



palm springs
INTERNATIONAL AIRPORT

AIRPORT COMMISSION

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

Wednesday, April 23, 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 Young to lead the Pledge of Allegiance.

2. POSTING OF AGENDA: Agenda posted on April 17, 2025

3. ROLL CALL:

Commissioner's Present:

Dave Banks (Palm Springs)	Tracy Martin (Palm Springs)
Robert Berriman (Indian Wells)	Samantha McDermott (Palm Springs)
Todd Burke (Palm Springs) Vice Chairman	Margaret Park (Riverside County)
Daniel Caldwell (Palm Springs)	Christian Samlaska (Cathedral City)
Kevin Corcoran (Palm Springs) - Chairman	Dirk Voss (Desert Hot Springs)
J Craig Fong (Palm Springs)	Rick Wise (Indio)
Ken Hedrick (Palm Springs)	Kevin Wiseman (Palm Desert)
Geoffrey Kiehl (La Quinta)	Keith Young (Rancho Mirage)

Commissioners Absent: Denise Delgado (City of Coachella), Bryan Ebensteiner (Palm Springs), David Feltman (Palm Springs)

Staff Present:

Harry Barrett, Jr., Executive Director of Aviation
Daniel Meier, Deputy Director of Aviation, Marketing and Air Service
Victoria Carpenter, Airport Administration Manager
Lowell Valencia-Miller, Executive Program Administrator
Harman Singh, Project Manager
Jake Ingrassia, Marketing and Communications Specialist
Tanya Perez, Interim Executive Administrative Assistant
Heather Cain, Assistant Director of Finance
Jeremy Holm, City Attorney

Others Present:

Mark Waier, Daley Strategies, LLC

4. ACCEPTANCE OF AGENDA:

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

5. PUBLIC COMMENTS: None.

6. APPROVAL OF MINUTES:

MOTION BY COMMISSIONER HEDRICK, SECOND BY COMMISSIONER YOUNG, CARRIED UNANIMOUSLY, to approve the Airport Commission Meeting Minutes of April 23, 2025.

7. DISCUSSION AND ACTION ITEMS:

7.A Conference Room Update

Airport Administration Manager Carpenter provided an update on the Airport Conference Room Renovation Project and advised that Airport staff had completed its review of all submitted proposals. She stated that the conference room was scheduled to go out of service following the May 21, 2025 Airport Commission meeting. Pending final evaluations, renovation work was anticipated to begin on May 22, 2025.

Chairman Corcoran inquired about the location of the June and July 2025 Airport Commission meetings. Ms. Carpenter deferred the question to Interim Executive Administrative Assistant Perez. Ms. Perez confirmed that both meetings were tentatively scheduled to be held at City Hall. Chairman Corcoran asked if the meetings would be held in the large conference room. Ms. Perez confirmed they would. Ms. Perez added that any changes to the meeting location would be communicated accordingly.

Chairman Corcoran then addressed the Airport Commission and asked if they were all familiar with the City Hall meeting location; and in unison the Airport Commissioners confirmed they were.

7.B Noise Committee Update

Vice Chairman Burke noted that the Noise Committee meeting had been brief and provided a summary of the noise complaints for the period of January through March 2025. Vice Chairman Burke reported that a total of seven registered complaints were received: four related to commercial aircraft, of these; two were related to the timing

of flight operations; two related to military activity; and one had been for general aviation.

7.C Concessions Update

Executive Program Administrator Valencia-Miller reported that The Pink Door opened on February 7, 2025, and operating hours are from 4:30 a.m. to 8:00 p.m. daily, he noted that sales had continued to perform well since opening. He also shared that Paula and Athena Sippel of TKB Bakery & Deli had visited the Airport on April 8, 2025, and provided feedback that sales at The Pink Door had exceeded their initial expectations.

Mr. Valencia-Miller further reported that Goldenvoice had launched operations as the Coachella Lounge on April 9, 2025, offering official Coachella merchandise that included t-shirts and hooded sweatshirts. The Coachella Lounge operating hours were from 10:00 a.m. to 3:00 p.m. on April 9th, April 10th, and April 17th. Although originally scheduled to open on April 16th, it was not in operation on that day, however, it did open on April 21st, from 10:00 a.m. to 2:00 p.m., fulfilling the required number of operating days outlined in the agreement. Mr. Valencia-Miller advised that the Goldenvoice revenue report was due to the Airport by May 15, 2025, at which time a full update on sales performance would be available. Under the terms of the lease agreement, Goldenvoice was required to provide a monthly minimum revenue guarantee of \$6,430 and remit 20% of gross sales for those services. He added that future use of the space, both aeronautical and non-aeronautical, was under evaluation as part of the Airport's long-term planning efforts.

Mr. Valencia-Miller also reported that Trio and Trio To-Go opened on April 11, 2025, with operating hours from 5:00 a.m. and until the last scheduled flight of the day. He shared that Trio and Trio To-Go management had indicated that sales were meeting expectations. The opening of Vino Volo was anticipated within the following weeks, as it had been delayed due to its liquor license. Airport staff had been in contact with the Riverside office of the Alcoholic Beverage Control (ABC) to track the status of the application, and staff remained hopeful that Vino Volo would be operational by the following Airport Commission meeting.

