



palm springs

INTERNATIONAL AIRPORT

AIRPORT COMMISSION

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

Wednesday, March 19, 2025 – 4:00 P.M.

1. CALL TO ORDER:

Chairman Corcoran called the Airport Commission meeting to order at 4:00 P.M. The meeting was held in-person and via videoconference.

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

2. POSTING OF AGENDA: Posted on March 13, 2025.

3. ROLL CALL:

Commissioners Present:

Dave Banks (Palm Springs)	Ken Hedrick (Palm Springs)
Robert Berriman (Indian Wells)	Geoffrey Kiehl (La Quinta)
Daniel Caldwell (Palm Springs)	Tracy Martin (Palm Springs)
Kevin Corcoran (Palm Springs) - Chairman	Samantha McDermott (Palm Springs)
Bryan Ebensteiner (Palm Springs)	Margaret Park (Riverside County)
David Feltman (Palm Springs)	Dirk Voss (Desert Hot Springs)
J Craig Fong (Palm Springs)	Rick Wise (Indio)

Commissioners Absent: Todd Burke (Palm Springs), Denise Delgado (Coachella), Christian Samlaska (Cathedral City), Kevin Wiseman (Palm Desert), and Keith Young (Rancho Mirage)

Staff Present:

Harry Barrett, Jr., Executive Director of Aviation
Jeremy Keating, Assistant Airport Director
Daniel Meier, Deputy Director of Aviation, Marketing and Air Service
Kristopher Mooney, Director of Finance and Treasurer
Victoria Carpenter, Airport Administration Manager
Christina Brown, Executive Program Administrator
Harman Singh, Project Manager
Jake Ingrassia, Communications and Marketing Specialist
Tanya Perez, Interim Executive Administrative Assistant
Oscar Verdugo, City Attorney

4. ACCEPTANCE OF AGENDA:

MOTION BY COMMISSIONER HEDRICK, SECOND BY COMMISSIONER MCDERMOTT, CARRIED UNANIMOUSLY, to approve the agenda as presented.

5. PUBLIC COMMENTS: None.

6. DISCUSSION AND ACTION ITEMS:

6.A Conference Room Remodel

Executive Program Administrator Brown provided a detailed update regarding the planned remodel and modernization of the Airport conference room. She stated that construction was scheduled to begin on April 24, 2025, with an expected completion date of approximately July 24, 2025. Due to the duration of this project, the Airport Commission meetings scheduled for May 21, June 18, and July 16 would be held at the large conference room at City Hall.

Ms. Brown outlined the major components of the remodel, explaining that the project would include the installation of new nesting flip tables. These tables would be designed to function either as a single large conference table or as individual training tables. Each table would include integrated charging outlets and could be easily stored when not in use. Additional enhancements included new chairs, updated carpeting, and fresh paint throughout the room. An integrated audiovisual system was incorporated to improve connectivity, along with acoustic enhancements such as ceiling and wall soundproofing treatments. Fabric-wrapped panels would cover all wall surfaces except the windows, which would be outfitted with acoustic drapes.

Further upgrades included the replacement of the existing double doors with single acoustic doors fitted with card readers for secure access. Ms. Brown stated that the ceiling alcove would be removed and replaced with a linear light fixture positioned along the perimeter of the ceiling. A new credenza would be installed to house the audiovisual components, and two 85-inch television monitors would be wall-mounted with cameras placed above each screen. A water bottle filling station would be added to the rear of the room. The staff seating area would be reconfigured to include individual laptop tables, thereby eliminating the need for portable tables during meetings.

Commissioner Voss asked whether there would be continued access to the outside patio from the remodeled conference room. Ms. Brown responded that the door leading directly from the conference room to the patio would not be accessible. She noted that access to the patio, if required, would remain possible through the office of the Executive Director of Aviation.

Commissioner Hedrick requested information regarding the total cost of the remodel. Ms. Brown explained that cost estimates were still being finalized, as the preliminary

design had been completed and furniture selection was still in progress due to some options not being available. Airport Administration Manager Carpenter added that \$300,000 had been budgeted for the project.

Commissioner Caldwell asked what would happen to the existing television monitors currently in the conference room. Ms. Brown explained that one of the monitors would be relocated to Mr. Barrett's office, and the other would be moved to the Annex building located next to the Vehicle Inspection Plaza. She added that the Annex building served as a tenant meeting space and would also be used temporarily by staff during the remodel period.

6.B Measure J Project Updates

Project Manager Singh provided a comprehensive overview of several Measure J funded projects. He reported on the recent installation of the water bottle filling stations, noting that eight stations had been installed to complement the mid-century style outdoor furniture. He also advised that a purchase order was processed for the procurement of ten outdoor concrete benches, six trash receptacles, and two custom-made benches with integrated planters designed to resemble flying saucers.

