



AIRPORT COMMISSION MEETING AGENDA

Airport Conference Room, Palm Springs International Airport
 3400 E. Tahquitz Canyon Way, Palm Springs, CA 92262
 Wednesday, October 18, 2023 - 5:30 P.M.

Pursuant to Assembly Bill 361, this meeting may be conducted by teleconference. There will be in-person public access to the meeting location.

To submit your public comment to the Airport Commission electronically. Material may be emailed to: Christina.Brown@palmsprings.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.

This is a hybrid in-person and virtual meeting. To virtually observe the meeting or to virtually provide public comments, please use the following Zoom link

<https://us02web.zoom.us/j/86019815290?pwd=ZitOZDIyeGZhNUNEQTVkU29nTUdPdZ09>

or call (669) 900-6833 and enter Meeting ID: 860 1981 5290 - Passcode: 583916

City of Palm Springs:		Riverside County:	City of Cathedral City:	City of Palm Desert:
Aftab Dada - Chair	David Feltman	Margaret Park	Tony Michaelis	Kevin Wiseman
Kevin J. Corcoran Vice Chair	J Craig Fong	City of Indian Wells:	City of Coachella:	City of Rancho Mirage:
Gerald Adams	Tracy Martin	Robert Berriman	Denise Delgado	Keith Young
Todd Burke	M. Guillermo Suero	City of La Quinta:	City of Desert Hot Springs:	City of Indio:
Daniel Caldwell	Dave Banks	Kathleen Hughes	Jan Pye	Rick Wise
Palm Springs City Staff				
Scott C. Stiles		Harry Barrett Jr., A.A.E.		Jeremy Keating
City Manager		Airport Executive Director		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 May 17, 2023

7. INTRODUCTIONS AND PRESENTATIONS:

7.A Airport Commissioner Dave Banks (Palm Springs)

7.B Jake Ingrassia, Communications and Marketing Specialist

7.C Interim City Attorney Oscar Verdugo

8. DISCUSSION AND ACTION ITEMS:

8.A Measure J Funds

8.B Airport Master Plan Update

8.C Marketing and Air Service Update

8.D Turo

8.E Financial Summary Update

8.F Concessions Update

8.G 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

11.B Future City Council Actions

12. RECEIVE AND FILE:

12.A Airline Activity Report September 2023

12.B Airline Activity Report Fiscal Year Comparison

13. COMMITTEES:

13.A Future Committee Meetings

13.B Committee's Roster

ADJOURNMENT:

The Airport Commission will adjourn to a Regular Meeting on November 15, 2023, at 5:30 P.M.

AFFIDAVIT OF POSTING

I, Harry Barrett, Jr., Airport Executive Director, City of Palm Springs, California, hereby certify this agenda was posted on October 12, 2023, 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.

