



AIRPORT COMMISSION

ACTION SUMMARY MINUTES OF ADJOURNED MEETING

WEDNESDAY, JUNE 21, 2017

1. CALL TO ORDER:

Chairman Wachs called the Airport Commission Meeting to order at 08:00 A.M.

2. POSTING OF THE AGENDA: Posted on June 15, 2017.

3. ROLL CALL:

Commissioners Present: Berriman, Betts, Bushore, Call, Fabricant, Freymuth, Hampton, Hoehn, Johnson, Jones, King, Pattison, Riesen, Schmitz, Stelk, Spike, Suero, Teal.

Commissioners Absent: None.

Staff Present: Director of Finance and Treasury Kiehl, Airport Executive Director Nolan, Assistant Airport Director Aguirre, Deputy Director of Aviation - Operations and Maintenance Bowser, Airport Administration Manager Jucht, Airport Operations Manager Graff, Airport Security Coordinator Daugherty, Executive Administrative Assistant Seery.

4. ACCEPTANCE OF THE AGENDA:

Accept the Agenda as presented. **Moved and seconded, and unanimously carried.**

5. PUBLIC COMMENTS:

Ms. Monica Brown, General Manager of the FBO Signature Flight Support, announced that they would be hosting an event on Saturday, June 24, called "Flights Above Addiction", a family interactive event to learn about addiction, and invited all present to attend.

6. APPROVAL OF MINUTES:

The minutes of the Regular Meeting held on May 17, 2017, were presented for approval. **Moved and seconded.**

AYES: Berriman, Betts, Bushore, Call, Fabricant, Freymuth, Hampton, Hoehn, Johnson, Jones, Riesen, Schmitz, Stelk, Suero, Teal.

ABSTAIN: King, Pattison, Spike.
ABSENT: None

7. INTRODUCTIONS:

Executive Director Nolan welcomed back Airport Administration Manager Jucht after a lengthy absence due to a vehicular accident. Mr. Jucht received a warm round of applause.

7.A ELECTION OF OFFICERS:

The election of Airport Commission officers will occur at the July meeting.

Chairman Wachs asked Commissioners for their feedback about possibly going dark in July if no actions were required, or going dark in July instead of August and asked for a show of hands of Commissioners who intend to attend the July meeting. Ten members indicated they would be attending in July, and five could attend in August.

8. PRESENTATIONS:

Mr. Fred Bell, Director of the Palm Springs Air Museum, announced that the construction of the new Major General Ken Miles Hangar was completed. Two Air Museum advertising videos were projected, showing the new 22,000-square-foot hangar which houses aircraft and artefacts from the Vietnam era. Mr. Bell explained how this hangar had been laid out as far back as 1998 by Bob Pond, and how satisfying it had been to see it completed on his shift at very fast speed.

Mr. Bell thanked the Commission and Airport Staff for their help and foresight. He indicated how this has been a partnership, with the airport's incentive being the addition of a road to the south of the new facility which will give access to parcels to be developed in the future, and he explained how the Airport had abated certain portions of the Air Museum's rental obligations to partially offset the costs of improvements.

Commissioner Riesen inquired about the museum's attendance.

Mr. Bell explained how the museum receives 100 to 125 thousand visitors yearly and is ten percent ahead this year on a calendar year basis. How operating expenses and utilities have been covered since last summer which is a testament to the growth of the airport and the area.

Mr. Bryan Elliott of the consulting firm Ricondo and Associates joined the meeting by conference call to assist in presenting the Palm Springs International Airport Passenger Facility Charge (PFC) Application No. 17-02-C-00-PSP. By way of introduction Mr. Elliott gave a brief history of the FAA PFC program, and how PSP

Airport was one the first airports in the country to implement this program, how the charge was first levied in 1993 at a rate of \$3.00 per passenger and was amended in 2002 to \$4.50, and how collections continue to this day.

Mr. Elliott then explained this PFC application process, how airlines have thirty days to comment as of this day and how the Public Notice would be effective on June 22, 2017, whereby the general public would also have one month to comment. He explained how this Public Notice will be posted on the airport website, as approved by the FAA, and can be downloaded, and how a printed copy will also be available for viewing in the airport administrative offices at PSP Monday-Thursday, 8:00 A.M. until 6:00 P.M., in addition to being presented at this public meeting which is broadcasted.