Mr. Singh proceeded with an update on the shade structure project. He stated that a kickoff meeting had been held with RS&H California, Inc. (RS&H), the Airport's On-Call Engineering Consultant. RS&H had completed initial feasibility studies for the installation of a shade structure intended to serve the designated waiting area used by the Airport's taxicab companies and Transportation Network Companies (TNCs). Mr. Singh also reported on the main terminal carpet replacement project. He stated that two bids had been received in March of 2025 and that staff were evaluating those bids. Chairman Corcoran requested clarification on the final project mentioned during the presentation. Mr. Singh confirmed that it was the carpet replacement project. Chairman Corcoran then asked whether this project referred to the terrazzo flooring. Mr. Singh affirmed that it did.

Chairman Corcoran inquired about the current balance of Measure J funds, assuming full funding for the projects that had been presented. Airport Administration Manager Carpenter indicated that the relevant financial data would be displayed on the screen. Director of Finance and Treasurer Mooney then asked whether the Measure J figures shown represented the requested information. Chairman Corcoran clarified his question, requesting confirmation of the remaining Measure J balance after all listed projects were fully funded. Mr. Mooney displayed a slide titled Measure J Balance and confirmed that it addressed the inquiry.

Ms. Carpenter provided additional context, stating that the starting Measure J fund balance was approximately \$2.4 million, which included revenue figures through the fourth quarter of 2024. She detailed the specific project allocations, reporting \$400,000 for the terrazzo flooring project, approximately \$17,000 for drinking fountains, and \$1 million for the shade structure project. Ms. Carpenter also

reminded the Commissioners that, during the December 18, 2024, Airport Commission meeting, a motion had been approved to proceed with the design of the Shade Structure Project, to present the project to the Palm Springs Historic Site Preservation Board and the Planning Commission for approval, and allocate the remaining Measure J and Measure D funds to the Federal Inspection Station (FIS) Infrastructure Project.

Commissioner Feltman asked whether the slide included Measure D funds. Mr. Mooney displayed a separate slide titled Measure D Balance, which included the requested data. Mr. Mooney explained that the Measure J Commission had not yet formally approved a specific dollar amount for the FIS Infrastructure Project. He stated that the item could be scheduled for a future Airport Commission meeting for discussion and formal action. Chairman Corcoran noted that the total proposed allocation for the FIS Infrastructure Project, combining both Measure J and Measure D funds, was approximately \$2 million. Ms. Carpenter confirmed the accuracy of that amount.

Chairman Corcoran asked whether the funding would be used to expedite construction of the temporary FIS facility. Executive Director of Aviation Barrett responded that the funding could be applied either toward operating costs for U.S. Customs and Border Protection (CBP) officers or toward construction of the temporary FIS facility itself. Chairman Corcoran also requested an update on staffing efforts for the temporary FIS facility, emphasizing that staffing had previously been identified as a significant challenge. Mr. Barrett reported that the Airport was actively collaborating with its on-call consultant, InterVISTAS Consulting USA LLC (InterVISTAS), along with the City of Palm Springs Chief Economic Development Officer Wayne Olson and Scott White of Visit Greater Palm Springs to address staffing needs.

Commissioner Feltman asked for the specific date associated with the ending balances displayed on the screen. Ms. Carpenter confirmed that the data reflected fourth-quarter 2024 figures for both Measure J and Measure D. Commissioner Feltman asked whether financial allocations were issued on a recurring basis. Ms. Carpenter confirmed that allocations occurred quarterly. Commissioner Feltman then remarked that a zero balance did not necessarily indicate a true zero balance. Ms. Carpenter agreed, explaining that updated revenue figures had not yet been received. Chairman Corcoran added that tax revenue was collected on an ongoing basis and reminded the Commissioners that all Measure J and Measure D funds that are specifically collected for the Airport must be used exclusively at the Airport.

6.C Budget and Finance Review Committee Update

Commissioner Hedrick reported that a detailed discussion had occurred during the Budget and Finance Committee meeting concerning the various Airport projects. He stated that Project Manager Singh and Executive Director of Aviation Barrett had

presented an overview of the projects, outlined their current progress, and described the next steps planned to advance each initiative.

6.D Concessions Update

Assistant Airport Director Keating provided an update on the projected opening schedule for the Airport's concessionaires, noting that several projects were nearing completion. He stated that the Trio restaurant was anticipated to open around April 1, 2025. However, in an effort to remain conservative, the official opening date had been listed as April 11, 2025. He explained that construction crews had been working extended hours, including nights and weekends, to expedite completion. The opening of Vino Volo was projected approximately one week later, with a target date of April 18, 2025.

Mr. Keating presented a series of photographs to illustrate the construction progress for both Trio and Vino Volo. He highlighted ongoing work at Trio, which was located in the former Santa Rosa Kitchen space, including kitchen equipment installation and the placement of temporary barricades. He acknowledged that Trio was slightly behind schedule and emphasized that its opening was expected soon. For Vino Volo, he showed images of the progress behind the barricades, inside the interior, and in the adjacent patio area. Additionally, he provided a final photograph illustrating what both Trio and Vino Volo will look like upon completion.