Measure J Investment Options - PSP 2023

PLEASE NOTE THAT YOU WILL BE ASKED TO SELECT YOUR TOP 3 OPTIONS AT THE AIRPORT COMMISSION MEETING

Proposed Projects by Staff and Commission	Fiscal Year	Years	Status	Category	Est. Costs
Shade Area Phase 1 - TSA & RJ Seating - Paradies	2024	5 Years	In - Progress	Terminal	140,000
Wifi Consultant (Design)	2024	5 Years	New	Terminal	150,000
Wifi Installtion (Construct)	2024	5 Years	New	Terminal	500,000
Shade Structure - Uber/Lyft/Taxi	2024	5 Years	New	Landside	1,000,000
Proposed Projects by Staff	Fiscal Year	Years	Status	Category	Est. Costs
Restroom Capacity & ADA Renovations (10) (Design)	2023	5 Years	In - Progress	Terminal	4,500,000
Carpet Replacement - Main terminal lobby and security check point	2024	5 Years	New	Terminal	400,000
Parking Revenue System	2024	5 Years	New	Landside	500,000
Variable Message Signage - Digital	2024	5 Years	Planned	Landside	800,000
Automated Exit Lanes	2025	5 Years	New	Terminal	2,000,000
RJ Concourse Terminal Improvments - Incline Boarding Bridges (Design)	2026	5 Years	New	Terminal	900,000
Concessions Space - Master Plan will advise	2027	5 Years	New	Terminal	6,000,000
Bono Flooring - Repair & Resurface Exterior Concrete Floor	2028	10 Years	New	Terminal	1,000,000
Conference/Meeting Rooms	2030	10 Years	New	Terminal	100,000
Desert Landscape Conversion	2024	5 Years	New	Landside	1,000,000
Landside Wayfinding Improvements	2033	20 Years	New	Landside	1,000,000
Charging Stations Inside Concourses	2024	5 Years	New	Terminal	1,000,000
Playscape	2024	5 Years	New	Terminal	350,000
Quiet Airport Technology	2024	5 Years	New	Terminal	2,000,000
(4) Monument Signs - Gene Autry, El Cielo/Tahqhitz, Vista Chino/Farrell, KDW/Ramon	2024	5 Years	New	Landside	1,000,000
Proposed Projects by Commissioners	Fiscal Year	Years	Status	Category	Est. Costs
Mid-century outdoor seating benches, circular bench, interior benches,and cement planting structures (see pics)	2024	5 Years	New	Terminal	TBD
Water fill stations for portable water bottles (see pics)	2024	5 Years	New	Terminal	50,000
Expand (or accelerate) art installations - Indoors & Outdoors *Subject to the Operations Committee	2024	5 Years	New	Terminal	TBD









palm springs
INTERNATIONAL AIRPORT

Marketing & Air Service Update

October 2023



Air Service Update



November Seasonal Routes Returns

- Air Canada – YVR on 11/02
- Avelo – RDM on 11/02 and EUG and STS on 11/03
- Westjet – YWG on 11/09