During a health inspection, an issue had been identified at Vino Volo concerning the outdoor bar area. Specifically, the server's workstation lacked roof coverage, which raised health and safety concerns. As a result, the outdoor bar remained temporarily closed until a permanent covering solution could be implemented. Once fully operational, Vino Volo was expected to serve breakfast and coffee and operate from 5:00 a.m. and until the last scheduled flight of the day.

Mr. Valencia-Miller also provided an update on Fig & Plum, noting that its hours of operation differed from other concessions at the Airport, operating daily from 7:00 a.m. to 5:00 p.m. During the March 19, 2025 Airport Commission meeting, Airport Commissioners had reported three separate instances where Fig & Plum was

observed to be closed. Upon checking with Fig & Plum management, it was determined that the reported closures had occurred due to the following reasons, the first instance was caused by a water main break at the Airport, the second instances was the result of a transformer outage, and the third instance was due to a staffing issue that led to a temporary closure that lasted approximately 20–30 minutes. Fig & Plum management has been reminded of the importance of consistent operations, and they are working to ensure improved reliability.

Mr. Valencia-Miller stated that during the March 19, 2025 Airport Commission meeting, a question was raised regarding the timeline for the closure of Fig & Plum, and Mr. Valencia-Miller confirmed that Fig & Plum was scheduled to permanently close in mid-May 2025. Following the closure, all contents must be removed, the space thoroughly cleaned, and the structure may then be removed. Mr. Valencia-Miller advised that The Movie Colony remained the final concept under the Paradies Grab & Go Program and that there wasn't an estimated opening date for that location.

He proceeded by highlighting recent Airport achievements. Noting that Paradies had won two major awards at the 2025 Airport Experience Awards that was held in Washington, D.C. from March 29 to April 1. Paradies had been named Best Overall Retailer for the 28th consecutive year and had also received recognition as Restaurateur with the Highest Regard for Customer Service for the first time. Mr. Valencia-Miller shared a statement from Greg Paradies expressing appreciation and pride in receiving these awards.

Additionally, Mr. Valencia-Miller shared that Citybiz Magazine had featured Palm Springs International Airport and the Airport's Trio and Volo locations in its April 22, 2025 edition, highlighting Paradies and the awards they received. Furthermore, Mr. Valencia-Miller noted that WHSmith, the Airport's retail concessionaire, was also recognized as the Retailer with the Highest Regard for Customer Service. He expressed that Airport staff were looking forward to the continued delivery of exceptional customer service by the Airport's concession partners for future travelers.

Commissioner Caldwell inquired whether the open-air issue at Volo was due to a lack of roof coverage, specifically above the outdoor bar area. Mr. Valencia-Miller confirmed that was correct and noted that the absence of a roof above the server's workstation was considered a health concern. Commissioner Caldwell then asked how the issue could be resolved. Mr. Valencia-Miller responded that Airport staff were working with Paradies to identify and implement a solution that will address the concerns raised by the health department.

Vice Chairman Burke inquired about the uncertainty of the opening date of The Movie Colony, and if there had been any consideration to keeping Fig & Plum open beyond May 2025. Executive Director of Aviation Barrett advised that he had a meeting scheduled with Pam Brown from Paradies on Monday, April 28, 2025 and that this topic was listed as one of the discussion items. Chairman Corcoran commented that unless grab-and-go items are available elsewhere, it would be beneficial to keep Fig

& Plum open. Mr. Barrett responded affirmatively. Additionally, Airport Administration Manager Carpenter noted that with the transition into summer operations, passenger volumes were expected to decrease. As a result, concession hours might be adjusted accordingly, and this consideration would also be part of the discussions with Paradies.

Chairman Corcoran stated that he had received feedback from a couple of his friends who were taking early morning flights at 5:30 a.m. and 6:30 a.m. and observed that the concessions were not open. Chairman Corcoran inquired whether the required opening time was 45 minutes before the first flight departed. Ms. Carpenter clarified that those concessions were to be open 30 minutes before the first scheduled departure. Chairman Corcoran requested clarification if that meant 5:00 a.m., to which Ms. Carpenter agreed. Ms. Carpenter then asked which specific stores were closed, noting that staff had discussed this issue previously regarding Santa Rosa Kitchen, now operating as Trio. Chairman Corcoran responded that Cactus to Clouds was closed and noted the occurrence was during an American Airlines flight. Ms. Carpenter confirmed that Airport staff would investigate the matter.

Commissioner Banks commented that if the airline has already boarded 30 minutes before departure, passengers are likely to bypass concession areas altogether. Ms. Carpenter confirmed that the concessionaires are contractually obligated to be open at least 30 minutes beforehand. She added that, in the past, staff at Santa Rosa Kitchen, now operating as Trio, opened earlier than required as a courtesy to the Airport. Ms. Carpenter also noted that recent management changes, including the replacement of the general manager, may have impacted some practices and that this was likely something that needs to be discussed with the new manager to remind her of this. Chairman Corcoran requested that Airport staff double-check to ensure compliance. He also inquired whether Paradies had filled the general manager position. Ms. Carpenter responded that the position had not yet been filled and that the regional manager was serving in the role on an interim basis. Chairman Corcoran asked that Airport staff to follow up on the opening and closing times for the concessions.

