



OKLAHOMA Aerospace & Aeronautics

**OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING
WEDNESDAY, JULY 10, 2024, AT 10 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 Charles Ortega and Chris Wadsworth, Chief of Staff

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/CKEfwftDGHz>

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 Charles Ortega and Antonja Ceballos, Executive Assistant to the Executive Director

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

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

Absent Seth Phillips Commissioner (District 1)

The meeting was called to order at 10:00 a.m. with 6 of 7 Commissioners present.

3. APPROVAL OF THE MINUTES OF THE OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING ON JULY 10, 2024 — Chairman Ortega

Action Required

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

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

4. LEGISLATIVE, CONGRESSIONAL AND REGULATORY UPDATE — Director Ardies, Executive Director

The Commission was briefed on legislation and public policy issues concerning airports, aviation and aerospace and Commission legislative initiatives for the 2024 Legislative session.

Information Only

5. FINANCIAL REPORT — Chris Wadsworth, Chief of Staff

The Commission was briefed on current financial figures.

Mr. Wadsworth briefed the Commission on current financial figures and detailed the fiscal year 2025 budget.

Information Only

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

The Commission was briefed on the following:

- A. School Visits: Okmulgee Public Schools, Wilson Public Schools, Holdenville Public Schools
- B. Events & Higher Education Visits
 - CCOSA Oklahoma School Administrators' Conference: June 12-14
 - MetroTech Aviation Campus Open House: June 20
 - Chickasaw Nation Summer School – Bessie Coleman Program: June 24
 - NATA Conference: June 25
 - Embry Riddle Oklahoma City Visit: July 1

- C. AOPA Pathway Success Report
- D. Aviation Education Grant Program Update

Information only.

7. OKLAHOMA AEROSPACE EDUCATION TRAINING SUMMIT – Paula Kedy

The commission was briefed on the annual AOPA teacher training that the agency hosted at OSU-Tulsa on June 3-6, 2024. Commissioners asked questions on attendance and what the program entailed.

8. FIVE-YEAR AIRPORT CONSTRUCTION PROGRAM – Nick Young, Airports Division Manager

Action Required

The Commission was asked to consider approving an amendment to the five-year Airport Construction Program (ACP) to add or modify projects at the following airports.

- A. Purcell Municipal Airport – Runway Rehabilitation
- B. South Grand Lake Regional – Terminal Building and Hangar
- C. Stroud Municipal – Runway Extension & Improvements

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

- Ayes -
- Blake Raney
 - Jim Putnam
 - Jerry Hunter
 - Kevin Potter
 - Charles Ortega
 - Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

9. AIRPORT CONSTRUCTION GRANT PROGRAM CONSENT DOCKET — Nick Young

Action Required

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

- A. The Commission was asked to consider approving a state grant for a project that is currently identified in the Commission’s approved Airport Construction Program at **Chattanooga Sky Harbor Airport**. The project consists of reconstruction of the apron and connector taxiway. Based on bids, the total project cost is \$1,001,120 and will be funded with \$951,064 of state grant funds and \$50,056 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 Commission’s approved Airport Construction Program at **Elk City Regional Business Airport**. The project consists of constructing taxilanes. Based on bids, the total project cost is \$1,115,539.75 and will be funded with \$305,722.00 of federal grant funds, \$754,040.00 of state grant funds and \$55,777.75

of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

- C. The Commission was asked to consider approving a state grant for a project that is currently identified in the Commission's approved Airport Construction Program at **Stillwater Regional Airport**. The project consists of constructing a new terminal building. Based on bids, the total project cost is \$18,822,298 and will be funded with \$13,322,247 of federal grant funds, \$1,000,000 of state grant funds and \$4,500,052 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

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

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

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

Action Required

- A. The Commission was asked to consider approving an amendment to state grant ELK-24B-S for the utility work for the new terminal building and hangar projects at **Elk City Regional Business Airport**. The change order was necessary since the proposed water lines had to be extended further than previously known to tie into the existing water lines, a manhole replaced, fire hydrant extended, and an extra service and meter installed. The estimated additional cost will be \$28,791.20 and will be funded with \$27,351.64 of state grant funds and \$1,439.56 of sponsor matching funds.

Commissioner Ritz made a motion to approve the Airport Construction Grant Program Change Order. Commissioner Potter seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

- B.** The Commission was briefed on an amendment to state grant SRE-24-FS for Phase 1 of the parallel taxiway realignment at **Seminole Municipal Airport**. The change is necessary to stabilize the subsoil and prevent the soil from mixing with the unstable materials. The estimated additional cost will be \$159,000 and will be funded with \$143,100 of federal grant funds, \$7,950 of state grant funds and \$7,950 of sponsor matching funds.

Information Only

11. AIRPORT PROJECT CONSULTANT APPROVAL CONSENT DOCKET – Nick Young

Action Required

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

- A.** The Commission was asked to consider approving staff to enter into a contract for a single task order agreement for engineering, planning, and other services as part of the Department's acting as agent role for the City of Stroud and supporting their infrastructure investment plans for the **Stroud Municipal Airport**. The project consists of design for the runway extension, widening, rehabilitation, and electrical improvement project. The total cost of the agreement is \$647,000 and is anticipated to be funded with \$415,900 of FAA funds and \$231,100 of state funds.
- B.** The Commission was asked to consider approving staff to enter into a contract for a single task order agreement for engineering, planning, and other services as part of the Department's acting as agent role for the City of Ketchum and supporting their infrastructure investment plans for the **South Grand Lake Regional Airport**. The project consists of design for the terminal building and large box hangar project. The total cost of the agreement is \$461,150 and is anticipated to be funded with \$461,150 of state funds.

