



**OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING
WEDNESDAY, DECEMBER 11, 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.”

AGENDA

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 Ortega and Antonja Ceballos, Executive Assistant to Executive Director Grayson Ardies

Action Required

3. APPROVAL OF THE MINUTES OF THE OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING ON OCTOBER 9, 2024 – Chairman Ortega

Action Required

4. INTRODUCTION OF NEW STAFF MEMBER – Grayson Ardies, Executive Director

The Commission will be informed of the Department’s new Aviation Program Manager, Nancy Chaney, who started with the Department on December 2, 2024.

Information Only

5. ELECTION OF OFFICERS FOR CALENDAR YEAR 2025 – Chairman Ortega

The Commission will select a new chairman, vice chairman, and secretary who will serve during calendar year 2025.

Action Required

6. FINANCIAL REPORT — Chris Wadsworth

The Commission will be briefed on current financial figures.

Information Only

7. LEGISLATIVE, CONGRESSIONAL AND REGULATORY UPDATE — Director Ardies and Sandra Shelton, Director of Government Affairs, Industry Development, and Communications

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

Information Only

B. The Commission will consider approving additional legislative initiatives for the 2025 Legislative session:

- Updates to engine test cell program.
- Engineering tax credits for aerospace renewal.

Action Required

8. AIRPORT CONSTRUCTION GRANT PROGRAM CHANGE ORDER – Michelle Bouziden, Senior Projects and Grants Manager

A. The Commission will be briefed on an amendment to grant 90F-23-S to install a self-service fuel system at **Broken Bow Municipal Airport**. The amendment will allow for additional work due to the removal of unsuitable soil and the addition of an SPCC plan. Funding will be moved from field survey to construction and grant administration. The additional cost will be \$12,280.25 and will be funded with \$ 6,140.12 of state grant funds and \$6,140.13 of sponsor matching funds.

Information Only

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

A. The Commission will consider approving an amendment to the five-year Airport Construction Program (ACP) to add a project for the **Alva Regional Airport**. The project will include the construction of a 120' x 100' hangar. The total project cost is estimated at \$1,600,000 and will be funded with \$594,060 of federal grant funds, \$640,000 of state grant funds and \$365,940 of sponsor matching funds.

B. The Commission will consider approving an amendment to the five-year Airport Construction Program (ACP) to add a project for the **Claremore Regional Airport**. The project will include the purchase of a 3,000-gallon Jet-A Fuel Truck. The total project cost is estimated at \$304,790 and will be funded with \$152,395 of state grant funds and \$152,395 of sponsor matching funds.

C. The Commission will consider approving an amendment to the five-year Airport Construction Program (ACP) to add a project for the **Tulsa International Airport**. The

project will be the construction of a plane spotting and viewing area near the terminal to include educational elements, signage, and playground equipment. The total project cost is estimated at \$750,000 and will be funded with \$100,000 of state funds and \$650,000 of sponsor matching funds.

Action Required

10. AIRPORT CONSTRUCTION GRANT PROGRAM CONSENT DOCKET – Nick Young, Airports Division Manager

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

- A. The Commission will consider approving a state grant for a project that is currently identified in the Department's approved Airport Construction Program at **Broken Bow Municipal Airport**. The project consists of rehabilitating Runway 17/35. Based on bids, the total project cost is \$1,268,300 and will be funded with \$1,204,885 of state grant funds and \$63,415 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.
- B. The Commission will consider approving a state grant that is currently identified in the Department's approved Airport Construction Program at **Claremore Regional Airport**. The project will include the purchase of a 3,000-gallon Jet-A Fuel Truck. The total project cost is estimated at \$304,790 and will be funded with \$152,395 of state grant funds and \$152,395 of sponsor matching funds.
- C. The Commission will consider approving design costs for a project that is currently identified in the Commission's approved Airport Construction Program at **Okmulgee Regional Airport**. The project consists of rehabilitating the lighting and signage for runway 18/36. The estimated cost of the design phase of the project is \$41,500 and will be funded with \$39,425 of state grant funds and \$2,075 of sponsor matching funds.
- D. The Commission will consider approving design costs for a project that is currently identified in the Commission's approved Airport Construction Program at **Prague Municipal Airport**. The project consists of a crack seal and seal coat of runway 17/35. The estimated cost of the design phase is \$56,000 and will be funded with \$53,200 of state grant funds and \$2,800 of sponsor matching funds.
- E. The Commission will 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 constructing a new air traffic control tower. Based on bids the total project cost is \$14,871,118.92 and will be funded with \$14,258,208.50 of federal grant funds, \$306,455.21 of state grant funds, and \$306,455.21 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