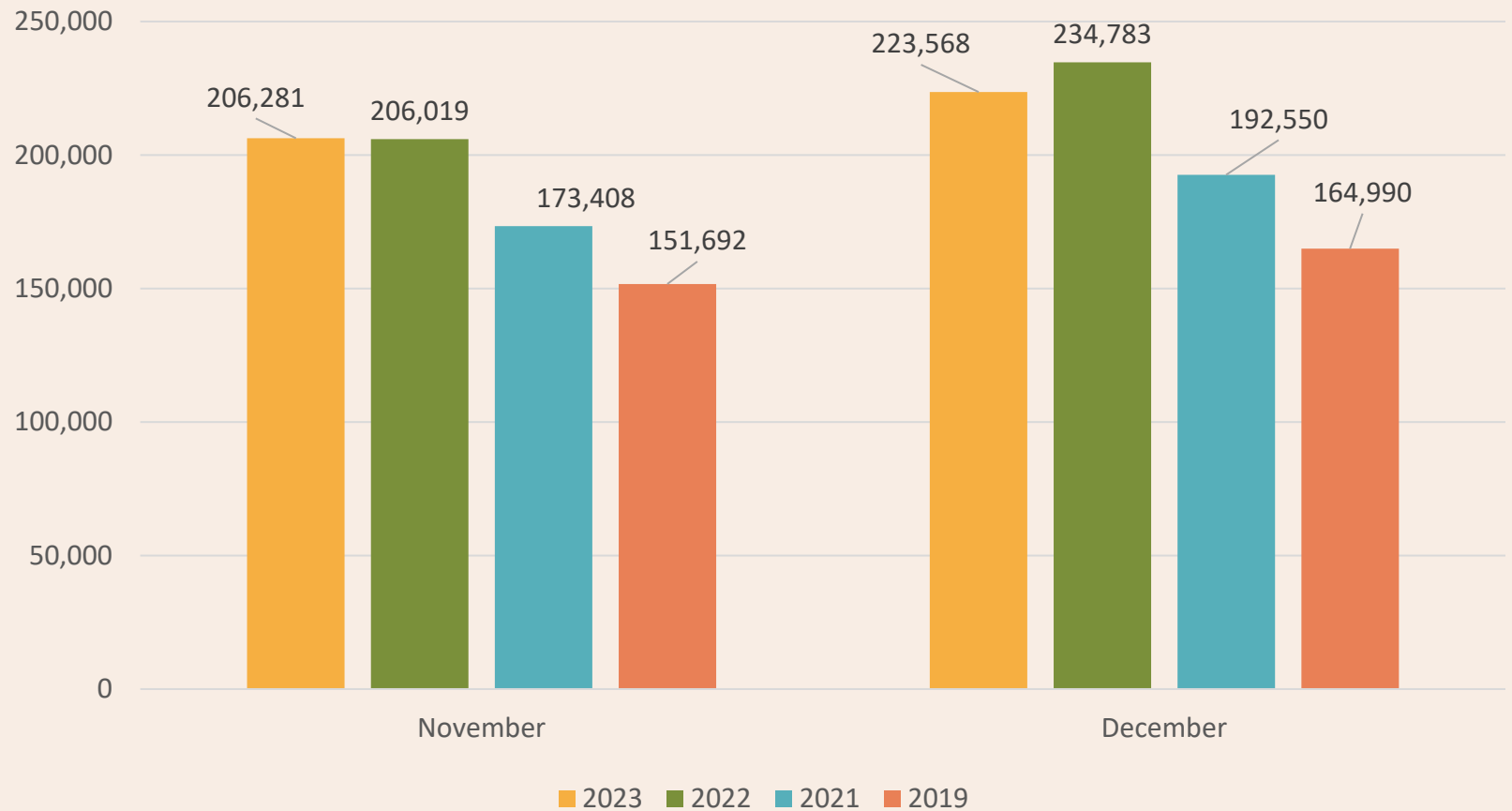
Scheduled Departing Seats

Based on 10/12/23 schedule data

Vs. 1 Year Ago	% Change
November	0.1%
December*	- 4.8 %

*PSP is still significantly up compared to pre-pandemic seats, as noted below.