Commissioner Putnam made a motion to approve the Airport Project Consultant Approval Consent Docket. Commissioner Ritz seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

12. PROGRESSING RURAL ECONOMIC PROSPERITY (PREP) FUND PROJECT CONSENT DOCKET – Director Ardies

Action Required

- A.** The Commission was asked to consider approving an amendment to state grant ADM-24A-PREP for the design phase of the sanitary sewer, roadway, and parking facility on the south side of the airport at **Ardmore Municipal Airport**. The amendment will include design of a sidewalk, curb and gutter, Subsurface Utility

Engineering Investigation for a gas line and additional environmental needs. The estimated additional cost will be \$65,900 and will be funded with \$65,900 of PREP funds. (PREP)

- B. The Commission was asked to consider approving an amendment to state grant WWR-24-PREP for the design of the utilities and access road development, MRO/business style hangar, taxiways for a new development area on the south part of the airport, runway and taxiway extension, construction and/or acquisition of a new general-use hangar facility for general aviation aircraft, and the reconstruction of the south portion of the asphalt apron at **West Woodward Airport**. The amendment will add an AGIS Obstruction Survey which is required for the runway extension. The estimated additional cost will be \$130,000 and will be funded with \$130,000 of PREP funds. (PREP)
- C. The Commission was asked to consider approving a grant for a project that is currently identified in the Commission's approved Airport Construction Program at **West Woodward Airport**. The project consists of constructing a new Terminal Building and associated parking lot. Based on bids, the total project cost is \$3,709,643 and will be funded with \$3,709,643 of PREP funds. An approval is contingent upon the Commission receiving an acceptable grant application.
- D. The Commission was asked to consider approving a grant for a project that is currently identified in the Commission's approved Airport Construction Program at **West Woodward Airport**. The project consists of constructing a new Large Box Hangar and associated parking improvements. Based on bids, the total project cost is \$4,321,488 and will be funded with \$4,321,488 of PREP funds. An approval is contingent upon the Commission receiving an acceptable grant application.
- E. The Commission was asked to consider approving a grant for a project that is currently identified in the Commission's approved Airport Construction Program at **West Woodward Airport**. The project consists of constructing a new Taxiway and access road. Based on bids, the total project cost is \$2,445,606 and will be funded with \$2,445,606 of PREP funds. An approval is contingent upon the Commission receiving an acceptable grant application.
- F. The Commission was asked to consider approving a grant for a project that is currently identified in the Commission's approved Airport Construction Program at **West Woodward Airport**. The project consists of constructing utility improvements to support the new terminal and hangar areas. Based on bids, the total project cost is \$579,884 and will be funded with \$579,884 of PREP funds. An approval is contingent upon the Commission receiving an acceptable grant application.

Commissioner Potter made a motion to approve the Progressing Rural Economic Prosperity (PREP) Fund Project Consent Docket. Commissioner Putnam seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

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

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

Information Only.

14. ON-DEMAND SERVICES FOR STATEWIDE UAS/AAM INTREGRATION – Director Ardies

Action Required

The Commission was asked to consider approving staff to enter into an agreement with MITRE Corporation for on-demand and support services up to \$250,000 to assist the agency with implementing the advanced air mobility strategic plan and statewide investment in UAS/AAM infrastructure.

Commissioner Putnam made a motion to approve the On-Demand Services for UAS/AAM Integration. Commissioner Ritz seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

15. PARTNERSHIP WITH THUNDERBIRD DRONE FESTIVAL – Director Ardies

Action Required

The Commission was asked to consider approving a \$10,000 in-kind sponsorship of the 2024 Thunderbird Drone Festival, to be held October 3-5, 2024, in Oklahoma City.

Commissioner Raney made a motion to approve the Partnership with Thunderbird Drone Festival. Commissioner Putnam seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Blake Raney
Jim Putnam
Jerry Hunter
Kevin Potter
Charles Ortega
Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

16. EMERGENCY RULES – Michelle Bouziden

Action Required

The Commission was asked to consider adopting emergency rules related to Airport Construction and Aerospace and Aviation Education to address funding and other program requirements implemented by items passed during the 2024 Legislative Session.

Commissioner Potter made a motion to approve the Emergency Rules. Commissioner Raney seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Blake Raney
 Jim Putnam
 Jerry Hunter
 Kevin Potter
 Charles Ortega
 Lindy Ritz

Nays -

Abstain -

The motion carried 6-0.

17. REVIEW OF UPCOMING AVIATION AND AEROSPACE EVENTS — Katelyn Wade, Marketing and Outreach Coordinator

The Commission was briefed on upcoming Aviation and Aerospace events that the Department will take part in.

Information Only.

18. DIRECTOR'S REPORT— Director Ardies

- A.** Visit to Flight Safety in Tulsa – March 14, 2024
- B.** 59th Legislative Aero Caucus – March 26, 2024
- C.** Chickasha Rotary Lunch – April 4, 2024
- D.** Tulsa UAS/AAM Blue Ribbon Commission – April 22, and May 22, 2024

Information Only

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

20. ANNOUNCEMENT OF NEXT MEETING — Chairman Charles Ortega

Chairman Ortega announced that the next meeting will be at 10:00 a.m. on Wednesday, August 7, 2024, at the Oklahoma Department of Transportation First Floor Commission Room, 200

Northeast 21st Street in Oklahoma City.

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

No new business.

22. ADJOURNMENT

Chairman Ortega requested a motion to adjourn. Commissioner Putnam made a motion to adjourn. Commissioner Phillips seconded. Vice Chairman Raney declared the meeting adjourned at __11:30am____.