Commissioner Banks asked whether the Airport receives performance feedback on its existing concessionaires, including annual year-over-year comparisons. Airport Administration Manager Carpenter responded that monthly reports are submitted by the concessionaires detailing their sales figures. She noted that WHSmith, which operates the Airport's retail outlets, remits 20% of gross sales to the Airport, while Paradies Lagardère (Paradies), which manages the Airport's food and beverage outlets, remits 15% of food sales and 12% of alcohol sales. She stated that she would retrieve the additional requested data and report back later in the meeting. Commissioner Banks' question was addressed following Item 6.G Employment Update. Ms. Carpenter reported that retail revenue had increased by 40% year-over-year, while food and beverage revenue had decreased by approximately 8%. She attributed the decline in food and beverage revenue to the fact that some concession locations were not operating.

Commissioner Feltman requested the operating hours for Nine Cities Craft (Nine Cities). Communications and Marketing Specialist Ingrassia stated that Nine Cities operates from 4:30 a.m. and until the last flight of the day. Commissioner Feltman noted that on March 18, 2025, Nine Cities had been closed at approximately 5:00 p.m. He inquired whether Airport staff receive notifications when concessionaires close earlier than scheduled. Ms. Carpenter responded that staff was expected to be notified in such cases. Executive Director of Aviation Barrett emphasized that concessionaires are not permitted to close without receiving his direct approval.

Commissioner Feltman expressed concern regarding a pattern of early closures and late openings by concessionaires. He asked whether concessionaires notify the Airport of such changes and referenced a specific instance the week prior to the March 19, 2025 Airport Commission meeting when one concessionaire both opened late and closed early. Mr. Barrett reiterated that closure without prior approval was not permitted. He explained that valid justification must be provided, such as staffing shortages or operational difficulties, and that concessionaire staff must contact the Airport Control Center. The Airport Control Center, in turn, is responsible for notifying a member of the management team, who must authorize this in advance.

Ms. Carpenter commented that there had been a transition with the general manager of Paradies. She advised that staff would investigate the concerns related to early closures and delayed openings. Chairman Corcoran inquired about the specifics of the general management transition. Ms. Carpenter explained that the previous general manager was no longer employed by Paradies and that a regional manager had temporarily assumed those responsibilities. She added that she was unsure why the concessionaire closed early and noted that Airport staff should have been notified. Ms. Carpenter provided examples of prior closures, stating when it had rained, Paradies had requested to close Cactus to Clouds early because it is an open area, and she shared when the previous wine bar closed early due to excessive heat. Ms. Carpenter assured the Commissioners that the newly acting general manager would be reminded of all operational protocols.

Chairman Corcoran inquired about updates on retail spaces and any improvements in promotional efforts for local brands. Ms. Carpenter responded that staff had observed improvements and shared that feedback had been received indicating The Pink Door was underperforming, particularly with respect to coffee sales. She explained that product offerings were under review and that adjustments were being considered. Despite the underperformance of The Pink Door, she reported that overall retail performance was strong and exceeding original projections. Ms. Carpenter added that she would provide specific projections at a later time.

Chairman Corcoran stated that during a previous Ad Hoc Design Review Committee meeting, there was significant discussion regarding the percentage of sales committed to local vendors. He shared that the Ad Hoc Design Review Committee members expressed a desire for the retail locations to reflect a stronger presence of local vendors. He also noted that WHSmith had set a target goal of 15%; however, they were operating at 11% of total sales. He advised that WHSmith would continue efforts to promote local vendors in order to reach the 15% target. He added that the Committee was aiming for a long-term goal of 20%, and progress toward that benchmark would continue to be monitored.

Chairman Corcoran also shared some customer feedback that had been received regarding The Pink Door. He stated that customers had reported that the location primarily served coffee and lacked other standard beverage offerings such as iced tea and chai tea. The absence of these items was noted as a concern, given

expectations for a full-service coffee shop. Additionally, he reported that employees at The Pink Door were informing customers that coffee was the only product available, further highlighting the need to expand the menu to align with standard coffee shop offerings. Ms. Carpenter stated that staff would follow up with WHSmith to address the concerns. Chairman Corcoran requested that an update be provided to the Airport Commission at a future meeting.

6.E Marketing Update

Deputy Director of Aviation, Marketing and Air Service Meier reported that passenger traffic for the first two months of 2025 reached record-setting levels. January 2025 saw a total of 354,786 passengers, reflecting a 5.3% increase over January 2024. February 2025 recorded 386,997 passengers; a 1.2% increase compared to February of the previous year. Both months marked the highest passenger totals ever recorded for their respective periods at the Airport.

