



AIRPORT COMMISSION MEETING

Agenda Item Executive Summary

City Hall Large Conference Room, City of Palm Springs
3200 E Tahquitz Canyon Way, Palm Springs, CA 92262
Wednesday, June 18, 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: March 19, 2025 Minutes

AGENDA ITEM 8.C - Taxicab Ground Transportation Fee Increase

AGENDA ITEM 8.E - Marketing Update

AGENDA ITEM 8.H - Projects and Airport Capital Improvement Program Update

AGENDA ITEM 9 – Executive Directors Report



AIRPORT COMMISSION MEETING AGENDA

City Hall Large Conference Room, City of Palm Springs
3200 E Tahquitz Canyon Way, Palm Springs, CA 92262
Wednesday, June 18, 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):

Vice Chairman Todd Burke – Palm Springs Marriott Marquis Chicago – Business Center 2 nd Floor 2121 S Prairie Ave Chicago, IL 60616	Commissioner Tracy Martin – Palm Springs 1525 Prospect Ave Capitola, CA 95010
Commissioner David Feltman – Palm Springs 6 Sawyer Grove Rd Truro, MA 02666	

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 March 19, 2025 and April 23, 2025.

7. INTRODUCTIONS AND PRESENTATIONS:

7.A Commissioner David Feltman – Farewell

7.B Vice Chair Todd Burke – Reappointed to the Airport Commission

7.C Commissioner Samantha McDermott – Reappointed to the Airport
Commission

7.D Timothy Schoeffler – Appointed to Airport Commission

7.E Public Impact Award by the Greater Coachella Valley Chamber of
Commerce

8. DISCUSSION AND ACTION ITEMS:

8.A Escalators Update

8.B Art Curator Update

8.C Taxicab Ground Transportation Fee Increase

8.D Lobby Space Update

8.E Marketing Update

8.F Financial Update

8.G Future City Council Actions Update

8.H Projects and Airport Capital Improvement Program Update

9. EXECUTIVE DIRECTOR REPORT

10. COMMISSIONERS REQUESTS AND REPORTS

11. REPORT OF COUNCIL ACTIONS:

11.A Past City Council Actions

12. RECEIVE AND FILE:

12.A Airline Activity Report May 2025

12.B Airline Activity Report Fiscal Year Comparison

12.C Employment Update

12.D Request For Proposal (RFP) and Invitation For Bid (IFB) Update

13. COMMITTEES:

13.A Future Committee Meetings

13.B Committees Roster

14. ADJOURNMENT:

The Airport Commission will adjourn to the Regular Meeting on July 16, 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 June 12, 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.



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



AIRPORT COMMISSION STAFF REPORT

DATE: JUNE 18, 2025

SUBJECT: RECOMMEND TO CITY COUNCIL THE APPROVAL OF AN INCREASE IN GROUND TRANSPORTATION FEES FOR STANDARD PICK-UP AND PRE-ARRANGED APPOINTMENTS BY TAXICABS AT THE PALM SPRINGS INTERNATIONAL AIRPORT

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

SUMMARY:

This action will recommend to the City Council the approval of an increase in ground transportation fees for standard pick-up and pre-arranged appointments by Taxicabs at the Palm Springs International Airport (Airport).

RECOMMENDATION:

This action will recommend to City Council the approval of an increase in the ground transportation fees for standard pick-up and pre-arranged appointments by Taxicabs at the Palm Springs International Airport effective July 1, 2025.

BACKGROUND:

All taxicab companies are permitted through the SunLine Transit Agency. Taxicabs originally operated under the Airport Ground Access fee structure. Prior to October 6, 2006, the fee for a taxicab to access the Airport was \$1.00. After October 6, 2006, this access fee was raised to \$2.50 for a standard airport pick-up and \$3.00 for a pre-arranged appointment. The Airport Ground Access fee remained at these rates through June 30, 2023.

On July 1, 2023, the Airport Ground Access fee was transitioned into a Taxicab Ground Transportation Fee and the amount was increased to \$3.25 for each standard pick-up or pre-arranged appointment. In addition to each Taxicab company paying a \$300 annual company fee, Taxicab companies are required to pay a \$120 annual vehicle fee and a one-time \$35 transponder fee for each vehicle.

On April 9, 2025, the City Council approved a 33% increase in the Transportation Network Company (TNC) Fees from \$3.00 to \$4.00 for each pick-up and drop-off by any TNC operating at the Airport. The TNC Ground Transportation Fee increase went into effect on May 1, 2025 with the adoption of a new TNC Operating Permit Agreement.

Airport Commission Staff Report

June 18, 2025 -- Page 2

Recommend Approval of Increase in Taxicab Ground Transportation Fees

The total fees collected for Fiscal Years (FY) 2022, 2023, 2024 and estimated FY 2025 are reflected in Table 1.

Table 1

TAXICAB FEES	FY2022	FY2023	FY2024	EST. FY2025
CITY CAB	\$54,625	\$37,173	\$81,904	\$67,123
COACHELLA VALLEY TAXI LLC	\$66,045	\$44,773	\$98,226	\$92,898
PALM SPRINGS TAXI	Started September 2024			\$35,178
YELLOW CAB OF THE DESERT	\$66,853	\$44,605	\$68,834	\$56,690
SUB-TOTAL	\$187,523	\$126,550	\$248,963	\$251,889
TNC FEES	FY2022	FY2023	FY2024	EST. FY2025
LYFT	\$274,530	\$428,562	\$367,149	\$367,000
UBER	\$611,271	\$714,009	\$861,741	\$981,576
SUB-TOTAL	\$885,801	\$1,142,571	\$1,228,890	\$1,348,576
TOTAL FEES	\$1,073,324	\$1,269,121	\$1,477,853	\$1,600,465

NOTE: Annual Vehicle Fees are not included in Table 1.

STAFF ANALYSIS:

To better understand the changing dynamics of ground transportation to and from the Airport, passenger activity and modes of transportation data in Table 2 for Calendar Years (CY) 2021, 2022, 2023 and 2024 were analyzed.

Table 2

MODE OF TRANSPORTATION	CY2021	%	CY2022	%	CY2023	%	CY2024	%
TNC (PICK-UP / DROP-OFF)	185,014	44%	340,353	53%	394,626	55%	419,310	55%
CAR RENTALS	174,960	41%	227,405	35%	258,670	36%	262,484	34%
TAXI (RIDES)	57,715	14%	67,483	11%	58,474	8%	72,916	10%
COMMERICAL CHARTER	4,792	1%	5,921	1%	6,397	1%	7,241	1%
BUS	39	0%	111	0%	233	0%	208	0%
PEER-TO-PEER (TURO)	Started December 2023				134	0%	1,781	0%
TOTAL ACTIVITY	422,520		641,273		718,534		763,940	
ENPLANED PASSENGERS	1,047,643		1,500,618		1,624,012		1,606,281	
DEPLANED PASSENGER	1,045,300		1,481,226		1,613,313		1,607,682	
TOTAL PASSENGERS	2,092,943		2,981,844		3,237,325		3,213,963	

In reviewing the data collected, one trend has emerged. As passenger activity increases, the number of passengers using a mode of transportation increases. The mode that has the majority of activity is TNC, which is correlated by the increase in collected fees. Taxi activity has also grown with the start-up of Palm Springs Taxi in July 2024.

TNCs are assessed a ground transportation fee for each drop-off and pick-up at the Airport based upon Geo-Fencing data. Taxicabs are only assessed a fee for a standard airport pick-up and for a pre-arranged appointment based upon their transponder.

The Airport is proposing a 15% increase in the Taxicab Ground Transportation Fee for each standard pick-up and pre-arranged appointment from the current \$3.25 to \$3.75 effective July 1, 2025. This increase is based upon analysis of airports of similar sizes and within the same geographic region of the country as depicted in Table 3.


Table 3

AIRPORT	STANDARD PICK-UP	PRE-ARRANGED PICK-UP	DROP-OFF	ADDITIONAL CONSIDERATIONS
Fresno	Annual Fee	Annual Fee	Annual Fee	Annual Permit Fee - Unlimited Access to Airport
Long Beach	\$3.00	\$3.00	\$3.00	TNCs and Taxicabs are charged the same amount
Ontario (current)	\$3.00	\$3.00	No Charge	
Ontario (proposed)	\$4.00	\$4.00	No Charge	Awaiting Board Approval
Palm Springs (current)	\$3.25	\$3.25	No Charge	Last increased July 1, 2023
Palm Springs (proposed)	\$3.75	\$3.75	No Charge	TNC \$4 eff 5/1/2025 / Proposed eff 7/1/2025

FISCAL IMPACT:

All commercial ground transportation providers at the Airport, including Taxicabs, Commercial Transportation, Car Rentals, and TNCs are required to pay fees to operate. The Airport Fee Schedule as of March 1, 2025, as published on the Airport website, accurately reflects the fees being collected.

