Holm could provide additional information regarding how the feedback was applied, but overall, a significant portion of the submitted suggestions had been incorporated into the final draft.

Commissioner Martin sought clarification on the use of the CPI-U (Consumer Price Index for All Urban Consumers) inflation adjustment mechanism within the lease agreements. Ms. Carpenter explained that CPI-U is a widely used standard in the aviation industry and is employed to ensure fair and consistent rental rate adjustments over time. Commissioner Martin then raised concerns about environmental liability, particularly in scenarios where a tenant may be responsible for the release of hazardous materials. In response, Mr. Holm confirmed that the lease templates include strong hazardous materials indemnity and insurance provisions designed to protect the City in the event of an environmental incident caused by a tenant. Mr. Holm also noted that in cases where a tenant was to declare bankruptcy, the Airport's ability to recover damages would be subject to bankruptcy proceedings, where the City would have to file a claim and wait in line along with other creditors. Mr. Holm acknowledged that while certain high-risk or unique situations may warrant additional legal or risk management review, the proposed lease agreements provide a solid foundation for protecting the City's interests.

Commissioner Martin followed up by asking whether Mr. Holm was comfortable with the level of risk mitigation outlined in the current documents. Mr. Holm responded that he is comfortable with the risk management strategies included in the lease templates.

Commissioner Caldwell acknowledged the importance of the proposed leasing policy and expressed his appreciation for the work that had gone into its development. Commissioner Caldwell stated that many of his questions had been addressed by Mr. Holm during the discussion and that he was satisfied with how the policy and lease templates had been assembled. Ms. Carpenter thanked Commissioner Caldwell for his feedback.

During the action portion of the item, Ms. Carpenter requested clarification on the motion, confirming that it was to recommend to the City Council the adoption of the Airport Leasing Policy, along with the Ground Leasing Policy, and the Terminal Lease Templates for use at the Airport. Chairman Corcoran stated, "yes".

ACTION: Motion to recommend to the City Council the adoption of the Leasing Policy.

UPDATED ACTION: Motion to recommend to the City Council the adoption of the Airport Leasing Policy, Ground Leasing Policy, and Terminal Lease Templates. **Moved by Commissioner Martin, seconded by Commissioner Caldwell, and unanimously approved noting the absence of Commissioners Delgado and Feltman.**

8.C Main Terminal Flooring Project Update

Assistant Airport Director Keating introduced Neil McLean with M. Arthur Gensler Jr. & Associates, Inc. (Gensler), the consulting firm leading the terminal flooring

replacement project, to present the planned improvements to the main terminal building.

Mr. McLean began by outlining the project scope, which includes the replacement of terrazzo flooring in the main terminal building, security screening checkpoint (SSCP), ticketing areas, and the hallway leading to the baggage claim. Mr. McLean clarified that the breach gate and baggage claim areas are part of separate projects.

In addition, Mr. McLean stated that the project will include the removal and replacement of all carpet in the main terminal, as well as all existing terrazzo flooring within the designated areas. Mr. McLean explained that their design approach included extensive research into the building's historical finishes. Gensler's team reviewed archived drawings and samples from the original construction in 1966 to guide the restoration. Gensler's goal is to honor the mid-century architecture with historically appropriate terrazzo colors and layout. Furthermore, the full replacement is intended to ensure a cohesive and updated look throughout the terminal, while also improving durability and maintaining the architectural integrity of the facility.

Mr. McLean provided the design which includes two terrazzo flooring colors: a lighter tone for primary circulation areas and a darker tone for functional spaces such as behind ticket counters and the SSCP lanes. Mr. McLean displayed floorplan images to illustrate the color placements and terrazzo grid layout. While the grid is slightly larger than the original, it remains consistent with the building's design intent.

In addition, Mr. McLean explained that the project must be executed in phases due to the active nature of the airport environment. Mr. McLean noted that operations in both the ticketing area and the security screening checkpoint (SSCP) will remain functional throughout construction. Also, a detailed phasing plan has been developed to allow for the sequential replacement of flooring sections while minimizing disruption. For example, SSCP equipment will be relocated as each phase is completed, and the ticketing area will be addressed in five primary phases. Mr. McLean acknowledged that, at times, passengers may be required to temporarily exit to the curb and reenter the terminal to access certain areas; however, these disruptions will be carefully managed to ensure minimal impact on the passenger experience.

Commissioner Wiseman asked Mr. McLean to provide information about the existing terrazzo flooring in the terminal. Mr. McLean explained that the central flooring area had been replaced in the early 1990s and is not the original historic terrazzo. Further noting that Gensler's design approach includes removing that flooring and replacing it

with terrazzo that reflects the original material and style, with the intent to brighten and modernize the space.

Mr. McLean further stated that some original terrazzo remains under the ticketing area and along the corridor in the baggage claim, much of it is in poor condition. Mr. McLean explained that the existing terrazzo has deteriorated over time and is likely not worth restoring. Instead, the intent is to fully replace the flooring across the project area to ensure consistency, create a brand-new look, and maintain a fresh and cohesive design throughout the terminal.

Commissioner Hedrick raised concerns regarding the timing and long-term planning associated with the Main Terminal Flooring Project. Noting that during the Airport Commission's last meeting, votes were taken on how funds would be prioritized and allocated, and one of the decisions was to invest in improvements related to international flight processing. Chairman Corcoran clarified that the funds were allocated for Federal Inspection Services (FIS) improvements.

Continuing his comments, Commissioner Hedrick expressed concern that the Airport would not be moving forward with certain inspection area projects, raising questions about the broader funding priorities. Commissioner Hedrick further noted, based on his professional experience, that technology in airports, particularly in ticketing areas, is evolving rapidly. Commissioner Hedrick referenced the shift from traditional ticket counters to newer technology-based systems and cautioned that emerging technologies may significantly change operational needs at the Airport future.

Commissioner Hedrick asked how the project team planned to address future technology upgrades, particularly those that might require infrastructure such as conduit or fiber located beneath the terrazzo. He questioned whether staff would need to cut into the new terrazzo each time if an upgrade was required and expressed concern that visible patchwork repairs would diminish the overall aesthetic, as he had seen happen at other locations.

Furthermore, Commissioner Hedrick questioned investing in new flooring at this time, given the Airport's plans to invest billions of dollars into facility improvements over the coming years. Suggesting that it may be more prudent to wait until a more comprehensive redevelopment plan is implemented before undertaking a flooring replacement project.

In response, Mr. Keating provided an overview of the context discussed at the prior Airport Commission meeting, specifically addressing the funding decisions that had

been made. Mr. Keating clarified that the determination of whether a particular project would move forward was still under evaluation and, in some cases, the Airport may consider using its own funds to help offset project costs. Mr. Keating emphasized that these decisions are made based on operational priorities, available funding, and long-term planning considerations. Mr. Keating stated that space would be made to accommodate the kiosks as part of the project. Mr. McLean further explained that the project does not involve any major reconfiguration of the existing ticket counters or kiosk locations. Mr. McLean noted that power and data infrastructure currently runs beneath the flooring and will be maintained in place throughout the project. While kiosks and counters will need to be temporarily moved to allow for flooring replacement, there are no plans to relocate the existing power and data lines. Mr. McLean added that Gensler is designing the project to rely on the existing utility infrastructure. Mr. McLean also noted that he believed Commissioner Hedrick's question was related to future technological upgrades. Clarifying that the scope of work provided to Gensler was specifically focused on replacing the existing flooring and maintaining the current operational layout. The project is not intended to anticipate or accommodate future reconfigurations but rather to address the immediate need to update and improve the flooring while preserving existing functionality.

Commissioner McDermott asked whether staff was considering the sequencing of projects considering the Airport's long-term development plans. Commissioner McDermott emphasized that with significant improvements on the horizon, including potential major Information Technology (IT) upgrades and other implementations, it was important to consider how current projects like the flooring replacement would align with or impact future initiatives. Commissioner McDermott inquired whether such considerations were being factored into the planning process. Mr. Keating responded by stating, to staff's knowledge, there are currently no planned changes to the ticketing area that would impact the flooring project. Mr. Keating confirmed that the security checkpoint is expected to remain in its current configuration for the foreseeable future. Regarding the breach gate, Mr. Keating explained that the planned replacement of the revolving doors will be coordinated with the terrazzo installation to ensure a seamless integration. In addition, Mr. Keating also noted that there is no intention to dig into the baggage claim area at this time, as that portion of the terminal will be addressed separately under the forthcoming baggage claim project.

Mr. McLean reminded the Airport Commission of the Airport Master Plan that is underway. Mr. McLean acknowledged that the terrazzo flooring project is being designed to meet the Airport's current operational needs; however, future improvements are being considered through the Airport Master Plan process. It was noted that as part of the Airport Master Plan, elements such as ticketing, the outbound

baggage system, and the SSCP are expected to shift slightly in the future. Mr. McLean also advised, while the current flooring project does not include these anticipated changes, the project has been planned with awareness of future renovations and expansions. The design has accounted for these eventual shifts to minimize future disruption. Mr. McLean indicated that the check-in and ticketing areas are expected to shift slightly to the right in alignment with the Airport Master Plan drawings, and that the SSCP will remain within the same general area but will also be reconfigured as part of future projects. Mr. McLean further noted that future phases associated with the Airport Master Plan will incorporate infrastructure upgrades and accommodate evolving technology needs to ensure long-term functionality and adaptability. Closing that the current project is designed to address immediate customer service needs and will not interfere with long-term plans.

Mr. Keating added that the motivation for this project originated from the observation that a significant portion of the terminal is currently covered in carpet, much of which overlays existing terrazzo flooring. Mr. Keating noted the question as to why the original terrazzo was being concealed and raised the broader issue of ongoing carpet maintenance and replacement. Mr. Keating stated, following internal discussions among staff, it was determined that restoring and expanding the use of terrazzo throughout the terminal would not only enhance the facility's appearance but also improve durability and customer service.

Commissioner Hedrick commented that it seems that the Airport intends on replacing the floor and inquired what is the lifespan of terrazzo flooring, asking whether it would last 10 or 15 years before needing replacement. Mr. McLean explained that terrazzo generally has a lifespan of about 20 to 30 years. Mr. McLean noted that some of the existing terrazzo installed in the terminal in 1993 has held up well over time. Additionally, terrazzo can last twice as long as carpet, which requires more frequent replacement and significantly more maintenance. Mr. McLean also highlighted that terrazzo is easier to clean, provides a cleaner environment, and is easier to maintain overall.

Commissioner Hedrick commented that one advantage of carpet is the ease with which wires and technology can be run beneath it, stating that carpet allows for greater flexibility in making infrastructure changes. Commissioner Hedrick also noted that power is not yet wireless, and emphasized that with carpet, it is significantly easier to adapt to evolving technological needs without the disruption or permanence associated with hard flooring like terrazzo.

Mr. Keating responded by stating that staff could consider discussing the possibility of incorporating future-proofing measures, such as additional conduit runs, into the project. Since some conduit work is already planned as part of the flooring replacement, Mr. Keating suggested that this could be an opportunity to evaluate where additional infrastructure might be added to support future technological needs and minimize disruption later.

Commissioner Caldwell raised a question regarding whether the terrazzo that was planned for removal might contain asbestos. Mr. McLean In response, stated Gensler doesn't believe there would be any asbestos issues. Further explaining that terrazzo technology has evolved over time, older terrazzo was cementitious and typically several inches thick, often laid on a three-to-four-inch sand setting bed. In contrast, the new terrazzo to be installed is epoxy-based and only about three-eighths of an inch thick. Mr. McLean added that Gensler does not anticipate encountering hazardous materials during the replacement process. Commissioner Caldwell added that if any concerns arise could the new terrazzo be placed over it. Mr. McLean stated yes and added that the current plan is polished down for the existing surface, remove carpet and adhesive, and apply the new epoxy terrazzo over the prepared substrate without removing the existing terrazzo.

Executive Director of Aviation Barrett contributed to the discussion on future-proofing by noting that the Airport recently completed the ticketing wing renovation and baggage handling system project, during which significant future-proofing measures were already implemented. Further explaining that as part of those projects, the Airport installed additional conduit, fiber runs, and electrical infrastructure designed to accommodate future needs 20 to 30 years into the future. Mr. Barrett emphasized that these systems are already in place and can be accessed or expanded as needed, ensuring that the Airport is well-positioned to adapt to future technological advancements.

Commissioner Martin asked for a reminder of the total budget allocated for all phases of the terrazzo flooring project. Mr. Keating responded that while staff is still finalizing the overall project budget, the current estimated cost for the terrazzo flooring replacement is approximately \$3 million dollars. Commissioner Martin followed up by questioning whether this was the best use of funds, considering other Airport priorities. Commissioner Martin asked staff if they believed this investment would meaningfully enhance the customer experience to justify the expense.

Chairman Corcoran responded by referencing previous updates provided by Airport staff regarding runway conditions, acknowledging that some of the reports shared with

the Airport Commission had been concerning. Chairman Corcoran emphasized the importance of understanding where funding is coming from and how it is being prioritized, particularly in relation to critical infrastructure needs like runway repairs.