Chairman Corcoran addressed concerns regarding Coachella Valley Coffee, stating that excessive pressure at Coachella Valley Coffee had been negatively impacting operations at the adjacent, Las Casuelas Terraza restaurant, particularly when long lines formed. He inquired whether, with the opening of additional venues such as Vino Volo and Trio, if any efforts had been made to utilize Airport Navigators or install signage to direct passengers to these alternative options. Chairman Corcoran reminded staff that there had previously been significant discussion to ensure that all venues would offer breakfast sandwiches and coffee, and he emphasized the importance of guiding passengers to all available locations. He reiterated his question, asking if anything could be done at this time, given the recent openings, to better advise passengers of the available options. Ms. Carpenter responded that both utilizing Navigators and enhancing signage were great ideas, and she confirmed that staff would work on this. Chairman Corcoran asked if staff could take this on, Ms.

Carpenter confirmed Airport staff would, and she noted that she might enlist the assistance of Marketing and Communications Specialist Ingrassia.

Deputy Director of Aviation, Marketing and Air Service Meier added that the existing Airport directory already identified where passengers could find coffee, cocktails, food, and other amenities at each location. Mr. Meier further noted that Vino Volo, Trio, and the Coachella Valley Coffee were all included in the directory signage. Commissioner Burke shared that during his visit the previous week, he observed approximately 20 people waiting in line at Coachella Valley Coffee. However, because he was familiar with the terminal layout, he walked upstairs and was the first customer to enter Trio To-Go.

Commissioner Burke further commented that while signage was beneficial, it might not always capture the passengers' attention. Emphasizing that the Airport's Navigators did an excellent job assisting travelers, he suggested reviewing the volunteer hours to determine if additional Navigator coverage could be provided to help direct passengers more effectively. Chairman Corcoran asked when the Airport Navigators started their shift. Mr. Meier responded that the Navigators were scheduled from 10:00 a.m. to 2:00 p.m. in the courtyard.

Commissioner Hedrick suggested placing a sandwich board outside the security checkpoint to promote the availability of breakfast sandwiches and to list all concession locations offering them. He also recommended including directional arrows to clearly indicate where each venue was located. Chairman Corcoran agreed with the suggestion, noting that he had been thinking the same thing, and he asked staff whether such signage could be implemented. Mr. Barrett confirmed that this could be done. Mr. Meier added that similar signage had been used during previous construction projects at the Airport and confirmed that it could be implemented again.

Commissioner Wiseman requested that staff consider differentiating between venues offering regular coffee and those serving espresso-based drinks, noting that the long lines at Coachella Valley Coffee might be driven by passengers seeking specialty espresso beverages. Chairman Corcoran acknowledged the point, stating there was truth to that observation. However, he added that it could still take approximately 25 minutes just to get a regular cup of coffee, which contributed to the passengers' frustration while waiting in line. He also noted that with the recent opening of additional venues, more options were now available to help ease congestion. Chairman Corcoran asked staff to move forward with implementing the discussed efforts to determine whether they help improve the situation. Mr. Meier advised that the current signage does differentiate the types of coffee available at each concession location. Mr. Meier added that staff would explore additional opportunities and assess what further improvements could be made.

Commissioner Young said that during his recent visits to the Airport, he had observed several vending machines out of service, and he requested that staff investigate the issue. Ms. Carpenter asked if the outages had occurred recently, specifically within

the past month. Commissioner Young responded that the most recent instance he had observed was approximately three weeks prior. Ms. Carpenter acknowledged the concern and explained that the vending machines had been experiencing operational challenges, particularly due to exposure to heat. She noted that the machines in the outdoor areas were not adequately equipped to withstand high temperatures, which contributed to the service issues. Ms. Carpenter further advised that staff would bring this matter back to the concessionaire's attention.

Chairman Corcoran referred to the Coachella Lounge space and inquired whether the area had been well utilized by passengers. Ms. Carpenter responded affirmatively, confirming that during initial operations, long lines had formed at the lounge, with some passengers lining up down the stairwell toward baggage claim. Airport staff had implemented crowd control measures using stanchions. She further noted that it was encouraging to see the space open.

Chairman Corcoran shared that staff was working with FUSE to explore future uses for the space and inquired whether a meeting with FUSE had been scheduled to discuss their ideas and next steps. Ms. Carpenter deferred the question to Interim Executive Administrative Assistant Perez, who confirmed that the meeting with FUSE had been scheduled for May and would take place prior to the next Airport Commission meeting. Chairman Corcoran requested that staff include Commissioner McDermott in the upcoming meeting with FUSE. Ms. Perez confirmed that Commissioner McDermott would be included.

Chairman Corcoran provided additional context, stating that airlines had expressed interest in the space for potential office use, which may compete with the proposed customer-facing ideas, and that staff was exploring additional options. He requested that staff provide an update at the May Airport Commission meeting regarding the discussions with FUSE and the status of future planning for the lobby space.