Mr. Meier noted that Flair Airlines had elected to shorten its seasonal service, concluding operations on April 6, 2025. The airline cited a decline in U.S.-bound bookings, attributing the drop in demand to the current political climate and the depreciation of the Canadian dollar. He added that, while no other Canadian routes had been reduced, some carriers were reviewing their summer schedules. WestJet Airlines' routes from Calgary and Vancouver continued to operate year-round with no changes announced, noting WestJet remained under evaluation. Mr. Meier remarked that Palm Springs had not experienced the same level of decline seen in other U.S. markets, largely due to second homeownership in the area.

He also shared that several U.S. airlines were reducing their summer schedules amid broader softening in travel demand. Some carriers had revised their revenue forecasts, and United Airlines announced the early retirement of 21 aircraft. Despite these reductions, there were several service extensions at Palm Springs. American Airlines planned to extend its Chicago O'Hare service through June 4, 2025, beyond its previously scheduled end date of May 4, 2025, and United Airlines planned to extend through June 11, 2025, beyond its original end date of May 23, 2025. Mr. Meier confirmed that Chicago O'Hare remained a key target for year-round service and that staff were in discussions with both carriers to achieve that goal.

Additionally, Alaska Airlines announced that its Portland route would be converted from seasonal to year-round service, a milestone for the Airport, as the route had only operated seasonally since the onset of the COVID-19 pandemic. Mr. Meier credited the accomplishment to strong collaboration with Visit Greater Palm Springs. United Airlines also announced an earlier start to its Los Angeles International Airport (LAX) service, beginning August 19, 2025, rather than the usual October period. Mr. Meier stated that he had encouraged United Airlines to extend the route through early July, and shared with them that they would qualify for incentives in an effort to support year-round operations and provide passengers with enhanced connectivity through LAX.

In terms of seat capacity, Mr. Meier reported growth across the April to July 2025 period. Scheduled seat capacity increased 10.1% in April, 8.0% in May, 15.5% in June, and 20.4% in July, year-over-year. He attributed the growth Frontier Airlines' launch of year-round service, Alaska Airlines' Portland expansion, and Allegiant's transition of its Bellingham route to year-round operations.

Mr. Meier also provided an update on the Airport roadway banners. He reported that the original banner brackets had been damaged and replaced through a Request for Proposal (RFP) process. Unfortunately, the newly installed banners and brackets were destroyed by recent windstorms. He explained that the new vendor, who had not previously worked with the Airport, had been advised about the need for wind durability, but the initial installation failed due to insufficient thread strength. The vendor was scheduled to return the week of March 31, 2025, to complete a full replacement prior to April 2025.

Mr. Meier shared that the Agua Caliente Concourse activation space had been completed and was now in use. He highlighted the space's key features, including 20 power outlets and expanded seating. He commended FUSE Connect, LLC (FUSE) and Agua Caliente partners for creating a highly functional and visually appealing area. While the palm trees in the space were artificial, he noted they closely resembled real trees in appearance and texture.

An update was provided on the Customer Experience (CX) Program. Mr. Meier stated that the Airport's vendor, PSM Squared, Inc., had recently completed an on-site visit. During the visit, meetings were held with stakeholders including airline representatives, rental car agencies, concession operators, Transportation Security Administration (TSA), other tenants, and internal Airport staff. Participation also included City Councilmembers, City leadership, volunteer Navigators, and representatives from Visit Greater Palm Springs. The vendor toured the terminal, observed passenger flows, and was coordinating follow-up meetings with Airport Commission leadership and regional partners. Surveys would soon be distributed to collect additional feedback for improving the passenger experience.

Mr. Meier reported strong performance for the 2024 Annual Report. Within two weeks of its release, the web version received over 2,100 page views, surpassing the previous year's engagement. The report generated significant media coverage, reaching an estimated audience of over 128 million through outlets such as MSN, MyNewsLA, and KESQ-TV. The media value was estimated at \$1.18 million. The email campaign achieved a 72% open rate and a 9% click-through rate, both well above industry benchmarks and previous newsletter performance, reflecting strong public interest in the Airport and Airport Commission's work.

Furthermore, he provided an update on a media event celebrating the Airport's partnership with Desert Arc dba Desert Arc Landscaping (Desert Arc). Desert Arc supports employment opportunities for individuals with disabilities. The event

featured a press release and courtyard tour, showcasing the landscaping work being completed by Desert Arc employees. Participants included representatives from the Airport, the City, and Desert Arc. The event was recognized as an important milestone in promoting inclusivity across Airport and City operations.

Commissioner Caldwell commended staff for their work on the Desert Arc partnership. Chairman Corcoran echoed the sentiment and commended FUSE for the quality and design of the Agua Caliente Concourse activation space.

6.F Financial Update

Airport Administration Manager Carpenter provided a financial update, noting that the details were included in the Airport Commission agenda packet. She reviewed the financial status of the Airport's four primary funds.