With the proposed increase in the Taxicab Ground Transportation Fee for each standard and pre-arranged pick-up at the Airport, the estimated revenue from Taxicab operations will be approximately \$285,000 for FY26 (an increase of \$38,000 or 15% over FY25). This increase in the Airport Fund 415.38145 will enable the Airport to invest in airport operations, customer experience, and capital improvements.

DocuSigned by:

3A191D80CE63448...
Harry Barrett, Jr., A.A.E.
Executive Director of Aviation



May Passengers

Total Passengers: 249,008

- 1% increase from 2024
- Record month

5th monthly record of 2025

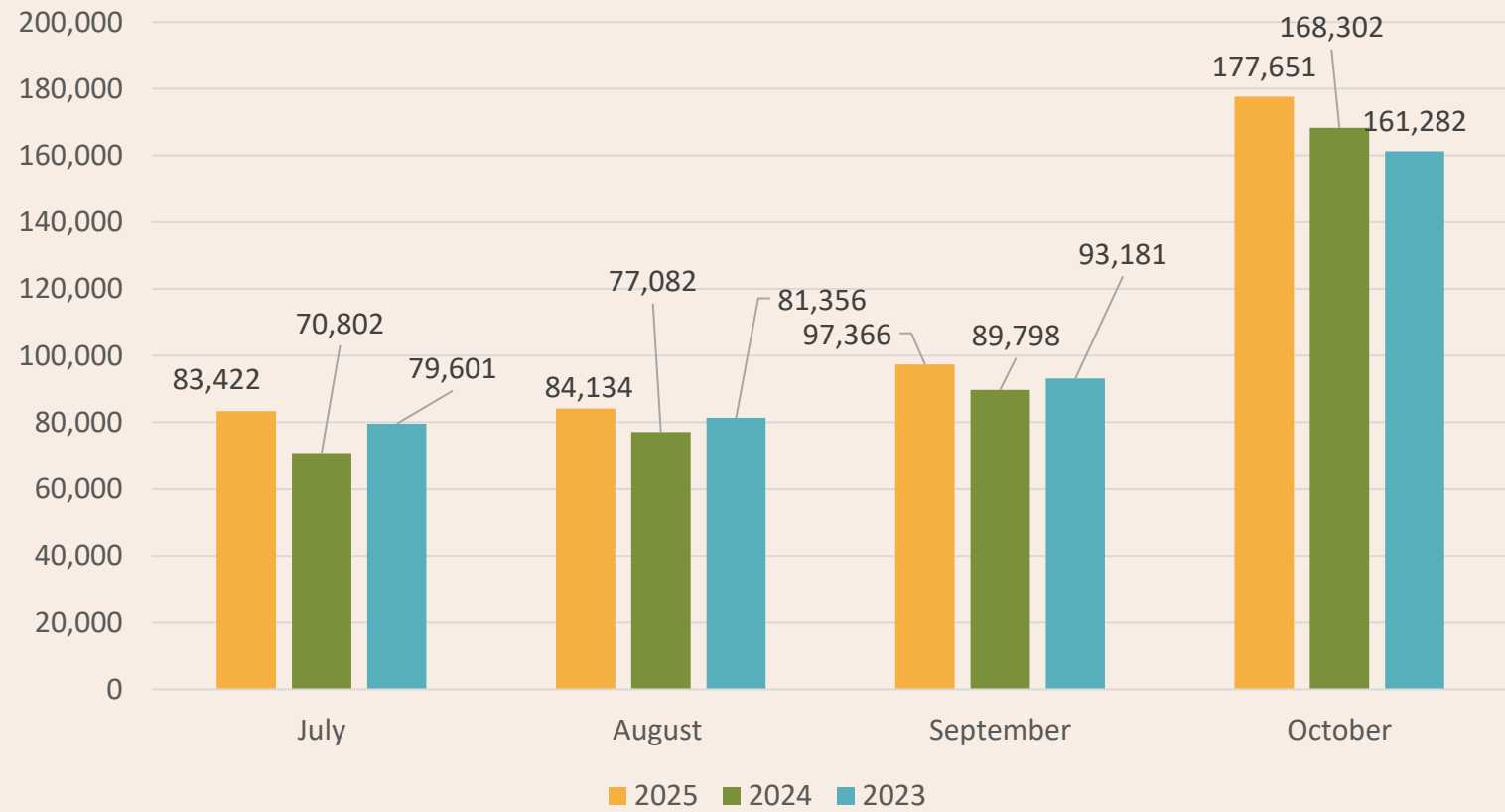


Scheduled Departing Seats

Based on 6/5/25 schedule data, subject to change.

Seats vs. 1 Year Ago

Month	% Change
July	17.8 %
August	9.1 %
September	8.8 %
October	5.6 %



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

Air Service Update

Air Canada US Capacity is down 11% YOY, expecting depressed winter demand to the US

Flair is down approximately 12% to the US, but CA is still looking “ok”. They’re not seeing “ill will” toward California. Flair has opted to not return to PSP next season, holds hope for winter 2026 return

Market hardest hit are Florida, Phoenix, and Vegas

Westjet stated the US in general is not booking well, but California has more demand than other US locations. Westjet’s PSP winter capacity will be trimmed 5%, or 70 monthly flights vs. 74 in 2024.

Canadian Dollar weakness against USD is also impacting travel to the US

US airlines are pleased with their overall performance PSP. Some noted that April did not perform not as expected.

Arriving Canadian Seats 2025 vs. 2024

Month	% Change	Flights	Seat Count Change
July	-27.8 %	-7	-924
August	-10.4 %	-3	-354
September	8.7 %	+1	+471
October	- 8.1 %	-12	-1,131

Based on 6/5/25 schedule data, subject to change.

Web Traffic: May 22 – June 1

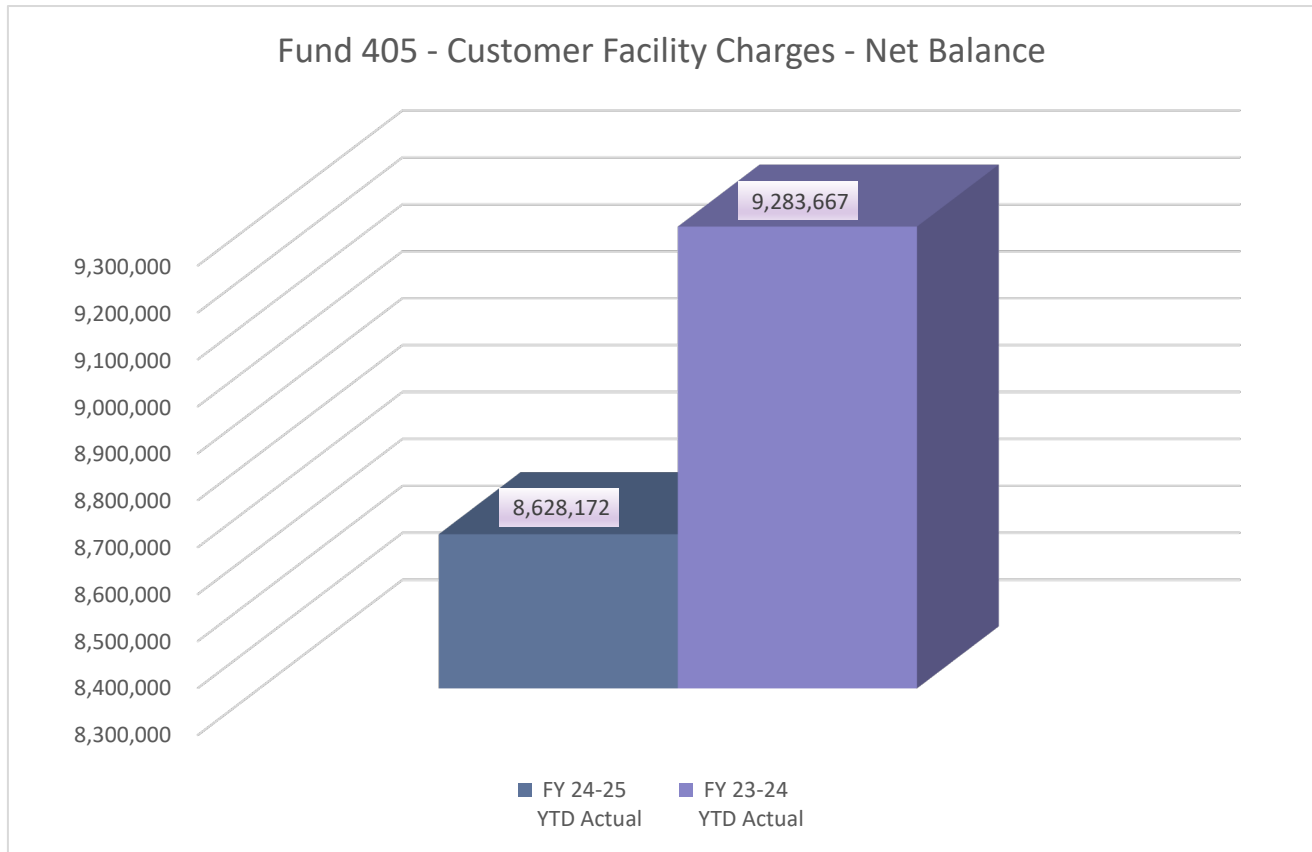
- **6,000 page views** in first two weeks
- Average **2.9 pages per visitor** – strong multi-project engagement, meaningful browsing behavior
- **Terminal Expansion** most viewed project
- Major infrastructure projects and passenger experience upgrades drove most interest
- Very strong email blast engagement



CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT

Financial Summary
Ending May 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	8,676,567	91%	9,283,667	-7%
Operating Expenditures	48,395	48%	-	0%
Surplus / (Deficit)	8,628,172	91%	9,283,667	7%



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 \$8,676,567 represents 91% of the full year budget, reflecting seasonal nature of CFC revenues.

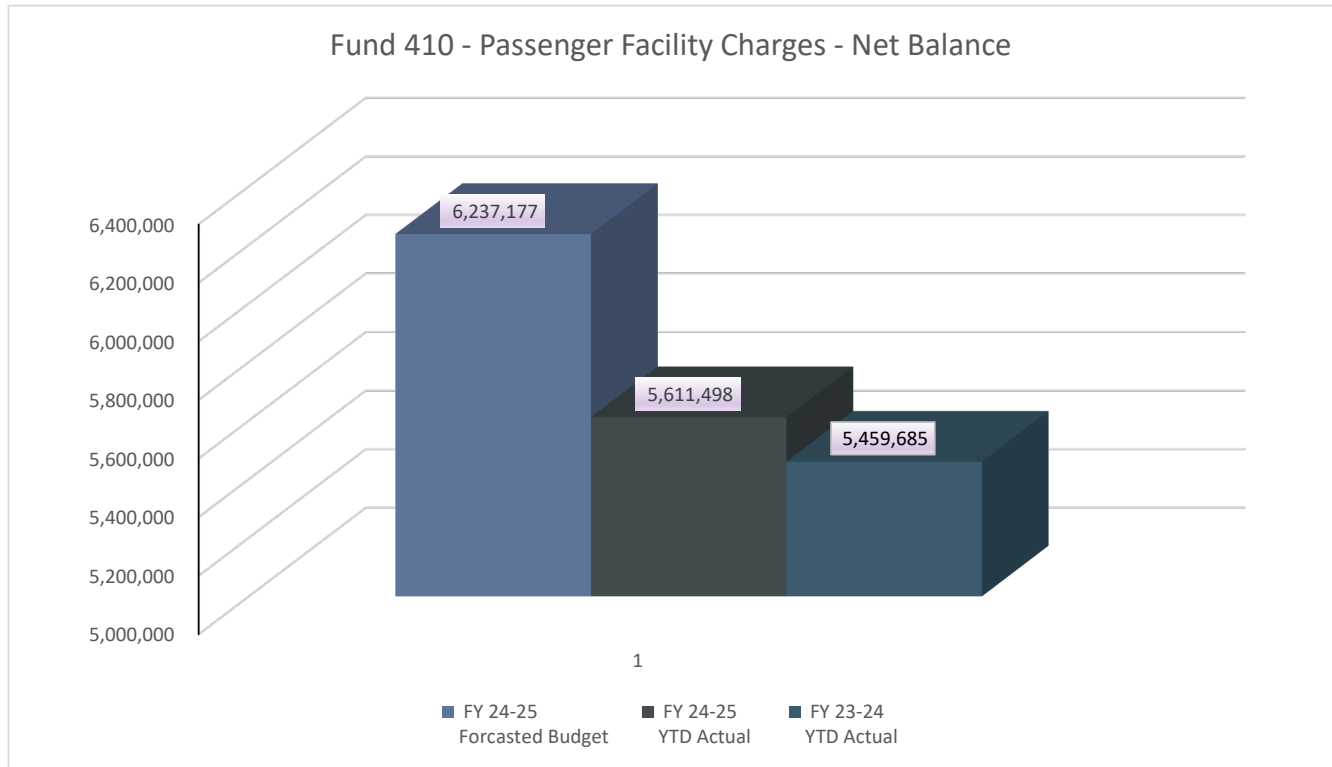
Expenditures

YTD, expenditures of \$48,395 represents 48% of the full year budgeted expenditures.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT

Financial Summary
Ending May 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	5,917,834	87%	5,799,976	2%
Operating Expenditures	547,096	306,337	56%	340,291	-10%
Surplus / (Deficit)	6,237,177	5,611,498	90%	5,459,685	3%



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 \$5,917,834 represents 87% of the full year budget, reflecting seasonal nature of PFC revenues.

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 \$301,041 represents 56% of the full year budget. Include \$301,041 in loan interest, remaining administrative fees for the 2019 bond.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending May 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	49,456,827	94%	41,818,567	18%
Operating Expenditures	48,334,102	35,637,124	74%	29,092,976	22%
Surplus / Deficit	4,206,143	13,819,703	329%	12,725,591	9%

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 May 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	6,970,587	100%	5,183,271	34%
Terminal Airline Space/Joint Use	6,817,158	6,273,649	92%	4,874,073	29%
Gate Per Use Fees	2,254,405	2,302,204	102%	1,538,513	50%
Passenger Loading Bridge Fee	577,205	488,855	85%	579,342	-16%
Baggage Handling System Fees	570,705	359,359	63%	743,173	-52%
Total Airline Revenues	17,179,631	16,394,655	95%	12,824,594	28%
Non-Airline Revenue					
General Aviation	428,526	396,090	92%	348,416	14%
Non-Aeronautical Ground Rental	651,486	616,147	95%	599,095	3%
Aeronautical Ground Rental	1,320,632	1,206,030	91%	1,155,509	4%
Parking	6,301,392	5,827,129	92%	5,938,631	-2%
Airport Use Permits	118,809	117,738	99%	109,954	7%
Non-Airline Terminal Rent Fee	4,437,249	4,031,779	91%	2,832,350	42%
Rental Car - Overflow Parking	366,255	240,353	66%	185,438	30%
Advertising	881,702	786,066	89%	501,238	57%
On Airport Rental Car	14,592,865	13,281,061	91%	10,572,412	26%
Commercial Services Fees	1,378,902	1,280,367	93%	1,112,254	15%
Ground Transportation Fees	1,572,931	1,417,911	90%	1,295,422	9%
Customs	446,003	412,095	92%	412,372	0%
All Other Revenue	2,863,863	3,449,407	120%	3,930,885	-12%
Total Non-Airline Revenue	35,360,614	33,062,172	93%	28,993,973	14%
Total Operating Revenues	52,540,245	49,456,827	94%	41,818,567	18%

Landing Fees, Terminal Airline Space/Joint Use, and Gate Per Use Fees all showed strong performance, collectively contributing to a 28% increase in total airline revenues over the prior year. Notably, Gate Per Use Fees exceeded the FY25 budget at 102% and posted a 50% year-over-year increase, signaling increased flight activity and terminal utilization.

Passenger Loading Bridge and Baggage Handling System Fees both experienced declines of 16% and 52% respectively compared to FY23-24. These decreases reflect the adjusted fee structure implemented in FY25 to better align with actual operating costs.

Non-Airline Terminal Rent grew significantly, with a 42% increase over FY23-24. This growth was driven by the onboarding of new concessions and enhanced space utilization within the terminal.

Advertising Revenue increased by 57% over the previous year, attributed to the favorable terms under the new FUSE contract, which offers the Airport a higher revenue share model.

Rental Car – Overflow Parking revenue increased by 30% compared to the prior year, though it currently reflects only 66% of the forecasted budget. This may indicate either a seasonal lag or a need to revisit demand assumptions.

