



**OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING
WEDNESDAY, MAY 14, 2025 AT 9 AM
OKLAHOMA DEPARTMENT OF TRANSPORTATION
FIRST FLOOR COMMISSION ROOM
200 NE 21ST STREET, OKLAHOMA CITY, OK**

NOTE: The Oklahoma Aerospace and Aeronautics Commission may discuss, vote to approve, vote to disapprove, vote to table, decide not to discuss, or change the order of any item on the agenda. Any conflicts of interest must be disclosed prior to discussion, and the conflicted Commissioner must recuse from all discussion and votes pertaining to that item."

MINUTES

1. ANNOUNCEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT, FILING OF MEETING NOTICE, AND POSTING OF THE AGENDA — Chairman Blake Raney

Pursuant to the Oklahoma Open Meeting Act, this meeting shall be held at the Oklahoma Department of Transportation (ODOT) First Floor Commission Room, 200 NE 21st Street in Oklahoma City, Oklahoma.

The Oklahoma Aerospace and Aeronautics Commission Meeting is open to the general public, but it is also available to watch through the link listed below:

To watch:

Public access meeting link: <https://video.ibm.com/channel/CKEfwtDGHZ>

Make sure the volume on your PC (or other device) and the Ustream volume are turned up.

The meeting will be electronically recorded, and audio livestreamed from 200 NE 21st St., Oklahoma City, Oklahoma 73105.

Public Access to complete Commission Packet: <https://oklahoma.gov/aerospace>

2. CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT — Chairman Raney and Antonja Sotherland, Executive Assistant to Executive Director Grayson Ardies

Antonja Sotherland called roll and recorded the following Commissioners present and absent:

Present

Jerry Hunter	Commissioner (At-Large)
Lindy Ritz	Commissioner (District 4)
Blake Raney	Vice Chair (District 5)
Charles Ortega	Chairman (District 3)
Jim Putnam	Commissioner (At-Large)
Kevin Potter	Secretary (District 2)

Absent

Seth Phillips

Commissioner (District 1)

The meeting was called to order at 9:00 a.m. with 6 of 7 Commissioners present.

3. APPROVAL OF THE MINUTES OF THE OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING ON MARCH 12, 2025 – Chairman Raney

Commissioner Ritz made a motion to approve the minutes as presented. Commissioner Ortega seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz

Nays -

Abstain - Commissioner Potter
 Commissioner Putnam

The motion carried 4-0.

4. APPROVAL TO FILL POSITION – Director Ardies

The Commission will consider approval to fill a new Grants Coordinator position within the Airports Division.

Commissioner Ritz made a motion to approve the new position as presented. Commissioner Putnam seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

5. FINANCIAL REPORT — Chris Wadsworth

The Commission will be briefed on current financial figures.

The Commission was briefed on current financial figures.

6. LEGISLATIVE, CONGRESSIONAL AND REGULATORY UPDATE — Director Ardies

The Commission was briefed on legislation and public policy issues concerning airports, aviation and aerospace and Commission legislative initiatives for the 2025 Legislative session.

7. AIRPORT CONSTRUCTION GRANT PROGRAM CHANGE ORDERS – Michelle Bouziden, Senior Projects, and Grants Manager

Any Commissioner may request that any or all of these items be considered individually.

A. The Commission was briefed on an amendment to state grant CHK-24H-S to construct (2) 75' x 75' box hangars at **Chickasha Municipal Airport**. The amendment was necessary for the utility provider to extend power to the new hangars. Additionally, insulation was placed on the walls rather than just the roof which added an additional cost. The final added cost will be \$22,058.67 and will be funded with \$8,823.47 of state grant funds and \$13,235.20 of sponsor matching funds.

Information Only

B. The Commission was asked to consider approving an amendment to state grant ADH-25-FS to rehabilitate the runway at **Ada Regional Airport**. The change order was necessary due to the condition of the pavement and additional milling required before the overlay as well as additional inspection services. The estimated additional cost will be \$202,731.73 and will be funded with \$182,458 of federal grant funds, \$10,136 of state grant funds and \$10,138 of sponsor matching funds.