Ms. Carpenter reported that Fund 405, Customer Facility Charges Fund was operating at a surplus of \$4.8 million, representing approximately 91% of the adopted Fiscal Year 2025 budget. Fund 410, Passenger Facility Charges Fund, comprised of facility charges collected from Airlines, and reported a surplus of \$3.4 million, and Fund 415 reflected a surplus of approximately \$7 million. She highlighted a significant increase in advertising revenue, which had reached 95% of the budget and marked a 61% increase over the prior year. She also noted that FUSE was performing well in sales and contributing positively to Airport revenues.

Ms. Carpenter further reported that on-airport rental car revenue was approximately \$8 million which represented a 43% increase compared to the previous year. Additionally, revenue from rental car overflow parking increased by 348%. She explained that this increase was associated with peak travel periods such as holidays and weekends, when rental car companies maintained excess inventory, resulting in a greater need for additional parking. The Airport received slightly over \$2 per vehicle per day for overflow parking, which contributed to the surge in revenue. Furthermore, she reviewed Fund 416, Airport Capital Projects Fund, reporting that the Airport had received \$10 million in revenue with total expenses of \$8.3 million, resulting in a surplus of \$1.7 million.

Commissioner Hedrick inquired about the 5% decline in parking revenues and asked about the timing of a planned parking fee increase. Ms. Carpenter responded that while a fee increase had initially been planned, Airport staff had collaborated with the City's Finance Department to postpone the adjustment until the City's comprehensive fee schedule was finalized. Approval of the revised fee schedule was anticipated in April or May 2025. She noted that a shift toward other ground transportation modes, including Transportation Network Companies (TNCs), had also contributed to the decline in parking revenue. Commissioner Hedrick asked if the decline might also be related to challenges with the Airport's lack of parking spaces. Executive Director of Aviation Barrett responded that parking limitations,

reduced summer travel demand, and fewer aircraft arrivals had all contributed to a decrease in passenger use of parking facilities.

Commissioner Fong requested clarification on the decline in passenger loading bridge fees, also referred to as jet bridges, and baggage handling fees. He asked for an explanation of what those fees represented, how they were collected, and the factors contributing to the decline. Ms. Carpenter explained that passenger loading bridge fees were charged per use of the eight jet bridges located in the Sonny Bono Concourse. Airlines were billed a flat rate per use based on the established budget-year rates and charges. Regarding baggage handling fees, Ms. Carpenter clarified that these were calculated based on projected operational costs for the baggage handling system. She reported that the decline in baggage handling fees was due to actual operational costs being lower than projected, which in turn reduced the charges billed to the airlines. She stated that passenger loading bridge fees and baggage handling fees had decreased by 23% and 43%, respectively, compared to the prior year.

Commissioner Fong asked if the decrease in jet bridge fees was due to a reduction in the number of flights. Ms. Carpenter stated she was unsure if the decline was related to the number of flights, explaining that the Sonny Bono Concourse remained the busiest Concourses in the Airport, and added that there had been a decrease in overall aircraft operations in Fiscal Year 2024 when compared to Fiscal Year 2023.

Commissioner Feltman inquired whether the use of larger aircraft had contributed to the decline in jet bridge fees. Deputy Director of Aviation, Marketing and Air Service Meier confirmed that the Airport had seen an increase in larger aircraft, resulting in higher seat capacity during certain months and a corresponding decrease in the number of total flights. He noted that summer flight activity was expected to increase, potentially offsetting the recent decline.

Commissioner Martin referenced passenger data included in the agenda packet and noted that year-to-date passenger counts were approximately 2 million, which remained relatively flat compared to the previous year. He asked for a high-level explanation for the reported 15% increase in airline revenue year-over-year despite a stable passenger count. He also inquired about the 23% increase in expenses given the flat passenger volume. Ms. Carpenter explained that airline rates and charges were determined in advance based on budgetary projections. She stated that even when actual passenger numbers remained unchanged, airlines continued to be billed at the pre-established rates. She further clarified that if the Airport overbilled the airlines based on actual expenses, a credit would be issued to reconcile the difference at the end of the fiscal year.

Commissioner Martin asked whether expenses were calculated based on passenger headcount. Ms. Carpenter explained that expenses were primarily driven by increased contractual services required for regulatory compliance. She cited Part 139 airfield safety inspections and TSA mandates related to aviation worker

screening as examples of services contributing to the higher expenses. Commissioner Martin then noted that the current year's projected passenger volume was approximately 3.25 million, consistent with the prior two years. He asked whether this three-year plateau in passenger growth would impact the timing, scale, or necessity of the Airport's expansion plans. He raised the concern that the post-COVID surge in traffic might not be sustained and questioned the validity of long-term projections over the next two decades. Mr. Barrett acknowledged the concern and stated that the Airport was adopting a cautious approach to projections due to the uncertain economic and political climate, declining Canadian travel demand, and supply chain delays affecting aircraft deliveries. He reiterated that critical infrastructure projects, such as the outbound baggage handling system and the rental car facility, remained necessary to address existing operational challenges. He anticipated that even without immediate growth, recovery would likely occur quickly due to the Airport's strong market position and evolving service strategies.