Chairman Corcoran also shared that he has received positive feedback about the terrazzo flooring project and believes that, from both a design and preservation standpoint, this is a meaningful and worthwhile investment for the Airport. Chairman Corcoran stated that restoring the original terrazzo flooring represents a significant win for the Airport at a \$3 million cost. Chairman Corcoran reiterated that bringing the terminal back to its historic design not only enhances the passenger experience but also sends a message to the community that the Airport values the integrity and spirit of the building. Chairman Corcoran concluded by noting that while the results may take time to fully materialize, the early feedback has been very positive and this project represents a “win” the Airport can be proud of. Chairman Corcoran asked for clarification on the timeline confirming if it was this year. Mr. Keating stated that the Airport is aiming to begin the terrazzo flooring project in the upcoming summer. Chairman Corcoran responded that moving forward with the project would be a positive step for the Airport. Adding that pursuing this initiative does not negate or diminish the importance of other projects.

Commissioner Wiseman recalled a previous discussion in which it was noted that, from an operational standpoint, the terrazzo flooring project would have a higher upfront cost but would result in lower long-term maintenance expenses over the course of 20 to 30 years. Commissioner Wiseman also commented that the customer service feedback received in relation to the flooring and overall improvements has been phenomenal, reinforcing the value of the project in enhancing the passenger experience.

Commissioner Samlaska commented on the health benefits of replacing carpet with terrazzo flooring, noting that carpet can trap dust, allergens, and other particles, which can negatively impact air quality. From both an allergy and cleaning perspective, Commissioner Samlaska stated that the switch to terrazzo is a win.

Commissioner Samlaska also inquired whether construction would occur during peak passenger hours or if the work would be completed after hours to minimize disruptions. In response, Mr. McLean agreed with Commissioner Samlaska’s health-related observation, noting that terrazzo flooring offers significant advantages over carpet in terms of cleanliness and hygiene. Mr. McLean explained that terrazzo is easier to clean and maintain, contributing to a healthier airport environment.

Regarding the construction schedule, Mr. McLean stated that while some work may need to occur during operating hours due to the complexity of phasing and access requirements, the project team is actively working to minimize disruption. Mr. McLean explained that certain phases may be completed after hours or during off-peak times to limit the impact on passengers and airport operations.

Chairman Corcoran asked Mr. Keating what action staff was seeking from the Airport Commission regarding the Main Terminal Flooring Project. Mr. Keating responded that no formal action was currently in motion, as the Airport intends to bring the item before the City Council soon. However, Mr. Keating noted that the Airport Commission is welcome to make a motion at this time if they choose to do so.

Ms. Carpenter added that the Staff Report is scheduled to be submitted to the City Council for consideration on January 23, 2025. Ms. Carpenter clarified that while the current estimated cost of the project is \$3 million dollars, the actual cost will depend on the bids received. For full transparency, Ms. Carpenter emphasized that the total bid amount is not yet known, and there is a possibility it could come in higher than projected. Ms. Carpenter explained that the City Council's approval will allow the Airport to put the project out to bid, and that staff wanted to ensure there were no surprises regarding potential cost increases. Mr. Keating also added that staff is reaching out to vendors to get some competitive bids. Chairman Corcoran asked where the money is currently. Ms. Carpenter stated that the money is coming from Airport local pocket, stating it is essentially coming from the Airport savings.

Furthermore, Ms. Carpenter noted that staff had previously explored the possibility of funding the project through Measure J and/or Measure D funds. Ms. Carpenter also explained that, in accordance with the Airport's Use and Lease Agreement, any capital project exceeding \$1 million dollars must be presented to the signatory airlines for a majority-in-interest vote. This process requires the airlines to formally approve the project as eligible for funding through Airport revenues. Ms. Carpenter emphasized that this requirement was established as part of the airline agreement negotiated and adopted several years ago so there are some layers with this.

Commissioner Hedrick asked for clarification on the wording of a potential motion, suggesting that the Airport Commission could express support for the staff report and for moving forward with the project. Executive Program Administrator Brown clarified that the staff report had already been submitted by the Engineering Department, and therefore, no additional language could be added to it at this stage. However, she noted that if the Airport Commission wished to make a public statement of support, it could still be formally recorded, though it would not be included in the staff report.

submitted to City Council. Commissioner Hedrick then rephrased his proposal, stating that the Airport Commission supports the staff report. Chairman Corcoran confirmed and stated, "Let's take that as a motion".

During the public comment portion of the meeting, a gentleman from the public asked a question regarding whether it would be possible for the airlines to pay for a portion of the flooring replacement in the areas they occupy as part of their lease agreements. Chairman Corcoran clarified that the Airport Commission cannot respond to questions during the public comment period, as it is intended solely for public input and not for dialogue or discussion. The gentleman said, "ok" and "thank you".

ACTION: Motion to Support the Staff Report taken to City Council to Recommend the Approval of Plans, Specifications, Estimates, and Authorize Staff to Advertise and Solicit Bids for the Airport Floor Replacement Project, Airport Project PSP-03. **Moved by Commissioner McDermott, seconded by Commissioner Hedrick, and unanimously approved noting the absence of Commissioners Delgado and Feltman.**

8.D Escalator Replacement Update

Chairman Corcoran opened the discussion by acknowledging the positive feedback received regarding recent concessions upgrades at the Airport. He then turned attention to a persistent area of concern—the escalators located in the Sonny Bono Concourse. Chairman Corcoran noted that passengers have repeatedly expressed dissatisfaction due to the escalators' excessive noise, frequent breakdowns, and general lack of reliability. Chairman Corcoran shared that he had raised these concerns directly with Assistant Airport Director Keating and characterized the condition of the escalators as an "embarrassment," stating that they undermine the otherwise enhanced passenger experience. Chairman Corcoran asked staff what would be required to replace the escalators and address the issue. He further informed the Airport Commission that while the initial focus had been on the escalators, there are also two elevators in need of replacement, and he requested that the discussion be amended to include both the escalator and elevator replacement projects.

Mr. Keating introduced Maintenance Superintendent Jacob Colella and advised that addressing the escalator concerns had been a collaborative, tag-team effort involving Administration Manager Carpenter, Executive Director Barrett, and Mr. Colella. Mr. Keating acknowledged the issue had been raised the previous week, although the team was already aware of the problem and shared the public's frustration with the issues generated by the escalators. Mr. Keating emphasized that everyone at the Airport agreed the units needed to be replaced or significantly improved.

Mr. Keating explained that limited bandwidth due to the volume of ongoing projects had delayed action, but the priority had initially been to replace the elevators. Further nothing that the elevators were in poor condition that they could not be shut down or properly repaired due to the lack of available parts. Therefore, new elevator units had already been procured and were scheduled for replacement first to ensure continued working elevators before tackling the escalators. Mr. Keating informed the Airport Commission that Mr. Colella is currently working with the contractor who was awarded the bid for the elevator replacements. Mr. Keating confirmed that this portion of the project is already in motion and will move forward as the team works through the lead times required for parts procurement. Although a specific installation date has not yet been finalized, Mr. Keating stated that the Airport is hopeful the elevator replacements will take place sometime during the upcoming summer.

Mr. Keating emphasized that the elevators must be addressed before the escalators due to Americans with Disabilities Act (ADA) compliance requirements, as ensuring accessible elevators is a top priority. Chairman Corcoran sought clarification and stated, "So we're moving on it, we have an identified contractor who won the bid for the elevators, so we're ready to rock." Mr. Keating confirmed this, stating, "Yes," and added that it is simply a matter of scheduling the work and receiving the necessary parts, but the project is actively moving forward and has been formally contracted.

In addition, Mr. Keating advised that progress has also been made on the escalator replacement effort. Mr. Keating stated that staff has been actively working with the City of Palm Springs Contracting and Procurement Department to develop the scope of work for the project. Mr. Keating noted that the primary challenge at this point is determining how to fit the escalator replacement into the existing budget and align it with other ongoing project priorities. Adding that Mr. Colella is nearing completion of the scope of work development and is expected to have a finalized and solid scope of work for the escalator replacement within the next couple of weeks.

Following this update, Chairman Corcoran asked whether there is currently funding available in the existing budget to move forward with replacing the escalators this year. Mr. Keating responded by deferring to Ms. Carpenter for additional details and stated that while funding had been included in the budget for the escalator replacement, it was originally anticipated that grant funds, specifically applied for the escalators, would help offset the cost. Unfortunately, those grant funds were not awarded, which now presents a challenge in fully funding the project. Ms. Carpenter confirmed that Mr. Keating's summary accurately reflected the current situation. Mr. Keating further noted that Airport staff would need additional time to evaluate the existing budget and

determine what adjustments or project shifts would be necessary to accommodate the escalator replacement.

Chairman Corcoran informed the Airport Commission that a formal vote could not be taken at this time but emphasized the importance of placing the matter on the table for awareness and discussion. Chairman Corcoran stated that it was essential for everyone to understand the current situation, the priorities involved, and the implications associated with replacing the escalators. Chairman Corcoran also noted that he had not been fully aware of the condition of the elevators and was pleased to hear that the replacement process for those units was now moving forward.

Mr. Corcoran went on to express confidence that if funding challenges arise, there may be creative solutions available, adding from discussions at City Hall, there is strong interest in addressing the escalator issue sooner rather than later. Chairman Corcoran then asked Airport staff what the Airport Commission could do between now prior to the next meeting to support the process, and what staff planned to have ready for the Airport Commission to keep the project moving forward.

In response, Mr. Keating stated that staff would need additional time to conduct further research, particularly on the funding side. Mr. Keating explained that the team needs to review what projects are currently planned, assess the existing budget, and determine what has already been allocated and spent. Mr. Keating reiterated that staff would need to explore whether there are sufficient funds to proceed with the escalator replacement this year and identify what adjustments may be necessary to accommodate the project. Mr. Keating emphasized that additional time is needed to complete this assessment and provide the Airport Commission with a clear path forward. Mr. Keating asked if any Airport staff would like to add anything.

In which Ms. Carpenter deferred the conversation to Mr. Colella and added that it may be possible to use the contractor that the Airport has in place to assist with the concerns. Mr. Colella confirmed that the Airport does have options with the current contractor, named TK Elevator. However, Mr. Colella noted that it is unlikely a fully satisfactory solution can be achieved with the current system as it stands. Providing additional context, Mr. Colella explained that the escalators were originally installed in 1999 and underwent a partial refurbishment approximately six or seven years ago. That refurbishment resulted in a hybrid system, combining older infrastructure with newer components that were not fully compatible, contributing to the ongoing mechanical issues and noise problems currently being experienced. That refurbishment resulted in a hybrid configuration, combining incompatible components, specifically, stair treads that did not match the original guide tracks. This mismatch

has led to uneven wear and created the loud clunking and grinding noises passengers frequently report. The uneven movement has also caused safety concerns and mechanical inefficiencies. Mr. Colella added that pursuing another partial fix would not be cost-effective or reliable, and in discussions with the Airport's existing maintenance contractor, TK Elevator, it became clear that the better course of action is full replacement. According to Mr. Colella, the difference in cost and lead time between partial and full replacement is negligible, and further hybridization would only risk recurring issues.

Commissioner Wiseman asked whether the hybridization that occurred six or seven years ago was a common industry practice at the time. Further sharing observations from a colleague who frequently travels that has experienced similar issues with elevators being out of service at various locations. Commissioner Wiseman noted that during recent travel through Denver International Airport, it appeared that approximately 10% of the elevators there were also out of service and wanted to confirm if this issue was a common industry practice. Mr. Keating responded by explaining that a significant factor contributing to the escalator downtime is the presence of required safety sensors. Mr. Keating stated that approximately 90 to 95 percent of the time, the escalators go out of service because passengers inadvertently trigger these sensors with their luggage. Mr. Keating emphasized that these safety sensors are mandated by law and must remain installed on the equipment, so there is no option to remove or bypass them.

Mr. Keating further explained that when a safety sensor is triggered, the escalator must be reset by a certified technician. In many cases, a technician is required simply to turn a key and perform the reset. However, if the system detects a more complex issue, Airport staff must contact the maintenance company to conduct an on-site assessment. Mr. Keating noted that this process is often outside the control of Airport staff and contributes to the delays in restoring escalator service. Chairman Corcoran added to the discussion by pointing out that the escalators are sometimes out of service for extended periods, noting that they can be down for as long as two weeks at a time. Mr. Colella provided further context by recounting a recent incident from October 2024, in which one of the escalator handrail bags failed completely. Explaining that the failed component was approximately 30 years old, and it took nearly four weeks to procure the replacement part and complete the reinstallation. Mr. Colella noted that the delay had a significant impact on operations.

