palm springs
INTERNATIONAL AIRPORT

AIRPORT COMMISSION

MINUTES OF THE REGULAR MEETING OF THE AIRPORT COMMISSION OF THE PALM SPRINGS INTERNATIONAL AIRPORT

Wednesday, September 17, 2025 – 4:00 P.M.

---

1. **CALL TO ORDER**:

Chairman Corcoran called the Airport Commission meeting to order at 4:00 P.M. The meeting was held in-person and via videoconference.

Chairman Corcoran asked Commissioner Wise to lead the Pledge of Allegiance.

2. **POSTING OF AGENDA**: Agenda posted on September 11, 2025.

3. **ROLL CALL**:

Commissioner's Present:

Daniel Caldwell (Palm Springs)	Christian Samlaska (Cathedral City)
Kevin Corcoran (Palm Springs) - Chairman	Timothy Schoeffler (Palm Springs)
Bryan Ebensteiner (Palm Springs)	Phil Valdez (Indian Wells)
J Craig Fong (Palm Springs)	Dirk Voss (Desert Hot Springs)
Ken Hedrick (Palm Springs)	Rick Wise (Indio)
Geoffrey Kiehl (La Quinta)	Keith Young (Rancho Mirage)
Tracy Martin (Palm Springs)	Kevin Wiseman (Palm Desert)
Margaret Park (Riverside County)	

Commissioners Absent: Dave Banks (Palm Springs), Todd Burke (Palm Springs), Denise Delgado (Coachella), Samantha McDermott (Palm Springs)

Staff Present:
Scott C. Stiles, City Manager
Harry Barrett, Jr., Executive Director of Aviation
Jeremy Keating, Assistant Airport Director
Victoria Carpenter, Assistant Airport Director
Daniel Meier, Deputy Director of Aviation, Marketing and Air Service
Ryan Kaspari, Deputy Director of Capital Development
Harman Singh, Project Manager
Jason Hodges, Innovation and Strategic Implementation Administrator
Jake Ingrassia, Marketing and Communications Specialist

Christina Brown, Executive Program Administrator
Tanya Perez, Administrative Specialist
Kristopher Mooney, Director of Finance & Treasurer
Heather Cain, Assistant Director of Finance
Geremy Holm, City Attorney

Others Present:
Mark Waier, Daley Strategies, LLC
Paul Blue, Paslay Management Group, LLC

4. **ACCEPTANCE OF AGENDA**:

MOTION BY COMMISSIONER HEDRICK, SECOND BY COMMISSIONER PARK, CARRIED UNANIMOUSLY, to approve the agenda as presented.

5. **PUBLIC COMMENTS:** None.

6. **APPROVAL OF MINUTES**:

6.A Minutes of the Airport Commission Regular Meeting of June 18, 2025.

MOTION BY COMMISSIONER PARK, SECOND BY COMMISSIONER SAMLASKA, CARRIED UNANIMOUSLY, to approve the minutes of June 18, 2025.

6.B Minutes of the Airport Commission Regular Meeting of July 16, 2025.

MOTION BY COMMISSIONER VOSS, SECOND BY COMMISSIONER HEDRICK, CARRIED UNANIMOUSLY, to approve the minutes of July 16, 2025.

7. **INTRODUCTIONS AND PRESENTATIONS:**

7.A Jazmin Flores - Administrative Assistant

Jazmin was introduced to the Airport Commission.

7.B Mariana Anguiano - Executive Administrative Assistant

Executive Director of Aviation Barrett thanked Administrative Specialist Perez for assisting as the Interim Executive Administrative Assistant

Mariana was introduced to the Airport Commission.

8. DISCUSSION AND ACTION ITEMS:

8.A Airport Program Management & Advisory Consulting Services Update

Executive Director of Aviation Barrett provided an update, and Paslay Management Group, LLC representation Paul Blue provided a presentation.

MOTION BY COMMISSIONER VOSS, SECOND BY COMMISSIONER HEDRICK, CARRIED UNANIMOUSLY, to recommend to the City Council the Approval of a Professional Services Agreement with Paslay Management Group, LLC for Airport Program Management & Advisory Consulting Services.

8.B Lobby Space Update

Assistant Airport Director Carpenter provided an update.

8.C Financial Update

Assistant Airport Director Carpenter advised that the financials were provided in the Airport Commission Agenda Packet and provided an update.

8.D Measure J Allocation Update

Executive Director of Aviation Barrett and Assistant Airport Director Carpenter provided an update.

MOTION BY COMMISSIONER HEDRICK, SECOND BY COMMISSIONER WISE, CARRIED UNANIMOUSLY, to recommend accepting Airport Staff's recommendation for Measure J and Measure D Proposal 1.

8.E Operations, Properties, and Facilities Committee Update

Commissioner Wiseman provided an update.

City Manager Scott Stiles committed to meet with Procurement & Contracting Department the following morning and, if applicable, use emergency procurement procedures to expedite the escalator work; he further committed to green-light items on his end to move this process along as fast as possible.

8.F Marketing and Business Development Committee Update

Deputy Director of Aviation, Marketing and Air Service Meier provided an update.

8.G Advertising Services Update

MOTION BY COMMISSIONER YOUNG, SECOND BY COMMISSIONER

CALDWELL, CARRIED UNANIMOUSLY, to recommend to the City Council the Approval of Contract Services Agreement No. 25P268 with GoSeeTell Network Inc. dba Sparkloft Media to provide advertising services for the Palm Springs International Airport in an amount not to exceed $3,674,500 for an initial three-year term beginning October 1, 2025, through September 30, 2028, with two one-year extension options at the City's sole discretion.

8.H Marketing Update

Deputy Director of Aviation, Marketing and Air Service Meier provided an update.

8.I Strategic Plan Update

Innovation and Strategic Implementation Administrator Hodges provided an update and provided a luggage tag to each Airport Commissioner.

Assistant Airport Director Carpenter advised that the Annual Special Meeting to discuss the Strategic Implementation Plan and Projects will be established in the upcoming months.

Chairman Corcoran requested to be a part of the agenda development process once that process begins and requested a quarterly update be provided.

8.J Future City Council Update

Assistant Airport Director Carpenter provided an update.

8.K Art Working Group Update

Executive Program Administrator Brown provided an update.

8.L Projects and Airport Capital Improvement Program Update

Project Manager Singh provided an update.

9. EXECUTIVE DIRECTOR REPORT

Executive Director of Aviation Barrett provided the Executive Director Report update.

10. COMMISSIONERS REQUESTS AND REPORTS

Administrative Specialist Perez advised that the Airport Commission meeting and Noise Committee meeting scheduled for October 15, 2025 would be taking place at Demuth Park.

11. REPORT OF COUNCIL ACTIONS:

11.A Past City Council Actions

12. RECEIVE AND FILE:

12.A Airline Activity Report July and August 2025
12.B Airline Activity Report Fiscal Year Comparison
12.C Employment Update
12.D Request For Proposal (RFP) and Invitation For Bid (IFB) Update
12.E Coachella Valley Coffee/ Las Casuelas Temporary Maintenance and Repairs Closures

13. COMMITTEES:

13.A Future Committee Meetings
13.B Committee's Roster

ADJOURNMENT:

The Airport Commission adjourned at 6:35 P.M. to a Regular Meeting on October 15, 2025, at 4:00 P.M.

Tanya Perez

Tanya Perez
Administrative Specialist

APPROVED BY AIRPORT COMMISSION: 10/15/25