Chairman Corcoran referenced the expansion of the Palm Springs Convention Center and expressed optimism that funding had been secured through four identified sources. He stated that increased convention activity was expected to drive additional passenger traffic to the Airport, which would require a corresponding increase in air service to meet demand.

Commissioner Martin asked whether there were specific performance metrics or a number of consecutive years with flat or declining passenger traffic that would prompt a reassessment of the Airport Master Plan. He questioned whether the expansion plans might be reevaluated if passenger levels failed to grow as expected. Mr. Barrett responded that the Airport's consulting firm, Frasca & Associates, LLC (Frasca), prepared monthly reports tracking passenger traffic and key performance indicators. He stated that these reports would guide any reassessment needed. Mr. Barrett confirmed that certain projects within the Airport Master Plan were contingent upon reaching specific passenger thresholds. If those thresholds were not anticipated to be met, projects could be paused to reassess timing and necessity. Ms. Carpenter asked whether the thresholds mentioned were based on passenger counts, and Mr. Barrett confirmed that they were.

Mr. Barrett noted that several active projects had been prioritized five years ago based on operational needs, including the baggage handling system and rental car facility. He stated that expansion projects, such as those involving the plans for the Agua Caliente Concourse expansion, were currently on hold while staff continued to monitor passenger trends.

6.G Employment Update

Executive Director of Aviation Barrett provided an update on current employment efforts and reported that there had been no significant changes since the prior month's update. He advised that interviews for the Deputy Director of Capital Development position were scheduled for Thursday, March 20, 2025. Three

candidates had advanced past the initial round of interviews, with one based in Minneapolis, another in Texas, and the third in the United Arab Emirates (UAE). Final round interviews were planned to further assess the candidates' qualifications and determine alignment with the organizational needs.

Mr. Barrett also addressed the recruitment efforts for the Safety Management Systems (SMS) position. He reported that several offers had been extended to candidates, though each offer had been declined. He advised that Assistant Airport Director Keating was actively reevaluating the recruitment process and noted that a new round of interviews were scheduled for the following week. Chairman Corcoran inquired whether any salary adjustments had been made to enhance competitiveness for the position. Mr. Barrett responded that no salary increase had been implemented.

Mr. Barrett reported that recruitment efforts continued for other key vacancies. The positions under review included the Security Manager, Emergency Management Coordinator, Sustainability Specialist, and several roles within the maintenance department. He stated that these positions were being vetted in coordination with the respective unions and associations, and that staff were awaiting the completion of that process before moving forward.

Ms. Carpenter addressed Commissioner Banks question from Item 6.D Concessions Update.

6.H Project and Airport Capital Improvement Program Update

Chairman Corcoran reported that the Project and Airport Capital Improvement Program (CIP) Update had been presented to the Budget and Finance Committee. He noted that some of the presentation materials were difficult to read and stated that hard copies would be provided in future presentations to improve clarity.

Project Manager Singh provided updates focused on three key areas: terminal, airside, and landside improvements. He explained that the presentation was intended to offer a visual overview of projects, including status, assigned project managers, budgets, construction phases, and coordination efforts.

For terminal improvements in Fiscal Year 2025, Mr. Singh reported the completion of the Agua Caliente activation space. He also provided updates on Measure J funded projects, including the installation of outdoor concrete furniture, upgrades to the Airport conference room, and design work for the terminal restroom renovations. These efforts aim to enhance customer experience and address aging infrastructure. For Fiscal Year 2026, Mr. Singh highlighted the planned replacement of elevators, construction of a breach gate, and continued progress on terminal restroom improvements. For Fiscal Year 2027, he outlined the scheduled replacement of escalators and the Measure J-funded project to replace the main terminal flooring. A visual map was presented to identify project locations. Mr. Singh noted that the

number of restroom stalls will increase from 49 to 73, resulting in a net gain of 24 stalls.

Airside improvements for Fiscal Years 2025 through 2027, included the phased analysis of Runway 31L alternatives (Phases 1, 2, and environmental review), assessment of Hangar 1 for a future Federal Inspection Services (FIS) facility, continued construction of the baggage handling system, FIS facility design and construction, landscape design and construction, and relocation of the USO facility. Mr. Singh also presented a slide depicting the Airport's landside area, showing the temporary rental car relocation site and the placement of the parking and revenue control system. The slide further identified the Consolidated Rent-A-Car (CONRAC) program definition area, electric vehicle (EV) charging station, TNC's shade structure location, and the public parking initial study area. He noted that Airport staff was actively addressing public parking concerns. He also highlighted designated locations for landscape design and construction efforts across the Airport, confirming that all projects are progressing.