Action Required

11. AIRPORT PROJECT CONSULTANT APPROVAL CONSENT DOCKET – Nick Young

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

- A. The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department's acting as agent role for **Carlton Landing Field Airport**. The project consists of the design phase for the installation of a partial perimeter fence on the west side of the airport to deter wildlife around the runway. The total cost of the agreement for the design phase of the project is \$45,200 and will be funded with \$45,200 of state funds.
- B. The Commission will consider approving staff to enter into 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. Based on estimates, the design phase is \$582,900 and will be funded with \$524,610 of federal grant funds, \$29,145 of state funds, and \$29,145 of sponsor matching funds.

- C. The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department's acting as agent role for the City of Shawnee and supporting their infrastructure investment plans for the **Shawnee Regional Airport**. The project consists of the design phase for taxiway to support their new Southeast development area. The total cost of the agreement for the design phase of the project is \$312,600 and will be funded with \$296,970 of state funds and \$15,630 of sponsor matching funds.
- D. The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department's acting as agent role for the City of Shawnee and supporting their infrastructure investment plans for the **Shawnee Regional Airport**. The project consists of the design phase for two (2) 10-unit T-hangar buildings. The total cost of the agreement for the design phase of the project is \$121,500 and will be funded with \$115,425 of state funds and \$6,075 of sponsor matching funds.
- E. The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department's acting as agent role for the City of Shawnee and supporting their infrastructure investment plans for the **Shawnee Regional Airport**. The project consists of the design phase for rehabilitation of the existing main taxilane and construction of a new T-hangar taxilane. The total cost of the agreement for the design phase of the project is \$225,700 and will be funded with \$214,415 of state funds and \$11,285 of sponsor matching funds.
- F. The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department's acting as agent role for the City of Sallisaw and supporting their infrastructure investment plans for the **Sallisaw Municipal Airport**. The project consists of the design phase for the rehabilitation of runway 17/35. The total cost of the agreement for the design phase of the project is \$181,700 and will be funded with \$163,530 of FAA grant funds, \$9,085 of state funds and \$9,085 of sponsor matching funds.

Action Required

12. CLINTON-SHERMAN CONTRACT APPROVAL CONSENT DOCKET – Nick Young

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

- A. The Commission will consider authorizing staff to enter into contracts for the construction of the second 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 the remaining portions of Runway 17R/35L. Based on bids the total project cost is \$3,195,874 and will be funded with \$3,195,874 of OSIDA's PREP funds. Total project cost includes \$2,899,974 of construction costs and \$295,900 of construction administration and inspection costs.
- B. The Commission will consider authorizing staff to enter into contracts for the construction of the runway lighting and signage rehabilitation project that is currently identified in the Department's approved Airport Construction Program at **Clinton Sherman Airport (Burns Flat)**. The projects consist of updating all lighting and signage for Runway 17R/35L. Based on bids the total project cost is \$2,650,598 and will be funded with \$2,650,598 of OSIDA's PREP funds. Total project cost includes \$2,490,298 of construction costs and \$160,300 of construction administration and inspection costs.

Action Required

- 13. ON-DEMAND AIRPORT CONSULTANT CONTRACT CHANGE ORDER – Nick Young**
A. The Commission will consider authorizing staff to increase the current on-demand services contract with Huitt-Zollars for Independent Fee Estimates from \$20,000 to \$40,000.