Mr. Elliott then explained how all comments will be gathered and addressed by the end of July and how the application including comments and responses would be submitted to the FAA in late August or early September, whereupon the FAA will have 120 days to review and process the application sponsored by the airport.

Executive Director Nolan then explained in great detail the past twelve FAA projects and four new projects funded by PFC Impose and Use Authority and how the airport will be reimbursed its ten percent FAA grant matching shares by virtue of this new application:

- 1) Construct Runway 13L/31R rehabilitation. Project Start Date: January 2007, Project End Date: November 2009; Reimbursement to the airport \$97,434.
- 2) Construct the Rehabilitation of Connecting Taxiways. Project Start Date: January 2007, Project End Date: November 2009; Reimbursement to the airport \$82,999.
- 3) Construct Terminal Building Improvements. Project Start date: June 2008, Project End Date: November 2009; Reimbursement to the airport \$145,723.
- 4) Perimeter Fence Rehabilitation. Project Start Date: September 2011, Project End Date: January 2014; Reimbursement to the airport \$169,887.
- 5) Install Ground Radar System. Project Start Date: September 2011, Project End Date: June 2014; Reimbursement to the airport \$91,494.
- 6) Design & Construct Terminal Apron Rehabilitation. Project Start Date: August 2012, Project End Date: June 2014; Reimbursement to the airport \$1,175,075.
- 7) Design and Construct Taxiway G Rehabilitation. Project Start Date: August 2012, Project End Date: June 2014; Reimbursement to the airport \$6,946.
- 8) Design & Construct Runway 13R/31L. Project Start Date: August 2014, Project End Date: August 2016; Reimbursement to the airport \$1,148,185.
- 9) Design & Install Flight Informational Display System (FIDS) and Paging Upgrade. Project Start Date: August 2014, Project End date: July 2016; Reimbursement to the airport \$148,147.
- 10) Design & Install Exit Lane Door Security Equipment. Project Start Date: August 2014, Project End Date: July 2016; Reimbursement to the airport \$35,771.

- 11) Design & Construct Security Access Control System Upgrade. Project Start Date: August 2014, Project End Date: July 2016; Reimbursement to the airport \$245,526.
- 12) Design & Construct Airfield Lighting Upgrade. Project Start Date: August 2016; Project End Date: October 2018; Reimbursement to the airport \$210,612.
- 13) Design, Construct, & Finance Terminal Building Improvements. Project Start Date: August 2016, Project End Date: January 2019; Reimbursement to the airport \$715,477.
- 14) Acquire Replacement ARFF Vehicles (2). Project Start Date: September 2019, Project End Date: September 2020; Reimbursement to the airport \$191,470.
- 15) Design Upgrade to Inbound Baggage Claim System. Project Start Date: October 2019, Project End Date: September 2020; Reimbursement to the airport \$42,030.
- 16) PFC Development and Implementation Assistance. Project Start Date: January 2017, Project End Date: January 2018; Reimbursement to the airport \$60,736.

Mr. Nolan summarized that the reimbursement due to the airport amounts to \$4.5 million and that these funds would help finance projects ineligible for FAA grant funding.

Chairman Wachs then announced the retirement of four Commissioners, who were all presented recognition plaques for their service:

Commissioner Suero of Palm Springs explained how he felt lucky to have served and how it had been an honor; how the combined knowledge of the Commissioners is a gift to the airport and the community. He added that telling others to fly out of Palm Springs had been his mission and he expressed his hope that he would find other ways to serve.

Commissioner Fabricant of Palm Springs explained how it had been a pleasure to be a part of the Phase I design and other projects done over the last six years. How by also working three hours a week as a Volunteer Airport Navigator enabled him to see the fine work taking place behind the scenes to continue and make this airport friendly for travelers and he thanked the staff.

Commissioner Teal of La Quinta explained how much he learned on the Airport Commission about the way the Coachella Valley works. How he had served on thirty Boards and Commissions in his lifetime, but had never served on a Board so well organized and how it has been a treat to serve.

