



City of Palm Springs

Department of Aviation

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DATE: May 17, 2023

TO: Chairman Dada and Airport Commission

FROM: Harry Barrett, Jr., Airport Executive Director

SUBJECT: Municipal Code 2.16.060 Powers–Duties / Commissioner Agenda Item Requests

Municipal Code 2.16.060 Powers-Duties provides a list of the 15 items that the International Airport Commission shall be advisory to the Palm Springs City Council and shall have the duty and power to advise the City Council on. To assist the Airport staff with funneling Commissioner agenda item requests, staff is recommending that each of the 15 items be assigned to one of the following recipients: a) Committee Chair; b) Airport Executive Director; and c) Chairman, Vice Chairman, and Airport Executive Director. See **Attachment A** for proposed assignments.

Upon approval, the Airport Commissioners will be directed to refer to the 15 items to determine which item their agenda item request falls under and which recipient(s) their request should be submitted to for further consideration. The assigned recipient(s) will verify that the request does fall within the scope of Municipal Code, and if the request qualifies, the recipient(s) will determine if the request should be included in a future Airport Commission agenda or if the request should be reviewed first by an Airport Commission subcommittee.

ATTACHMENT A

[2.16.060 Powers—Duties. \(gcode.us\)](#)

- The international airport commission shall be advisory to the Palm Springs city council and shall have the duty and power to advise the city council on the following matters:

- (1) Study and consider long-range plans for ultimate development of Palm Springs international airport, including property acquisition and use, giving due regard to any master plan adopted by the city, and to federal and state regulations;

Operations, Properties and Facilities – Contact Committee Chairman David Feltman

davidf4325@gmail.com

- (2) Develop valley-wide strategy for implementation of full customs facilities at the airport;

Airport Liason – Contact Airport Executive Director Harry Barrett & copy Christina Brown

Harry.Barrett@palmspringsca.gov

Christina.Brown@palmspringsca.gov

- (3) Keep abreast of major operational programs at the airport;

Operations, Properties and Facilities – Contact Committee Chairman David Feltman

davidf4325@gmail.com

- (4) Study and recommend on matters relating to airport improvements, including methods of financing and leasing arrangements;

Budget and Finance Committee – Contact Committee Chairman Ken Hedrick

kenhedrick@aol.com

- (5) Review and recommend on special permits and proposals that deviate from the airport's master plan;

Operations, Properties and Facilities – Contact Committee Chairman David Feltman

davidf4325@gmail.com

- (6) Keep abreast of developments in the aviation industry; study and recommend types of services to be offered at the airport;

Operations, Properties and Facilities – Contact Committee Chairman David Feltman

davidf4325@gmail.com

- (7) Keep respective elected bodies informed of activities at the airport and recommend to those same bodies valley-wide initiatives to assist the airport;

Airport Liason – Contact Airport Executive Director Harry Barrett & copy Christina Brown

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Christina.Brown@palmspringsca.gov

- (8) Review, annually, a summary budget of the operation of the airport;

Budget and Finance Committee – Contact Committee Chairman Ken Hedrick

kenhedrick@aol.com

- (9) Review and assist in the development of airport marketing programs with particular emphasis in the area of air service development;

Marketing Committee – Contact Committee Chairman Todd Burke

todd@visitgreaterps.com

- (10) Review and assist in the development of airport promotional/advertising programs with particular emphasis on getting service area citizenry to fly from Palm Springs;

Marketing Committee – Contact Committee Chairman Todd Burke

todd@visitgreaterps.com

- (11) Provide leadership as representatives of various Coachella Valley cities in the development and maintenance of an airport support group;

Airport Liason – Contact Airport Executive Director Harry Barrett & copy Christina Brown

Harry.Barrett@palmspringsca.gov

Christina.Brown@palmspringsca.gov

- (12) Provide coordination with agencies or committees dealing with airport issues;

Commission Chairman, Vice Chairman & Airport Executive Director & copy Christina Brown

aftab.dada@hilton.com

kevin@kevinjcorcoran.com

Harry.Barrett@palmspringsca.gov

Christina.Brown@palmspringsca.gov

(13) Review and recommend on the mix of ground transportation access to the airport;

Operations, Properties and Facilities – Contact Committee Chairman David Feltman
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(14) Participate in valley-wide lobbying efforts, state and federal, to assist the airport; and

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(15) Perform other advisory duties as directed by the city council with all reports first submitted through the office of the city manager.

Commission Chairman, Vice Chairman & Airport Executive Director & copy Christina Brown

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