Action Required

- 14. AIR SERVICE DEVELOPMENT GRANT PROGRAM – Director Ardies**
A. The Commission will consider approving a project for new commercial air service development at **Lawton-Fort Sill Regional Airport**. The grant award for this project will be used to conduct a catchment study to quantify capture and leakage to nearby airports. Lawton’s grant request amount is \$28,000 from the state and they have committed to \$7,000 in matching funds for a total project cost of \$35,000. An approval is contingent upon the Department receiving an acceptable final grant application.

Action Required

- 15. 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

- 16. UNMANNED AIRCRAFT SYSTEMS INFRASTRUCTURE INVESTMENT PROGRAM – Director Ardies**
The Commission will consider approving a partnership with the Oklahoma National Guard to support their investment in the development of a UAS test site at Camp Gruber for up to \$2.5M to be funded with state funds from the Department’s UAS/AAM infrastructure appropriations. The first phase of the project will be a master plan and site development study with a cost of \$88,786.

Action Required

- 17. AEROSPACE & AVIATION EDUCATION PROGRAM UPDATE – Paula Kedy, Statewide Aerospace STEM Education Manager**
A. Lt. Governor’s Workforce Development Tour/Collinsville - October 15, 2024
B. Oklahoma Aviation Academy Groundbreaking - October 23, 2024
C. Collaborative Meeting/OKC Public Schools and Rose State College - October 25, 2024
D. School Visits: Emerson South High School/OKCPS, Stringtown Public Schools, Sayre Public Schools, Clinton Public Schools, Davis Public Schools, Mosely Public Schools, Mounds Public Schools, Elk City Public Schools, Blair Public Schools, Bishop McGuinness High School, Tecumseh Public Schools
E. AOPA National High School Aviation STEM Symposium/Atlanta, GA - November 16-19, 2024

Information Only

18. BESSIE COLEMAN AVIATION ALL-STARS PROGRAM – Paula Kedy, Statewide Aerospace STEM Education Manager

The Commission will consider approval of a \$2,500 partnership with The Bessie Coleman After-School Aviation All-Star Program to implement an after-school aviation program for 5th and 6th grade students enrolled in the Ada Public Schools and McAlester Public Schools. Students enrolled in the program will learn about aviation careers and will participate in hands-on aviation projects that have been designed to create interest in aerospace and aviation.

Action Required

19. 2025 SPONSORSHIPS AND MEMBERSHIPS CONSENT DOCKET - Director Ardies and Sandra Shelton

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

A. Oklahoma Airport Operators Association

The Commission will consider renewing its annual membership in the Oklahoma Airport Operators Association for calendar year 2025 and serving as a sponsor for the OAOA Annual Conference to be held March 30 – April 2, 2025, in Monkey Island, Oklahoma. The cost is \$6,500.

B. Select Oklahoma

The Commission will consider approving a \$2,500 membership to Select Oklahoma for calendar year 2025.

C. Aero Oklahoma Day

The Commission will consider approving up to \$10,000 for sponsorship of Aero Oklahoma Day at the Capitol scheduled for April 2, 2025, from 9:30 a.m. – 2:00 p.m.

D. 2025 Oklahoma National Guard Launched Effects Symposium

The Commission will consider approving up to \$10,000 for sponsorship of the Oklahoma National Guard’s Launched Effects Symposium scheduled for January 21, 2025, in Oklahoma City, OK.

Action Required

20. PARTNERSHIPS WITH THE OKLAHOMA DEPARTMENT OF COMMERCE FOR 2025 CONFERENCES AND TRADE SHOWS CONSENT DOCKET – Director Ardies

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

A. VERTICAL ASSOCIATION INTERNATIONAL HELI-EXPO

The Commission will consider approving a \$5,000 partnership/sponsorship with the Oklahoma Department of Commerce for a state exhibit booth at the MRO Americas Conference, March 10-13, 2025, in Dallas, TX.