Commissioner Caldwell asked for some prospective views on the anticipated cost of the escalator replacement project. Commissioner Caldwell asked whether the project would be in the range of approximately \$500,000 or if it would be a \$3 million

undertaking. Mr. Colella noted his estimated cost for complete escalator replacement would be approximately \$1.2 million, \$450,000 per unit, while the elevator replacements were already budgeted and the bid came in at approximately \$580,000, which came in lower than expected. Chairman Corcoran stated that he believed Mr. Colella had already addressed his questions and concerns. Chairman Corcoran emphasized that the Airport staff should no longer spend time or resources attempting to patch or repair the existing escalators. Instead, Chairman Corcoran urged that all efforts be focused on how quickly new escalators can be procured and installed. Chairman Corcoran concluded by stating that the goal should be to present a completely new look and improved functionality.

Mr. Colella informed the Airport Commission that he has reached out to other contractors to gather information on lead times and has also discussed the timeline with the Airport's current contractor, TK Elevator. Mr. Colella reported that the estimated lead time for replacing the escalators is approximately 40 weeks, around nine months, which is the time required to procure all necessary parts before installation can begin.

Chairman Corcoran asked whether it would be possible to explore other resources or vendors to potentially reduce the lead time. Mr. Colella responded that this is a viable option and suggested that availability and lead time could be included as evaluation criteria in the RFP process. While selecting a vendor with a shorter lead time might result in a higher cost, Mr. Colella noted that it could be worth the additional investment to expedite the project.

Commissioner Kiehl recommended that staff consult with the City Attorney regarding the possibility of pursuing an emergency procurement provision for the escalator replacement. Commissioner Kiehl emphasized the urgency of the situation, noting that if the escalators were to fail completely, there would be no viable entry point to the concourse, which could have a devastating impact on passenger flow and pose operational and security risks. Stating that escalators are critical infrastructure that "can't be broke."

Chairman Corcoran agreed and stated that Commissioner Kiehl raised an important point. Chairman Corcoran suggested that, given the ongoing feedback from both the public and City Hall, the Airport should proactively explore any possible shortcuts or expedited processes before the next Airport Commission meeting. Chairman Corcoran encouraged staff to apply pressure where needed and seek assistance to help accelerate the project. Noting the importance of preparing for the next meeting

by asking the necessary questions and putting all available energy into finding ways to move the project forward as quickly as possible.

Commissioner Kiehl further recommended that the Contracting and Procurement Department include specific language in the RFP requiring vendors to provide after-hours work and shorter lead times. While this may increase the cost, he stated that the expedited timeline would be well worth the investment.

Ms. Carpenter then requested that the Airport Commission take a formal vote in support of the escalator replacement project, rather than waiting to modify the motion later. Ms. Carpenter explained that having a recorded vote of support from the Airport Commission would allow staff to present the project to City Council with confirmation that it is backed by the Airport Commission, which could help facilitate the approval process once the bid is ready.

Chairman Corcoran responded affirmatively, stating that if taking a vote would help expedite the process, then the Airport Commission should move forward with it.

ACTION: Motion to recommend to City Council the approval of a full escalator replacement. **Moved by Commissioner Hedrick, seconded by Commissioner McDermott, and unanimously approved noting the absence of Commissioners Delgado and Feltman.**

Chairman Corcoran advised Airport Staff to communicate to the City Manager the sense of urgency around the escalator replacement to get his support for moving this quickly. Noting that Chairman Corcoran would love to see this as a way of demonstrating to ourselves that we can move to get something fast. Chairman asked if staff could provide an update at the next meeting. Mr. Keating confirmed.

8.E Noise Committee Update

Commissioner Fong presented a brief overview of the January 15, 2025 Noise Committee meeting.

Commissioner Martin advised the Airport Commission that he had attended the Master Plan presentation that had been provided to the Escena Association, and said that he has received a significant amount of feedback from the Escena residents in regard to the Airport not being a good neighbor from a noise perspective and that they are uncomfortable and upset with the low flying twin propeller airplanes that are from the Palm Springs Air Museum and that are flying almost daily over their neighborhood.

He said that the residents want the airport to do to prevent the smaller airplanes that don't have good soundproofing from flying over their neighborhood.

Executive Director of Aviation Barrett said that the Airport has no authority over aircraft once it is in the air as that is controlled by the Federal Aviation Administration (FAA). Once an aircraft is airborne, the FAA has sole jurisdiction over its movements. However, the Airport can work with air traffic control and communicate with pilots to raise awareness about community impacts. Mr. Barrett further advised that the Airport has a strong working relationship with the Museum, including recent collaboration on the Boeing aircraft display, and expressed confidence that a constructive dialogue could take place. Outreach to surrounding neighborhoods on noise-related issues is also part of the Airport's 2025 engagement goals.

8.F Concessions Update

Assistant Airport Director Keating provided the Airport Commission with a detailed update on current and upcoming concession openings. Mr. Keating began by announcing that "Pink Door" is progressing well and is expected to open within the next two to three weeks. This location will offer coffee and retail options for those waiting in the main terminal. Mr. Keating also noted there is considerable excitement surrounding its debut.

Mr. Keating then discussed the status of two other locations, Trio and Vino Volo. He explained that these projects are actively progressing and additional staffing was added on Saturdays to expedite construction efforts. Additionally, two or three rounds of extra support have been sent from Phoenix, where G4 is based, to assist in accelerating work. Despite these efforts, Mr. Keating indicated that the anticipated completion timeline for these locations is still late March to early April, assuming no additional delays occur.

Mr. Keating also mentioned a future concession titled "The Canteen." While there is not a confirmed opening date, staff are working to complete other projects first before initiating construction on this final site. All permits have been submitted, and the Airport is awaiting comments from the City before proceeding with preliminary work.

Chairman Corcoran noted that the Ad Hoc Committee's engagement with WHSmith, formerly known as The Marshall Group. Mr. Corcoran also noted that the committee had previously expressed concerns about product composition and the focus on Palm Springs-themed merchandise. In response, Mr. Keating shared that WHSmith is actively working on the feedback received. For example, proper signage for local

companies is being developed and installed, and staff are coordinating efforts to introduce Brandini Toffee ice cream into WHSmith locations. Installation has been delayed due to technical challenges, such as configuring freezers that meet ADA compliance and Heating, Ventilation, and Air Conditioning (HVAC) compatibility, particularly in Las Palmas.

Mr. Keating added that WHSmith is continuing to address inventory issues for local products, and meetings will be scheduled with the Ad Hoc Committee once representatives from the company's VP office are available to review progress. Chairman Corcoran commended the advertising efforts, citing a recent social media ad that showcased various Palm Springs items now featured in the Airport. Mr. Corcoran emphasized the importance of maintaining pressure and accountability on this matter moving forward.

8.G Marketing Update

Item 8.G was heard after Item 8.A.

Deputy Director of Aviation, Marketing and Air Service Meier presented the Marketing and Air Service Update for December 2024 and provided a brief overview of key marketing initiatives and air service developments throughout the 2024 calendar year. Mr. Meier also included passenger counts from years 2019, 2021, and 2022 in his presentation.

Mr. Meier also provided an update on the recent Airport Round Table Conference, which was hosted by Palm Springs International Airport in partnership with Visit Greater Palm Springs. Mr. Meier shared that the event brought together industry professionals from both airports and airlines across the United States and Canada, with a total of nine airports represented. Mr. Meier noted that VGPS put together some great opportunities and described some of the activities that attendees participated in during the conference and a networking evening reception, contributing to a productive and engaging experience.

Mr. Meier noted that while this conference typically sees a breakdown of approximately 70% airport attendees and 30% airline representatives, this event had a more balanced mix, with participation split evenly at 50/50. Mr. Meier concluded by stating that hosting air service development conferences is an important part of the Airport's overall strategy to grow air service at Palm Springs International Airport by attracting new airline partners and expanding available routes.

Commissioner Fong asked which airlines attended the Airport Round Table Conference and inquired about the feedback received from other airports regarding the services provided at Palm Springs International Airport. Mr. Meier responded that

the purpose of the Airport Round Table Conference was primarily educational. While airlines did provide updates, their presentations were not focused specifically on evaluating Palm Springs International Airport. As the host airport, Palm Springs was briefly highlighted in several presentations, but the majority of the content centered on each airline's broader operational outlook, strategic priorities, and market forecasts.

Mr. Meier shared that the airlines in attendance provided general updates on fleet growth, service changes, and demand trends. Mr. Meiers stated as an example, Southwest Airlines discussed the impact of Boeing delivery delays, which will result in negative aircraft growth for the next few years, limiting opportunities for service expansion. However, the airline also mentioned operational adjustments such as shorter turn times and the introduction of red-eye flights to increase seat availability.

Although formal feedback was not solicited during the Airport Round Table Conference, Mr. Meier noted that the informal conversations he had with airline representatives were very positive. United Airlines expressed strong satisfaction with the performance of their new service to Washington, D.C. Mr. Meier also shared a discussion he had with a company called Landline, which provides plush bus services that connects smaller markets to major airports. He described the quality of their buses and how they operate as an extension of airline service, identifying it as a potential opportunity for Palm Springs International Airport to capture passengers who currently drive in from outlying areas. In addition, Mr. Meier noted that although Porter Airlines did not attend the conference, he had spoken with their representatives recently and received equally favorable feedback about their operations and performance at Palm Springs International Airport.

Vice Chairman Burke added that the feedback he received was also very positive. He noted that the participating airlines and airports expressed appreciation for both the destination and the overall experience provided during the event. Vice Chairman Burke emphasized that hosting industry events like this not only enhances the Airport's reputation but also strengthens relationships with airline partners and supports the Airport's broader air service development efforts.

Mr. Meier emphasized the value of having face-to-face interactions with various airline officials, stating that these connections are truly invaluable to the Airport's ongoing air service development efforts. Commissioner Fong asked which nine airlines attended the conference. Mr. Meier responded that while he could not recall all of them offhand, he confirmed that representatives from American, Delta, United, Southwest, Sun Country, Landline, WestJet, and Air Canada were present. Mr. Meier noted that he could not recall the name of the ninth airline at the time.

8.H Financial Update

Airport Administration Manager Carpenter stated that the Financial Update was included in the agenda packet.

8.I Employment Update

Assistant Airport Director Jeremy Keating stated that the Employment Update was included in the agenda packet.

Chairman Corcoran inquired about the status of the Deputy Director, Capital Development position. Mr. Keating confirmed that the position had been posted, and Executive Director of Aviation Barrett added that the recruitment was active, and the Airport was currently accepting resumes. Chairman Corcoran asked if the recruitment effort was unsuccessful, could the Airport reevaluate the salary structure or if that had already been addressed with Human Resources (HR). Mr. Barrett responded that HR had recently increased the salary by 2.5% and further noted that an additional 5% increase scheduled for July may help attract more candidates. Mr. Barrett stated that if these efforts were not successful, the Airport does plan to reevaluate the salary range again.

Chairman Corcoran expressed the Commission's support for the recruitment process and affirmed that the Airport Commission would be willing to advocate for salary adjustments if needed to secure qualified candidates.

Commissioner McDermott asked if there were any opportunities to bring aspects of the recruitment process in-house, or if there had been any conversations about embedding HR functions within the Airport. Chairman Corcoran confirmed that discussions have taken place and provided additional insight into current staffing and future plans related to HR support at the Airport.

8.J Project and Airport Capital Improvement Program Update

Executive Director of Aviation Barrett stated that the Project and Airport Capital Improvement Program update was included in the agenda packet. Chairman Corcoran asked to have a discussion at the next meeting regarding the runways. Assistant Airport Director Keating advised the Airport Commission that it would be premature for staff to discuss the runway with the Airport Commission because the runway analysis was still on-going. Mr. Keating said that the preliminary data had been collected and a more in-depth analysis of the runway was underway. Additionally, Mr. Keating confirmed that Taxiway Whiskey had been fully repaved and was no longer a concern and that the runways remained a priority for staff. Chairman Corcoran requested a more detailed briefing once the engineering analysis was completed.

9. EXECUTIVE DIRECTOR REPORT

Executive Director of Aviation Barrett stated that the Executive Director report was included in the agenda packet. Mr. Barrett shared that the preliminary work had begun on the Airport's annual budgeting process for the next two fiscal years and that based on initial analysis, staff have identified the need for approximately 18 additional

personnel positions, primarily within the Maintenance Division. Mr. Barrett said that he had tasked Airport Administration Manager Carpenter with evaluating the financial impact of these staffing increases on the cost per enplanement, particularly in relation to the Airport's airline partners and that the final recommendations regarding staffing and budget adjustments would be brought forward to the City Council in the coming weeks.

Mr. Barrett also noted that he was attending a Customs and Border Protection (CBP) FIS (Federal Inspection Services) Insight event in Washington, D.C., hosted at the National Academy of Sciences. The event brought together key stakeholders including CBP, the Future Borders Coalition, Airports Council International, the International Air Transport Association, multiple airlines, and select airports. The discussions covered a range of topics including facility design, screening processes, accessibility, and the unique challenges faced by small hub airports. Mr. Barrett will prepare a detailed report on the event to share with the Commission at a future meeting.

10.COMMISSIONERS REQUESTS AND REPORTS:

None.

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 December 2024

12.B Airline Activity Report Fiscal Year Comparison

13.COMMITTEES:

13.A Future Committee Meetings

13.B Committee's Roster

ADJOURNMENT:

The Airport Commission adjourned at 7:25 P.M. to a Regular Meeting on February 19, 2025, at 5:30 P.M.