2023 vs. 2019	% Change
November	36.0 %
December	35.5 %



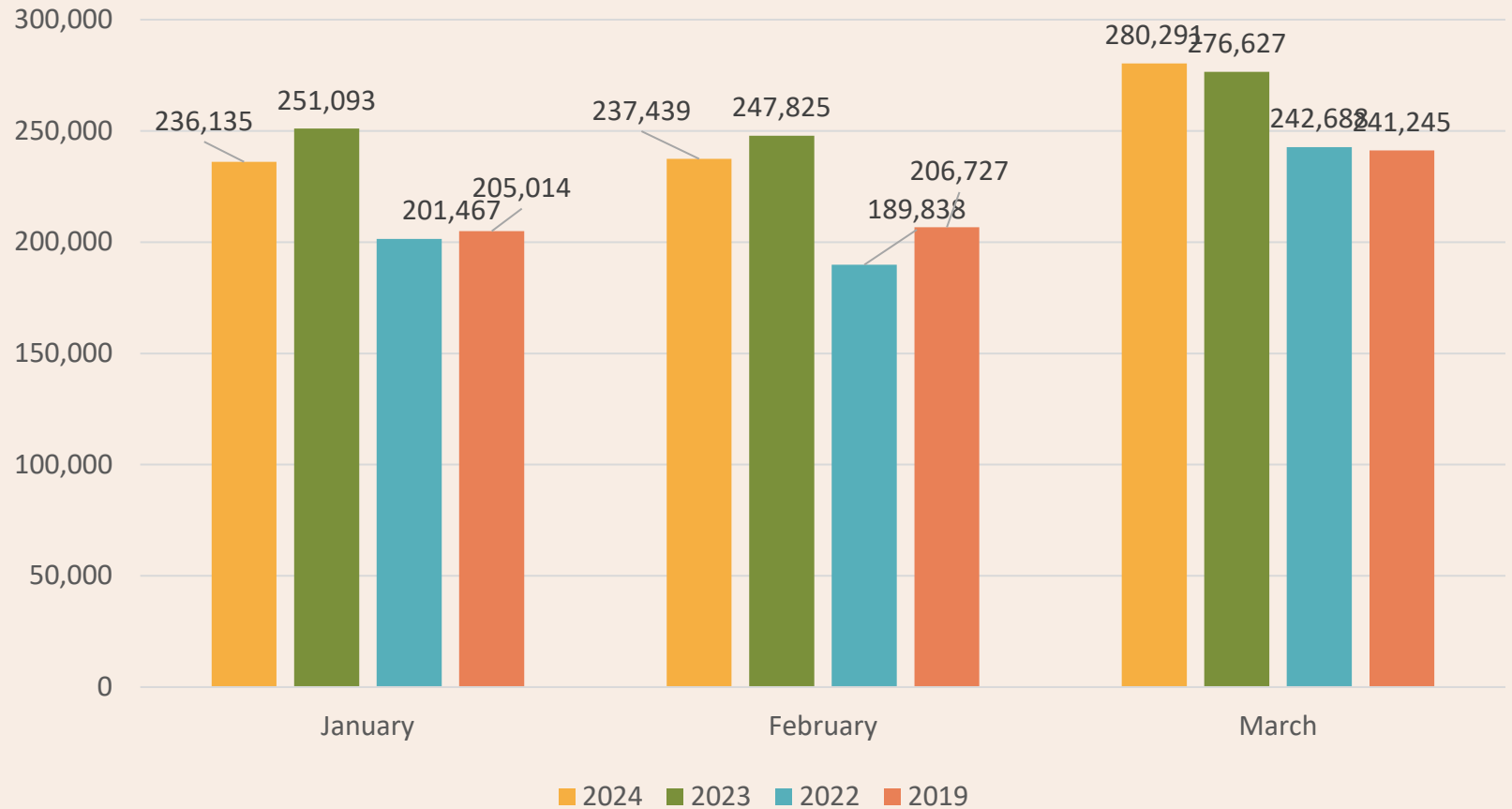
Scheduled Departing Seats

Based on 10/12/23 schedule data

Vs. 1 Year Ago	% Change
January*	- 6.0 %
February*	- 4.2 %
March	1.3 %

*PSP is still significantly up compared to pre-pandemic seats, as noted below.

2024 vs. 2019	% Change
January	15.2 %
February	14.9 %
March	16.2 %





Air Service Notes

- PSP 2023 seat capacity continues to be well ahead of 2019 and 2022 .
- Airlines are continuing to return pre-pandemic routes, but with less pilots on staff.
 - Pilot shortage is causing airlines to reduce frequencies on some routes to return others.
 - Example: One city's route that was 4x daily is moved to 2x or 3x daily allowing an airline to use those flights to return another route at 1x or 2x daily.
- Airlines are still catching up with over-capacity investments in some markets.
 - Seat capacity adds in 2022 were more than some markets could absorb at the time.
 - American and United both reported very good summers for PSP.
- PSP market maturity is still in progress for Southwest.
 - They are happy with PSP as a market.
 - Fine tuning their seasonal and year-round service patterns.
 - MDW was not able to return this season due to a lack of pilots.



palm springs
INTERNATIONAL AIRPORT

PSP Concession Projected Opening Dates

ID	Task Mode	Task Name	Qtr 3, 2023			Qtr 4, 2023			Qtr 1, 2024			Qtr 2, 2024			Qtr 3, 2024			Qtr 4, 2024			Qtr 1, 2025			Qtr 2, 2025	
			Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
1																									
2		LAS PALMAS OASIS (TEMP TAKEOVER)				◆	9/11																		
3		UPTOWN ESSENTIALS (TEMP KIOSK)				◆	9/12																		
4		THE PINK DOOR																							
5		I HEART PSP & VENDING																							
6		Nine Cities Craft																							
7		HEY JOSHUA																							
8		Cactus to Clouds																							
9		El Mirasol & Coachella Valley Coffee																							
10		LAS PALMAS OASIS																							
11		UPTOWN ESSENTIALS																							
12		INMOTION																							
13		COACHELLA DUTY FREE CART																							
14		COURT YARD - COFFEE TRUCK/TRAILER																							
15		Vino Volo																							
16		Trio																							
17		Half Moon Empanadas																							

ITEM 11.A - PAST CITY COUNCIL ACTIONS

Airport Commission Meeting of October 18, 2023

[City Council Meeting of September 14, 2023:](#)