On-Airport Rental Car Revenue is up 26% year-over-year, supporting the benefit of the revised fee structure and MAG tracking now implemented in FY25.

"All Other Revenue" exceeded its forecast by 20%, even though it shows a 12% decrease from FY23-24. Further review may be needed to determine the composition of this category and assess volatility or one-time events from the previous year.

Overall Non-Airline Revenues grew by 14% over the prior year, reaching 93% of the FY25 forecasted budget—demonstrating steady performance across most revenue streams, especially terminal rent, advertising, and rental car categories.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending May 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	6,442,914	91%	4,851,302	33%
Airport Information Technology	873,990	832,354	95%	442,843	88%
Airport Law Enforcement	3,248,311	3,109,987	96%	3,099,105	0%
Aviation Security	764,930	579,461	76%	273,997	111%
Airside Operations	7,047,041	5,491,540	78%	4,520,803	21%
Airport Rescue - Fire	4,456,330	4,308,041	97%	3,637,049	18%
Landside Operations	2,895,963	2,527,711	87%	1,608,590	57%
Grounds Maintenance	424,920	353,858	83%	353,474	0%
Terminal Building Operations	7,753,787	6,647,356	86%	4,187,740	59%
Passenger Boarding Bridges	26,200	27,335	104%	35,434	-23%
Baggage Handling System	709,500	566,719	80%	369,721	53%
Control Center Operations	4,646,643	4,270,281	92%	3,904,554	9%
U.S. Customs	314,005	242,396	77%	291,064	-17%
Planning & Projects	199,639	214,678	108%	120,959	77%
Budget Transfer Out	7,859,000	-	0%	1,396,342	-100%
Total Operating Expenditures	48,334,102	35,637,124	74%	29,092,976	22%
Surplus / (Deficit)	4,206,143	13,819,703	329%	12,725,591	9%

Airport Information Technology: Expenses increased primarily due to \$338,000 in salaries & benefits for technicians required to support the newly installed common use system at gates and ticket counters. Contractual services rose for cable runs, baggage handling, and access point installations. Additionally, computer software services expanded, including FIDS, Gate Management, Part 139 Inspection, and Asset Management.

Aviation Security: Expenses grew by 111% as a result of the establishment of the cost center in FY24 and FY25. New expenses include security assessments, terminal rekeying, increased employee background checks due to new hires, mandated TSA aviation worker screening, and annual fees for continued security training with airport staff and tenants.

Terminal Building Operations: Expenses increased by 59% compared to the prior year due to several factors, including \$734,000 in additional salaries and benefits for new staff across Operations and Maintenance. Other contributing factors include a new contract with Desert Arc for landscaping and terminal cleaning, expanded holiday decorations in December, terminal modifications for new staff office space, plumbing and HVAC repairs, and consulting services for breach gate design, conference room, wayfinding, and terrazzo flooring. Additionally, there were increased costs for oversight of the concessions buildout, maintenance assessments, heavy equipment rentals for power outage prevention, employee uniforms for new hires, and higher utility usage.

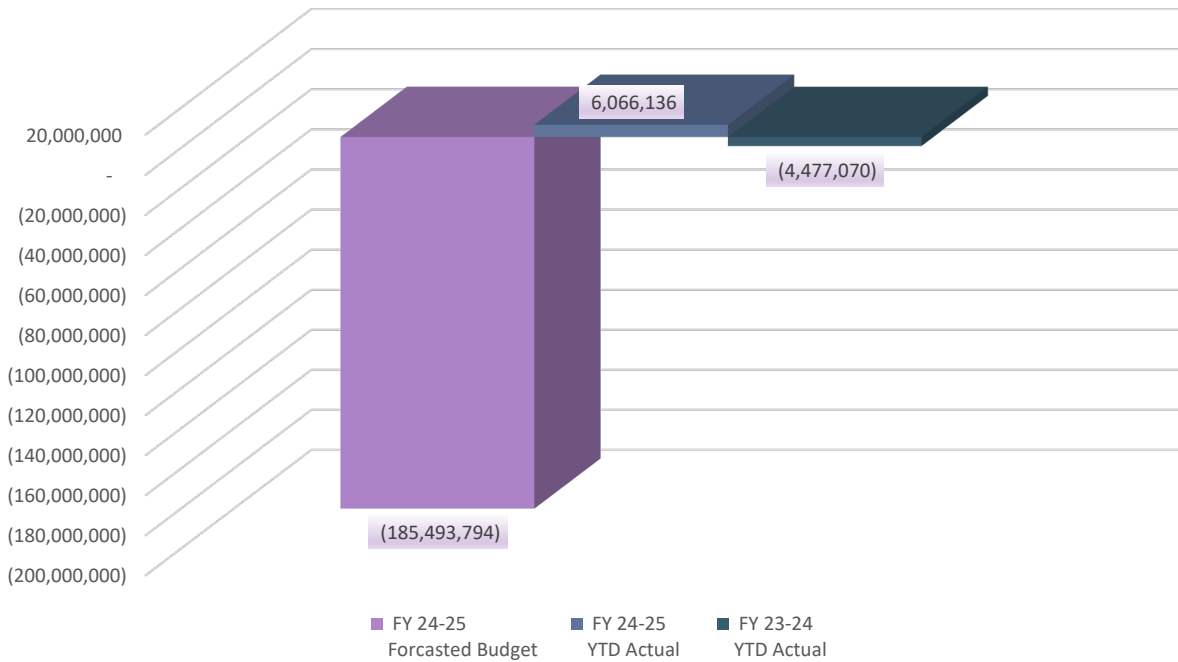
Year-to-date, the Airport has allocated 53% of its budget to Salaries & Benefits, 27% to Contractual Services, 9% to Other Cities Services, 5% to Utilities, 4% to Materials & Supplies, 1% to Insurance and 1% to Airline Incentive Program.

CITY OF PALM SPRINGS
PALM SPRINGS INTERNATIONAL AIRPORT
Financial Summary
Ending May 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	17,320,494	146%	1,316,671	1215%
Operating Expenditures	197,325,840	11,254,357	6%	5,793,741	94%
Surplus / (Deficit)	(185,493,794)	6,066,136	-3%	(4,477,070)	-235%

Fund 416 - Airport Capital Projects - Net Balance



Fund 416 is the Airport Capital Program

Revenues

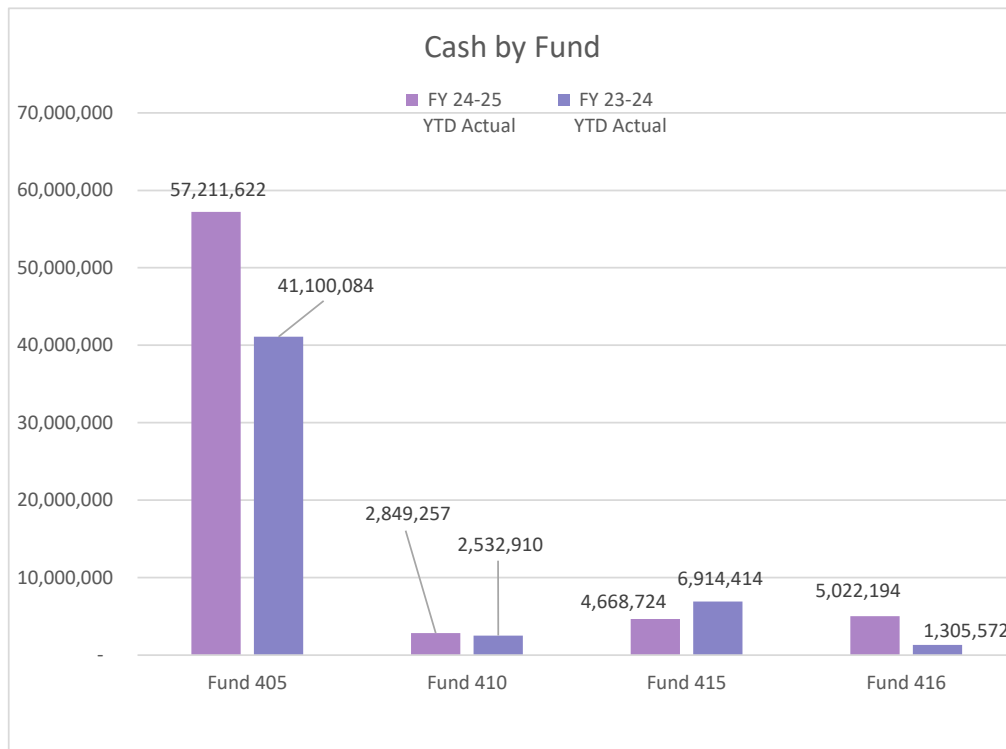
Airport Improvement Program (AIP) grants are offered to PSP to provide funding assistance for eligible capital projects that meet the criteria of the federal program. Additional funding is being distributed through AIP grant program by the Bipartisan Infrastructure Law (BIL). These grants have a 9.34% 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 \$17,320,494 included \$6,436,190 in Federal Grants and \$10,866,000 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 \$11,254,357.

