



## **AIRPORT COMMISSION**

### **ACTION SUMMARY MINUTES OF ADJOURNED MEETING**

**WEDNESDAY, FEBRUARY 14, 2018**

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#### **1. CALL TO ORDER:**

Chairman Wachs called the Airport Commission Meeting to order at 8:00 A.M. and led the Pledge of Allegiance.

#### **2. POSTING OF THE AGENDA:** Posted on February 8, 2018.

#### **3. ROLL CALL:**

**Commissioners Present:** Berriman, Breslin, Clarkson, Freymuth, Hampton, Hedrick, Hoehn, Hughes, Johnson, Jones, King, Pattison, Riesen, Schmitz, Spike.

**Commissioners Absent:** Betts, Call, Dada.

**Staff Present:** Director of Finance and Treasury Kiehl, Airport Executive Director Nolan, Assistant Airport Director Aguirre, Airport Administration Manager Jucht, Airport Security Coordinator Daugherty, Executive Administrative Assistant Seery.

#### **4. ACCEPTANCE OF THE AGENDA:**

**ACTION:** Accept the Agenda as presented. **Moved and seconded and unanimously carried noting the absence of Commissioners Betts, Call, Dada.**

#### **5. PUBLIC COMMENTS:**

Mr. Frank Hortner, a Sunmor Palm Springs resident, expressed his concern and that of his neighborhood about airport noise emanating from idling aircraft.

#### **6. APPROVAL OF MINUTES:**

The minutes of the Regular Meeting held on January 10, 2018, were presented for approval. **Moved and seconded and unanimously carried noting the absence of Commissioners Betts, Call, Dada.**

#### **7. INTRODUCTIONS:** None.

**8. PRESENTATIONS:**

Two invited representatives of the Civil Air Patrol gave a ten-minute presentation about the role of the Civil Air Patrol, particularly their involvement in communications.

Executive Director Nolan showed a section of a chilled water conduit bringing water from COGEN to the airport which had cracked and caused a leak recently in the car rental area.

**9. CITY MANAGER REPORT: None.**

**10. BUDGET AND FINANCE REPORT:**

Director of Finance and Treasurer Kiehl presented the January 2018 Financial Summary.

Mr. Kiehl explained how annual revenues are up and expenditures are standing as previously budgeted.

He pointed out that the unrestricted cash stands at a healthy \$5.7 million and how the balance at the end of the last fiscal year was \$5.6 million.

**11. DISCUSSION AND ACTION ITEMS:**

**11.A Kiosk Concession Bid**

Executive Director Nolan explained the airport plans to conduct another Request For Proposal (RFP) for the airport gift concession kiosk. His presentation included several photos.

Mr. Nolan explained how this kiosk, currently operated by Eva's of Palm Springs is selling mostly Palm Springs memorabilia apparel such as hats and T-shirts, and how the last RFP occurred in 2009. He commented that this kiosk is independent of the larger news and gift concession proposal which is scheduled to go out in 2019.

How this new small kiosk bid will involve a relocation from the current rotunda of the Bono concourse, in order to facilitate traffic flow, to an area still on the Bono near the top of the escalators which offers great visibility.

Mr. Nolan explained how the current concession pays only a flat monthly fee of \$2,350 and has been allowed to partially operate each year from October through May, and how the new agreement would include a percentage of gross equivalent to the other concessions which ranges between 7 and 15%.

Commissioner Freymuth asked if the new kiosk could operate year-round if the airport were to move it inside the Bono gate hold area.

Mr. Nolan replied that the level of traffic is such in the summer that sales may not warrant for the concessionaire to remain open.

Commissioner Riesen asked if the new kiosk would just sell shirts and hats.

Mr. Nolan replied that it has to remain a gift concession.

**ACTION:** Proceed with the RPF. **Moved and seconded and unanimously carried noting the absence of Commissioners Betts, Call, Dada.**

## **12. EXECUTIVE AND STAFF REPORTS:**

Executive Director Nolan thanked Commissioners Jones and Johnson for participating in the SOQ for professional design and engineering services for the airport master plan projects and explained how three consultants will be hired through this process, each working on a project according to their expertise. How the next step will be for the scope to be negotiated and approved by the FAA.

Mr. Nolan gave the following updates:

The current design process for the ticketing wing modernization project had a 10% change order amounting to \$168,000.

Taxiway J paving project has been successfully completed.