Chairman Corcoran reported that Trio was receiving good initial feedback, and he expressed hope that the new venues would continue to be well received.

7.D Marketing Update

Deputy Director of Aviation, Marketing and Air Service Meier provided an overview of the Airport's marketing efforts and air service developments. March 2025 recorded a total of 493,450 passengers, reflecting a 4.3% increase over March 2024 and marking the third consecutive record-breaking month of the year.

Looking ahead to the summer travel season, Mr. Meier reported that scheduled departing seat capacity remained strong. May 2025 was projected to show nearly a 6% increase year-over-year, with June up almost 13%, July slightly over 18%, and August nearly 11% compared to the same period the previous year.

Mr. Meier stated that Delta Air Lines planned to add a third daily frequency to Salt Lake City during the summer months, enhancing connectivity options for passengers. In contrast, Allegiant Air canceled its planned year-round service to Bellingham, Washington, citing reduced summer demand and a 75% decline in cross-border land traffic. The seasonal service was scheduled to end on May 26, 2025, with expectations to resume in the fall.

This route historically operated year-round prior to the COVID-19 pandemic and later shifted to seasonal service in response to changing travel patterns and international demand. The decision to maintain seasonal operation reflected current market conditions and ongoing pressure on Allegiant Air to limit the route to seasonal status.

Mr. Meier noted that Bellingham, Washington, served as a convenient airport alternative for travelers from British Columbia, particularly Vancouver. Bellingham International Airport relied heavily on Canadian passengers to sustain its operations.

Mr. Meier also provided an update on arriving seat capacity from Canada for the summer season. These figures represented inbound seats on Canadian carriers, with WestJet Airlines as the sole airline offering summer service to Palm Springs. WestJet operated routes from both Calgary and Vancouver with some adjustments compared to the prior year.

For June, arriving Canadian seat capacity was up 12.4% compared to June 2024. July was expected to see a 21% decrease, equating to 708 fewer seats, while August was projected to decline by 354 seats. September capacity was forecasted to increase by 8.2%, or 4,307 seats.

These changes reflected schedule adjustments by WestJet Airlines, with Calgary service reduced from four days per week to three and Vancouver service reduced from three days per week to two during the summer. Both routes were scheduled to continue through the summer season, with WestJet planning to reassess service levels in the fall based on market conditions and economic factors.

Mr. Meier shared feedback gathered from Canadian carriers and international airlines through the Airport's air service consultant, who recently attended the World Routes Conference in Europe. Discussions with airline representatives indicated that Palm Springs' location in California and the regions strong appeal for second-home ownership continued to offer resilience compared to other U.S. markets. The perception of California as a desirable and distinct destination provided a buffer against some of the broader challenges impacting air service demand across North America.

While this information suggested a positive outlook, it remained too early to predict the full impact on summer travel demand. Airlines were taking a cautious approach as booking trends and market conditions continued to develop. Much of the available data remained historical, and some carriers reported declines in Canadian traffic. For

example, United Airlines recently noted a 9% decline in Canadian traffic during its latest earnings call.

Mr. Meier clarified that the reported seat capacity data for Palm Springs reflected only Canadian carriers such as WestJet, as this source provided the most reliable and accessible figures. Comprehensive data for U.S. carriers operating in the Canadian market to Palm Springs was more difficult to obtain. Additionally, Canadian airline passenger numbers in March 2025 increased by 2.1%, offering a positive indicator for international travel at Palm Springs.

On the marketing front, Mr. Meier emphasized that the Airport actively promoted its strengths and created awareness through three summer advertising campaigns. The first campaign, You Can Get Anywhere in the World from Palm Springs, focused on dispelling the perception that travelers must drive to LAX for international flights, highlighting the convenience of connecting through hubs like Denver. The second campaign, Beat the Heat, encouraged residents to escape summer desert temperatures by traveling to cooler destinations. The third campaign emphasized the ease and convenience of traveling through Palm Springs International Airport during the summer months, when other Southern California airports such as LAX, Ontario, Orange County, and San Diego typically experienced peak travel crowds and extended wait times. Mr. Meier noted that this advantage was unique to the summer period and not actively promoted during the peak months of March and April to avoid creating unrealistic expectations during high-traffic events like the Coachella Festival.

Mr. Meier also outlined several initiatives designed to further promote the Airport and enhance the customer experience. Efforts included working with airlines such as Frontier to coordinate promotions for new summer services like Portland, with possible giveaways of round-trip tickets through social media raffles or local radio partnerships. Additionally, discussions were underway with partner airports to explore joint promotions highlighting service between shared destinations.

Regarding passenger support services, the Navigator Mobile Assistance Team planned to test expanded roaming locations post-summer. Although initial concerns about high temperatures suggested limitations, Navigator volunteers expressed interest in testing expanded coverage during cooler morning hours, subject to weather conditions. To support these efforts, the Airport planned to provide branded hats, bottled water, and flexibility for Navigators to adjust activities based on temperature and comfort levels.