1. CONSENT CALENDAR:

SUBJECT

FINDINGS TO CONDUCT CITY COUNCIL AND BOARD, COMMISSION, AND COMMITTEE MEETINGS VIRTUALLY UNDER ASSEMBLY BILL 361

RECOMMENDATION:

1. The City Council has reconsidered the circumstances of the state of emergency. Even though the State and local declared states of emergency have ended, community spread of COVID-19 continues to exist, and measures to reduce the spread, including physical distancing measures, continue to be necessary for the public, health, safety and welfare; and
2. State and local officials continue to recommend social distancing measures, which can impact the ability of the City and the public to meet safely in person; and
3. The City Council, and its subordinate bodies (Boards, Commissions, and Committees), shall be authorized to conduct public meetings in accordance with Government Code section 54953(e)(2) and other applicable provisions of the Brown Act for remote only or hybrid teleconference meetings.

Attachments

[Item 1A](#)

The Palm Springs City Council and all of Palm Springs Board, Commission, and Committee meetings may be conducted by videoconference, in accordance with AB 361.

SUBJECT

APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

RECOMMENDATION:

1. Appoint Dave Banks to the Palm Springs International Airport Commission, effective immediately, to a term expiring on June 30, 2026.
2. Appoint Dave Banks to the Palm Springs International Airport Commission, effective immediately, to a term expiring on June 30, 2026.

Attachments

[Item 1B](#)

SUBJECT

APPROVE AMENDMENT NO. 2 TO NON-EXCLUSIVE OPERATING AND LEASE AGREEMENT NO. A9092 WITH ALCLEAR, LLC DBA CLEAR AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Amendment No. 2 to Non-Exclusive Operating and Lease Agreement No. A9092 (Attachment A) with Alclear, LLC dba CLEAR to increase the terminal leased space commencing on April 1, 2023, through March 31, 2024, at a monthly rental rate of \$7,559.56.
2. Authorize the Airport Executive Director to approve up to one one-year extension commencing on April 1, 2024, if mutually agreed upon.
3. Authorize the City Manager or City Manager Designee to execute all documents.

Attachments

[Item 1H](#)

SUBJECT

APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT NO. A5666 WITH THE GENERAL SERVICES ADMINISTRATION FOR THE TRANSPORTATION SECURITY ADMINISTRATION TERMINAL OFFICE SPACE LEASE AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Amendment No. 1 to Lease Agreement No. A5666 with the General Services Administration for a five-year lease extension for the TSA terminal office lease of 6,653 square feet, commencing October 1, 2023, through September 30, 2028, generating \$904,808 in annual rent.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1J](#)

SUBJECT

APPROVE CONTRACT SERVICES AGREEMENT NO. 23B128 WITH SOUTH COAST INDUSTRIAL DOOR, INC. FOR AIRPORT AUTOMATIC ROLLING GATES AND DOOR REPAIR SERVICES

RECOMMENDATION:

1. Approve Contract Services Agreement 23B128 (Attachment A) with South Coast Industrial Door, Inc. to provide on-call automatic rolling gates and door repair services at the Palm Springs International Airport in an amount not to exceed

\$400,000 for the initial three-year term beginning October 1, 2023, through September 30, 2026, with two one-year extension options at the City's sole discretion.

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

Attachments

[Item 1K](#)

SUBJECT

APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT NO. A7148 FOR ON-CALL AVIATION CONSULTING SERVICES WITH RS&H CALIFORNIA, INC. AT THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Amendment No. 2 to Professional Services Agreement No. A7184 with RS&H to retroactively include Task Order No. 11 and Task Order No. 12.
2. Allow the City Manager or designee to execute all necessary documents.