B. SPACE SYMPOSIUM

The Commission will consider approving a \$5,000 partnership/sponsorship with the Oklahoma Department of Commerce for a state exhibit booth at the Space Symposium Conference, April 7-10, 2025, in Colorado Springs, CO.

C. MRO AMERICAS CONFERENCE

The Commission will consider approving a \$5,000 partnership/sponsorship with the Oklahoma Department of Commerce for a state exhibit booth at the MRO Americas Conference, April 8 - 10, 2025, in Atlanta, GA.

D. ASSOCIATION FOR UNCREWED VEHICLE SYSTEMS INTERNATIONAL (AUVSI) XPONENTIAL

The Commission will consider approving a \$5,000 partnership/sponsorship with the Oklahoma Department of Commerce for a state exhibit booth at the AUVSI XPONENTIAL Conference & Expo, May 19 -22, 2025, in Houston, TX.

E. PARIS INTERNATIONAL AIRSHOW

The Commission will consider approving a \$10,000 partnership/sponsorship with the Oklahoma Department of Commerce and other Oklahoma-based companies and organizations for a state exhibit booth at the Paris International Airshow, June 16-22, 2025 in Paris, France.

F. EXPERIMENTAL AIRCRAFT ASSOCIATION (EAA) AIRVENTURE/OSHKOSH

The Commission will consider approving a \$5,000 partnership/sponsorship with the Oklahoma Department of Commerce for a state exhibit booth at the EAA AirVenture event in Oshkosh, WI, July 21-27, 2025.

G. NATIONAL BUSINESS AVIATION ASSOCIATION – BUSINESS AVIATION CONFERENCE & EXPO (NBAA-BACE)

The Commission will consider approving a \$5,000 partnership/sponsorship with the Oklahoma Department of Commerce for a state exhibit booth at the NBAA-BACE, Oct. 14 - 16, 2025, in Las Vegas, NV.

Action Required

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

- A. National Business Aviation Association Annual Conference – October 22-24
- B. Oklahoma Aerospace Forum – November 12

Information Only

22. REVIEW OF AEROSPACE EVENTS AND ACTIVITIES – Director Ardies, Chris Wadsworth, and Sandra Shelton

- A. Oklahoma Commanders Summit – October 24
- B. Enid-Woodring Groundbreaking – November 20

Information Only

23. Oklahoma Women in Aviation & Aerospace Day – Sandra Shelton, Katelyn Wade

The Commission will be briefed on this year's Women in Aviation and Aerospace Day event hosted at the 138th Fighter Wing in Tulsa on December 6th.

Information Only

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

The Commission will be briefed on upcoming events.

Information Only

25. DIRECTORS REPORT – Director Ardies

- A. AFMC CLP – Oct. 22-25
- B. NASAO Airports Committee Meeting – Nov. 8
- C. Shawnee City Commission Meeting – Nov. 18
- D. OK-MITRE Kickoff – Nov. 19
- E. Shawnee Airport Advisory Board Meeting – Nov. 20
- F. Meeting with Vigilant, MITRE and Kratos – Dec. 2
- G. State Chamber’s State of Business Forum – Dec. 10

Information Only

26. POSSIBLE EXECUTIVE SESSION PURSUANT TO 25 O.S. § 307(B)(4) AND CONSISTENT WITH 2005 OK AG 29, ¶13, FOR THE PURPOSE OF CONFIDENTIAL COMMUNICATIONS BETWEEN THE BOARD AND COUNSEL FROM THE OKLAHOMA OFFICE OF THE ATTORNEY GENERAL CONCERNING HUTCHINSON VS. STATE WHERE COUNSEL HAS DETERMINED THAT DISCLOSURE OF INFORMATION RELATED TO LITIGATION WILL SERIOUSLY IMPAIR THE ABILITY OF THE BOARD TO PROCESS OR CONDUCT LITIGATION IN THIS MATTER, PROVIDED THAT ANY ACTION TAKEN SHALL BE IN OPEN SESSION. – Chairman Ortega

- A. Vote to Convene in Executive Session

Action Required

- B. Vote to Acknowledge Return to Open Session

Action Required

- C. Vote on Any Action Regarding Subject of the Proposed Executive Session

Action Required if Necessary

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

28. ANNOUNCEMENT OF NEXT MEETING — Chairman Ortega

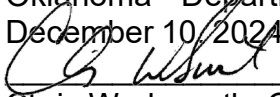
The Commission will announce the date, time, and place for the next Commission meeting.