The Customer Experience Program Plan continued to progress, with PSM Squared, Inc. conducting stakeholder interviews and distributing surveys across the Coachella Valley. Commissioners were reminded to check their City email accounts for the survey link and to complete the survey by the end of the week to ensure valuable feedback for program development.

Lastly, Mr. Meier reported that the new roadway banners, which replaced those that previously failed in windy conditions, had performed well. Full replacement of all

banners was expected to be complete by the end of April 2025 or the beginning of May 2025.

Commissioner Hedrick asked if there had been any feedback from United Airlines regarding the Dallas (IAD) flights. Mr. Meier advised that he had received an update on February performance, noting improvements in load factors and yield times. Commissioner Hedrick inquired whether United Airlines had considered using the IAB flights as a connection to Europe. Mr. Meier responded that he had not yet had that conversation with United Airlines and noted he was aware of some discussions and that those negotiations were primarily handled between Visit Palm Springs and United Airlines. He said that part of the agreement required the flight to operate during the day rather than as a red-eye flight, which presented challenges for connecting to European flights on the East Coast, where red-eye flight schedules were often necessary for timely connections. While some connections were available, the full strategy remained unclear. Commissioner Hedrick added that most European flights depart between 4:00 a.m. and 8:00 p.m.

Vice Chairman Burke noted that the flight does connect to United's last international departure. He explained that when passengers arrive in London, the flight connects to United's last evening departures to the Northeast as well.

Commissioner Hedrick shared that he had used that connection once and found it to be very convenient.

Mr. Meier provided an update received earlier that day, indicating that airline performance was satisfactory. An upcoming conference called Jumpstart was scheduled for June, where face-to-face meetings with several airlines were planned. A final meeting schedule was pending; however, a meeting with United Airlines had been requested to discuss existing service and explore potential new opportunities. Chairman Corcoran shared feedback from passengers who had used both the United Airlines and Alaska Airlines flights to New York, noting that travelers were highly complimentary of the service and appreciated the convenience of flying between the two cities. Mr. Meier stated that United Airlines had expressed overall satisfaction with the service, acknowledging that January's performance did not meet expectations and that they had seen improvements in February and May. Since the service launched in mid-December, additional time has been necessary to build passenger awareness. As the service continued through each season, it was expected to strengthen and gain traction.

Chairman Corcoran acknowledged and commended FUSE for the successful We Love Canada campaign, which was prominently displayed throughout the terminal. He noted that the concept had originated from the Mayor and had even received coverage in the Los Angeles Times. He also mentioned the recent feature article in the New York Times highlighting the Cactus to Clouds hiking trail, which provided historical background and details of the trail. He suggested exploring ways to share or display the article within the terminal, possibly near the Cactus to Clouds bar area,

and he asked Marketing and Communications Specialist Ingrassia for ideas on how this could be implemented.

Mr. Ingrassia responded that a QR code linking passengers to the New York Times article had been suggested by Chairman Corcoran; however, because the article was behind a paywall, many passengers without a subscription would be unable to access it. As an alternative, Mr. Ingrassia proposed developing an original version of the story that could be displayed in the Cactus to Clouds bar area, either as a physical panel or accompanied by a QR code linking accessible content, and he confirmed that this option was being explored. Chairman Corcoran inquired whether that could be completed by the next meeting. Mr. Ingrassia confirmed that it would be completed by the next meeting. Chairman Corcoran remarked that the article was very interesting and encouraged the Commissioners to read it and share.

7.E Financial Update

Airport Administration Manager Carpenter provided a financial update based on data through March 31, 2025. She reported on four Airport funds: Customer Facility Charges, Passenger Facility Charges, Airport Operations and Maintenance, and Capital Improvement Projects. Ms. Carpenter reported that collectively these funds showed a combined surplus of approximately \$17 million.

Commissioner Wiseman inquired about the relationship between the last slide in the project listing and Fund 416. Specifically, Commissioner Wiseman asked for clarification on budget figure shown at the bottom of the slide, the \$98,650,000 verses the Fund 416 budget amount of \$197,325,840 in expenditures. Ms. Carpenter explained that the last slide in the project listing reflected a rolling total of capital projects, which included amounts from the City's financial system. The difference resulted from a combination of funding approved in the current City budget and amounts rolled over from prior fiscal years.

Chairman Corcoran asked if there were any major financial items going to City Council for approval. Ms. Carpenter confirmed that several items were proposed to go before the City Council, as outlined in the Airport Commission agenda under Item 10.B Future City Council Actions. Ms. Carpenter emphasized that these items were tentative and may be subject to change. Among the items scheduled was a request for City Council to reject all bids received for the Baggage Handling System In-Line Baggage Screening Project, which was heard that evening. Additional items proposed for the May 14, 2025, City Council meeting included: a contract services agreement for maintenance personnel training services; an easement with Southern California Edison for the installation of electric vehicle charging stations in the public parking lot; a project delayed due to interagency coordination; and an amendment to the ABM Aviation, Inc. (ABM) contract for parking management. The amendment to the ABM contract reflected operational changes, including the Airport bringing certain landside operations aides in-house and adding equipment to enhance the passenger experience, with IT support for long-term infrastructure compatibility.