Mr. Singh presented a slide summarizing critical Fiscal Year 2025 projects. The slide listed each project along with the assigned project manager, timeline, budget, status, and the next phase within the project. He also provided an overview of select projects, describing their scope and detailing the processes and various phases involved in their development and implementation.

Mr. Singh proceeded with a summary of the critical Fiscal Year 2027 projects, highlighting the replacement of the escalators as a top priority. He stated that staff was conducting due diligence to advance the project and emphasized that understanding all aspects would help determine both the requirements and estimated costs. He noted that discussions with the airlines would be necessary, as a more defined structure would be required to support the project's full scope and implementation. Mr. Singh emphasized the importance of FAA-compliant independent cost estimates for large-scale projects. He cited the terminal restroom renovation design proposal as an example, noting it had undergone this process and was determined to be within industry-accepted margins.

He also reviewed phased project development using the temporary rental car relocation as an example. Phases included the Project Definition Report (PDR), environmental review, permitting, design, bidding, and construction. Regarding escalator replacement, staff were working with on-call engineers to assess whether existing footings could be reused. Preliminary vendor estimates ranged from \$1.5 to \$2 million.

Commissioner McDermott referenced the discussions related to parking revenue and asked whether staff was aligning future plans during those conversations. She inquired whether the Airport staff was considering technology integration that would allow for a flexible parking rate structure, specifically, the ability to increase rates

during high-demand days and reduce them during off-peak periods, such as the summer season.

Mr. Barrett confirmed that the implementation of a flexible parking rate structure was part of the plan and scope. He explained that California law imposes specific requirements on how public agencies can charge rates, mandating that rates be based on a cost-recovery-related use methodology. As a result, staff conducted research to determine how this approach could be creatively and legally implemented.

Chairman Corcoran advised that the Budget and Finance Committee had agreed to review all identified projects, along with their assigned leads and timelines, and to monitor progress on a quarterly basis. In addition, he shared that the project team and himself would report back to the Airport Commission as updates become available. He expressed optimism about meeting project targets and emphasized the importance of ongoing accountability through quarterly reviews. Chairman Corcoran thanked staff and acknowledged the strong start and leadership demonstrated in the planning process.

7. EXECUTIVE DIRECTOR REPORT

Executive Director of Aviation Barrett stated that the Executive Director Report was included in the agenda packet. He shared that most of the information provided in the agenda packet pertained to developments in Washington, D.C., and its potential impacts on the Airport. He invited any questions from the Commissioners regarding the content of the report and indicated his willingness to provide further explanation if needed.

Chairman Corcoran referenced the section titled Public Parking Electrification – Lot D and noted that the report indicated proposals would be received during the winter of 2023. He inquired whether Airport staff believed they were now closer to completing the process for the EV chargers in coordination with Southern California Edison (SCE). Mr. Barrett confirmed that staff would be submitting an easement to City Council for approval and would issue an RFP to solicit services for the installation of EV chargers under the SCE grant program. He further stated that the Airport has the capability to install the planned chargers and noted that, separately, an electrification study was anticipated. This study would address future expansion and infrastructure needs for EV charging in public parking areas as well as airside electrification, including electric ground service equipment (GSE) and potential future electric aircraft operations. He advised that the Airport was in the process of initiating the electrification study to assess public area requirements and broader campus-wide needs.

Commissioner Hedrick inquired about the operation of the EV chargers, specifically whether they would be available free of charge or subject to a usage fee. He also asked whether a representative familiar with the system would be present during the

initial week of operation to assist users. Mr. Barrett explained that the intent is to recover electrical costs through a per-hour charging fee. He added that while the specific fee structure has not been finalized and that discussions are ongoing with Frasca.

Commissioner Hedrick further inquired about how staff intended to address the concern of vehicles occupying EV charging stations for extended periods, such as remaining parked over a weekend and continuously utilizing a charger, which could limit availability for other users. Mr. Barrett acknowledged this as a common challenge faced by airports and advised that effective control measures remain difficult to implement. He noted that staff was researching how other airports were addressing this issue. One option under consideration involved imposing higher fees for extended charging durations; however, no final decisions had been made. Commissioner Hedrick inquired whether the EV chargers would be Level 1 or Level 2. Mr. Barrett confirmed that they would be Level 2 chargers.

Chairman Corcoran asked for clarification on the difference between Level 1 and Level 2 chargers. Commissioner Hedrick explained that Level 1 chargers typically involve a standard electrical outlet, while Level 2 chargers provide faster charging at a higher rate per hour and advised anything above a Level 2 would get into faster speeds. Chairman Corcoran noted that higher levels allow for faster charging speeds.

Chairman Corcoran asked if the Palms Springs Air Museum (Air Museum) could be included in the project because they were looking for chargers, or if Airport staff could refer them to SCE for this process. Mr. Barrett confirmed that the Air Museum could be referred to SCE and emphasized that a broader, cohesive evaluation of electrification across the entire Airport would be necessary to ensure all systems function efficiently together. He stated that this would be addressed through the forthcoming electrification study, which would assess overall power usage, infrastructure needs, and future expansion considerations for both landside and airside operations.