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

30. 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 at 10:00 a.m. Wednesday, December 10, 2024, and the Oklahoma Department of Aerospace and Aeronautics website at 10:00 a.m. Wednesday, December 10, 2024.



Chris Wadsworth, Chief of Staff

12.10.2024 9:25 AM



OKLAHOMA Aerospace & Aeronautics

**OKLAHOMA AEROSPACE AND AERONAUTICS SPECIAL COMMISSION MEETING
WEDNESDAY, OCTOBER 9, 2024, AT 10:00 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.”

DRAFT 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

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2. CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT — Chairman Ortega and Antonja Ceballos, Executive Assistant to the Executive Director

Antonja Ceballos 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)
Seth Phillips	Commissioner (District 1)
Charles Ortega	Chairman (District 3)

Absent

Kevin Potter	Secretary (District 2)
Jim Putnam	Commissioner (At-Large)

The meeting was called to order at 10:00 a.m. with 5 of 7 Commissioners present.

3. APPROVAL OF THE MINUTES OF THE OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING ON OCTOBER 9, 2024 — Chairman Ortega

Action Required

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

Ayes - Commissioner Hunter
 Commissioner Ritz
 Commissioner Raney
 Commissioner Phillips
 Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0.

4. INTRODUCTION OF NEW STAFF MEMBER – Grayson Ardies, Executive Director

Information Only.

The Commission was informed of the Department’s new Airport Engineer, Katie Stachowiak, who started with the Department on August 15, 2024.

5. FINANCIAL REPORT — Chris Wadsworth

Information Only.

The Commission was briefed on current financial figures.

6. LEGISLATIVE, CONGRESSIONAL AND REGULATORY UPDATE — Director Ardies and Sandra Shelton, Director of Government Affairs, Industry Development, and Communications

Information Only.

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. 2025 LEGISLATIVE AGENDA – Director Ardies and Sandra Shelton

Action Required.

The Commission was briefed on items A-E and staff recommended approval.

- A. Standardization for statewide airport hangar fire suppression requirements.
- B. Standardization for statewide fuel system installation requirements.
- C. New aerospace industry incentives.
- D. 5-year Airport Construction Program.
- E. Emerging aviation technology and Advanced Air Mobility integration initiatives.

Commissioner Ritz made a motion to approve the 2025 Legislative Agenda as presented. Commissioner Hunter seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ritz
 Commissioner Raney
 Commissioner Phillips
 Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0.

8. NATIONAL ASSOCIATION OF STATE AVIATION OFFICIALS (NASAO) ANNUAL CONVENTION REPORT AND ANNUAL DUES – Director Ardies

Action Required.

The Commission briefed on the NASAO annual conference held in Pittsburgh, Pennsylvania September 7 – 11, 2024, and asked to consider approving up to \$ 11,750 for annual membership dues in the National Association for State Aviation Officials (NASAO) for Oct. 1, 2024, through Sept. 30, 2025.

Commissioner Raney made a motion to approve the National Association of State Aviation Officials (NASAO) Annual Convention Report and Annual Dues. Commissioner Phillips seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
 Commissioner Ritz
 Commissioner Raney
 Commissioner Phillips
 Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0.

9. AIRPORT CONSTRUCTION GRANT PROGRAM CONSENT DOCKET — Nick Young, Airports Division Manager

Action Required

The Commission was briefed on items A – C and heard from community members from the airports represented. Staff recommended approval of the Airport Construction Grant Program Consent Docket.