C. The Commission was asked to consider approving an amendment to state grant WWR-25D-PREP for utilities to support the new terminal and hangar development at **West Woodward Regional Airport**. The change order was necessary for the utility provider to bring service to the new south development area of the airport, as well as tap the water line and relocate the water meter to accommodate the entrance of the water line in the hangar office. The estimated additional cost will be \$25,292.56 and will be funded with \$25,292.56 of PREP funds.

Commissioner Putnam made a motion to approve the Airport Construction Grant Program Change Orders, Items B and C. Commissioner Ortega seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

8. AIRPORT CONSTRUCTION GRANT PROGRAM CONSENT DOCKET – Michelle Bouziden

Any Commissioner may request that any or all of these items be considered individually.

A. Commission was asked to consider approving a state grant for a project that is currently identified in the Department's approved Airport Construction Program at **Hinton Municipal Airport**. The project will construct a row of 5 consecutive 45'x41' box hangars and apron. Based on bids, the total project cost is \$992,058.05 and will be funded with \$545,632 of federal grant funds, \$396,823 of state grant funds and

\$49,603.05 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

- B.** The Commission was asked to consider approving a state grant for a project that is currently identified in the Department's approved Airport Construction Program at **The University of Oklahoma's Max Westheimer Airport (Norman)**. The project consists of an environmental assessment and design for the airfield optimization project. The total project cost is \$2,142,170.19 and will be funded with \$2,035,061 of federal grant funds, \$53,554.59 of state grant funds, and \$53,554.60 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

Commissioner Ritz made a motion to approve the Airport Construction Grant Program Consent Docket. Commissioner Putnam seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

9. AIRPORT PROJECT CONSULTANT APPROVALS – Michelle Bouziden

Any Commissioner may request that any or all of these items be considered individually.

- A.** The Commission was asked to consider approving an amendment to a contract for a single task order agreement as part of the Department's acting as agent role for the City of Pauls Valley for a project that is currently identified in the Department's approved Airport Construction Program at **Pauls Valley Municipal Airport**. The project consists of a rehabilitation and partial reconstruction of runway 17/35. The additional scope includes survey for the mid-field connector, the west side of the runway within the RSA and the PAPIs on the north end. Based on estimates, the additional design scope is \$30,900 and will be funded with \$27,540 of federal grant funds, \$1,530 of state funds, and \$1,530 of sponsor matching funds.
- B.** The Commission was asked to consider approving a contract as part of the Department's acting as agent role for the City of Anadarko for design costs for a project that is currently identified in the Department's approved Airport Construction Program at **Anadarko Municipal Airport**. The project will consist of a crack seal and seal coat of the runway, apron, and connector taxiway pavement. The estimated cost of the design phase of the project is \$43,050 and will be funded with \$40,897.50 of state grant funds and \$2,152.50 of sponsor matching funds.

Commissioner Potter made a motion to approve the Airport Project Consultant contracts. Commissioner Hunter seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney

Commissioner Ritz
Commissioner Potter
Commissioner Putnam

Nays -

The motion carried 6-0.

10. ON-DEMAND AIRPORT CONSULTING CONTRACT APPROVAL CONSENT DOCKET – Michelle Bouziden

Any Commissioner may request that any or all of these items be considered individually.

A. The Commission was asked to consider authorizing staff to enter into contracts for on-demand services for design phase, plans and specifications review, and other engineering or planning activities related to developing a project from the concept phase up until the bidding phase. Services to be considered for approval and their associated not-to-exceed limits which are to be funded with state funds from ODAA are as follows:

- i. Huitt-Zollars – Plans and specifications review - \$75,000
- ii. KSA – Plans and specifications review - \$75,000
- iii. Lochner – Plans and specifications review - \$75,000

B. The Commission was asked to consider authorizing staff to enter into or amend contracts for on-demand services for construction management, inspection, bid review, and project closeout support associated with projects from bidding phase until final completion and closeout. Services to be considered for approval and their associated not-to-exceed limits which are to be funded with state funds from ODAA are as follows:

- i. Garver – Construction management, inspection, and bid review - \$75,000
- ii. Huitt-Zollars – Construction management, inspection, and bid review - \$75,000
- iii. Parkhill – Construction management, inspection, and bid review - \$75,000
- iv. Lochner - Construction management, inspection, and bid review - \$75,000 (contract amendment)

Commissioner Putnam made a motion to approve the On Demand Airport Consulting contracts. Commissioner Potter seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
Commissioner Ortega
Chairman Raney
Commissioner Ritz
Commissioner Potter
Commissioner Putnam

Nays -

The motion carried 6-0.