Tanya Perez
Interim Executive Administrative Assistant



palm springs
INTERNATIONAL AIRPORT

Marketing Update

April 2025



ITEM 7.D

March Passengers

Total Passengers: 493,450

- 4.3% gain over 2024
- Record month

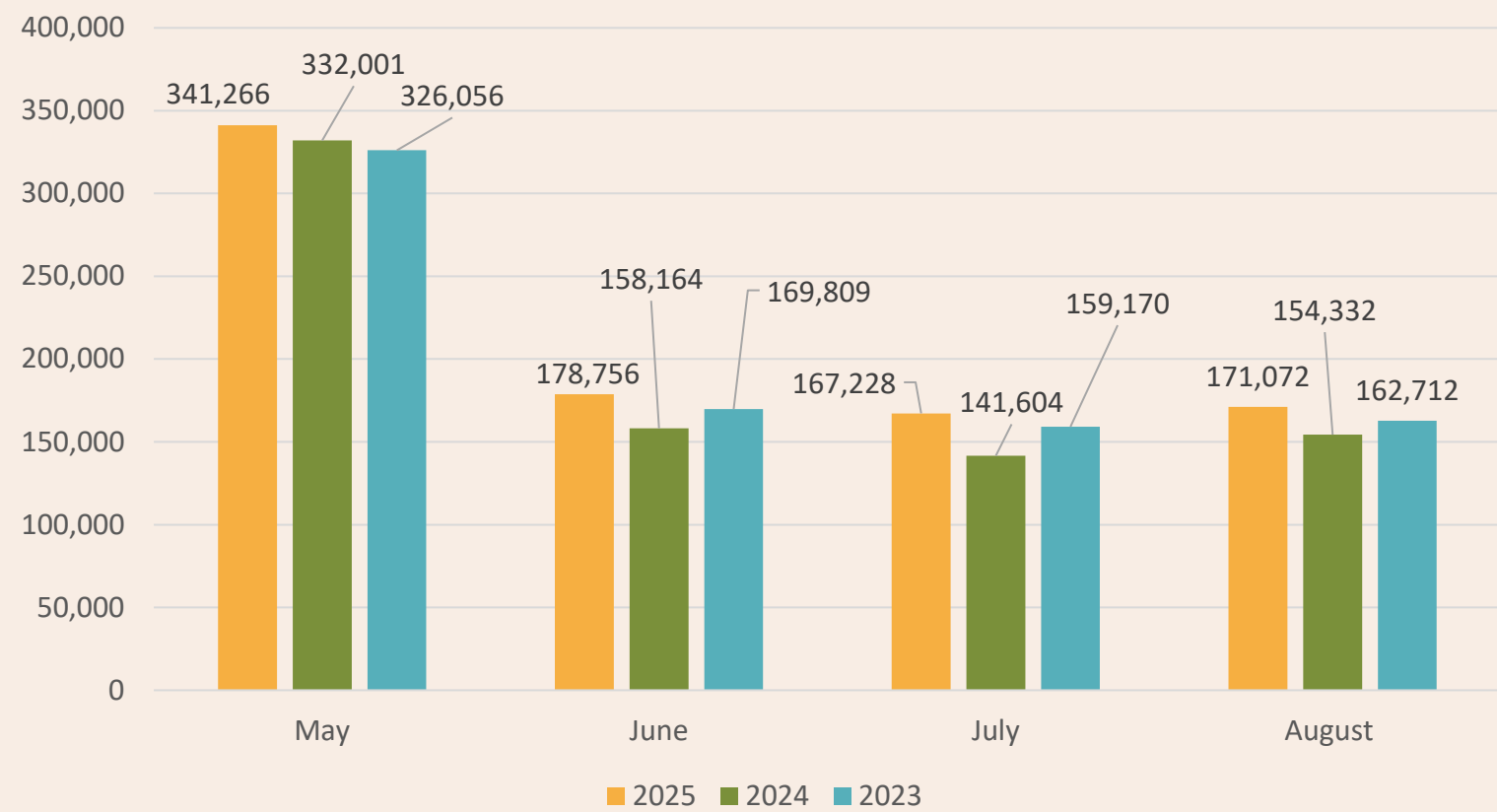


Scheduled Departing Seats

Based on 4/14/25 schedule data, subject to change.

Seats vs. 1 Year Ago

Month	% Change
May	5.9 %
June	12.9 %
July	18.1 %
August	10.9 %



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

Air Service Update

Delta adding a third daily summer frequency to SLC

- Previously twice daily in summer
- Increases summer connection opportunities

Allegiant canceled BLI year-round conversion

- Cited decreasing summer demand
- Season ends May 26, returns in the fall

Arriving Canadian Seats 2025 vs. 2024

Month	% Change	Seat Count Change
June	12.4 %	+459
July	-21.3 %	-708
August	-10.4 %	-354
September	8.2 %	+447

- Second home ownership and our location in California appear to somewhat buffer PSP
- Too early to determine the real impact
- Canadian airline passenger numbers were up 2.1% in March

We continue to market PSP, create awareness, & promote our strengths

Summer Campaign Themes:

- You can get anywhere in the world from PSP
- “Beat the heat” style advertising for our Canadian service
- Promoting the calm and ease of PSP in the summer months vs. busier SoCal Airports

Promotions

- Working with airlines to plan promotions for our new summer service and existing service

Navigator Mobile Assistance Team

- Testing a post-season extension
- Courtyard location will operate as weather permits

Customer Experience Program Plan Development

- PSM² stakeholder interviews and surveys are on-going

Roadway Banners

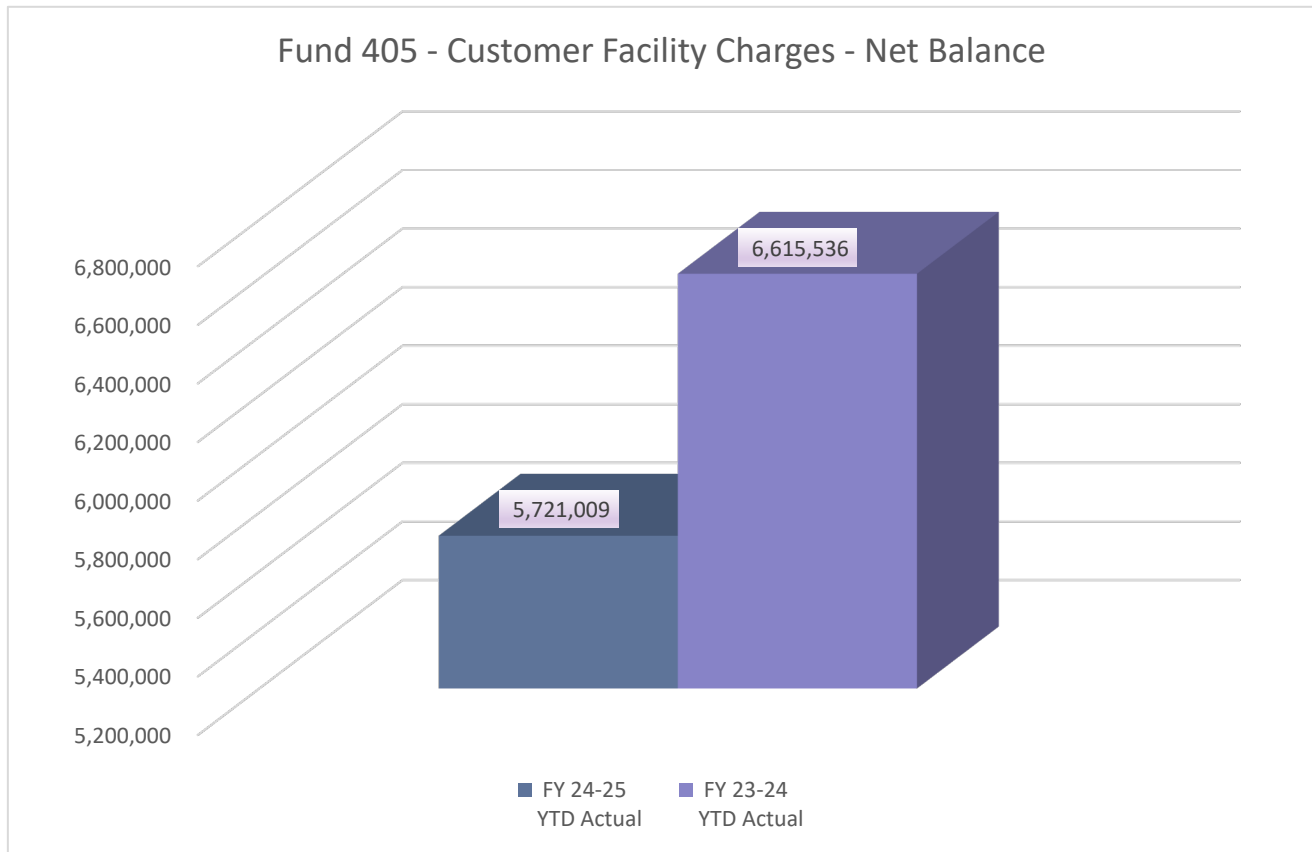
- Vendor work on the full replacement is in progress
- The replacements installed to date are holding up against the wind



CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT

Financial Summary
Ending March 31, 2025

Fund 405 - Customer Facility Charges	FY 24-25 YTD Actual	FY24-25 % Of Budget	FY 23-24 YTD Actual	FY 23-24 vs FY 24-25 % Change
Operating Revenue	5,721,009	60%	6,615,536	-14%
Operating Expenditures	-	0%	-	0%
Surplus / (Deficit)	5,721,009	60%	6,615,536	14%



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 \$5,721,009 represents 61% of the full year budget, reflecting seasonal nature of CFC revenues.

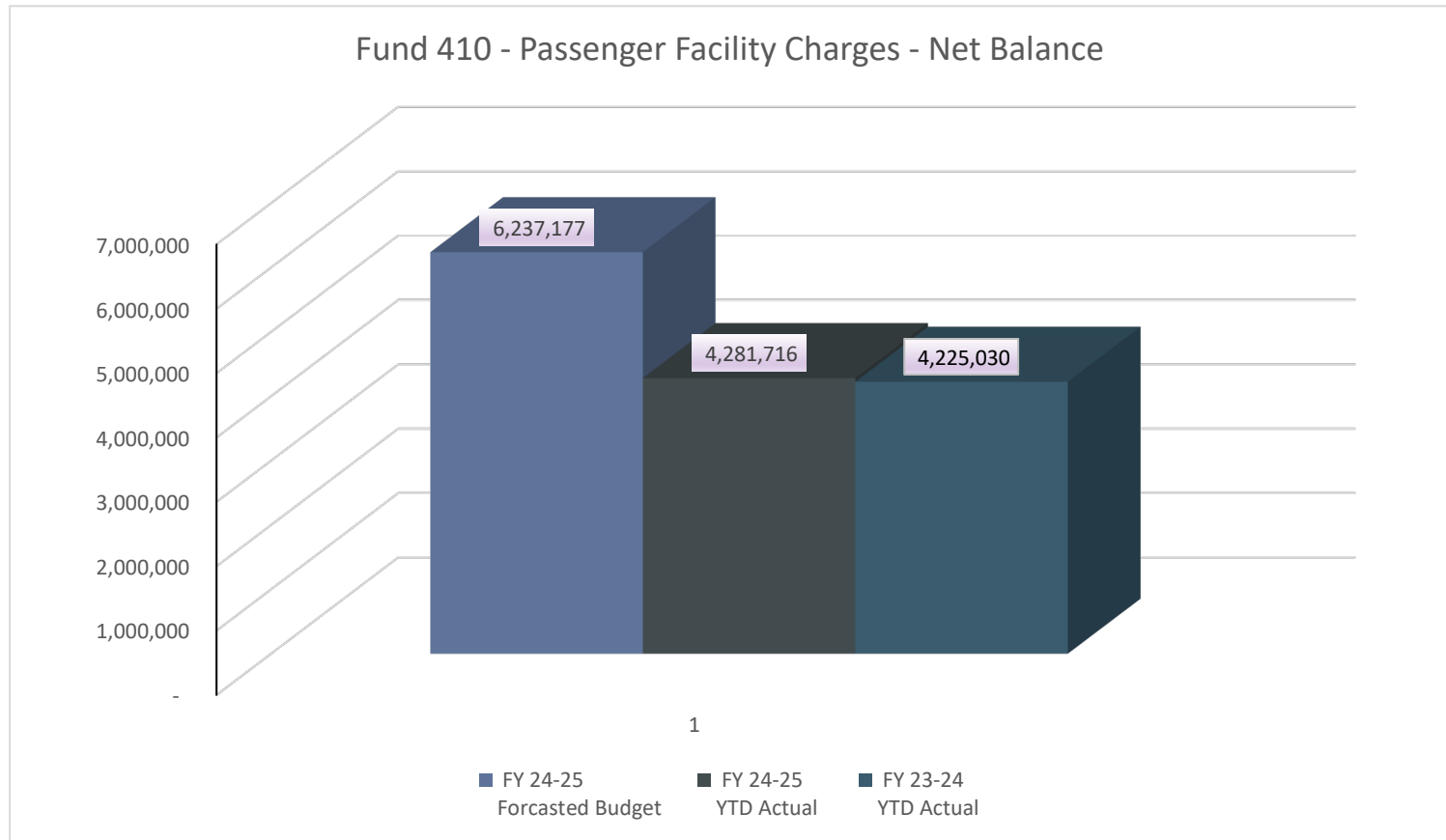
Expenditures

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

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT

Financial Summary
Ending March 31, 2025

Fund 410 - Passenger Facility Charges	FY 24-25 Forecasted 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	6,784,274	4,588,053	68%	4,565,321	0%
Operating Expenditures	547,096	306,337	56%	340,291	-10%
Surplus / (Deficit)	6,237,177	4,281,716	69%	4,225,030	1%