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

<u>Cash Summary</u>	FY 24-25 YTD Actual	FY 23-24 YTD Actual
Fund 405	57,211,622	41,100,084
Fund 410	2,849,257	2,532,910
Fund 415	4,668,724	6,914,414
Fund 416	5,022,194	1,305,572



AIRPORT (405,410,415,416)

Historical Activity & Proposed Budget

Description	FY 21-22 Actuals	FY 22-23 Actuals	FY 23-24 Actuals	FY 24-25 Forecast	FY 25-26 Budgeted	FY 26-27 Budgeted
Revenues / Inflows						
Airline Terminal/Joint Use Fee	\$ 2,180,132	\$ 2,187,696	\$ 5,661,953	\$ 6,817,158	\$ 6,851,243	6,919,756
Charges for Services	3,929,248	4,208,767	5,311,108	5,356,310	5,522,562	5,553,541
COVID Relief: CRRSAA & CARES Act	—	9,647,601	1,408,292	—	—	—
Customs Fees	449,179	435,115	448,095	446,003	448,233	452,715
Gate Fees	1,374,922	1,472,314	1,748,041	2,254,405	2,265,677	2,288,334
Grant Revenue	7,072,362	13,533,202	2,061,446	3,952,869	28,152,776	32,148,145
Interest Revenue	234,968	1,704,873	3,231,917	4,112,888	4,113,172	4,154,306
Landing Fees	5,470,737	5,990,047	5,750,086	6,960,158	6,994,958	7,064,908
License & Permit Revenue	172,152	160,625	204,020	273,712	275,676	277,831
Loading Bridge Fee	—	—	657,807	577,205	580,091	585,892
Miscellaneous Revenue	436,242	191,875	196,978	230,029	230,420	233,080
Non-Airline Terminal Rent	1,717,091	2,602,014	3,435,946	4,458,976	5,231,248	5,395,707
Other Transportation Fees	1,098,328	1,273,591	1,900,228	2,171,052	2,811,277	2,955,303
Parking Fee	5,349,941	6,193,403	6,416,507	6,301,392	6,332,898	6,396,228
Passenger Facility Charges	5,480,477	6,232,032	6,143,087	6,098,189	6,128,680	6,189,966
Realized/Unrealized Gain Or Loss	(1,117,196)	(1,021,124)	1,094,292	(313,763)	—	—
Rental Car Fees	15,396,594	21,477,920	21,405,931	23,185,403	23,341,328	23,574,342
Transfer In From Other Funds	8,229,415	2,371,710	615,000	7,859,000	8,898,295	8,977,278
Total Revenues / Inflows	\$ 57,474,592	\$ 78,661,660	\$ 67,690,735	\$ 80,740,986	\$ 108,178,535	113,167,332
Expenses / Outflows						
Administrative Services	\$ 2,071,500	\$ 2,207,421	\$ 2,227,195	\$ 1,690,556	\$ 2,219,015	2,219,015
Advertising & Design	403,116	802,447	1,239,268	1,442,002	1,701,100	1,701,100
Airline Incentives	102,822	722,805	51,250	171,352	400,000	500,000
Capital Improvement Projects	9,770,174	4,410,824	6,514,542	4,958,576	12,712,000	29,041,176
CIP Offset	(9,177,752)	(1,985,514)	(1,115,892)	(1,098,107)	—	—
Computer Software	—	—	114,764	266,555	467,857	421,802
Contra Asset	(788,788)	(1,431,876)	(7,884,211)	(7,884,211)	—	—
Contractual Services	2,345,943	3,462,108	6,934,848	10,603,430	12,275,744	11,929,788
Customer Facility Charge Planning	29,496	—	—	—	1,000,000	1,000,000
Depreciation	5,211,774	4,888,103	5,008,626	5,008,626	106,560	107,575
Employee Benefits & Taxes	(187,552)	1,438,932	6,197,675	7,061,568	9,215,118	9,809,779
Employee Development & Travel	102,943	152,363	261,502	252,036	267,245	272,745
Employee Salaries	8,009,515	8,885,224	10,747,211	12,680,761	14,254,549	15,014,147
Fleet Maintenance	366,700	860,485	594,436	455,826	531,483	524,610
Grants Expense	—	—	2,523,294	5,991,130	28,152,776	32,148,145
Improvements, Furniture and Equipment	199,835	299,261	382,438	752,090	2,781,500	2,046,500
Insurance Expense	701,100	692,053	656,385	540,697	941,499	982,020
Loan Principal & Interest	680,078	604,782	522,521	2,499,147	2,498,750	2,495,500
Maintenance Expense	720,487	447,158	614,440	420,663	545,116	470,124
Materials and Supplies	646,191	933,954	1,146,668	1,358,938	1,500,647	1,608,731
Motor Vehicle Purchases	—	359,437	1,282,063	9,484	4,300,000	4,300,000
Police & Fire Services	918,100	956,000	717,000	492,341	760,288	764,791
Special Programs	—	—	59,601	—	—	—
Transfers to Other Funds	8,229,415	2,371,710	615,000	7,859,000	8,898,295	8,977,278
Uniforms	42,349	54,667	62,897	85,692	96,879	91,176
Utilities Expense	1,680,659	1,725,563	1,739,888	1,909,143	1,861,312	1,883,160
Workers Compensation	354,463	371,674	436,407	332,283	502,293	562,568
Total Expenses / Outflows	\$ 32,432,568	\$ 33,229,582	\$ 41,649,815	\$ 57,859,578	\$ 107,990,026	128,871,729
Total Surplus / (Deficit)	\$ 25,042,024	\$ 45,432,079	\$ 26,040,921	\$ 22,881,407	\$ 188,509	(15,704,397)
Fund Balances						
Beginning of year	\$ 86,536,123	\$ 111,578,146	\$ 157,010,225	\$ 183,051,146	\$ 205,932,553	206,121,062
End of Year Fund Balance	\$ 111,578,146	\$ 157,010,225	\$ 183,051,146	\$ 205,932,553	\$ 206,121,062	190,416,665
Fund Balance Reconciliation						
Reserve for CALPERS	\$ 3,000,000	\$ 3,000,000	\$ 5,250,000	\$ 6,000,000	\$ 6,750,000	\$ 7,500,000
Unreserved Fund Balance	108,578,146	154,010,225	177,801,146	199,932,553	199,371,062	182,916,665
Total Fund Balance Reconciliation	\$ 111,578,146	\$ 157,010,225	\$ 183,051,146	\$ 205,932,553	\$ 206,121,062	\$ 190,416,665

FUTURE CITY COUNCIL ACTIONS

Airport Commission Meeting of June 18, 2025

June 25, 2025

- Car Rental Concession Agreements – Amendment No. 8 to the Airport Rental Concession Agreements and Amendment No. 9 for Avis Budget to adjust certain fixed rent charges, and define the months of gross revenues used to calculate the Minimum Annual Guarantee (MAG):
 - Avis/Budget Car Rental, LLC (Amendment No. 9)
 - The Hertz Corporation (Amendment No. 8)
 - Enterprise Rent-A-Car, LLC dba Alamo Rent a Car / National Car Rental (Amendment No. 8)
 - Enterprise Rent-A-Car Company of Los Angeles (Amendment No. 8)
 - DTG Operations, Inc. dba Dollar Rent a Car /Thrifty Car Rental (Amendment No. 8)
- Carahsoft Technology Corp. – Cooperative Agreement for Common Use
- Fiscal Year 2024 Settlement and Airport Revenue Sharing Credits to Signatory Airlines

July 9, 2025

- Art Curator Consulting Services
- Purchase of 8 Electrical Vehicle Trucks
- American Association of Airport Executives (AAAE) Amendment No. 3 for Background Vetting Services
- Sky Chefs, LLC – Non-Exclusive Operating and Lease Agreement to Lease Apron Space for Catering Services
- AGI Ground, Inc. – Non-Exclusive Operating and Lease Agreement for Office and Storage Space
- Dal Global Services, LLC Db a Unifi - Non-Exclusive Operating and Lease Agreement for Office and Storage Space
- ABM Aviation, Inc. – Parking Management Services Amendment No. 4 to Amend the Scope of Work and Add Equipment and Software
- Marshall Retail Group, LLC (WHSmith) – Concession Amendment No. 1 to Add Pink Door and Duty Free



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: June 12, 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 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 full replacement.