- A.** The Commission will consider approving a state grant for a project that is currently identified in the Commission’s approved Airport Construction Program at **Enid Woodring Regional Airport**. The project consists of constructing a taxiway. Based on bids, the total project cost is \$1,343,730 and will be funded with \$850,000 of federal grant funds, \$426,542.50 of state grant funds and \$67,187.50 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.
- B.** The Commission will consider approving a state grant for a project that is currently identified in the Commission’s approved Airport Construction Program at **Watonga Regional Airport**. The project consists of constructing a parallel taxiway and apron on the west side of the airport. Based on bids, the total project cost is \$1,536,812 and will be funded with \$776,230 of federal grant funds, \$683,741 of state grant funds and \$76,841 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.
- C.** The Commission will consider approving a state grant for a project that is currently identified in the Commission’s approved Airport Construction Program at **William R Pogue Airport (Sand Springs)**. The project consists of installing a Jet A fuel system. Based on bids, the total project cost is \$563,124.48 and will be funded with \$281,562 of state grant funds and \$281,562.48 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

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

Ayes - Commissioner Hunter
 Commissioner Phillips
 Commissioner Ritz
 Commissioner Raney
 Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0.

10. AIRPORT PROJECT CONSULTANT APPROVAL CONSENT DOCKET – Nick Young
Action Required.

The Commission was briefed on items A – D. Staff recommended approval of the Airport Project Consultant Approval Consent Docket.

- A.** The Commission will consider approving staff to enter into separate task order agreements for engineering, planning, and other services as part of the Department’s acting as agent role for the Oklahoma Space Industry Development Authority

(OSIDA) and supporting their infrastructure investment plans for the **Clinton-Sherman Airport**. The cost of the task orders will be funded with PREP funds from OSIDA.

- i. Parkhill – Update property map and existing terminal area plan and ALD - \$142,500
 - ii. Garver – Terminal Building Conceptual Design - \$33,500
- B.** The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department’s acting as agent role for the City of Atoka and supporting their infrastructure investment plans for the **Atoka Municipal Airport**. The project consists of an environmental assessment and land appraisal. The project will be funded with \$169,900 of state funds.
- C.** The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department’s acting as agent role for the City of Duncan and supporting their infrastructure investment plans for the **Halliburton Field Airport**. The project consists of a pavement section design. The project will be funded with \$29,000 of state funds.
- D.** The Commission will consider approving staff to enter into a contract for a single task order agreement as part of the Department’s acting as agent role for the City of Pawhuska and supporting their infrastructure investment plans for the **Pawhuska Municipal Airport**. The project consists of constructing a property survey for land acquisition, geotechnical investigation, and final design to construct the runway. The project will be funded with \$264,000 of state funds.

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

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

11. PROGRESSING RURAL ECONOMIC PROSPERITY (PREP) FUND PROJECT – Director Ardies

Action Required.

The Commission was briefed on the PREP Fund Project. Staff recommended approval of the Progressing Rural Economic Prosperity (PREP) Fund Project.

- A.** The Commission will consider approving a project for new commercial air service development at **OKC Will Rogers International Airport**. The grant award for this project will be used to assist in recruiting new, nonstop air service between Oklahoma City and one of the following destinations: San Francisco, San Diego, Washington Dulles, Boston, or Mexico. Oklahoma City’s grant request amount is \$2,000,000 from the state and they have committed to \$500,000 in matching funds for the project. An approval is contingent upon the Department receiving an acceptable final grant

application based on a specific route that has been negotiated between an airline, Oklahoma City Economic Alliance, and OKC Will Rogers International Airport.

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

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

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

Information Only.

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

13. UNMANNED AIRCRAFT SYSTEMS CONTRACT AWARD – Director Ardies

ACTION REQUIRED

The Commission was asked to consider approving a 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 1 will be \$1,618,925 and will be funded with state funds.

Commissioner Raney made a motion to approve the Unmanned Aircraft Systems Contract Award. Commissioner Phillips seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

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

Information Only.