11. ACTING AS AGENT APPROVAL – Michelle Bouziden

The Commission was asked to consider approving staff to act as agent for the City of Shawnee and supporting their infrastructure investment plans for the **Shawnee Regional**

Airport. The next two acting as agent projects consist of the construction for a new t-hangar taxilane and rehabilitation of the existing taxilane/apron and construction of phase one for a taxiway to support their new Southeast development area. Final project costs will be provided for final approval when bids are received

Commissioner Ortega made a motion to approve acting as agent for the City of Shawnee. Commissioner Ritz seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

12. CLINTON-SHERMAN CONTRACT APPROVALS – Michelle Bouziden

The Commission was asked to consider authorizing staff to enter into contracts for the construction of the third phase of a pavement rehabilitation project that is currently identified in the Department's approved Airport Construction Program at **Clinton Sherman Airport (Burns Flat)**. The projects consist of pavement rehabilitation for Taxiway A North and the GA apron. Based on bids the total project cost is \$3,133,485 and will be funded with \$3,133,485 of OSIDA's PREP funds. Total project cost includes \$2,797,085 of construction costs and \$336,400 of construction administration and inspection costs.

Commissioner Potter made a motion to approve entering into a contract for Clinton-Sherman Airport. Commissioner Putnam seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

13. FY 2026-2030 FIVE-YEAR AIRPORT CONSTRUCTION PROGRAM – Thomas Galloway, Aviation Program Manager

The Commission will be briefed on any proposed amendments to the FY 2026 – 2030 Airport Construction Program since the March meeting and will consider approving the FY 2026 – 2030 ACP.

Commissioner Putnam made a motion to approve the FY 2026-2030 Five Year Airport Construction Program. Commissioner Ritz seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

14. PROGRESSING RURAL ECONOMIC PROSPERITY (PREP) FUND UPDATE – Director Ardies

The Commission will be briefed on PREP funds allocated for certain infrastructure projects at Oklahoma airports.

Information Only

15. UNMANNED AIRCRAFT SYSTEMS CONTRACT AWARD – Director Ardies

The Commission will consider approving phase 2 of the contract with Vigilant Aerospace Systems, Inc. for radar infrastructure and airspace management systems at the Clinton-Sherman Airport and surrounding areas to help establish BVLOS operations. The contract will be awarded through statewide contract #1027. The project cost of phase 2 will be \$1,748,576 and will be funded with state funds.

Commissioner Putnam made a motion to approve phase 2 of the contract with Vigilant Aerospace Systems. Commissioner Potter seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

16. UNMANNED AIRCRAFT SYSTEMS INFRASTRUCTURE INVESTMENT PROGRAM – Director Ardies

The Commission will consider approving phase 1 of the partnership with the Oklahoma National Guard to support their investment in the development of a UAS test site at Camp Gruber. The first phase of the project will consist of dirt work, concrete foundations, roads, and utilities with a cost of \$1,413,000.

Commissioner Ritz made a motion to approve phase 1 of the contract with the Oklahoma National Guard for UAS investments at Camp Gruber. Commissioner Putnam seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

17. AEROSPACE & AVIATION EDUCATION PROGRAM UPDATE – Paula Kedy, Statewide Aerospace STEM Education Manager

- A.** ATC Planning Meeting with the Mike Monroney Aeronautical Center – April 10
- B.** “Fly Forward: Drone Search and Rescue” teacher training at OSU – April 15
- C.** School visits: William Bradford Christian School, Shawnee Public School, Hilldale Public School, John Marshall High School (OKCPS), Emerson South High School (OKCPS), Tahlequah Public School, Vinita Public School, Sulphur Public School
- D.** AOPA Summer Teacher Training and Banquet
- E.** Northern Oklahoma Student Aero Day in Enid – April 24
- F.** Classroom Laboratory Improvement Grant Ribbon Cuttings
 - Wyandotte High School – April 10
 - Ada High School – May 7

Information Only

18. AEROSPACE EDUCATION CLASSROOM GRANT PROGRAM CONSENT DOCKET – Stephanie Holt-Lucas, Aerospace Education Coordinator

Any Commissioner may request that any or all of these items be considered individually. The Commission was asked to consider approving grant applications from sixteen schools for the development and/or improvement of classroom laboratories for teaching aerospace and aviation programs.