Attachments

[Item 1Y](#)

SUBJECT

AWARD TWO CONTRACT SERVICES AGREEMENTS FOR COST ESTIMATING SERVICES

RECOMMENDATION:

1. Award two Contract Services Agreements for cost estimating services for various departments to 1) Anser Advisory Consulting, LLC dba Anser Advisory, and 2) MARRS Services, Inc. for amounts not to exceed \$400,000 for each agreement for a three-year term as outlined in the Agreements.
2. Authorize the City Manager or designee to execute all necessary documents

Attachments

[Item 1Z](#)

SUBJECT

APPROVE INTERGOVERNMENTAL/COOPERATIVE SERVICE AGREEMENT NO. 23G199 WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE WILDLIFE SERVICES FOR A WILDLIFE BIOLOGIST TO MINIMIZE AND REDUCE THE THREATS OF WILDLIFE TO HUMAN HEALTH AND SAFETY

RECOMMENDATION:

1. Approve Intergovernmental/Cooperative Service Agreement No. 23G199 with the United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS) to provide a federally qualified Wildlife Service (WS) biologist to minimize and reduce the threats of wildlife to human health and safety in an amount not to exceed \$434,017.71 for a five-year term beginning October 1, 2023, through July September 30, 2028.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1EE](#)

SUBJECT

APPROVE AMENDMENT NO. 3 TO COOPERATIVE AGREEMENT NO. 23C004 WITH TK ELEVATOR CORPORATION FOR ADDITIONAL ELEVATOR AND ESCALATOR LABOR AND PARTS FOR THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Amendment No. 3 to Cooperative Agreement No. 23C004 (Attachment A) with TK Elevator Corporation to provide for additional elevator and escalator labor and parts for the Palm Springs International Airport in an amount not to exceed \$360,000 for a revised contract amount not to exceed \$531,257.38.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1.FF](#)

[City Council Meeting of September 26, 2023:](#)

1. CONSENT CALENDAR:

SUBJECT

FINDINGS TO CONDUCT CITY COUNCIL AND BOARD, COMMISSION, AND COMMITTEE MEETINGS VIRTUALLY UNDER ASSEMBLY BILL 361

RECOMMENDATION:

1. The City Council has reconsidered the circumstances of the state of emergency. Even though the State and local declared states of emergency have ended, community spread of COVID-19 continues to exist, and measures to reduce the spread, including physical distancing measures, continue to be necessary for the public, health, safety and welfare; and

2. State and local officials continue to recommend social distancing measures, which can impact the ability of the City and the public to meet safely in person; and
3. The City Council, and its subordinate bodies (Boards, Commissions, and Committees), shall be authorized to conduct public meetings in accordance with Government Code section 54953(e)(2) and other applicable provisions of the Brown Act for remote only or hybrid teleconference meetings.

Attachments

[Item 1A](#)

The Palm Springs City Council and all of Palm Springs Board, Commission, and Committee meetings may be conducted by videoconference, in accordance with AB 361.

SUBJECT

APPROVE CONTRACT SERVICES AGREEMENT NO. 23B206 WITH M. BREY ELECTRIC, INCORPORATED DBA MBE CONSTRUCTION FOR ON-CALL ELECTRICAL REPAIR AND INSTALLATION SERVICES FOR PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Contract Services Agreement 23B206 with M. Brey Electric, Incorporated dba MBE Construction to provide on-call electrical repair and installation services for the Palm Springs International Airport in an amount not to exceed \$600,000 for the initial three-year term beginning October 1, 2023, through September 30, 2026, with two one-year extension options at the City's sole discretion.
2. Authorize the City Manager or his designee to execute all necessary documents.

Attachments

[Item 1M](#)

SUBJECT

APPROVE AN EMERGENCY CONTRACT SERVICES AGREEMENT NO. 23E228 WITH UNIVERSAL PROTECTION SERVICE LP DBA ALLIED UNIVERSAL SECURITY SERVICES FOR AVIATION WORKERS AND INBOUND CARGO SCREENING FOR PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve an emergency Contract Services Agreement No. 23E228 with Universal Protection Service, LP dba Allied Universal Security Services to provide aviation worker and inbound cargo screening at the Palm Springs International Airport in an amount not to exceed \$267,074.08, for the initial one-year term beginning September 25, 2023, through September 24, 2024.
2. Appropriate \$267,074.08 from Airport Fund 415 to Account 4157026.40105 budget.