Commissioner Stelk of Palm Springs commented that everyone on this Commission has an interest, whether as a pilot or having used the airport as a frequent flyer and how he traced his interest back to the time when he worked for Chevron overseas, was transferred ten times in thirty years, and had flown on every commercial plane ever built. He added it had been great to understand the inner workings of the airport.

9. CITY MANAGER REPORT: None.

10. BUDGET AND FINANCE REPORT:

Director of Finance and Treasurer Kiehl presented the May 2017 Financial Summary and explained how the numbers were coming in quite strong, as anticipated. How car rentals are slightly down compared to last year based upon the Minimum Annual Guarantee formulation timing aspect.

Chairman Wachs inquired about the land rentals which are down.

Airport Administration Manager Jucht explained how some items that had been budgeted and some increases did not materialize. But that we expect to finish at an equal level than last year.

Mr. Kiehl explained how in Fund 410 PFC, the debt is being reimbursed fast and how the remainder will be entirely reimbursed with the new bond issue.

Mr. Kiehl explained how in Fund 415 – General Airport - the surplus to date stands at just under \$1.8 million. How the unrestricted cash balance stands at \$4.7 million and how we anticipate to finish the year around \$4.75 million.

Mr. Kiehl announced that the budget for fiscal year 2017-18 was passed with some insurance issues still to be worked out. How the four additional police officers were approved, although it is unknown when they will be on staff.

11. DISCUSSION AND ACTION ITEMS: None

12. EXECUTIVE AND STAFF REPORTS:

Airport Executive Director Nolan reported on the following topics:

Overview was given earlier of the ticketing project enabling steps.

Taxiway J, electrical project and design are going out to bid soon.

For the rental car improvement project an SOQ for a consulting engineering firm is in progress, some members of the Airport Commission are involved in the process, and this is expected to take several weeks. How the airport is waiting to see if the company with which it negotiated the design for the rental car improvement is part of that selection, as there's a likelihood they could continue that project, if not, negotiations will be undertaken with another firm.

The Airline Activity Report reflects a year-to-date 4.1% increase in total passengers over 2016 which was a record year.

13. COMMISSIONERS REQUESTS AND REPORTS:

Commissioner Fabricant inquired about flight cancellations related to the extreme heat this week in Phoenix and Palm Springs.

Executive Director Nolan explained how cancellations were linked to airlines operational rules, and how the airports were not the issue and PSP remains fully functioning.

Commissioner Schmitz indicated that, in accordance with FAA rules, airport runways are built to withstand temperatures up to 200°F.

Commissioner Hampton explained how some regional jets are not certificated and therefore cannot legally operate above a certain temperature even if the manufacturer's structural limits allow it, and how limitations are always predicated on take offs.

Commissioner King asked that the reform to privatize Air Traffic Control be discussed at a future meeting and that legislation be proposed to City Council.

14. REPORT OF CITY COUNCIL ACTIONS:

05-17-17 – 5.E. Authorize Submittal of New Airport Passenger Facility Charge Application.

06-07-17 – 1.E. Ratify and Appoint the nomination of the City of Indian Wells to the Palm Springs International Airport Commission for the term ending June 30, 2019. (Mr. Robert Berriman).

06-07-17 – 1.I. Reject all Bids Received for the Airport Carpet Cleaning Services IFB No. 17-02

06-07-17 - 2.D. Public Hearing and Adoption of the Fiscal Year 2017-18 Budget, Allocated Positions and Compensation Plan, Successor Agency Administrative Budget, Housing Successor Agency Budget, Appropriations Limit, and Investment Policy.

06-07-17 - 5.D. Approve Annual Insurance Policy Renewals for the City's Insurance Portfolio for Fiscal Year 2017-18.

15. CORRESPONDENCE: None.

16. RECEIVE AND FILE:

ACTION: Receive and file: 16.A May 2017 Activity Report; 16.B July 2017 Airlines Schedules.

Moved and seconded, and unanimously carried.

ADJOURNMENT:

Motion to adjourn. **Moved and seconded, and unanimously carried.**

The Airport Commission adjourned at 9:10 A.M. to Wednesday, July 19, 2017, 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