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 \$4,588,053 represents 69% of the full year budget, reflecting seasonal nature of PFC 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 \$306,337 include administrative fees for the 2019 bond.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending March 31, 2025

Fund 415 - Airport Operations & Maintenance	FY 24-25 Forecasted 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	52,540,245	36,715,203	70%	31,266,893	17%
Operating Expenditures	48,334,102	28,944,219	60%	24,300,357	19%
Surplus / Deficit	4,206,143	7,770,984	185%	6,966,536	12%

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 March 31, 2025

Fund 415 - Airport Operations & Maintenance	FY 24-25 Forecasted 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					
Airline Revenue					
Landing Fees	6,960,158	4,811,538	69%	3,695,245	30%
Terminal Airline Space/Joint Use	6,817,158	5,056,187	74%	3,900,982	30%
Gate Per Use Fees	2,254,405	1,614,585	72%	1,108,220	46%
Passenger Loading Bridge Fee	577,205	339,676	59%	420,277	-19%
Baggage Handling System Fees	570,705	283,015	50%	587,219	-52%
Total Airline Revenues	17,179,631	12,105,000	70%	9,618,165	26%
Non-Airline Revenue					
General Aviation	428,526	266,762	62%	245,333	9%
Non-Aeronautical Ground Rental	651,486	536,120	82%	529,504	1%
Aeronautical Ground Rental	1,320,632	986,599	75%	932,533	6%
Parking	6,301,392	4,681,748	74%	4,796,864	-2%
Airport Use Permits	118,809	99,885	84%	91,777	9%
Non-Airline Terminal Rent Fee	4,437,249	2,916,245	66%	1,894,326	54%
Rental Car - Overflow Parking	366,255	218,056	60%	91,958	137%
Advertising	881,702	590,553	67%	334,656	76%
On Airport Rental Car	14,592,865	9,481,432	65%	7,087,358	34%
Commercial Services Fees	1,378,902	884,180	64%	803,957	10%
Ground Transportation Fees	1,572,931	983,948	63%	913,461	8%
Customs	446,003	277,974	62%	280,066	-1%
All Other Revenue	2,863,863	2,686,700	94%	3,646,936	-26%
Total Non-Airline Revenue	35,360,614	24,610,203	70%	21,648,728	14%
Total Operating Revenues	52,540,245	36,715,203	70%	31,266,893	17%

The Passenger Loading Bridge Fee and Baggage Handling System Fees are 28% and 30% respectively of prior year actual budget, the rates were reassessed at the start of the FY25 and lowered to match operating costs.

Non-Airline Terminal Rental Fee, we have new concessions, including Inmotion, Hey Joshua, Las Casuelas, Pink Door and recently Trio. We are expecting a revenue increase when the last major Food and Beverages store open in April 2025. The Rental Car Overflow Parking has increased by 137% when compared to prior year. The Rental Car had additional vehicle rentals during the high season.

For Advertising, the FUSE contract started in July 2024 with a higher revenue share to the Airport, when compared with the prior advertising company.

The On Airport Rental Car for FY25 fees structure has changed. The Airport is recording the Minimum Annual Guarantee.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending March 31, 2025

Fund 415 - Airport Operations & Maintenance	FY 24-25 Forecasted Budget	FY 24-25 YTD Actual	FY24-25 % Of Budget	FY 23-24 YTD Actual	FY 23-24 vs FY 24-25 % Change
Operating Expenditures					
Emergency Disaster	63,137	22,493	36%	-	0%
Airport Administration	7,050,708	4,756,913	67%	4,087,436	16%
Airport Information Technology	873,990	720,861	82%	353,773	104%
Airport Law Enforcement	3,248,311	2,491,045	77%	2,556,610	-3%
Aviation Security	764,930	498,114	65%	154,043	223%
Airside Operations	7,047,041	4,734,599	67%	3,828,533	24%
Airport Rescue - Fire	4,456,330	3,454,864	78%	2,989,102	16%
Landside Operations	2,895,963	1,991,683	69%	1,389,676	43%
Grounds Maintenance	424,920	302,184	71%	326,042	-7%
Terminal Building Operations	7,753,787	5,575,038	72%	3,424,799	63%
Passenger Boarding Bridges	26,200	16,239	62%	31,024	-48%
Baggage Handling System	709,500	450,533	64%	260,644	73%
Control Center Operations	4,646,643	3,537,482	76%	3,190,215	11%
U.S. Customs	314,005	229,498	73%	221,006	4%
Planning & Projects	199,639	162,674	81%	91,110	79%
Budget Transfer Out	7,859,000	-	0%	1,396,342	-100%
Total Operating Expenditures	48,334,102	28,944,219	60%	24,300,357	19%
Surplus / (Deficit)	4,206,143	7,770,984	185%	6,966,536	12%

For Airport Information Technology we have new positions and new IT equipment, for extended hours of support. The Aviation Security has increased by 223% due to Airport completing a reallocation of resources and created new departments in FY25, compared to FY24. The newly added departments include Emergency Disaster and the re-allocated departments has all the Salaries and Benefits for Aviation Security into one department. There is an increase to Aviation Security, when compared to Prior Year because the Airport is now paying a contractor for TSA mandated requirements for Aviation Worker Screening.

Terminal Building Operations increased by 63% when compared to Prior Year because of a new contract for cleaning services, plumbing and HVAC services.

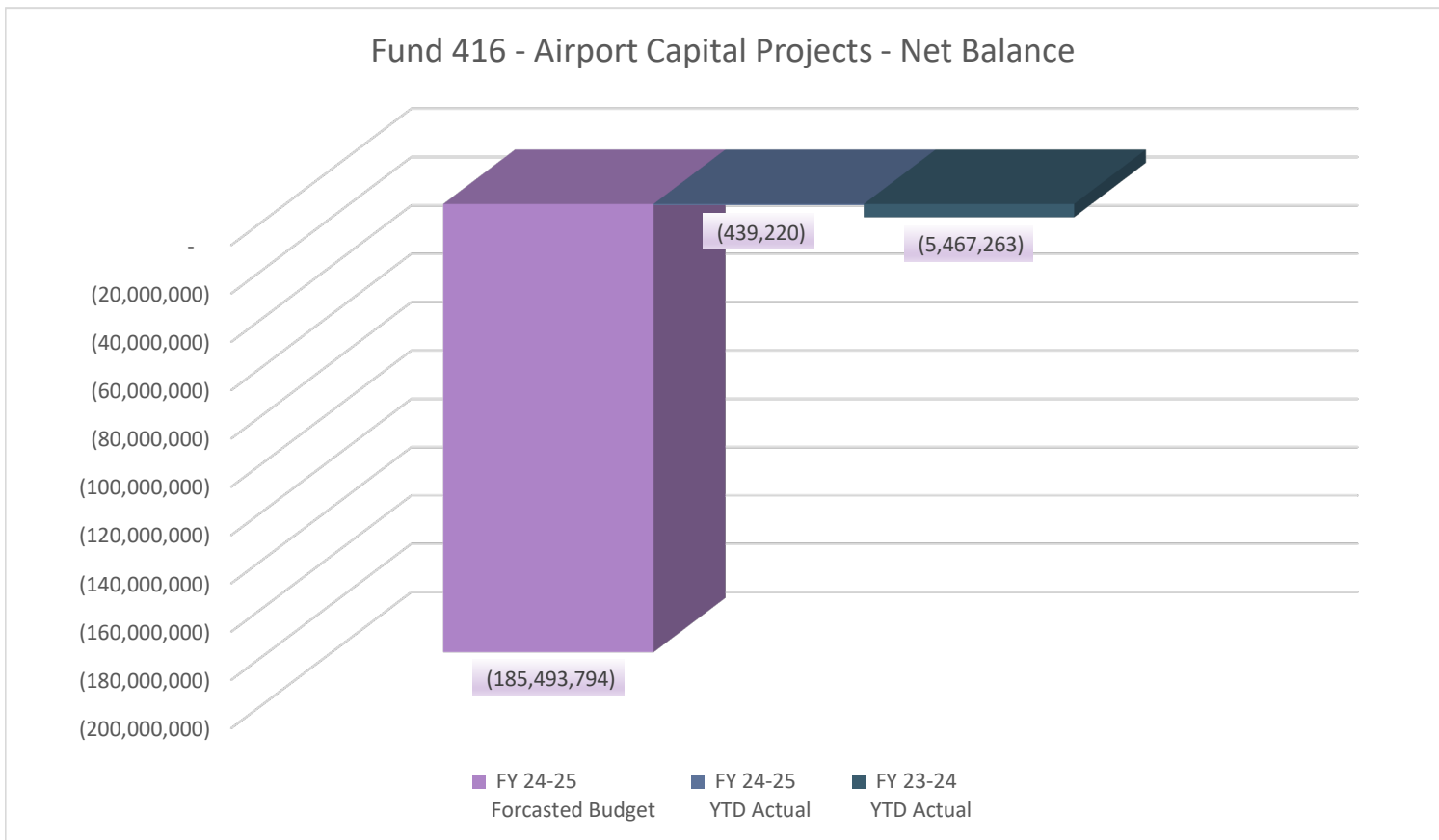
For Passenger Boarding Bridges, we increased Materials and Supplies due to repairs and maintenance.

Planning & Projects is a newer department where we are tracking expenses for studies and projects.

YTD, the Airport has spent 53% on Salaries & Benefits, 28% on Contractual Services, 5% on Utilities, 5% on Materials & Supplies 7% Other City Services, 1% Insurance and 1% Airline Incentive Program.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending March 31, 2025

Fund 416 - Airport Capital Projects	FY 24-25 Forecasted 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	11,832,046	10,182,701	86%	1,210,529	741%
Operating Expenditures	197,325,840	10,621,920	5%	6,677,792	59%
Surplus / (Deficit)	(185,493,794)	(439,220)	0%	(5,467,263)	-92%



Fund 416 is the Airport Capital Program

Revenues

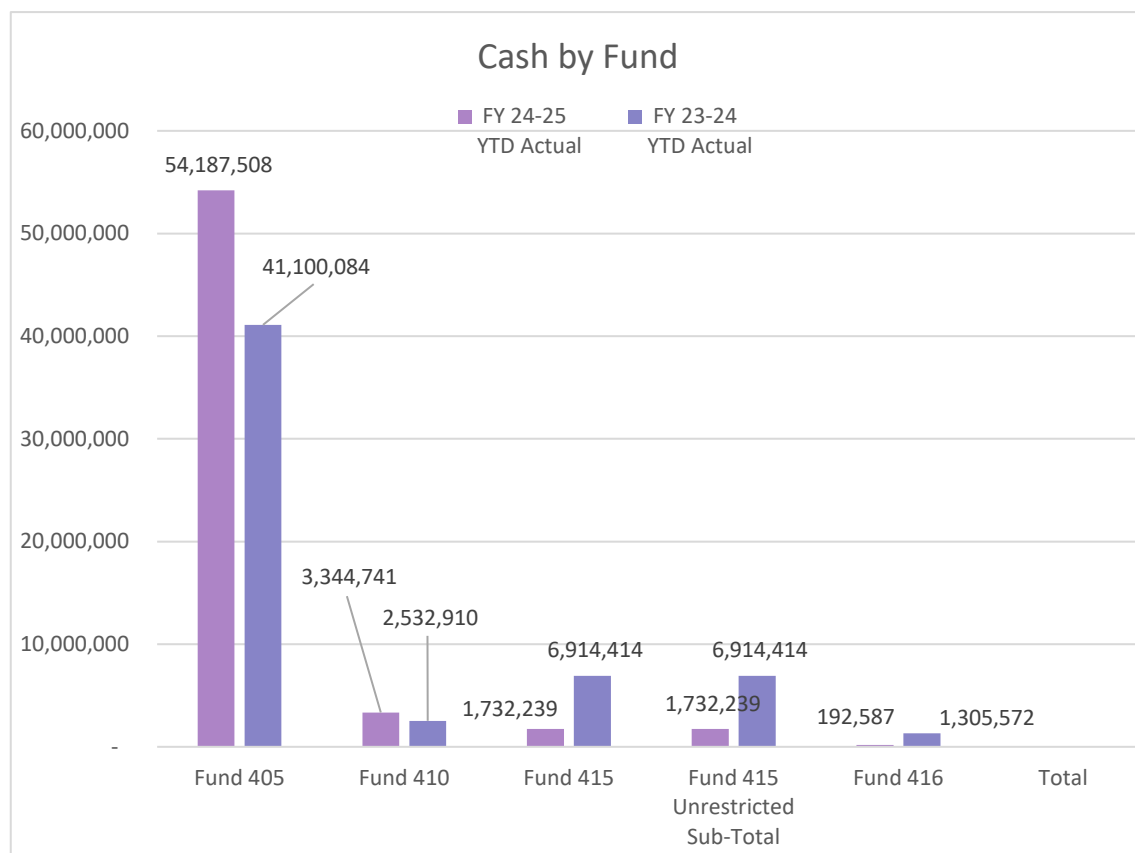
Airport Improvement Program (AIP) grants are offered to PSP to provide funding assistance for eligible capital projects that meet the criteria of the federal program. Additional funding is being distributed through AIP grant program by the Bipartisan Infrastructure Law (BIL). These grants have a 9.34% 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. The \$10,182,701, included \$3,218,145 in Federal Grants and \$7,403,775 in Budget Transfer from the Airport Operating and Maintenance Fund.