Commissioner Fong asked for a high-level overview of the recent FAA reauthorization process and its potential broad impacts on the Airport, acknowledging that specific details remain limited. Mr. Barrett provided an overview of recent developments related to the FAA reauthorization and its potential broad impact on the Airport. He explained that last year's FAA reauthorization bill helped shield the Airport from some federal uncertainties currently affecting Washington, D.C. Specifically, entitlement funding was expected to remain stable and secure due to protections within the bill. However, concerns were noted regarding discretionary funding, where there were warning signs that certain grants may be delayed or reduced. For example, the previously announced \$6 million furloughed rent related to Palm Springs is now uncertain due to recent executive orders. Additionally, a continuing resolution approved by Congress resulted in the Airport losing its Law Enforcement Officer (LEO) reimbursement grant for police officers, which increased

operating costs as the Airport now absorbs these expenses. Mr. Barrett also highlighted staffing challenges within federal agencies. While air traffic control and aviation safety functions remain protected, support staff such as aviation planners, project managers, and administrators were experiencing reductions. These losses have caused delays in processes such as FAA land lease approvals, which directly impact airport operations. Commissioner Fong inquired if the Airport would lose TSA staff. Mr. Barrett stated that Transportation Security Officers (TSOs) remain protected, and support staff in regional offices face uncertainty.

8. COMMISSIONERS REQUESTS AND REPORTS:

Commissioner Feltman requested an update regarding the availability of power stations in the Agua Caliente Concourse. He expressed concern that only two vertical power stations currently remained, and he recalled that there appeared to have been more in the past. He inquired whether there was a plan to assess how many power stations were available in the space and how many would remain following the completion of updates to the space.

Executive Director of Aviation Barrett sought clarification on whether Commissioner Feltman was referring to two individual plugs or two central power stations. Assistant Airport Director Keating clarified that historically there had only been one power station located at the Delta Airlines gate and no additional stations had been installed in that area. Mr. Barrett confirmed this information, stating that only one power station had ever existed at that location. Commissioner Feltman requested that an assessment be conducted to verify the existing number of power stations, determine what was in place previously, and ensure that the current availability was equal to or greater than before. Mr. Barrett agreed and confirmed that staff would perform this assessment to verify whether any changes or removals had occurred and to evaluate the adequacy of the current power station availability.

Commissioner Feltman also raised concerns regarding the maintenance and cleanliness of the restrooms, specifically referencing the restroom near Vino Volo, where he observed overflowing paper towels and debris scattered on the floor. He emphasized that the condition appeared to have been ongoing and not merely the result of a brief service delay. Mr. Barrett acknowledged the concern and advised that the upcoming fiscal year's budget includes funding requests for additional custodial staff and supervisory positions, which were currently pending City Council approval. He further stated that Airport staff had worked on internal process improvements in coordination with the Maintenance team to enhance service response and quality control. He also noted that during periods of high passenger volumes, such as peak operational hours, response times to certain areas may be delayed; however, ongoing efforts were being made to reduce these delays and improve overall facility cleanliness.

Commissioner Feltman reiterated his concerns, noting that cleanliness had been identified as a key area for improvement in the Airport's customer experience

surveys. Deputy Director of Aviation, Marketing and Air Service, Meier, responded that complaint rates regarding restroom facilities had declined. Communications and Marketing Specialist Ingrassia further confirmed that while occasional comments were still being received, the volume of complaints had significantly decreased compared to the previous year. Commissioner Feltman acknowledged the improvement, commenting that the incident he observed may have been an isolated occurrence and felt it was important to advise.

Chairman Corcoran inquired about the status of the Request For Proposals (RFP) for the Art Curator. Executive Program Administrator Brown advised that the RFP was not expected to be posted until July 2025. Chairman Corcan inquired as to why this couldn't be posted sooner. Ms. Brown explained that additional time was required to finalize the scope of work and to coordinate with the procurement process. Chairman Corcoran requested that an update be provided at the next Airport Commission meeting, noting his interest in reviewing the draft RFP. Ms. Brown stated that the draft RFP was anticipated to be received in May and that it would be shared with the Airport Commission once available.

9. REPORT OF COUNCIL ACTIONS:

9.A Past City Council Actions

9.B Future City Council Actions

10. RECEIVE AND FILE:

10.A Airline Activity Report February 2025

10.B Airline Activity Report Fiscal Year Comparison

11. COMMITTEES:

11.A Future Committee Meetings

11.B Committee's Roster

ADJOURNMENT:

The Airport Commission adjourned at 5:19 PM to a Regular Meeting on April 23, 2025, at 4:00 PM.



Tanya Perez
Interim Executive Administrative Assistant

APPROVED BY AIRPORT COMMISSION: 6/18/25