The Commission was briefed on the follow:

- A.** Meeting with AOPA to discuss teacher curriculum training which will be held in June 2025 at Rose State College - September 17
- B.** Meeting at PITSCO Education with teachers from Bartlesville High School and Tri-County Tech to discuss the BETA testing of a new drone kit that will be available in February 2025 - September 19
- C.** Meeting with representatives from Tulsa Public Schools and the STEAM Catapult Foundation - September 20
- D.** Southern Oklahoma Student Aero Day - September 23
- E.** Meeting with Chickasha and Anadarko Public Schools - October 8

15. AEROSPACE EDUCATION CLASSROOM LAB GRANT UPDATES – Paula Kedy

Information Only

The Commission was briefed on the projects that were awarded classroom lab grants in March 2024.

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

Action Required

The Commission was asked to consider approving grant applications from six schools for the development and/or improvement of classroom laboratories for teaching aerospace and aviation programs.

- A.** Altus High School - \$40,000
- B.** Bridge Creek High School - \$10,000
- C.** Burns Flat Dill City High School - \$10,000
- D.** Durant High School - \$37,000
- E.** Jenks High School - \$38,500
- F.** Konawa High School - \$13,500
- G.** Oklahoma Baptist University - \$27,500
- H.** Perry High School - \$22,900
- I.** Putnam City Aviation Academy - \$40,000
- J.** Stillwater High School - \$20,000
- K.** Weatherford High School - \$10,000
- L.** Wright City High School - \$32,000

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

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

17. SPONSORSHIPS CONSENT DOCKET – Sandra Shelton

Action Required.

The Commission was briefed on the following items and asked to consider approval.

A. Women in Aviation and Aerospace Day.

The Commission will consider approving up to \$25,000 to sponsor the 2024 Women in Aviation and Aerospace Day event on December 6, 2024 in Tulsa, OK.

B. Approval to Sponsor the 2025 Oklahoma City Innovation District Aerospace Week and Aerospace Innovation Summit.

The Commission will consider approving a \$25,000 sponsorship for the 2025 Oklahoma Aerospace Week and Aerospace Innovation Summit hosted by the Oklahoma City Innovation District March 31 – April 5, 2025 in Oklahoma City.

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

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

18. REVIEW OF AEROSPACE CONFERENCES AND TRADESHOWS – Director Ardies

Information Only.

The Commission was briefed on the following events.

- A. EAA AirVenture Oshkosh Airshow – July 21-27**
- B. Farnborough International Airshow – July 22-26**
- C. Tinker and the Primes – August 6-8**
- D. Oklahoma Municipal League – September 10-12**

19. REVIEW OF AEROSPACE EVENTS AND ACTIVITIES – Director Ardies and Sandra Shelton

Information Required

The Commission was briefed on the following events.

- A. Tulsa Tower Groundbreaking – August 1**
- B. Woodward Groundbreaking – September 19**
- C. Girls in Aviation Day – September 21**
- D. UAS Strategic Plan Announcement – September 24**
- E. Stillwater Groundbreaking – October 1**
- F. Pratt & Whitney Dedication – October 1**
- G. OADII Aerospace and Defense Industry Consortium – October 1**
- H. Thunderbird Drone Festival – October 4-5**

20. REVIEW OF UPCOMING AVIATION AND AEROSPACE EVENTS – Sandra Shelton

Information Only.

The Commission was briefed on upcoming Aviation and Aerospace Events.

21. SCHEDULE OF 2025 AERONAUTICS COMMISSION MEETINGS – Chris Wadsworth

Action Required

The Commission discussed and considered approving the time, date and place for its regularly scheduled meetings for calendar year 2025. The proposed 2025 dates are as follows and the proposed time is 9:00 a.m.:

- A. Wednesday, January 22, 2025
- B. Wednesday, March 12, 2025
- C. Wednesday, May 14, 2025
- D. Wednesday, July 9, 2025
- E. Wednesday, August 6, 2025
- F. Wednesday, October 8, 2025
- G. Wednesday, December 10, 2025

Commissioner Phillips made a motion to approve the Schedule of 2025 Aeronautics Commission Meetings. Commissioner Ritz seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

22. DIRECTORS REPORT – Director Ardies

Information Only

The Commission was briefed on the following events from the Directors calendar.

