



palm springs
INTERNATIONAL AIRPORT

AIRPORT COMMISSION

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

Tuesday, December 16, 2025 - 9:00 A.M.

1. CALL TO ORDER:

Chairman Corcoran called the Airport Commission Special meeting to order at 9:02 A.M. The meeting was held in-person and via videoconference.

Chairman Corcoran lead the Pledge of Allegiance.

2. POSTING OF AGENDA: Agenda posted on December 10, 2025.

3. ROLL CALL:

Commissioner's Present:

Dave Banks (Palm Springs)	Margaret Park (Riverside County)
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)	Kevin Wiseman (Palm Desert)
Samantha McDermott (Palm Springs)	Keith Young (Rancho Mirage)

Commissioners Absent: Todd Burke (Palm Springs), Denise Delgado (Coachella), Tracy Martin (Palm Springs)

Staff Present:

Scott C. Stiles, City Manager
Harry Barrett, Jr., Executive Director of Aviation
Victoria Carpenter, Assistant Airport Director
Daniel Meier, Deputy Director of Aviation, Marketing and Air Service
Ryan Kaspari, Deputy Director of Capital Development
Ramon Sanchez, Operations Manager
Josue Morejan, Airport Safety Management Systems (SMS) Manager
Tom Woodard, Airport Emergency Planning Administrator
Ed Graff, Operations Manager
Nikki Gomez, Aviation Planner
Andrew Crider, Senior Civil Engineer

Christina Brown, Executive Program Administrator
Lowell Valencia - Miller, Executive Program Administrator
Harman Singh, Project Manager
Jason Hodges, Strategy and Innovation Administrator
Jake Ingrassia, Marketing and Communications Specialist
Mariana Anguiano, Executive Administrative Assistant
Tanya Perez, Administrative Specialist
Kristopher Mooney, Director of Finance & Treasurer
Jeremy Holm, City Attorney

Others Present:

Mark Waiver, Daley Strategies, LLC
Scott White, Visit Greater Palm Springs (VGPS)
Barbara Yamamoto, PSM Squared, Inc.
Alicia Robertson, PSM Squared, Inc.
Teva Dawson, Group Creative Services, LLC
Alex Braidwood, Group Creative Services, LLC
Molly Wood, Groundworks
Sara Peschel, Groundworks
Josh Cohn, InterVistas Consulting USA LLC

4. ACCEPTANCE OF AGENDA:

MOTION BY COMMISSIONER CALDWELL, SECOND BY COMMISSIONER MCDERMOTT, CARRIED UNANIMOUSLY, to approve the agenda as presented.

5. PUBLIC COMMENTS: None.

6. INTRODUCTIONS AND PRESENTATIONS:

- 6.A** Commissioner Dave Banks - City of Palm Springs - Resignation – Farewell
- 6.B** Commissioner Denise Delgado - City of Coachella - End of Term – Farewell

Chairman Corcoran expressed appreciation and extended well wishes to Dave Banks and Denise Delgado for their service.

7. DISCUSSION AND ACTION ITEMS:

7.A Strategic Plan Workshop

City Manager Stiles thanked the Commissioners for their engagement and emphasized the importance of Commissioners input in shaping airport priorities, policy decisions, and regional coordination.

Executive Director of Aviation Barrett outlined the purpose of the annual strategic session, highlighting progress made in staffing, organizational structure, and

implementation of the Airport Strategic Plan. Chairman Corcoran provided additional feedback and clarified the intent of the meeting, as well as the nature of the Commissioners roles.

Strategy and Innovation Administrator Hodges kicked off the meeting and advised the Flightpath framework as the internal implementation tool for the Airport Strategic Plan. He provided an overview of the tracking of 48 strategic initiatives, internal dashboard reporting, the project intake and prioritization process, and staff engagement initiatives, including Real Talk Walks and employee recognition programs.

Airport leadership from each department provided the Airport Commission with a comprehensive overview of strategic planning efforts within their respective areas, including progress on organizational restructuring, implementation of the Strategic Plan and Flightpath tracking framework, key marketing and air service development initiatives, and the development and rollout of the Airport Guest Experience Plan. Airport leadership also outlined upcoming priorities, staffing needs, technology and accessibility improvements, and next steps for program implementation.

Dialogue occurred throughout the presentation among Airport staff, Commissioners, and consultants. As a result, the Airport Commission provided the following requests:

1. The Commission directed the Deputy Director of Aviation, Marketing and Air Service, Meier, to provide quarterly Marketing Committee updates to the Commission.
2. The Commission recommended that staff explore the inclusion of Commissioner participation and flight crew perspectives in the Guest Experience Council.
3. The Commission recommended that a Commissioner be added to the Guest Experience Council.
4. The Commission requested that the results of the employee feedback survey be shared with the Commission.
5. The Commission requested that the advertising presentation be shared with the Commission.

8. **COMMISSIONERS REQUESTS AND REPORTS:** None

9. **ADJOURNMENT:**

The Airport Commission adjourned at 2:02 P.M. to the Regular Meeting on January 21, 2026, at 4:00 P.M.



Tanya Perez
Administrative Specialist

APPROVED BY AIRPORT COMMISSION: 1/21/26