Status: In Progress

- Airport staff and the on-call engineering team conducted a Kick-off meeting on May 12, 2025.
- On June 5, 2025, an in-person field investigation and escalators equipment assessment were conducted by the engineering team. Followed by this coordinated site visit, two additional follow-ups virtual meetings were held during the week of June 11, 2025, to evaluate In-Truss modification or new construction options.

Next Steps:

- On-call Engineering firm to produce detailed analysis report containing accurate estimate of cost and schedule for the two options.

Timeline:

- Assessment analysis report by July.

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 Progress

- On-Call Architectural firm provided conceptual estimates for the shade structures at the Taxi and TNC loading areas. Below are the project estimates and breakdown:
 - Both TNC and Taxi site estimates: \$2.5M
 - Only Taxi site estimates: \$900K
 - Only TNC site estimates: \$1.7M

Next Steps:

- Discuss project scope.

Timeline:

- TBD

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 Progress

- Bids were due on May 28, 2025, two bids were received.
- A bid protest has been filed.

Next Steps:

- Bids evaluations and protest review by the staff.

Timeline:

- Updates to the bid protest to be provided in July commission meeting.

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 Progress

- The On-Call Architectural firm provided a formal proposal to the airport staff to design Bono Concourse & Courtyard Restrooms; the proposed cost is \$1.27M.
- This design recommends an increase of 11 stalls.
- Airport staff reviewed the proposal and have started the process of issuing task orders.

Next Steps:

- Project Kick-off meeting.

Timeline:

- Project kick-off meeting is expected by early July.

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 Progress

- 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 by Mid-August.

Purchase of (8) Plug-In EV Pick-up Trucks & (4) EV Chargers:

Background: This project is to procure (8) zero emission pick-up trucks and (4) EV chargers to replace the existing gas-powered airport fleet trucks. This purchase will continue the Airport's efforts to minimize environmental impact. The project is funded by FAA's Airport Zero Emissions Vehicle (ZEV) & Infrastructure Pilot Program.

Status: In Progress

- The bids were advertised on May 20, 2025.
- Bids are due on June 17, 2025.

Next Steps:

- Bids evaluations.

Timeline:

- Bids evaluation to be completed by end of June.



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: June 15, 2025

TO: Chairman Corcoran and Airport Commissioners

FROM: Harry Barrett, Jr., Airport Executive Director

SUBJECT: Executive Director Report

Emerging Developments

2025 Greater Coachella Valley Chambers of Commerce Public Impact Award (GCVCC) (New)

Background: The GCVCC held its annual Board Installation and Awards Dinner on June 9, 2025. Each year, the GCVCC recognizes small, medium, and large businesses from each region for their exceptional contributions to the Coachella Valley. This year, the GCVCC introduced its inaugural Public Impact Award to honor the public agency partner that the board felt most contributed to the success of the region.

Report: Palm Springs International Airport (PSP) was the inaugural recipient of the Public Impact Award. Executive Director Barrett provided comments and accepted the award on behalf of the organization, while highlighting the new mission and the airport's focus on partnerships, innovation, operational excellence, and customer experience. Chairman Kevin Corcoran and Vice Chairman Todd Burke represented the Airport Commission, and airport staff were provided the opportunity to attend through a lottery drawing.

2025 Airports Council International – North America Region (ACI-NA) Award Nomination – Las Palmas Oasis (New)

Background: Airports Council International (ACI-NA) holds an annual Excellence in Airport Concessions awards ceremony for new concessions program that enhance the passenger experience and reflect a sense of place across all commercial airports in the United States and in Canada. The Concessions awards are comprised of 11 different category awards, including one employee category.

Report: PSP has been nominated for its new retail location, Las Palmas Oasis. Las Palmas Oasis (operated by WH Smith) located in the Bono Concourse. Las Palmas Oasis was nominated for the Best New Retail Concept award category. PSP expects stiff competition from other new programs across the airport industry. The award recipient will be announced at the 2025 Business of Airports Conference which will be held in Arlington, TX on June 25th.

S&P Global Ratings Credit Report - PFC Revenue Bonds (New)

Background: S&P Global Ratings conducts periodic reviews of municipal bond programs to assess creditworthiness and provide market transparency for bondholders and potential investors. PSP's Passenger Facility Charge (PFC) revenue bonds, which finance airport infrastructure improvements, are subject to these independent credit evaluations. The most recent rating analysis was completed in June 2025.

Report: S&P Global Ratings has affirmed PSP's underlying rating (SPUR) of 'A' with a stable outlook for the airport's PFC revenue bonds. The rating reflects PSP's robust post-pandemic recovery, with fiscal year 2024 enplanements reaching 1.63 million passengers or approximately 128% of pre-pandemic 2019 levels. S&P specifically highlighted the airport's strong PFC debt service coverage above 2.4x and noted the "skilled and experienced management team" with a perfect compliance record regarding FAA regulations and federal grant assurances. The report demonstrates PSP's conservative debt management, with outstanding PFC debt decreasing from \$20.7 million in 2020 to \$14.1 million in 2024. With strong coverage ratios and minimal outstanding debt, PSP maintains significant unused debt capacity for future aviation-related capital projects at favorable borrowing costs. The stable outlook indicates S&P expects continued strong financial performance supporting the airport's infrastructure development capabilities. This third-party validation reinforces PSP's financial credibility as the airport advances major capital projects including the potential rental car facility and international service preparations.

Aircraft Rescue Firefighting (ARFF) Vehicle Polyfluoroalkyl (PFAS) Transition Completion (New)

Background: Under Federal Aviation Administration (FAA) regulations, airports were historically required to utilize Aqueous Film Forming Foam (AFFF) which included PFAS for fire suppression during aircraft incidents. PFAS are deemed "forever chemicals" that have been linked to various environmental and health concerns. Recent regulatory changes have encouraged airports to transition to new firefighting foam that exclude these harmful chemicals.

Report: As of May, PSP's ARFF team shared that all firefighting apparatus have been fully cleaned and transitioned to a new eco-friendly foam. This process has been underway for more than a year and is a notable achievement in that it places PSP among the first of the major Southern California airports and among the first in the surrounding region to complete this transition.

Customs and Border Protection & Federal Inspection Station (FIS) Strategy (Updated June 15, 2025)

Background: PSP completed an FIS Feasibility Study in 2024. The study, conducted by InterVISTAS Consulting demonstrated the feasibility of developing and staffing an FIS at PSP. The results of the study were briefed to the Airport Commission in the spring of 2024 and the full report is available for review or additional briefings. For the last two years, PSP's Executive Director has been in informal discussions with the CBP LAX Port Director about the regional desire to expand international air service at PSP and had previously advised the LAX Port Director that PSP anticipates submitting a formal request for CBP support.

Report: The airport's on-call consultant InterVISTAS has begun the work of formalizing a request for Customs and Border Protection resources in preparation for opening an FIS to accommodate international arrivals. InterVISTAS has had initial meetings with the local and regional CBP Port Directors advising them of a forthcoming request, and the firm has also completed its modeling of staffing and resource plans. InterVISTAS is also working in coordination with Visit Greater Palm Springs and the airport team to secure airline support, which is a critical path to CBP authorizing personnel. The PSP team in coordination with Daley Strategies is working to secure community letters of support, and also beginning to identify facility infrastructure programming to accommodate service. In general, a formal request includes the ability to demonstrate that adequate planning of a facility, an analysis of the economic benefit, an ability to continuously employ CBP staff supporting airport activities, and an assessment of community support has been established. PSP believes it has met that bar through the master planning process.

Rental Car Facility Private Partnership (P3) Feasibility Meeting (Updated June 15, 2025)

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: Since the P3 Kickoff Meeting was held on April 28, the PSP team has held two additional 3-hour follow-up working sessions in May and in June to investigate the issues that may impact the feasibility and success of P3 development. The airport's on-call consultant Frasca is leading the investigation phase which involves background analysis and comprehensive review of governance documents, existing and planned airport agreements, enabling projects, and procurement policies by airport staff, financial consultants, and legal teams. The review process related to these documents is anticipated to be completed by early September. During this process, Daley Strategies will assist airport staff in providing updates and briefings as appropriate. Upon completion of the data mining and analysis process, Frasca and City staff will determine the next steps which may include a value for money analysis, project scoping and a policy recommendation for City Council. While the data mining process is underway, 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.