The airfield electrical project is substantially complete and will involve a change order for several conditions discovered in the field. All change orders are FAA grant eligible.

The enabling project for the ticketing wing modernization, which involves the build-out of airline operational space under the Bono, will start within the month.

Discussions continue with the FAA regarding the PFC approval necessary to fund the ticket wing modernization project which consists of construction and old PFC bond retirement costs totaling \$58 million.

Mr. Nolan commented about the long-term collaborative relationship he has maintained with the abutting Sunmor neighborhood. How meetings had taken place with heads of neighborhood organizations and adjustments have been made to car rental facilities and procedures to abate noise whenever practical. How the new car rental Quick Turn Around (QTA) facility will be a great improvement by mitigating the need to run cars between the current rental car maintenance facilities and the airport.

Commissioner Clarkson commented that for the Sunmor neighborhood the main issue involves engine idling, not take-offs, landings or car rental operations.

**Commissioner Johnson left at 8:48 A.M.**

Mr. Nolan explained how City Council had unanimously approved a modification to the City Ordinance that addresses pick-ups at PSP by Transportation Network Companies (i.e. Uber – Lyft) and how TNCs are presently reviewing the permit language and are communicating directly with the City Attorney on appropriate language modifications.

**13. COMMISSIONERS REQUESTS AND REPORTS:**

Chairman Wachs commented on the airline activity report for CY2017 which shows a 5% increase in passenger totals compared to the previous record year. That the two million passenger milestone was easily exceeded.

Commissioner King inquired about the seating situation in the terminal lobby.

Mr. Nolan explained that forty seats gifted by the Convention Center had been added in areas adjacent to the lobby and in baggage claim's south waiting area.

Commissioner Breslin inquired about the hours of operation of the stores located pre-security for greeters who wait for passengers at night.

**14. REPORT OF CITY COUNCIL ACTIONS:**

Included in the packet:

**January 24, 2018**

**CONSENT CALENDAR**

L. AWARD CONTRACT TO GA TECHNICAL SERVICES IN THE AMOUNT OF \$32,459.89 FOR AIRPORT FIBER INFRASTRUCTURE SYSTEM RE-TERMINATION PROJECT, IFB 18-03:

**LEGISLATIVE**

A. PROPOSED ORDINANCE AMENDING CHAPTER 16.37 OF THE PALM SPRINGS MUNICIPAL CODE RELATING TO REGULATION, PERMITTING REQUIREMENTS, OPERATIONAL RULES, PASSENGER LOADING AND UNLOADING, AND PENALTIES FOR TRANSPORTATION NETWORK COMPANIES OPERATING AT THE PALM SPRINGS INTERNATIONAL AIRPORT:

**February 7, 2018**

CONSENT CALENDAR

D. INCREASE IN PURCHASE ORDER NO. 18-0303 TO \$25,742 AND RATIFICATION OF EMERGENCY ACTION BY CITY MANAGER TO PAY INVOICES IN THE AMOUNT OF \$4,297.75 WITH TELOS IDENTIFICATION MANAGEMENT SOLUTIONS, INC. FOR CRIMINAL RECORDS HISTORY CHECKS, RAP BACK LIFETIME SUBSCRIPTION, AND ANNUAL RECORDS MAINTENANCE FEE:

G. SECOND READING AND ADOPTION OF ORDINANCE NO. 1950, AMENDING THE PALM SPRINGS MUNICIPAL CODE RELATING TO REGULATION, PERMITTING REQUIREMENTS, OPERATIONAL RULES, PASSENGER LOADING AND UNLOADING, AND PENALTIES FOR TRANSPORTATION NETWORK COMPANIES OPERATING AT THE PALM SPRINGS INTERNATIONAL AIRPORT – (WAIVED)

**15. CORRESPONDENCE:** None.

**16. RECEIVE AND FILE:**

**ACTION:** Receive and file: 16.A March 2018 Airlines Schedules. 16.B Airline Activity Report Year 2017.

**Moved and seconded, and unanimously carried noting the absence of Commissioners Betts, Call, Dada.**

**ADJOURNMENT:**

Motion to adjourn. **Moved and seconded, and unanimously carried noting the absence of Commissioners Betts, Call, Dada.**

The Airport Commission adjourned at 8:52 A.M. to Wednesday, March 14, 2018, at 8:00 A.M., in the airport conference room, 3400 E. Tahquitz Canyon Way, Palm Springs.

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Nadia P. Seery  
Executive Administrative Assistant