Expenditures

Some of the key expenditures for FY24-25 included Taxiway Rehabilitation Construction "W" and "A1" \$7,224,730, Baggage Handling System (BHS) \$1,747,020, Master Plan \$433,921 and other projects completed the \$10,621,920.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending March 31, 2025

<u>Cash Summary</u>	FY 24-25 YTD Actual	FY 23-24 YTD Actual
Fund 405	54,187,508	41,100,084
Fund 410	3,344,741	2,532,910
Fund 415	1,732,239	6,914,414
Fund 415 Unrestricted Sub-Total	1,732,239	6,914,414
Fund 416	192,587	1,305,572
Total		



CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending March 31, 2025

NO. OF PROJECTS	PROJECT NAME	BUDGET FY 2021-2022	BUDGET FY 2022-2023	BUDGET FY 2023-2024	BUDGET FY 2024-2025	PROJECTS TO DATE	REMAINING	FUNDING SOURCE
1	AIRCRAFT RESCUE & FIREFIGHTING TRUCK			-	1,500,000	1,127,610	372,390	Airport
2	AIRFIELD 31L/13R REHABILITATION & AIRFIELD CONNEI	-	-	-	1,500,000	-	1,500,000	Airport / ACIP Grant
3	AIRFIELD W & A1 - (CONSTRUCT - PHASE 1)	-	-	-	6,500,000	6,345,637	154,363	Airport / ACIP / BIL-AIG Grant
4	AUTOMATED EXIT LANES	-	-	-	750,000	-	750,000	Airport
5	AUTOMATED VEHICLE IDENTIFICATION	300,000	-	-	-	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 !	-	-	400,000	-	-	400,000	Airport
8	COMMON USE	225,860	2,777,514	-	-	2,598,074	405,300	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	4,292	Airport/ACIP
14	FEDERAL INSPECTION STATION - (DESIGN) & NEW TERM	-	-	-	19,000,000	315,000	18,685,000	Airport / BIL - Entitlement Grant
15	GATE STRIPING	-	-	599,900	-	599,900	-	Airport
16	HOT SPOT STUDY	-	-	181,320	-	147,880	33,440	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	2,024,870	15,975,130	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	-	1,517,366	758,450	Airport/ACIP
23	OUTBOUND BAGGAGE HANDLING SYSTEM	-	-	20,000,000	10,000,000	1,625,352	28,374,648	Airport/ACIP/PFC
24	PAINT STRIPING TRUCK	-	-	1,000,000	-	-	1,000,000	Airport
25	PARKING REVENUE SYSTEM	-	-	500,000	-	105,964	394,036	Airport
26	PAVEMENT MANAGEMENT PLAN (APMS)			340,000		344,364	(4,364)	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	-	44,659	2,355,341	Airport
32	PUBLIC RESTROOMS	-	-	10,000,000	-	279,189	9,720,811	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	-	247,036	(11,036)	Airport / VGPS Grant
36	SOLID SEPARATOR	-	-	100,000	-	-	100,000	Airport
37	TAXIWAY REHABILITATION W & A1	-	-	571,158	-	484,838	86,320	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	-	458,428	41,572	Airport
43	WILDLIFE HAZARD ASSESSEMENT	-	-	140,000	-	136,624	3,376	Airport/ACIP
TOTAL		29,731,662	2,777,514	55,854,194	98,650,000	19,735,623	167,277,747	



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: April 14, 2025
TO: Harry Barrett, Executive Director of Aviation
FROM: Paola Rafael, Human Resources Specialist
SUBJECT: Department of Aviation Recruitment Activity Report

MEMORANDUM

The following is a summary of recruitment activity for the Department of Aviation.

I. UNFILLED AND FILLED POSITIONS

Department of Aviation Unfilled and Filled Position Totals by Month		
	Unfilled	Filled
January 2025	15.5	92.0
February 2025	14.5	93.0
March 2025	17.5	90.0
April 2025	18.5	89.0

Department of Aviation Funded - Unfilled and Filled Position Totals by Month		
	Unfilled	Filled
January 2025	3.0	30.0
February 2025	3.0	30.0
March 2025	3.0	30.0
April 2025	3.0	30.0

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

II. ACTIVE RECRUITMENTS

POSITION TITLE	RECRUITMENT OPEN DATE
Airport Safety Management Systems Manager (Current Step: Departmental Interview)	01/22/2025
Airport Security Manager (Current Step: Accepting Applications)	03/24/2025

Airport Operations Specialist II (Current Step: Departmental Interview)	02/27/2025
Climate Action and Sustainability Specialist (Current Step: Departmental Interview)	11/07/2024
Executive Administrative Assistant (Current Step: Examination Process)	03/11/2025
Maintenance Technician II (Current Step: Accepting Applications)	03/31/2025
POSITION TITLE	TENTATIVE START DATE
Airport Operations Aide (Current Step: Pre-employment Process)	May 2025
Custodian (Current Step: Pre-employment Process)	April 2025
Deputy Director of Capital Development (<i>via ADK Consulting & Executive Search</i>) (Current Step: Pre-Employment Process)	June 2025
Innovation and Strategic Implementation Administrator (Current Step: Pre-Employment Process)	May 2025

III. VACANT POSITIONS BY CATEGORY

- **Senior Leadership (1.0)**
 - Deputy Director of Capital Development
- **Middle Management (6.0)**
 - Airport Safety Management Systems Manager
 - Airport Security Manager
 - Business Intelligence Developer
 - Executive Administrative Assistant
 - Innovation and Strategic Implementation Administrator
 - Learning and Leadership Program Manager
- **Frontline (14.5)**
 - Airport Operations Aide
 - Airport Operations Specialist I
 - Airport Operations Specialist II
 - Climate Action and Sustainability Specialist
 - Commercial Vehicle Operator (5.0)
 - Custodian (2.5)
 - Emergency Management Program Specialist
 - Maintenance Technician II (2.0)

****Positions highlighted in yellow are in the recruitment process as noted in Section II.***

IV. UPCOMING RECRUITMENTS

- Emergency Management Program Specialist
- Business Intelligence Developer

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>
AVIATION			107.50
<i>Airport Administration</i>		<i>Section Total</i>	18.00
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 Capital Development	1.0	0.0	1.00
Aviation Planner	0.0	1.0	1.00
Innovation & Strategic Implementation Administrator	1.0	0.0	1.00
Business Intelligence Developer	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	1.0	0.0	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>	39.00
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	1.0	3.0	4.00
Airport Operations Specialist I	1.0	14.0	15.00
Airport Operations Aide	1.0	11.0	12.00
<i>Terminal Operations</i>		<i>Section Total</i>	50.50
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	1.0	1.00
Maintenance Electrician HVAC	0.0	2.0	2.00
Maintenance Technician, Senior	0.0	1.0	1.00
Maintenance Technician II	2.0	2.0	4.00
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	2.5	9.0	11.50
	<i>Vacant</i>	<i>Filled</i>	<i>Allocated</i>
Totals	18.5	89.0	107.50

Attachment 1 - cont.

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>
ENGINEERING SERVICES			1.00
<i>Engineering Services</i>		<i>Section Total</i>	1.00
Civil Engineer, Senior (funded in Aviation)	0.00	1.00	1.00
FINANCE & TREASURY			1.00
<i>Accounting & Accounts Receivable</i>		<i>Section Total</i>	1.00
Accountant (funded in Aviation)	0.00	1.00	1.00
FIRE			13.00
<i>Fire Administration</i>		<i>Section Total</i>	1.00
Emergency Management Program Specialist (funded in Aviation)	1.0	0.0	1.00
<i>Airport Rescue Firefighting</i>		<i>Section Total</i>	12.00
Fire Captain	0.0	3.0	3.00
Fire Engineer (includes Paramedic classification)	0.0	9.0	9.00
HUMAN RESOURCES			2.00
<i>Human Resources</i>		<i>Section Total</i>	1.00
Human Resources Specialist (funded in Aviation)	0.0	1.0	1.00
<i>Worker's Compensation</i>		<i>Section Total</i>	1.00
Learning and Leadership Program Manager (funded in Aviation)	1.0	0.0	1.00
INFORMATION TECHNOLOGY			5.00
<i>Information Technology</i>		<i>Section Total</i>	5.00
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
POLICE			10.00
<i>Airport Security</i>		<i>Section Total</i>	10.00
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
SUSTAINABILITY			1.00
<i>Office of Sustainability</i>		<i>Section Total</i>	1.00
Climate Action and Sustainability Specialist (funded in Aviation)	1.00	0.00	1.00
	<i>Vacant</i>	<i>Filled</i>	<i>Allocated</i>
Totals	21.5	119.0	140.50

REV 04/14/2025



A Department of the City of Palm Springs

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

flypsp.com
T: (760) 318-3800

DATE: April 23, 2025

TO: Chairman Corcoran and Airport Commissioners

FROM: Harman Singh, Project Manager

SUBJECT: Projects and Airport Capital Improvement Update

Capital Projects

Bono Concourse Escalators:

Background: This project is intended to replace the escalators leading to the Sonny Bono Concourse to reduce noise and to improve the operational uptime. Both Sonny Bono Concourse escalators were refurbished with new parts on top of the original structure in 2020. At the request of the Airport Commission, the Executive Director of Aviation has tasked Airport staff to research the costs and efforts required for a full replacement.

Status: In Process

- Airport staff conducted an initial assessment of the existing escalators to determine replacement requirements. During the assessment, it was determined that the current model is no longer in production and improvement would require complete reconstruction of the foundation, and equipment, along with significant associated work.
- Staff is currently contacting equipment manufacturers to obtain quotes. In addition, the Airports On-Call Engineering has been engaged to assess the existing escalators and evaluate replacement options, including providing a cost estimate.

Next Steps:

- Issuance of Task Order to On-Call Engineering firm and commencement of assessment work.

Timeline:

- Issuance of Task Order: Approximately 3 weeks
- Complete Engineering Assessment: Approximately 3 months

Taxi/TNC Shade Structures (Measure J Funds):

Background: This project is one of the four capital improvement projects funded by Measure J funds. The project is to design and install a dedicated shade structure in the Uber, Lyft, and Taxi pick-up area to enhance passenger comfort and safety. The structure will offer protection from the elements, contributing to a more positive transportation experience.

Status: In Process

- Staff has issued a task order to an On-Call Architectural firm to conduct shade study. This includes a shade analysis for the structures, design renderings of the selected approach, and a rough order of magnitude cost estimate.
- Staff is coordinating the design with the Historic Preservation Officer with the goal of presenting the design to the Historic Site Preservation Board (HSPB).

Next Steps:

- Present to the HSPB

Timeline:

- Targeting presentation at the June HSPB meeting

Outbound Baggage Handling System Replacement:

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

Status: In Process

- The project was advertised on February 12, 2025. On March 20, 2025, the city received one bid, which was higher than the engineer's estimate.
- As there were no comparable bids from any other contractors and only one bid was received, staff is evaluating the bid specifications and adjusting as necessary to encourage broader participation.

Next Steps:

- Present to City Council to reject bids on April 23, 2025
- Re-advertise the project on April 24, 2025

Timeline:

- Bidding Period: April 24, 2025 – May 27, 2025

Restroom Renovations – Design Phase:

Background: City Council approved the design and renovate all public restrooms airport-wide in the Fiscal Year 2023 budget. The project would include demolition and replacement of flooring and fixtures, upgrades to ventilation and lighting systems, and conversion to select restrooms to gender neutral facilities.

Status: In Process

- The Airport directed the On-Call Architectural firm M. Arthur Gensler Jr. & Associates, Inc. (Gensler) to proceed with a scope of work for architectural design for the terminal restrooms including mechanical, plumbing, structural, and electrical design. The design phase is anticipated to take approximately eight months at a cost of \$2.3 million.