Biennial Budget Planning (Updated April 28, 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 the City departments 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. Primary goals include:

- a.** Proactively managing the growth in 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 and to support any future debt issuance;
- c.** focusing on opportunities for increasing non-aeronautical revenues where possible, in preparation for moderating airline costs should PSP experience a drop in aeronautical demand

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 has scheduled a budget meeting with Signatory Airlines in June, 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, Signatory Airlines have Majority-In-Interests (MII) approval on any PSP project that exceeds \$1 million in costs.

PAST CITY COUNCIL ACTIONS
Airport Commission Meeting of June 18, 2025

City Council Regular Meeting for May 28, 2025:

No Items Submitted

City Council Regular Meeting for June 11, 2025:

SUBJECT:
APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

RECOMMENDATION:

1. Waive the requirements of the Palm Springs Municipal Code 2.06.010(c) and reappoint Todd Burke to the Airport Commission for a term ending June 30, 2026. Reappoint Samantha McDermott to the Airport Commission for a term ending June 30, 2028.

Attachments

[Item 1B](#)
[1B Memo](#)

SUBJECT:
APPROVAL OF A GRANT OF EASEMENT TO SOUTHERN CALIFORNIA EDISON ACROSS CITY-OWNED REAL PROPERTY LOCATED AT 3400 EAST TAHQUITZ CANYON WAY (APN:677-280-010, AIRPORT PROPERTY)

RECOMMENDATION:

Authorize the City Manager to execute a Grant of Easement (Attachment A) to Southern California Edison to underground electrical supply system across a portion of the property identified by Assessor's Parcel Number 677-280-010 within Airport Parking Lot B.

Attachments

[Item 1J](#)

SUBJECT:
ACCEPTANCE OF THE AIRPORT TAXIWAY REHABILITATION, CITY PROJECT 21-27

RECOMMENDATION:

1. Accept the public works improvement identified as the Airport Taxiway Rehabilitation, City Project 21-27, 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 Taxiway Rehabilitation, City Project 21-27; and
3. Authorize the City Manager to execute all necessary documents.

Attachments

[Item 1L](#)

SUBJECT:

APPROVE NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT NO. 25L118 WITH WORLDWIDE FLIGHT SERVICES, INC. FOR TERMINAL USE SPACE AT PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve the Airport Non-Exclusive Operating and Lease Agreement No. 25L118 with Worldwide Flight Services, Inc. for the lease of 240 square feet of office space at \$133.04 per square foot per year, effective March 1, 2025 through February 28, 2026, with two (2) one-year options to extend.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1N](#)

SUBJECT:

APPROVE NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT NO. 25L134 WITH UNITED SERVICE ORGANIZATIONS, INC. FOR HANGAR AND OFFICE SPACE AT PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve the Non-Exclusive Operating and Lease Agreement No. 25L134 with United Service Organizations, Inc. for the lease of 4,000 square feet of hangar and office space and eight (8) assigned parking spaces adjacent to the Palm Springs International Airport, effective April 1, 2025 through March 31, 2026, with two (2) one-year options to extend by the Lessee.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1O](#)

SUBJECT:

APPROVE NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT NO. 25L133 WITH WEST AVIATION SERVICES – SAN DIEGO, INC. DBA SIERRA AVIATION GROUP FOR TERMINAL OFFICE SPACE AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve the Airport Non-Exclusive Operating and Lease Agreement No. 25L133 with West Aviation Services – San Diego, Inc. dba Sierra Aviation Group for the lease of 345 square feet of office space at \$133.04 per square foot per year, effective March 1, 2025 through February 28, 2026, with two (2) one-year options to extend.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1P](#)

BUSINESS & LEGISLATIVE:

SUBJECT:

**GENERAL FUND, CAPITAL, AND AIRPORT DRAFT BUDGET FOR FISCAL YEARS 2025-26
AND 2026-27**

RECOMMENDATION:

Provide direction to staff on any changes to the draft fiscal year 2025-26 and draft fiscal year 2026-27 budgets.

Attachments

[Item 3A](#)

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	210,574	202,219	4.1%	195,932	180,068	8.8%	406,506	382,287	6.3%
May	129,304	127,314	1.6%	119,704	119,176	0.4%	249,008	246,490	1.0%
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	956,097	1,614,684	4.0%	934,650	1,616,230	4.5%	1,890,747	3,230,914	4.3%

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	210,574	4.1%
May	10,751	92,820	123,736	129,695	127,314	129,304	1.6%
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	956,097	
% 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	406,506	6.3%
May	19,154	174,535	233,239	246,186	246,490	249,008	1.0%
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	1,890,747	
% 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	6,984	-	-	35,299
Alaska	10,396	10,382	10,857	24,171	33,957	33,427	35,771	37,985	45,559	43,983	26,278	-	312,766
American	10,690	13,027	15,109	21,444	23,050	24,052	24,595	26,930	36,067	34,247	22,482	-	251,693
Avelo Air	601	570	64	463	1,769	2,301	1,644	1,734	3,436	2,786	645	-	16,013
Delta Air	-	-	314	4,051	6,126	10,319	17,076	18,154	20,258	16,166	3,290	-	95,754
SkyWest (Delta Connection)	3,943	3,846	4,569	5,021	4,916	4,907	3,750	3,504	5,265	5,580	5,841	-	51,142
SkyWest (United Express)	8,196	7,060	5,639	6,680	10,770	9,695	10,978	9,819	11,066	14,901	10,768	-	105,572
SkyWest (American Air)	5,661	4,407	4,056	4,815	5,576	5,628	3,669	3,570	3,677	3,553	5,620	-	50,232
Southwest Air	14,158	12,399	13,589	20,730	24,115	22,219	23,605	27,956	42,189	32,664	27,767	-	261,391
United	-	3,872	10,878	19,131	15,699	20,324	22,093	23,296	36,612	21,244	13,663	-	186,812
WestJet	2,911	3,082	4,207	12,585	19,178	17,617	17,599	19,940	22,961	18,255	9,154	-	147,489
Allegiant Air	-	-	-	1,215	1,697	1,965	1,869	1,858	2,732	2,713	1,043	-	15,092
Flair	-	-	-	-	-	-	-	703	1,572	377	-	-	2,652
Frontier	-	-	-	-	-	1,398	2,611	3,414	3,977	2,764	965	-	15,129
Porter	-	-	-	-	-	692	989	994	1,282	769	-	-	4,726
MN Airlines (Sun Country)	-	28	618	2,528	3,226	3,768	3,504	4,191	5,140	3,501	1,788	-	28,292
Charters	-	-	-	-	-	-	-	-	-	87	-	-	87
TOTAL ENPLANED	56,556	58,673	69,900	123,263	151,801	163,851	175,563	190,572	250,084	210,574	129,304	-	1,580,141

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	5,497	-	-	33,937
Alaska	10,629	10,965	11,618	28,302	35,086	34,665	37,135	39,126	46,230	40,592	22,990	-	317,338
American	10,441	13,014	16,659	22,997	21,318	24,361	24,613	26,486	32,728	31,772	22,199	-	246,588
Avelo Air	586	576	42	563	1,991	2,374	1,728	1,742	3,465	2,688	605	-	16,360
Delta Air	-	-	430	4,351	6,481	11,996	18,223	18,154	20,255	14,142	2,944	-	96,976
SkyWest (Delta Connection)	3,870	3,829	5,028	5,611	4,991	5,013	3,999	3,541	5,247	5,347	5,437	-	51,913
SkyWest (United Express)	8,097	7,148	5,668	6,874	11,022	10,273	10,325	10,031	10,309	14,198	10,179	-	104,124
SkyWest (American Air)	5,413	4,593	3,157	4,212	6,462	6,311	4,053	3,818	3,848	3,677	5,288	-	50,832
Southwest Air	14,150	12,252	13,669	22,180	25,889	24,167	23,078	28,858	41,277	31,641	27,565	-	264,726
United	-	3,947	10,878	19,131	15,822	23,036	22,264	24,446	36,056	23,876	11,836	-	191,292
WestJet	2,963	3,059	4,980	15,666	19,196	18,396	19,025	21,325	22,402	13,587	7,407	-	148,006
Allegiant Air	-	-	-	1,681	1,742	2,137	1,854	2,102	2,705	2,291	829	-	15,341
Flair	-	-	-	-	-	-	-	796	1,228	144	-	-	2,168
Frontier	-	-	-	-	-	1,430	2,194	2,991	3,652	2,759	923	-	13,949
Porter	-	-	-	-	-	1,008	1,074	1,220	1,204	701	-	-	5,207
MN Airlines (Sun Country)	-	27	659	3,049	3,619	4,154	4,029	4,740	5,202	2,941	1,502	-	29,922
Charters	-	-	-	-	-	-	-	-	-	79	-	-	79
TOTAL DEPLANED	56,149	59,410	72,788	135,389	155,718	174,654	179,223	196,425	243,366	195,932	119,704	-	1,588,758