Ms. Carpenter also outlined Amendment No. 1 to the concessionaire agreement with the Marshall Retail Group. She explained that The Pink Door was originally approved as a vending-only operation with no staff or in-person coffee service, which was now transitioning to a staffed café model. Executive Program Administrator Valencia-Miller stated that the amendment will also address the relocation of the duty-free kiosk and bonded storage area required by U.S. Customs and Border Protection (CBP). Additionally, the revised lease structure will implement a 12-month term with a nine-month review and a performance-based rent adjustment beyond the initial term.

Lastly, Ms. Carpenter advised that a notice of completion for the Taxiway Rehabilitation Project was expected to be presented at the May 28, 2025, City Council meeting. The project was approximately 90% funded by the Federal Aviation Administration and it was completed.

Commissioner Hedrick requested clarification on the reject all bids for baggage handling system in-line screening project. Ms. Carpenter advised that this was provided in the Airport Commission agenda for discussion under item 7.G Projects and Airport Capital Improvement Program Update. Project Manager Singh stated that the project was bid on February 12, 2025, and upon the bid closing date on March 20, 2025, there was only one bid received. With the proposal significantly higher than estimated and due to the lack of competitive bids as well as limited participation, staff was in the process of evaluating and adjusting the bid specifications to encourage broader industry interest. Mr. Singh noted that staff intended to re-advertise the project, with revised specifications to attract additional bidders. The new bidding period would run from April 24, 2025, through May 27, 2025.

Commissioner Hedrick referred to Item 10.B, Future City Council Actions, and specifically noted the recently approved Consulting Services Agreement with Kaplan Kirsch LLP to provide legal counsel services for the Airport. Commissioner Hedrick inquired about the selection process, asking how the firm was chosen and who the competing firms were. Ms. Carpenter responded that the Airport went through a formal Request for Proposal (RFP) process in coordination with the City of Palm Springs Procurement and Contracting Department. Ms. Carpenter explained that, similar to how bids were handled for the In-Line Baggage Handling System project, the RFP was posted publicly on Planetbids, allowing vendors to submit proposals online. Five firms submitted proposals, and the top three firms were selected for interviews based on an established rating criteria. Following the interview process and final scoring, Kaplan Kirsch LLP was selected as the top-ranked firm with the highest evaluation score. Commissioner Hedrick asked if staff recalled the names of the other two top-ranked firms. Ms. Carpenter responded that she did not recall the names of the other top-ranked firms off the top of her head and advised that the information was listed in the City Council agenda for the last Council meeting. Commissioner Hedrick commented that he would review the agenda to find the information. Commissioner Hedrick further noted that he was surprised by the process and expressed concern that when a vendor was selected for significant services related to the Airport, the selection should be lumped through the Airport Commission. Ms. Carpenter located

the list of firms that submitted proposals, and advised the top five firms were Eagle Law Group, P.C., Ervin Cohen & Jessup LLP, Kaplan Kirsch LLP, Meyers Nave, and Richard Watson & Gershon. Commissioner Hedrick commented that, based on the list provided, he agreed with the selection and would have chosen the same vendor.

Chairman Corcoran added that he had spoken with Ms. Carpenter earlier regarding this topic. Chairman Corcoran shared that City Council had approached the Airport Commission to ask whether the Commission was aware of and had voted on the legal services agreement. Chairman Corcoran emphasized that this was why questions are now being raised regarding what items are moving forward to City Council, noting that there should be no surprises on significant matters. Chairman Corcoran added with a contract valued at approximately \$2.7 million, the Airport Commission should be made aware in advance so that the item can be discussed.

Ms. Carpenter introduced City Attorney Holm and asked whether Item 10.B, Future City Council Actions, should be formally listed as a discussion item for future Airport Commission meetings. Mr. Holm confirmed that it should be included as a discussion and action item moving forward. Mr. Holm noted that while there may not always be discussion, including it on the agenda would provide the opportunity to review and discuss any items that may raise questions or concerns. Chairman Corcoran agreed and asked that this change be implemented for future meetings.

7.F Employment Update

Executive Director of Aviation Barrett provided an update on Airport staffing. He reported that approximately 15 frontline positions were currently vacant, primarily due to organizational movements such as promotions, retirements, and employees pursuing other career opportunities. Recruitment efforts are underway to backfill most of these positions.

Recent staffing developments included filling an Operations Specialist I position and continuing recruitment for an Operations Aide position. Additionally, the Airport had been recruiting for a Climate Action and Sustainability Specialist, with that process being coordinated jointly with the City's Sustainability Director. Several Maintenance Technician vacancies were also in progress. Mr. Barrett noted that recruitment for frontline positions had been moving relatively quickly.

Mr. Barrett shared that middle management and upper leadership recruitment typically takes longer; however, there had been recent success in this area. After two years of effort, the Airport had successfully made an offer for the Deputy Director of Capital Development position, with the selected candidate anticipated to start around June 30, 2025.