- Staff is currently working with Gensler on a phased approach to the restroom designs by obtaining design cost estimates and timelines for the Sonny Bono Concourse and Courtyard restrooms.

Next Steps:

- Staff evaluation and coordination of phased approach proposal for Sonny Bono Concourse and Courtyard restrooms

Timeline:

- Approximately 3-4 weeks

Mid-Century Outdoor Furniture (Measure J Funds):

Background: This project is funded by Measure J funds. The design and installation of the outdoor furniture focuses on preserving the Mid-Century architecture and design essential for maintaining the elements essential to the identity of the Airport and Palm Springs. The project will highlight and encourage an appreciation for Mid-Century architecture and design.

Status: In Process

- A purchase order has been issued for the design and procurement of ten Mid-Century outdoor seating benches, two circular planter/benches, and six trash receptacles.

Next Steps:

- Delivery of concrete furniture

Timeline:

- Approximately 12 – 14 weeks

DATE: April 20, 2025

TO: Chairman Corcoran and Airport Commissioners

FROM: Harry Barrett, Jr., Airport Executive Director

SUBJECT: Executive Director Report

Emerging Developments

Report on Washington Legislative Conference (New)

Background: Airport's Council International (ACI) and the American Association of Airport Executives (AAAE) held their annual joint legislative conference during the week of March 23rd in Washington D.C. The conference is used as an opportunity to meet with key legislators to discuss issues impacting airports, to coordinate with federal stakeholders such as the Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) and to share knowledge with other airports.

Report: Executive Director Harry Barrett, Administration Manager Victoria Carpenter, and Mark Waier from Daley Strategies attended the legislative conference and had a total of 14 meetings with key Congressional legislators on both sides of the political isle. These meetings included direct discussions with the California delegation including Representatives Ken Calvert and Raul Ruiz, and Senators Adam Schiff and Alex Padilla. The PSP team also met with members on key congressional committees such as Transportation and Infrastructure, Homeland Security, and Appropriations committees. The PSP team took the opportunity to update members and staff on the growth of the airport and infrastructure modernization as well as PSP's economic impact to Riverside County. Discussions covered a range of topics with specific legislative asks, such as:

- The impact of tariffs on the airlines, airport and local economy and a request to support reducing tariffs,
- Local requests for Community Directed Spending to support projects such as PSP's Outbound Baggage Handling System expansion, concourse expansion and airfield improvements.
- Request that members support increasing the cap on Passenger Facility Charges (PFCs), a user fee that funds infrastructure,
- Support for funding more Transportation Security Officers and Customs and Border Protection officers in the FY 2026 Appropriations,
- Reinstating Law Enforcement Officer reimbursement programs and addressing unfunded mandate for Aviation Worker Screening
- Addressing agency and regulatory barriers that impact the speed of project delivery, including agency staffing, regulations surrounding land use determination and environmental review, and inconsistencies across regions

During the conference and in individual meetings senior agency officials and congressional leaders took the opportunity to provide insights on the current political environment in D.C. and the impact on programs. Officials expressed that while the administration is focused on aviation safety and modernizing aviation infrastructure, there is broad uncertainty about how this will be achieved, especially given the Administration focus on reducing the federal deficit and extending tax credits. Overall, discussions were productive, and the PSP team extended invitations for follow up meetings and airport tours to the Members and their staff.

Rental Car Facility Private Partnership (P3) Feasibility Meeting (New)

Background: Airport staff is in the initial stages of developing strategies for funding and delivering projects associated with the Master Plan concepts presented to the community over the last few years. One component of the capital program, the Rental Car Facility, is potentially well-positioned for a public private partnership delivery model. A P3 delivery model would likely allow PSP to deliver this project quickly and more efficiently than traditional methods of delivery.

Report: PSP is planning a P3 feasibility meeting for late April which will include airport staff, financial consultants, legal advisors, and city economic development teams to analyze the feasibility of this delivery model for the Rental Car Auxiliary Lot and for the north site of the Rental Car Facility. The meeting is only a first step to discuss considerations, process, value for money analysis, and any additional education or outreach that would be needed. While the feasibility of this delivery method is being explored, Airport staff is advancing the environmental and planning work on the rental car facility that would need to be completed regardless of which project delivery model is used. This planning is anticipated to take between 12 – 14 months, which aligns roughly with the timeline that it would take to understand the feasibility of a P3 delivery. Airport staff intends to use the initial meeting to form a policy recommendation for the Airport Commission and City Council to consider in the coming year.

Trio and Vino Volo Concession Opening (New)

Background: In 2023, the airport embarked on a two-year process to overhaul PSP's concessions program which included 5 new retail locations and 7 new food and beverage sites.

Report: On Friday April 11, Paradies successfully opened *Trio*, the airport's fifth food and beverage concession. *Trio*, a local brand which serves American cuisine, had a very successful opening weekend and initial passenger feedback was positive. *Vino Volo* is the next concessions site to open, which is expected by the end of April in the courtyard, followed by *The Movie Colony* which is a quick serve-grab and go concessions which will close out the concessions program later this year.

Master Plan – Environmental Review (Updated April 20, 2025)

Background: On January 27th, the City Council voted 4 in favor (one excused) to approve the PSP Master Plan Conceptual Development Drawing. The approval of the conceptual development plan has triggered review under the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA).

Report: On April 15, 2025, PSP in collaboration with Mead & Hunt, Aviatrix, and Daley Strategies held a virtual CEQA Scoping meeting to discuss the CEQA process and solicit feedback for consideration during the process. Comments were taken at that time and will be incorporated into the analysis. Staff and consultants also provided information on other portals for the public to register their comments as the process gets underway. The CEQA process is expected to take up to 18 months to be completed. While this process is underway, the airport staff have either already started or are in the process of starting the following:

- Planning for the transitional phasing of several inter-dependent projects related to the relocation of taxi and Uber/Lyft, public and employee parking, and construction staging.
- Initiating a Project Definition Report and Basis of Design for the north rental car facility site and roadway improvements in order to quickly take the project to 100% design should the City determine that a Public-Private Partnership (P3) delivery method is desired. This also includes meetings with Signature Aviation and a transitional plan for the USO.
- Planning for siting and development of a Federal Inspection Station (temporary or permanent) to set the basis for a formal resource request to Customs and Border Protection.
- Coordination with Real Estate Brokers to solicit Request for Interest to develop under-utilized land which would generate revenues for the airport.

Airport Staff along with Aviatrix and Daley Strategies will continue to conduct routine outreach to the community and stakeholders for the duration of this process. The airport is planning educational events for as soon as April.

Biennial Budget Planning (March 19, 2025)

Background: City ordinance requires that the City Council must adopt an annual budget no later than June 30th of each year. The City Manager has directed that City departments will propose a biennial budget for consideration approval by the City Council. PSP staff is currently in the process of preparing the FY 2026 and 2027 budgets.

Report: Under Federal Aviation Administration regulations and as dictated by PSP's Airport Use and Lease Agreement, the Executive Director of Aviation is required to present a budget to Signatory Airlines and provide notice of their rates and charges prior to the City Council adopting the biennial budget. PSP Executive staff are currently working with internal divisions and other City departments on reviewing budget requests. Big picture, the Executive Director has advised staff to expect the budget to remain flat for FY 2026 and a modest increase in FY 2027. Primary goals include:

- a. reducing operating expenses, particularly by reducing expenses related to contractual services and managing personnel expenses, particularly by optimizing staff to reduce retirement costs and overtime;
- b. ensuring adequate fund balance to guard against the uncertainty of available grant funding due to administration policies,
- c. Focus on opportunities for increasing non-aeronautical revenues where possible, in preparation for moderating airline costs should PSP experience a drop in aeronautical demand

While demand currently remains strong for PSP, many airlines have started to reduce and eliminate service to smaller airports as a result of economic uncertainty. The Executive Director's goal is to ensure that the airport's budget is resistant to a potential downturn in demand or federal priorities that may result in loss of grants. PSP budget priorities and have informed the airlines that staff intend to propose a draft budget by the beginning of May, with presentations to the Airport Commission and City Council thereafter. Staff is currently running PSP's capital plan through analysis to determine the impact to the airline's rate base. As a reminder, the Signatory Airlines have Majority-In-Interests (MII) approval on any PSP project that exceeds \$1 million in costs.





ITEM 10.A - PAST CITY COUNCIL ACTIONS

Airport Commission Meeting of April 23, 2025

[City Council Regular Meeting for March 27, 2025:](#)

SUBJECT:

APPROVE NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT WITH GOLDEN VOICE, LLC FOR TERMINAL BUILDING SPACE AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Non-Exclusive Operating and Lease Agreement with Golden Voice, LLC, consisting of a one-month term, from April 1, 2025, to April 30, 2025, generating a monthly space rent of \$6,430.27 and commercial service fee of 20% of gross merchandise sales.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[10](#)

[City Council Meeting for April 9, 2025:](#)

SUBJECT:

APPROVE NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT NO. 25N068 WITH GATE GOURMET, INC FOR THE USE OF APRON SPACE TO PARK TWO CATERING VEHICLES AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve the Airport Non-Exclusive Operating and Lease Agreement No. 25N068 with Gate Gourmet permitting the parking of two catering vehicles at the Airport from March 1, 2025 through February 28, 2026 with two one-year options to extend.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1D](#)

SUBJECT:

APPROVE NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT NO. 25L083 WITH ALCLEAR, LLC DBA CLEAR, FOR BIOMETRIC PASSENGER SCREENING SERVICES AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Non-Exclusive Operating and Lease Agreement No. 25L083 with Alclear, LLC dba CLEAR (Attachment A) consisting of a one-year term, from April 1, 2025, to March 31, 2026, with two one-year extension options, generating a yearly space rent of

\$115,478.72 and \$0.75 per unique member verified using CLEAR biometric screening services with a minimum annual guarantee of \$111,000.

2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1E](#)

SUBJECT:

APPROVE COOPERATIVE PURCHASE AGREEMENT NO. 25C066 WITH HI-LITE AIRFIELD SERVICES LLC FOR THE PURCHASE OF AIRPORT RUNWAY MATERIALS WITH RELATED SUPPLIES AND SERVICES FOR THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Cooperative Purchase Agreement No. 25C066 (Attachment A) with Hi-Lite Airfield Services LLC for the purchase of airport runway material with related supplies and services for the Palm Springs International Airport for a five-year term beginning April 10, 2025, through April 9, 2026, in an amount not to exceed \$17,600,000.
2. Appropriate \$600,000 from Airport Fund 415 to Airport Account 4157030-40105 budget for Fiscal Year 2024-25.
3. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1F](#)

SUBJECT:

APPROVE CONSULTING SERVICES AGREEMENT NO. 25P065 WITH KAPLAN KIRSCH LLP FOR LEGAL COUNSEL SERVICES FOR PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Consulting Services Agreement No. 25P065 with Kaplan Kirsch LLP to provide legal counsel services for Palm Springs International Airport for an initial three-year term in an amount not to exceed \$2,700,000 beginning April 10, 2025, through April 9, 2028, with two one-year extension options at the City's sole discretion.
2. Appropriate \$75,000 from the Airport Fund 415 to Airport account 4157020-40106.
3. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1G](#)

SUBJECT:
APPROVE TRANSPORTATION NETWORK COMPANY (TNC) OPERATING PERMIT AGREEMENT AND TNC RATE INCREASE FOR THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve the Transportation Network Company (TNC) Operating Permit Agreement and rate increase from \$3.00 to \$4.00 for each drop-off and pick-up for all TNCs operating at the Palm Springs International Airport (Airport) for the term effective May 1, 2025 and not to exceed two years from date of issue.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1H](#)

SUBJECT:
ACCEPTANCE OF THE PALM SPRINGS INTERNATIONAL AIRPORT SHADE STRUCTURES

RECOMMENDATION:

1. Accept the Capital Improvement Project identified as Airport Shade Structures ("Project"), as completed in accordance with the plans and specifications.
2. Authorize the City Engineer to execute and file for recordation with the Riverside County Recorder a Notice of Completion for the Airport Shade Structures.

Attachments

[Item 1J](#)

SUBJECT:
REVIEW OF THE COMPREHENSIVE FEE SCHEDULE FOR FISCAL YEAR 2025/2026

RECOMMENDATION:

1. Open the Public Hearing and receive public testimony.
2. Provide direction to City Staff on the Comprehensive Fee Schedule.

