



## **AIRPORT COMMISSION**

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

**Wednesday, September 11, 2019**

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#### **1. CALL TO ORDER – PLEDGE OF ALLEGIANCE:**

Chairman Jones called the Airport Commission meeting to order at 8:00 A.M. and asked Commissioner Feltman to lead the Pledge of Allegiance.

The Commission then observed one minute of silence in remembrance of September 11, 2001.

#### **2. POSTING OF THE AGENDA:** Posted on September 5, 2019.

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

**Commissioners Present:** Adams, Breslin, Budillo, Clarkson, Corcoran, Dada, Feltman, Freymuth, Hedrick, Hoehn, Hughes, Jones, Pattison, Schmitz, Suero.

**Commissioners Absent:** Altman, Burke, Pye, Riesen.

**Others Present:** Mr. Russell Pritchard, Public Arts Commission

**Staff Present:** City Manager Ready, Airport Executive Director Nolan, Assistant Airport Director Aguirre, Airport Administration Manager Jucht, Airport Operations Manager Graff, 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 Altman, Burke, Pye and Riesen.**

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

Mr. J. Bernstein, Palm Springs resident, addressed the Commission regarding the upcoming food and beverage and retail concessions RFP process at the Palm Springs airport.

**6. APPROVAL OF MINUTES:**

The minutes of the Regular Meeting held on July 10, 2019, were presented for approval.

**Moved and seconded.**

**AYES:** Adams, Clarkson, Corcoran, Freymuth, Hedrick, Hughes, Jones, Suero.

**NOES:** None

**ABSTAIN:** Breslin, Budillo, Dada, Feltman, Hoehn, Pattison, Schmitz.

**ABSENT:** Altman, Burke, Pye, Riesen.

**7. CHAIRMAN REPORT:**

Chairman Jones gave a short introduction of his background to the Airport Commission.

**8. INTRODUCTIONS AND PRESENTATIONS:**

Airport Executive Director Nolan presented a PowerPoint photo of a new drinking water bottle refill station. Stations were installed post security to reduce one-time usage of plastic bottles and make it more convenient for the passengers.

Mr. Nolan also described a photo of the sealant that was recently applied to the tarmac to extend the useful life of the pavement.

**9. CITY MANAGER REPORT:**

City Manager Ready explained how, at their July 24 meeting, City Council had recommended to increase the current \$10M earthquake policy for all city-owned buildings, including the airport, with the exception of the waste water treatment facility which has a separate \$25M policy. How an alternative to obtaining an onerous separate policy for the airport would be to add a \$12M layer on top of the current city-wide \$10M policy, amounting to \$338,000 in yearly premiums which would be paid for by the airport reserves. Mr. Ready added that if an earthquake should damage the airport, the entire \$12M could be earmarked for the airport.

Commissioner Freymuth asked what would happen if the airport was not damaged but the full amount was needed city-wide.

The City Manager indicated that the recommendation to City Council should include the proviso that, in this case, the City general fund would reimburse the Airport.

## **10. BUDGET AND FINANCE REPORT:**

Airport Administration Manager Jucht explained how the months of July and August are typically not at peak, but tracking very well. How revenues are significantly up compared to last year, such as parking, reflecting a \$124,000 year-to-date increase. How the CFC fund reflects a balance of \$22M to be used for the rental car project. PFC funds reserves stand at \$2M even though the airport had recently paid off old bonds. How the airport is in sound financial position with a balance of \$9M in Fund 416 - Capital Restricted, and a balance of \$9.5M in Fund 415 – Airport Unrestricted.

## **11. DISCUSSION AND ACTION ITEMS:**

### **11.A Art on Loan**

Chairman Jones, referring to the report, announced the proposed installation at the airport of a new art piece entitled “A Tale Of Survival In The Face Of Crushing Inertia”.

Mr. Russell Pritchard of the Public Arts Commission proposed that this piece be displayed on loan at the airport from October 2019 through April 2020, and explained how the Public Arts Commission would fund it in full and hopes to display more pieces in the future.

Questions by other commissioners determined that the airport will not have to maintain the art and the best location will be at the Regional Concourse.

**ACTION: Approve the installation of the artwork in the regional concourse. Moved by Vice Chairman Hoehn, seconded by Commissioner Hedrick and unanimously approved noting the absence of Commissioners Altman, Burke, Pye, Riesen.**

### **11.B Car Rental Project Design Services Agreement with Gensler**

Executive Director Nolan explained how the Commission this day would consider the granting of the schematic phase professional services contract to Gensler architects for the new car rental project. How this schematic design would involve stakeholders and consider input by the Commission and tenants, and once schematic is approved, full design development would ensue.

Mr. Nolan continued explaining how, in 2015, the Master Plan identified the need for expanded car rental facilities. With the aid of a PowerPoint Mr. Nolan presented photos of the car return lanes as well as the hangar now housing the USO and US Customs which would need to be relocated to accommodate new facilities, including a multi-level ready car return parking garage.

Mr. Nolan further explained how the Master Plan identified that for the baggage claim area to function adequately during peak times, the car rental ticket counters must be

relocated. This will allow then for the public retrieval belts to be replaced and expanded.

Mr. Nolan also explained how the current car maintenance facilities on Civic Dr. would be utilized for more in depth maintenance only, and how car washing and fueling would be integrated into the new parking facility, significantly reducing the need to shuttle hundreds of thousands of vehicles to the existing car rental garages abutting the Sunmor neighborhood and subsequently providing major relief from traffic and noise.

