



AIRPORT COMMISSION

ACTION SUMMARY MINUTES OF ADJOURNED MEETING

WEDNESDAY, DECEMBER 16, 2015

1. **CALL TO ORDER:** Chairman Elsner called the Airport Commission Meeting to order at 08:00 A.M.
2. **POSTING OF THE AGENDA:** Posted on December 10, 2015.
3. **ROLL CALL:**

Commissioners Present: Berriman, Bushore, Call, Fabricant, Freymuth, Garcia, Haag, Hampton, Hoehn (Vice Chairman,) Horner, Jones, Riesen, Stelk, Suero, Teal, Wachs.
Commissioners Absent: King, Pye.
Staff Present: Airport Executive Director Nolan, Assistant Airport Director Aguirre, Director of Finance and Treasury Kiehl, Deputy Director of Aviation - Operations and Maintenance Bowser, Airport Administration Manager Jucht, Airport Operations Manager Graff, Executive Administrative Assistant Seery.
4. **ACCEPTANCE OF THE AGENDA:** Accept the Agenda as presented. **Moved and seconded, and unanimously carried noting the absence of Commissioners King and Pye.**
5. **PUBLIC COMMENTS:** None
6. **APPROVAL OF MINUTES:** Approve the minutes of the Regular Meeting held on November 18, 2015. **Moved and seconded, and unanimously carried noting the absence of Commissioners King and Pye.**
7. **INTRODUCTIONS:** Alaska Airlines' Station Manager, Ms. Susan Everett announced the 35th anniversary of Alaska operations into Palm Springs and explained how in 2015 Alaska Airlines stands to transport over 200,000 passengers and 12,000 pounds of cargo.

8. PRESENTATIONS:

In a PowerPoint presentation, Mr. Scott White, President and CEO of the Greater Palm Springs Convention and Visitors Bureau, gave an overview of the CVB marketing strategy. Slides covered the tourism economic impact to the Coachella Valley, the CVB budget for FY15-16, the GPSCVB tagline of "9 resort cities, One beautiful oasis", brand colors, 2015 Destination marketing with the media budget allocation, brand pillars, visitors demographics, media spend by market, the use of billboards and print ads, 2015 television, 2015 Summer Chill Campaign, digital marketing, a new hiking website, the Chill Pass, Social media, the CVB international offices, International visitors to the Greater Palm Springs, the destination development plan for 2016, and Air service support for American Airlines, JetBlue and WestJet.

9. BUDGET REPORT:

Director of Finance and Treasury Kiehl reported on the November budget summary and explained how all major revenue areas are up compared to last year. How costs in Maintenance and Operations show an increase of \$440,000 because of the addition of three positions: the Assistant Airport Director, the Vehicle Inspection Plaza Operations Specialist and the COGEN technician. How the Capital Projects Fund 416 is up by \$10 million due to replacement of one escalator.

ACTION: Accept the financial report. **Moved and seconded, and unanimously carried noting the absence of Commissioners King and Pye.**

10. DISCUSSION AND ACTION ITEMS:

10.A. Airport Capital Improvement Program for Federal Aviation Administration Grant Projects

Executive Director Nolan explained how this annual Airport Capital Improvement Program covers the years 2017 to 2021 and why the programs developed must adhere to the parameters of FAA entitlements eligibility criteria. Mr. Nolan thoroughly explained each element in the financial draft presented to the Commission which encompassed: the two phases of design and construction of the terminal ticketing capacity improvements; the design and rehabilitation of taxiway J and its lighting; the replacement of ARFF trucks; the replacement of passenger boarding bridges and potential new additional gates to one concourse by 2021.

Mr. Nolan explained how airports cannot expect to receive FAA discretionary funds each year, and how the main runway project at PSP had strategically been planned in order to generate about \$6 million in this funding.

Chairman Elsner pointed out that a 10% airport contribution is expected towards all expenditures of projects proposed under the five-year ACIP.

Vice Chairman Hoehn inquired about an eventual increase in Annual FAA entitlements and Executive Director Nolan indicated that these amounts will fluctuate slightly depending on total passengers.

ACTION: Recommend the approval of the Airport Capital Improvement Program for Federal Aviation Administration Grant Projects. **Moved and seconded, and unanimously carried noting the absence of Commissioners King and Pye.**

11. EXECUTIVE AND STAFF REPORTS:

Airport Executive Director Nolan reported on the following topics:

The main runway rehabilitation project is at the substantially complete contract stage and with the final analysis of quantities of materials used, including some change orders, the project closeout will commence.

The important Technology Security Access system improvements project which includes three terminal systems is still proceeding, and several elements of each new system are already on line.

12. COMMISSIONERS REQUESTS AND REPORTS:

Commissioner Stelk announced that the departure for the visit to the Marine Base in March would have to be scheduled for 5:00 A.M. from Palm Springs to meet the transport at the entrance of the Base.

13. REPORT OF CITY COUNCIL ACTIONS: None

14. CORRESPONDENCE: None

15. RECEIVE AND FILE:

ACTION: Receive and file: 15.A November 2015 Activity Report; 15.B January 2016 Airline Schedule. **Moved and seconded, and unanimously carried noting the absence of Commissioners King and Pye.**

ADJOURNMENT:

Motion to Adjourn to January 20, 2016. **Moved and seconded, and unanimously carried noting the absence of Commissioners King and Pye.**

Palm Springs Airport Commission
Action Summary Minutes of Adjourned Meeting
December 16, 2015

The Airport Commission adjourned at 09:05 A.M. to Wednesday, January 20, 2016, at 08:00 A.M. in the airport conference room, 3400 E. Tahquitz Canyon Way, Palm Springs.

N.S.

Nadia P. Seery
Executive Administrative Assistant