Recruitment for a Safety Management Systems Manager was in its final interview stages, and the Security Manager recruitment had been underway, with 12 candidates under review. Additionally, recruitments for an Executive Administrative Assistant and an Innovation and Strategic Implementation Administrator were being relaunched.

Chairman Corcoran asked if the Deputy Director of Capital Development was revised for the compensation plan. Mr. Barrett confirmed that adjustments were made to the compensation package and relocation assistance was offered to help secure a successful candidate.

7.G Projects and Airport Capital Improvement Program Update

Mr. Singh provided an update on the Bono Concourse escalator project. He reported that RS&H, the Airport's On-Call Engineering Services Firm, had submitted a proposal to conduct a comprehensive review of the existing escalators. A task order was in process to authorize the work, with the review expected to be completed within two months and a final report anticipated by the end of July 2025.

The proposal outlined two options, first option would be removing and replacing the existing escalators within the current footprint, or the second option would be removing existing escalator and installing longer escalators, which would require extending the lower landing area on the west side of the terminal and may involve excavation. The review would also include a rough order of magnitude (ROM) cost estimate covering all necessary components, such as mechanical, electrical, plumbing, structural, architectural, and landscaping elements. Airport staff anticipated presenting findings and a presentation of the options, along with associated costs, at a future Airport Commission meeting to assist in decision-making.

Mr. Singh also provided an update on the Shade Structure Project, funded by the Measure J Fund. The Airport's On-Call Architectural Consultant M. Arthur Gensler Jr. and Associates, Inc. (Gensler) was completing the structural analysis and developing renderings and design options in coordination with Historic Site Preservation Board (HSPB) to ensure operational needs are met. A ROM cost estimate for the design will be provided once these concepts are finalized.

Regarding the Baggage Handling System Project, Mr. Singh reported that the bid package was scheduled for release the following day. Airport staff anticipated presenting the bidding results to the Airport Commission by the end of May 2025. The project aimed to modify or replace the existing outbound baggage handling system with a new in-line system designed to increase capacity and efficiency, incorporate advanced bag-tracking technology, reduce or eliminate single points of failure, and improve ergonomic conditions for staff.

For the Terminal Restroom Renovation Project, Mr. Singh explained that the original plan to renovate all five restrooms, two in the Agua Caliente Concourse, one in the courtyard, and two in the ticketing area, had been revised based on Executive Director of Aviation Barrett's direction to allow for a phased approach to better manage the budget. Gensler submitted a proposal for the first phase focused on the lower level and courtyard restrooms, which was received in mid-April 2025, and was under review. The evaluation was expected to be completed within two to three weeks, after

which staff would present recommended next steps to the Airport Commission. This phased strategy offers greater flexibility in design and funding.

Lastly, Mr. Singh reported on the Mid-Century Outdoor Furniture Project, also funded by the Measure J Fund. The design and installation of the outdoor furniture focused on preserving the Mid-Century architectural style that was essential to the identity of both the Airport and the City of Palm Springs. The project aimed to highlight and promote appreciation for Mid-Century architecture and design. A purchase order had been issued, with delivery and installation anticipated by mid-July 2025. Although the manufacturing lead time was estimated at 12 to 14 weeks, completion remained on track for late June or early July 2025.

Commissioner Caldwell asked whether tariffs or related trade issues might impact any of the ongoing or planned projects. Mr. Singh stated that one of their general contractors had mentioned discussions about tariffs affecting some subcontractors. However, to date, staff hadn't observed any price increases or supply chain delays. Mr. Singh emphasized that while no impacts had been seen yet, the team remains vigilant and mindful of potential future effects, like the uncertainties experienced during the COVID-19 pandemic.

Chairman Corcoran inquired about the possibility of receiving the escalator review report earlier, ideally before the July 2025 Airport Commission meeting, noting that there would be no meeting in August and the next opportunity to discuss the matter would be mid-September. Chairman Corcoran emphasized the importance of maintaining momentum on the project. Mr. Singh responded affirmatively, confirming that staff would request the information be expedited and the report be delivered to enable discussion at the July 2025 meeting.

8. EXECUTIVE DIRECTOR REPORT

Executive Director of Aviation Barrett began by highlighting the Airport's recent participation in the Annual Legislative Conference held in Washington, D.C. He explained that this event serves as a crucial platform for airport leaders nationwide to engage directly with senior officials from federal agencies, including the Federal Aviation Administration (FAA) and U.S. Customs and Border Protection, as well as legislative and congressional leaders, to discuss policy priorities, funding appropriations, and legislative initiatives. Mr. Barrett, accompanied by Airport Administration Manager Carpenter and Mark Waier of Daley Strategies, LLC (Daley Strategies), attended the trip and participated in 14 meetings with legislators and federal stakeholders. He described the visit as highly productive. Ms. Carpenter echoed Mr. Barrett's remarks, highlighting that the trip provided valuable insight into current legislative challenges and offered the Airport a crucial opportunity to advocate for key issues, including the restoration of law enforcement officer (LEO) funding, and an increase to the Passenger Facility Charge (PFC), which has remained capped at \$4.50 since 2000.