- A.** Blackwell - \$18,000
- B.** Bristow - \$40,000
- C.** Broken Bow - \$60,000
- D.** Enid - \$65,000
- E.** Guthrie - \$40,000
- F.** Hilldale - \$22,000
- G.** Hugo - \$20,000
- H.** Lawton - \$14,000
- I.** Miami - \$12,100
- J.** Mid-Dell Technology Center - \$20,000
- K.** Mounds - \$40,000
- L.** Pawhuska - \$15,000
- M.** Perry - \$14,000
- N.** Rejoice Christian School - \$50,000
- O.** Silo - \$20,000
- P.** Wilson - \$18,000

Commissioner Putnam made a motion to approve Aerospace Education Classroom Grant Program Consent Docket. Commissioner Potter seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

19. SPONSORSHIP AND MEMBERSHIP CONSENT DOCKET – Sandra Shelton

A. OKLAHOMA AEROSPACE FORUM SPONSORSHIP

The Commission was asked to consider approving a \$4,500 sponsorship for the 2025 Oklahoma Aerospace Forum scheduled for November 5, 2025, at the Oklahoma City Convention Center.

B. Greater Oklahoma City Chamber of Commerce

The Commission was asked to consider approving a \$5,000 renewal membership for the Greater Oklahoma City Chamber of Commerce.

Commissioner Ritz made a motion to approve the Sponsorships and Memberships Consent Docket. Commissioner Potter seconded the motion. Chairman Raney called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ortega
 Chairman Raney
 Commissioner Ritz
 Commissioner Potter
 Commissioner Putnam

Nays -

The motion carried 6-0.

20. REVIEW OF AEROSPACE CONFERENCES AND TRADESHOWS – Director Ardies and Sandra Shelton

A. Space Symposium – April 7-10

B. MRO Americas – April 7-10

Information Only

21. AEROSPACE WEEK AND AERO DAY OVERVIEW – Sandra Shelton

The Commission will be briefed about the 2025 Aerospace Week and Aero Day at the Capitol events that were held March 31 - April 1 in Oklahoma City.

Information Only

22. REVIEW OF AEROSPACE EVENTS AND ACTIVITIES – Director Ardies

- A. Westheimer Tower Groundbreaking and Hangar Ribbon Cutting – March 28
- B. El Reno Groundbreaking – May 9

Information Only

23. PREVIEW OF UPCOMING AVIATION AND AEROSPACE EVENTS – Sandra Shelton

The Commission will be briefed on upcoming events.

Information Only

24. DIRECTORS REPORT – Director Ardies

- A. OAOA Annual Conference – March 30-April 1
- B. Retirement Reception Honoring Dr. Jeanie Webb – April 2
- C. Greater Oklahoma City Chamber Leadership Summit – April 17
- D. El Reno Now – Breakfast and Community Meeting – April 24
- E. SCC-AAAE Annual Conference – April 28
- F. VIP Emerging Aerospace Symposium & Dinner – May 6
- G. Staff tour of Stafford Air and Space Museum – May 9
- H. State of the Base Tinker AFB – May 12

Information Only

25. CONCLUDING REMARKS REGARDING AGENDA ITEMS — Director Ardies and Commissioners

26. ANNOUNCEMENT OF NEXT MEETING — Chairman Raney

The Commission will announce the date, time, and place for the next Commission meeting.

27. NEW BUSINESS (“any matter not known about, or which could not be reasonably foreseen 24 hours before the meeting”)

28. ADJOURNMENT

This notice was posted prominently and publicly at the principal offices of the Oklahoma Department of Aerospace and Aeronautics at 110 N. Robinson, Suite 200, Oklahoma City, Oklahoma 73102, the Oklahoma Department of Transportation at 200 NE 21st Street, Oklahoma City, Oklahoma 73105, and the Oklahoma Department of Aerospace and Aeronautics website at 8:30 a.m. Tuesday May 13, 2025.

Chris Wadsworth, Chief of Staff

03.11.2025 8:20 AM