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

Attachments

[Item 1O](#)

SUBJECT

APPROVE CONTRACT SERVICES AGREEMENT NO. 23B166 WITH LILYPAD EV LLC FOR THE PURCHASE AND DELIVERY OF 80 ELECTRIC VEHICLE CHARGING STATIONS FOR PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Contract Services Agreement No. 23B166 with LilyPad EV LLC to provide the purchase and delivery of 80 electric vehicle charging stations, warranty, and 5-years of operation and maintenance services at the Palm Springs International Airport in an amount not to exceed \$499,102.92 for the initial five-year term beginning September 26, 2023 through September 25, 2028, with one five-year extension option at the City's sole discretion.
2. Appropriate \$199,102.92 from the Airport Special Capital Projects Fund Balance for this purchase.
3. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1S](#)

SUBJECT

APPROVE CONTRACT SERVICES AGREEMENT NO. 23B205 WITH MCCLOSKEY MECHANICAL CONTRACTORS, INC. FOR ON-CALL HEATING, VENTILATION AND AIR CONDITIONING MAINTENANCE REPAIR SERVICES FOR PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Contract Services Agreement 23B205 with McCloskey Mechanical Contractors, Inc. to provide on-call HVAC maintenance repair services for the Palm Springs International Airport in an amount not to exceed \$900,000 for the initial three-year term beginning October 1, 2023 through September 30, 2026, with two one-year extension options at the City's sole discretion.
2. Authorize the City Manager or designee to execute all necessary documents.

Attachments

[Item 1T](#)

SUBJECT

APPROVE CONTRACT SERVICES AGREEMENT NO. 23B204 WITH RED HAWK SERVICES, INC. FOR ON-CALL FENCE REPAIR AND INSTALLATION SERVICES FOR THE PALM SPRINGS INTERNATIONAL AIRPORT

RECOMMENDATION:

1. Approve Contract Services Agreement 23B204 with Red Hawk Services, Inc. to not exceed \$600,000 for the initial three-year term beginning October 1, 2023, through
2. Authorize the City Manager or his designee to execute all necessary documents.

Attachments

[Item 1U](#)

ITEM 11.B - FUTURE CITY COUNCIL ACTIONS

Airport Commission Meeting of October 18, 2023

October 26, 2023

- Al Miller & Sons Roofing Co., Inc. – On-call roofing repair contract
- Square Signs LLC dba Front Signs – On-call signage & wayfinding contract

November 9, 2023

- Amadeus – Common Use amendment to contract
- Aviatrix Communications – Website maintenance contact
- Granite Construction Company – On-call pavement repair services contracting
- USA Shade & Fabric Structures – Cooperative agreement for shade structures

ITEM 13.A - FUTURE COMMITTEE MEETINGS

Airport Commission Meeting of October 18, 2023

Date	Time	Committee
January 17, 2024	4:00 P.M.	Noise Committee
TBD	TBD	Ad Hoc Design Review Committee
TBD	TBD	Budget and Finance Committee
TBD	TBD	Marketing and Business Development Committee
TBD	TBD	Operations, Properties and Facilities Committee

AIRPORT COMMITTEES FY2023-24

REVISED 10-12-23

REPRESENTING	COMMISSIONERS	Marketing (7 Members)	Budget (7 Members)	Operations (7 Members)	Noise (5 Members)	Ad Hoc Design Review (5 Members)
Palm Springs	ADAMS, Gerald	Member	Chair			Member
Indian Wells	BERRIMAN, Robert			Member		
Palm Springs	BURKE, Todd	Chair			Member	Member
Palm Springs	CALDWELL, Daniel	Member		Member		
Palm Springs	CORCORAN, Kevin		Member		Member	Chair
Palm Springs	DADA, Aftab					
Palm Springs	FELTMAN, David			Chair		Member
Palm Springs	FONG, J Craig	Member			Member	
La Quinta	HUGHES, Kathleen	Member				
Palm Springs	MARTIN, Tracy		Member			
Cathedral City	MICHAELIS, Tony		Member		Member	
Riverside County	PARK, Margaret			Member		
Desert Hot Springs	PYE, Jan		Member	Member		
Palm Springs	SUERO, Guillermo	Member				
Palm Desert	WISEMAN, Kevin	Member		Member	Chair	Member
Indio	WISE, Rick		Member			
Rancho Mirage	YOUNG, Keith		Member	Member		