Mr. Waier added that the visit coincided with the National Conference of Airport Directors, enabling the team to consolidate legislative meetings into a single trip. They met with both majority and minority congressional leaders and held a significant 30-minute discussion with Representative Ken Calvert, who represents the district and serves on the House Appropriations Committee. During the meeting, they addressed the community project funding request for the outbound baggage handling system, which had been removed from the federal budget due to continuing resolution constraints. Representative Calvert expressed his intention to reintroduce the request for the Fiscal Year 2026 and mentioned the possibility of increased project submissions by members in this funding cycle.

At Representative Calvert's request, Daily Strategies secured letters of support from eight cities and partner entities to strengthen the funding application, which were included in the updated request packet. Additionally, the team engaged with the offices of Senators Adam Schiff and Alex Padilla, which included participation in the first joint constituent breakfast, and they had a great conversation with the senators and their staff where they discussed future federal support and the Airport Master Plan to initiate conversations that could eventually lead to improvements to the Federal Inspection Services (FIS) facility and other projects. Building these relationships were an important step, as while they were familiar with Palm Springs, they were not fully aware of the details of the Airport Master Plan or the Airport's progress in this process. A meeting was also held with Representative Raul Ruiz, who was warm and welcoming. He has been a strong supporter of the Airport and the community he serves. Mr. Waier emphasized the importance of maintaining regular, face-to-face engagement with federal legislators to ensure ongoing awareness and understanding of Airport's priorities and long-term development plans.

Mr. Barrett concluded the trip summary by emphasizing that ongoing outreach at both the local and federal levels remain essential to securing resources and ensuring continued visibility for the Palm Springs International Airport and its initiatives and region wide.

Mr. Barrett also reported that staff had initiated early planning for a potential Rental Car Facility on the north side of the facility. As part of this process, the Airport was exploring the possibility of utilizing a Public-Private Partnership (P3) delivery method. Mr. Barrett recently attended a training session in Dallas focused on the execution of P3 agreements to better understand the structure and considerations involved. A kickoff meeting was anticipated with the Airport's financial consultants, City staff, including the Economic Development Director, Finance Director, and legal counsel, as well as the City Manager, to discuss policy considerations, feasibility, and potential next steps. A determination on whether to proceed with a P3 delivery model would be made before advancing planning efforts and bringing the matter to the Airport Commission for future discussions.

Chairman Corcoran requested a summary of the advantages and disadvantages of the P3 so everyone could understand what was being discussed. Commissioner

Hedrick provided a brief explanation of the P3 delivery method, noting that under this approach, the Airport would contract with a private entity responsible for financing, constructing, and operating the facility using taxable funds. This differs from the traditional model, where the Airport would self-finance the project with tax-exempt funds and manage the design and construction process directly. The advantage of the P3 model would be that it allows the Airport, particularly when staffing and expertise are limited, to shift project delivery responsibilities to a private partner, with the Airport stepping in primarily at project completion. In contrast, the traditional model requires significant Airport involvement and oversight throughout the entire development process.

Commissioner Hedrick noted that the primary difference between the two delivery methods is cost. A P3 approach involves compensating a private partner, which includes their profit margin, typically a 12 to 15 percent return, that the Airport would not incur if it financed and managed the project internally. He clarified that this does not inherently make one method better than the other and emphasized that decision-makers must recognize the added cost associated with a P3. He also noted that major airports, such as LAX, DFW, and LaGuardia had utilized both delivery models depending on the specific project needs. Cities like Chicago privatized their parking system under a P3 structure and later deemed it a costly mistake and sought to reverse it. Similarly, Chicago Midway Airport pursued a P3 arrangement for its terminal redevelopment, which faced challenges. He acknowledged that while P3 delivery offers potential advantages, such as accelerating capital development and conserving internal resources, there were also well-documented risks.

Mr. Barrett advised that the Airport's goal had been to explore a full range of delivery options for the Rental Car Facility Project. He noted that P3's offer capital development benefits by potentially saving resources and accelerating project timelines by several years. However, he acknowledged that some P3 projects have faced challenges, citing Denver International Airport's Great Hall as an example of a less successful partnership.

Commissioner Banks recalled that two or three meetings ago, a thorough review of P3's had been presented. Chairman Corcoran added that two to three years ago, along with a finance firm from Orange County, visited to help the Airport Commission better understand P3's. The key takeaway was that while P3s involve certain risks, they offer the advantage of faster project completion.

9. COMMISSIONERS REQUESTS AND REPORTS:

10. REPORT OF COUNCIL ACTIONS:

10.A Past City Council Actions

10.B Future City Council Actions

11. RECEIVE AND FILE:

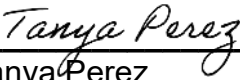
- 11.A** Airline Activity Report March 2025
- 11.B** Airline Activity Report Fiscal Year Comparison

12. COMMITTEES:

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

ADJOURNMENT:

The Airport Commission adjourned at 5:04 P.M. to a Regular Meeting on May 21, 2025, at 4:00 P.M.



Tanya Perez
Interim Executive Administrative Assistant

APPROVED BY AIRPORT COMMISSION: 7/16/25