TOTAL E & D	112,705	118,083	142,688	258,652	307,519	338,505	354,786	386,997	493,450	406,506	249,008	-	3,168,899
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Palm Springs International Airport

ACTIVITY BY AIRLINE MAY 2025

AIRLINES	Enplaned			Deplaned			Total			(E & D)
	2025	2024	% Change	2025	2024	% Change	2025	2024	% Change	Market Share
Air Canada	-	-	0.0%	-	-	0.0%	-	-	0.0%	0.0%
Alaska	26,278	23,326	12.7%	22,990	20,326	13.1%	49,268	43,652	12.9%	19.8%
American	22,482	24,503	-8.2%	22,199	24,715	-10.2%	44,681	49,218	-9.2%	17.9%
Avelo	645	865	-25.4%	605	803	-24.7%	1,250	1,668	-25.1%	0.5%
Delta Air	3,290	1,510	117.9%	2,944	1,702	73.0%	6,234	3,212	94.1%	2.5%
SkyWest (Delta Connection)	5,841	4,707	24.1%	5,437	4,504	20.7%	11,278	9,211	22.4%	4.5%
SkyWest (United Express)	10,768	8,880	21.3%	10,179	7,986	27.5%	20,947	16,866	24.2%	8.4%
SkyWest (AA)	5,620	5,685	-1.1%	5,288	4,953	6.8%	10,908	10,638	2.5%	4.4%
Southwest Air	27,767	31,483	-11.8%	27,565	31,786	-13.3%	55,332	63,269	-12.5%	22.2%
United	13,663	13,693	-0.2%	11,836	11,754	0.7%	25,499	25,447	0.2%	10.2%
WestJet	9,154	10,283	-11.0%	7,407	8,596	-13.8%	16,561	18,879	-12.3%	6.7%
Allegiant Air	1,043	285	266.0%	829	196	323.0%	1,872	481	289.2%	0.8%
Flair	-	-	0.0%	-	-	0.0%	-	-	0.0%	0.0%
Frontier	965	-	0.0%	923	-	0.0%	1,888	-	0.0%	0.8%
Porter	-	-	0.0%	-	-	0.0%	-	-	0.0%	0.0%
MN Airlines (Sun Country)	1,788	2,094	-14.6%	1,502	1,855	-19.0%	3,290	3,949	-16.7%	1.3%
Charters	-	-	0.0%	-	-	0.0%	-	-	0.0%	0.0%
TOTAL	129,304	127,314	1.6%	119,704	119,176	0.4%	249,008	246,490	1.0%	100.0%

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	210,574	↑ 4%	202,219	↑ 1%	200,753	↑ 8%	185,946	195,932	↑ 9%	180,068	↑ 1%	178,600	↑ 4%	172,169	406,506	↑ 6%	382,287	↑ 1%	379,353	↑ 6%	358,115
May	129,304	↑ 2%	127,314	↓ -2%	129,695	↑ 5%	123,736	119,704	↑ 0.4%	119,176	↑ 2%	116,491	↑ 6%	109,503	249,008	↑ 1%	246,490	↑ 0%	246,186	↑ 6%	233,239
June				↓ -100%	71,635	↓ -3%	73,861				↓ -100%	66,826	↓ -3%	68,663	-		-	↓ -100%	138,461	↓ -3%	142,524
YTD	1,580,141	↑ 1%	1,565,880	↓ -4%	1,633,788	↑ 15%	1,418,787	1,588,758	↑ 2%	1,562,916	↓ -3%	1,610,223	↑ 14%	1,407,241	3,168,899	↑ 1.3%	3,128,796	↓ -4%	3,244,011	↑ 15%	2,826,028



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: June 10, 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
May 2025	16.5	91.0
June 2025	14.5	93.0

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
May 2025	3.0	30.0
June 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 Operations Specialist I (Current Step: Departmental Interview)	02/27/2025

POSITION TITLE	RECRUITMENT OPEN DATE
Airport Emergency Planning Administrator (Current Step: Accepting Applications)	06/10/2025
Executive Administrative Assistant (Current Step: Departmental Interview)	03/11/2025
Maintenance Technician II (Current Step: Departmental Interview)	03/31/2025
POSITION TITLE	TENTATIVE START DATE
Custodian (Current Step: Pre-employment Process)	June 2025
Deputy Director of Capital Development (<i>via ADK Consulting & Executive Search</i>) (Current Step: Pre-employment Process)	June 2025

III. VACANT POSITIONS BY CATEGORY

- **Senior Leadership (1.0)**
 - Deputy Director of Capital Development
- **Middle Management (4.0)**
 - Airport Emergency Planning Administrator (*reclass pending Council approval*)
 - Airport Security Supervisor
 - Business Intelligence Developer
 - Executive Administrative Assistant
 - Learning and Leadership Program Manager
- **Frontline (11.5)**
 - Airport Operations Specialist I
 - Climate Action and Sustainability Specialist
 - Commercial Vehicle Operator (5.0)
 - Custodian (2.5)
 - Maintenance Technician II (2.0)

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

IV. UPCOMING RECRUITMENTS

- Airport Security Supervisor
- Custodian

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>	<i>18.00</i>
Executive Director PS International Airport	0.0	1.0	1.00
Assistant Airport Director	0.0	1.0	1.00
Airport Safety Management Systems Manager	0.0	1.0	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	0.0	1.0	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>	<i>39.00</i>
Airport Operations Manager	0.0	2.0	2.00
Airport Security Supervisor	1.0	0.0	1.00
Airport Security Manager	0.0	1.0	1.00
Airport Operations Supervisor	0.0	4.0	4.00
Airport Operations Specialist II	0.0	4.0	4.00
Airport Operations Specialist I	1.0	14.0	15.00
Airport Operations Aide	0.0	12.0	12.00
<i>Terminal Operations</i>		<i>Section Total</i>	<i>50.50</i>
Maintenance Superintendent	0.0	1.0	1.00
Maintenance Supervisor	0.0	4.0	4.00
Maintenance Coordinator	0.0	2.0	2.00
Maintenance Electrician	0.0	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	14.5	93.0	107.50

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	17.5	123.0	140.50
REV 06/10/2025			

REQUEST FOR PROPOSAL (RFP) & INVITATION FOR BID (IFB) UPDATE

Airport Commission Meeting of June 18, 2025

Posted on Planetbids – Award Pending

- 1. Project Title:** 8 Plug-In Electric Trucks for Palm Springs International Airport
Bid Posting Date: 05/20/2025 8:20 AM (PDT)
Bid Due Date: 06/17/2025 2:00 PM (PDT)
Project Type: IFB
- 2. Project Title:** Self-Service Luggage Carts Concessions for PSP
Bid Posting Date: 05/12/2025 5:39 PM (PDT)
Bid Due Date: 06/16/2025 2:00 PM (PDT)
Project Type: RFP
- 3. Project Title:** Airport Program Management & Advisory Consulting Services
Bid Posting Date: 04/28/2025 12:00 AM (PDT)
Bid Due Date: 06/12/2025 2:00 PM (PDT)
Project Type: RFP
- 4. Project Title:** PSP Baggage Handling In-Line System Airport Project PSP-04
Bid Posting Date: 04/24/2025 4:07 PM (PDT)
Bid Due Date: 05/28/2025 2:00 PM (PDT)
Project Type: IFB (Rebid)
- 5. Project Title:** Art Curator Consulting Services for Palm Springs International Airport
Bid Posting Date: 04/14/2025 12:00 AM (PDT)
Bid Due Date: 05/15/2025 2:00 PM (PDT)
Project Type: RFP

Upcoming RFP & IFB to be Posted on Planetbids

- **Project Title (Project Type):**
 1. Glass/Mirror Replacement (IFB)
 2. Hangar 18 Outfall Repair (RFP)
 3. Install EV Chargers (IFB)
 4. Portable Office Buildings (IFB)
 5. High Voltage Services (IFB)
 6. Maintenance Personal Training
 7. Heating, Ventilation, & Air Conditioning (HVAC) (RFP)
 8. HVAC Supply Parts (IFB)
 9. Electrical parts supply (IFB)

(Contracts over \$150K must be approved by City Council and updates are subject to change)

FUTURE COMMITTEE MEETINGS

Airport Commission Meeting of June 18, 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