Commissioner Clarkson asked where the USO and U.S. Customs would be relocated.

Mr. Nolan explained how the airport had been working with U.S. Customs for two years now and they approve the facility to be relocated between two hangars to the north of the ATC tower, and how CFCs will cover the cost of this relocation.

Commissioner Corcoran inquired about the timeline.

Mr. Nolan indicated it would take approximately three years.

The City Manager inquired about the location of the USO.

Mr. Nolan explained how the Master Plan identified the USO would migrate back within the terminal area in a location to be determined and how in the interim they would be provided a temporary modular facility. How this is incorporated into the Gensler scope and cost of this project and is CFC eligible.

**ACTION:** Recommend that City Council authorize a Purchase Order in the amount of \$1,281,519.76 with Gensler and Associates for schematic design phase services related to the Palm Springs Airport new car rental expansion of facilities, and recommend \$39,430 for Harris and Associates to conduct pre-design geotechnical work for the project site. **Moved by Vice Chairman Hoehn, seconded by Commissioner Hedrick and unanimously carried noting the absence of Commissioners Altman, Burke, Pye, Riesen.**

#### **11.C Professional Services Agreement with WSP for Passenger Boarding Bridge Rehabilitation and Condition Pavement Inventory.**

Executive Director Nolan, referring to the written report, explained how this action seeks a professional services contract with WSP USA, Inc. to develop specifications necessary to fully refurbish the eight boarding bridges of the Bono concourse, built in the 1990s. Mr. Nolan explained how the jet bridges are generally in good structural condition thanks to the preserving qualities of the desert climate. How a number of components on each bridge will need to be replaced, and will be upgraded whenever

possible in the process. How this should extend the lifespan of the bridges by another ten years.

Mr. Nolan explained how the second action seeks recommendation for WSP to also conduct an airfield pavement condition inventory which the FAA mandates at regular intervals. Both actions require the authorization of a purchase order in the amount of \$197,169.11.

City Manager Ready suggested the Commission include in the scope the possibility of purchasing new bridges instead of rebuilding them and it would be an alternate in the bid.

Mr. Nolan explained how WSP would issue a fixed list of specifications for each jet bridge in order to have a uniform base when three vendors will be asked to bid on the project. How this will facilitate the task for the Airport, the City and the Procurement Department.

Commissioner Hedrick commented that leaving the decision of what items need to be replaced to the contractors might not guarantee that the airport is obtaining what is necessary as opinions between contractors could vary.

Commissioner Schmitz asked if the purchase order amount for WSP includes their expertise in conducting inspections during the construction process.

Mr. Nolan confirmed it would.

**ACTION:** Follow staff recommendation with retaining WSP USA, Inc. for the passenger boarding bridges rehabilitation project and the FAA-mandated pavement condition inventory. **Moved by Commissioner Hedrick, seconded by Vice Chairman Hoehn and unanimously carried noting the absence of Commissioners Altman, Burke, Pye, Riesen.**

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

Executive Director Nolan provided the following updates:

The long-awaited ticketing wing project is now under way. The baggage handling system (BHS) is a key component and requires a nine-month lead time. The BHS company based in Kentucky recently visited the airport with contractors and expressed their wish to perform some work ahead of the originally planned dates in spring 2020.

The Aircraft Rescue and Fire Fighting trucks are about to go to bid.

The TSA checkpoint project intended to expand the queuing and screening areas came in at twice the cost estimate. The City was able to conduct another bid, and the results will be available on September 19. If bids are favorable, the project will proceed this year in order to be completed by January 2020.

**13. COMMISSIONERS REQUESTS AND REPORTS:**

Commissioner Feltman asked if the insurance company which will provide earthquake insurance could share the risk assessment they conducted with the Commission.

Mr. Ready indicated he would forward it to the Airport Director.

Commissioner Suero brought up the start-up of Contour Airlines nonstop daily service to Sacramento on September 16.

Chairman Jones commented on the convenience of this new service which had been in demand with the traveling public for some time. How, during the inaugural ceremony at PSP, they were able to appreciate the comfort of the first-class type seating in the 30-seat ERJ aircraft while on the ground.

Commissioner Corcoran asked if airlines are planning to increase flights to meet the demand considering the increase in passenger traffic.

Mr. Nolan replied that the trend indicates more frequency but a down gauging of aircraft for the upcoming season with a dynamic shift from the Bono to the Regional Terminal.

Commissioner Adams asked if jet bridges could fit the regional concourse.

Mr. Nolan explained that a gate expansion is planned for the regional concourse in the not-too-distant future and how some jet bridges will have to be introduced at that time because of the growth expectation.

Commissioner Freymuth inquired about the use of gate 1.

Mr. Nolan agreed that it will have to play a part in this growth.

**14. REPORT OF CITY COUNCIL ACTIONS:** Included in the packet.

**15. CORRESPONDENCE:** None.

**16. RECEIVE AND FILE:**

**ACTION:** Receive and file: Item 16.A – August 2019 Airline Activity Report  
16.B. September – October 2019 Airlines Schedules.

Chairman Jones commented that the passenger activity was up even during the summer months with a 9.2% passenger increase in July and a 14.5% increase in August, for a year-to-date increase of 15.5% over 2018.

**ADJOURNMENT:**

Motion to adjourn. **Moved by Vice Chair Hoehn, seconded by Commissioner Suero and unanimously carried noting the absence of Commissioners Altman, Burke, Pye, Riesen.**

The Airport Commission adjourned at 9:17 A.M. to Wednesday, October 9, 2019, 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