Attachments

[Item 2A](#)

ITEM 10.B - FUTURE CITY COUNCIL ACTIONS

Airport Commission Meeting of April 23, 2025

April 23, 2025

- Reject all Bids for Baggage Handling System In-line Screening Project

May 14, 2025

- Hensel Phelps Services, LLC – Contract Services Agreement for Maintenance Personal Training Services
- SCE Easement for Electric Vehicle Charging Stations
- ABM Aviation, Inc. – Parking Management Services Amendment No. 4 to Amend the Scope of Work and Add Equipment Software
- Marshall Retail Group, LLC – Concessioner Amendment No. 1 to Add Pink Door and Duty Free

May 28, 2025

- Notice of Completion Taxiway Rehab

Palm Springs International Airport

MONTHLY PASSENGER ACTIVITY REPORT - 2025									
	Enplaned			Deplaned			Total Passengers		
	2025	2024	% Change	2025	2024	% Change	2025	2024	% Change
January	175,563	167,926	4.5%	179,223	168,852	6.1%	354,786	336,778	5.3%
February	190,572	186,052	2.4%	196,425	196,544	-0.1%	386,997	382,596	1.2%
March	250,084	238,473	4.9%	243,366	234,499	3.8%	493,450	472,972	4.3%
April		202,219	-100.0%		180,068	-100.0%	-	382,287	-100.0%
May		127,314	-100.0%		119,176	-100.0%	-	246,490	-100.0%
June		68,656	-100.0%		62,983	-100.0%	-	131,639	-100.0%
July		56,556	-100.0%		56,149	-100.0%	-	112,705	-100.0%
August		58,673	-100.0%		59,410	-100.0%	-	118,083	-100.0%
September		69,900	-100.0%		72,788	-100.0%	-	142,688	-100.0%
October		123,263	-100.0%		135,389	-100.0%	-	258,652	-100.0%
November		151,801	-100.0%		155,718	-100.0%	-	307,519	-100.0%
December		163,851	-100.0%		174,654	-100.0%	-	338,505	-100.0%
Year to Date	616,219	1,614,684	4.0%	619,014	1,616,230	3.2%	1,235,233	3,230,914	3.6%

Palm Springs International Airport

Best Month Comparison							
ENPLANEMENTS							
	2020	2021	2022	2023	2024	2025	Vs Best Mo
Jan	136,157	39,614	118,204	169,746	167,926	175,563	4.5%
Feb	156,909	57,530	142,206	184,973	186,052	190,572	2.4%
Mar	113,166	107,577	202,993	223,314	238,473	250,084	4.9%
Apr	5,811	111,376	185,946	200,753	202,219		-100.0%
May	10,751	92,820	123,736	129,695	127,314		-100.0%
Jun	14,827	66,885	73,861	71,635	68,656		-100.0%
Jul	17,231	65,869	68,071	63,647	56,556		-100.0%
Aug	18,389	58,793	65,368	59,309	58,673		-100.0%
Sep	23,087	65,682	79,599	73,813	69,900		-100.0%
Oct	41,597	108,923	120,659	126,702	123,263		-100.0%
Nov	52,874	135,677	160,129	162,180	151,801		-100.0%
Dec	41,517	136,897	159,846	158,245	163,851		-100.0%
TOTAL	632,316	1,047,643	1,500,618	1,624,012	1,614,684	616,219	
% Chg.	-50.89%	65.68%	43.24%	8.22%	-0.57%		
TOTAL PASSENGERS							
	2020	2021	2022	2023	2024	2025	Vs Best Mo
Jan	276,099	79,082	237,388	341,656	336,778	354,786	5.3%
Feb	320,906	120,657	292,336	373,850	382,596	386,997	1.2%
Mar	198,850	214,477	403,883	450,146	472,972	493,450	4.3%
Apr	10,082	215,777	358,115	379,353	382,287		-100.0%
May	19,154	174,535	233,239	246,186	246,490		-100.0%
Jun	28,748	129,872	142,524	138,461	131,639		-100.0%
Jul	33,776	129,463	133,664	124,336	112,705		-100.0%
Aug	36,482	117,952	129,952	119,256	118,083		-100.0%
Sep	47,915	136,666	162,834	151,561	142,688		-100.0%
Oct	88,777	225,991	247,457	259,808	258,652		-100.0%
Nov	108,043	271,944	319,237	327,470	307,519		-100.0%
Dec	83,262	276,527	321,215	325,242	338,505		-100.0%
TOTAL	1,252,094	2,092,943	2,981,844	3,237,325	3,230,914	1,235,233	
% Chg.	51.17%	67.16%	42.47%	8.57%	-0.20%		

Palm Springs International Airport

ENPLANED & DEPLANED PASSENGERS - FY24-25

ENPLANED PASSENGERS

Airlines	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FYTD
Air Canada	-	-	-	429	1,722	5,539	5,810	6,524	8,291				28,315
Alaska	10,396	10,382	10,857	24,171	33,957	33,427	35,771	37,985	45,559				242,505
American	10,690	13,027	15,109	21,444	23,050	24,052	24,595	26,930	36,067				194,964
Avelo Air	601	570	64	463	1,769	2,301	1,644	1,734	3,436				12,582
Delta Air	-	-	314	4,051	6,126	10,319	17,076	18,154	20,258				76,298
SkyWest (Delta Connection)	3,943	3,846	4,569	5,021	4,916	4,907	3,750	3,504	5,265				39,721
SkyWest (United Express)	8,196	7,060	5,639	6,680	10,770	9,695	10,978	9,819	11,066				79,903
SkyWest (American Air)	5,661	4,407	4,056	4,815	5,576	5,628	3,669	3,570	3,677				41,059
Southwest Air	14,158	12,399	13,589	20,730	24,115	22,219	23,605	27,956	42,189				200,960
United	-	3,872	10,878	19,131	15,699	20,324	22,093	23,296	36,612				151,905
WestJet	2,911	3,082	4,207	12,585	19,178	17,617	17,599	19,940	22,961				120,080
Allegiant Air	-	-	-	1,215	1,697	1,965	1,869	1,858	2,732				11,336
Flair	-	-	-	-	-	-	-	703	1,572				2,275
Frontier	-	-	-	-	-	1,398	2,611	3,414	3,977				11,400
Porter	-	-	-	-	-	692	989	994	1,282				3,957
MN Airlines (Sun Country)	-	28	618	2,528	3,226	3,768	3,504	4,191	5,140				23,003
Charters	-	-	-	-	-	-	-	-	-				-
TOTAL ENPLANED	56,556	58,673	69,900	123,263	151,801	163,851	175,563	190,572	250,084	-	-	-	1,240,263

DEPLANED PASSENGERS

Airlines	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FYTD
Air Canada	-	-	-	772	2,099	5,333	5,629	7,049	7,558				28,440
Alaska	10,629	10,965	11,618	28,302	35,086	34,665	37,135	39,126	46,230				253,756
American	10,441	13,014	16,659	22,997	21,318	24,361	24,613	26,486	32,728				192,617
Avelo Air	586	576	42	563	1,991	2,374	1,728	1,742	3,465				13,067
Delta Air	-	-	430	4,351	6,481	11,996	18,223	18,154	20,255				79,890
SkyWest (Delta Connection)	3,870	3,829	5,028	5,611	4,991	5,013	3,999	3,541	5,247				41,129
SkyWest (United Express)	8,097	7,148	5,668	6,874	11,022	10,273	10,325	10,031	10,309				79,747
SkyWest (American Air)	5,413	4,593	3,157	4,212	6,462	6,311	4,053	3,818	3,848				41,867
Southwest Air	14,150	12,252	13,669	22,180	25,889	24,167	23,078	28,858	41,277				205,520
United	-	3,947	10,878	19,131	15,822	23,036	22,264	24,446	36,056				155,580
WestJet	2,963	3,059	4,980	15,666	19,196	18,396	19,025	21,325	22,402				127,012
Allegiant Air	-	-	-	1,681	1,742	2,137	1,854	2,102	2,705				12,221
Flair	-	-	-	-	-	-	-	796	1,228				2,024
Frontier	-	-	-	-	-	1,430	2,194	2,991	3,652				10,267
Porter	-	-	-	-	-	1,008	1,074	1,220	1,204				4,506
MN Airlines (Sun Country)	-	27	659	3,049	3,619	4,154	4,029	4,740	5,202				25,479
Charters	-	-	-	-	-	-	-	-	-				-
TOTAL DEPLANED	56,149	59,410	72,788	135,389	155,718	174,654	179,223	196,425	243,366	-	-	-	1,273,122

TOTAL E & D	112,705	118,083	142,688	258,652	307,519	338,505	354,786	386,997	493,450	-	-	-	2,513,385
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Palm Springs International Airport

ACTIVITY BY AIRLINE MARCH 2025

AIRLINES	Enplaned			Deplaned			Total			(E & D)
	2025	2024	% Change	2025	2024	% Change	2025	2024	% Change	Market Share
Air Canada	8,291	8,366	-0.9%	7,558	7,397	2.2%	15,849	15,763	0.5%	3.2%
Alaska	45,559	43,343	5.1%	46,230	44,485	3.9%	91,789	87,828	4.5%	18.6%
American	36,067	34,401	4.8%	32,728	32,174	1.7%	68,795	66,575	3.3%	13.9%
Avelo	3,436	3,870	-11.2%	3,465	3,888	-10.9%	6,901	7,758	-11.0%	1.4%
Delta Air	20,258	21,544	-6.0%	20,255	20,850	-2.9%	40,513	42,394	-4.4%	8.2%
SkyWest (Delta Connection)	5,265	6,147	-14.3%	5,247	6,177	-15.1%	10,512	12,324	-14.7%	2.1%
SkyWest (United Express)	11,066	10,408	6.3%	10,309	9,825	4.9%	21,375	20,233	5.6%	4.3%
SkyWest (AA)	3,677	5,692	-35.4%	3,848	5,132	-25.0%	7,525	10,824	-30.5%	1.5%
Southwest Air	42,189	39,475	6.9%	41,277	39,636	4.1%	83,466	79,111	5.5%	16.9%
United	36,612	29,272	25.1%	36,056	28,094	28.3%	72,668	57,366	26.7%	14.7%
WestJet	22,961	23,121	-0.7%	22,402	23,235	-3.6%	45,363	46,356	-2.1%	9.2%
Allegiant Air	2,732	2,766	-1.2%	2,705	3,003	-9.9%	5,437	5,769	-5.8%	1.1%
Flair	1,572	1,445	8.8%	1,228	1,555	-21.0%	2,800	3,000	-6.7%	0.6%
Frontier	3,977	-	#DIV/0!	3,652	-	#DIV/0!	7,629	-	#DIV/0!	1.5%
Porter	1,282	-	#DIV/0!	1,204	-	#DIV/0!	2,486	-	#DIV/0!	0.5%
MN Airlines (Sun Country)	5,140	5,201	-1.2%	5,202	5,462	-4.8%	10,342	10,663	-3.0%	2.1%
Charters	-	-	0.0%	-	-	0.0%	-	-	0.0%	0.0%
TOTAL	250,084	235,051	6.4%	243,366	230,913	5.4%	493,450	465,964	5.9%	100.0%

Palm Springs International Airport

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	163,851	🟢 4%	158,245	🔴 -1%	159,846	🟢 17%	136,897	174,654	🟢 5%	166,997	🟢 3%	161,369	🟢 16%	139,630	338,505	🟢 4%	325,242	🟢 1%	321,215	🟢 16%	276,527
January	175,563	🟢 5%	167,926	🔴 -1%	169,746	🟢 44%	118,204	179,223	🟢 6%	168,852	🔴 -2%	171,910	🟢 44%	119,184	354,786	🟢 5%	336,778	🔴 -1%	341,656	🟢 44%	237,388
February	190,572	🟢 2%	186,052	🟢 1%	184,973	🟢 30%	142,206	196,425	🔴 0%	196,544	🟢 4%	188,877	🟢 26%	150,130	386,997	🟢 1%	382,596	🟢 2%	373,850	🟢 28%	292,336
March	250,084	🟢 5%	238,473	🟢 7%	223,314	🟢 10%	202,993	243,366	🟢 4%	234,499	🟢 3%	226,832	🟢 13%	200,890	493,450	🟢 4%	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	1,240,263	🔴 -24%	1,634,536	🟢 0%	1,633,788	🟢 15%	1,418,787	1,273,122	🔴 -22%	1,625,899	🟢 1%	1,610,223	🟢 14%	1,407,241	2,513,385	🔴 -23%	3,260,435	🟢 1%	3,244,011	🟢 15%	2,826,028

ITEM 12.A - FUTURE COMMITTEE MEETINGS

Airport Commission Meeting of April 23, 2025

Date	Time	Committee
07/16/2025	3:30 P.M.	Noise Committee
TBD	TBD	Budget and Finance Committee
TBD	TBD	Ad Hoc Design Review Committee
TBD	TBD	Operations, Properties and Facilities Committee
TBD	TBD	Marketing and Business Development Committee

AIRPORT COMMITTEES FY2025-26

REVISED 03-14-25

REPRESENTING	COMMISSIONERS	Marketing (7 Members)	Budget (7 Members)	Operations (7 Members)	Noise (5 Members)	Ad Hoc Design Review (5 Members)
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		Chair			
La Quinta	KIEHL, Geoffrey		Member			
Palm Springs	MARTIN, Tracy		Member			
Palm Springs	McDermott, Sam	Chair			Member	
Riverside County	PARK, Margaret			Member		
Cathedral City	SAMLASKA, Christian			Member		
Desert Hot Springs	VOSS, Dirk					
Palm Desert	WISEMAN, Kevin	Member		Chair	Member	Member
Indio	WISE, Rick	Member	Member			Member
Rancho Mirage	YOUNG, Keith		Member	Member		Member

*Committee with vacancies