- A. Blue Side Up Conference – FAA Southwest Region – August 6
- B. Weatherford Rotary Lunch Speaking Engagement – August 28
- C. New Mexico Aviation Division – September 13
- D. Norman Chamber of Commerce Annual Aviation Breakfast – September 27
- E. McAlester Site Visit – September 27
- F. Flight Safety Reception and Open House – October 7

23. PROPOSED EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT OF THE EXECUTIVE DIRECTOR PURSUANT TO TITLE 25, SECTION 307(B)(1) OF THE OKLAHOMA STATUTES — Chairman Ortega

Action Required

The Commission was asked to vote on convening in Executive Session.

- A. Vote to Convene in Executive Session

Commissioner Hunter made a motion to convene in Executive Session. Commissioner Phillips seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz

Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

The Commission voted to return to Open Session

B. Vote to Acknowledge Return to Open Session

Commissioner Ritz made a motion to return to Open Session. Commissioner Raney seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Hunter
Commissioner Phillips
Commissioner Ritz
Commissioner Raney
Commissioner Ortega

Nays -

Abstain -

The motion carried 5-0

C. Vote on Any Action Regarding Subject of the Proposed Executive Session

Commissioner Hunter made a motion to raise the Director's salary to \$155,000 annually. Commissioner Raney seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Chairman Ortega
Commissioner Ritz
Commissioner Raney
Commissioner Hunter
Commissioner Phillips

Nays - None

Abstain – None

The motion carried 5-0.

24. CONCLUDING REMARKS REGARDING AGENDA ITEMS — Chris Wadsworth and Commissioners

25. ANNOUNCEMENT OF NEXT MEETING —Chairman Ortega

Vice Chairman Raney announced that the next meeting will be at 10:00 a.m. on Wednesday, December 11, 2024, at the Oklahoma Department of Transportation First Floor Commission Room, 200 Northeast 21st Street in Oklahoma City.

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

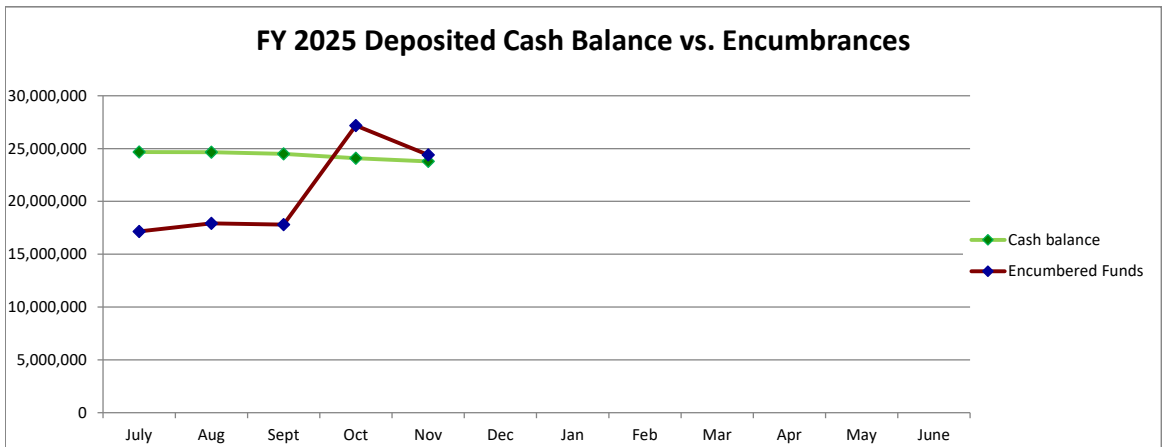
No new business.

27. ADJOURNMENT

Chairman Ortega requested a motion to adjourn. Commissioner Phillips made a motion to adjourn. Commissioner Hunter seconded. Chairman Ortega declared the meeting adjourned at 12:29pm.

**Oklahoma Department of Aerospace & Aeronautics
Financial Summary as of 11/30/24**

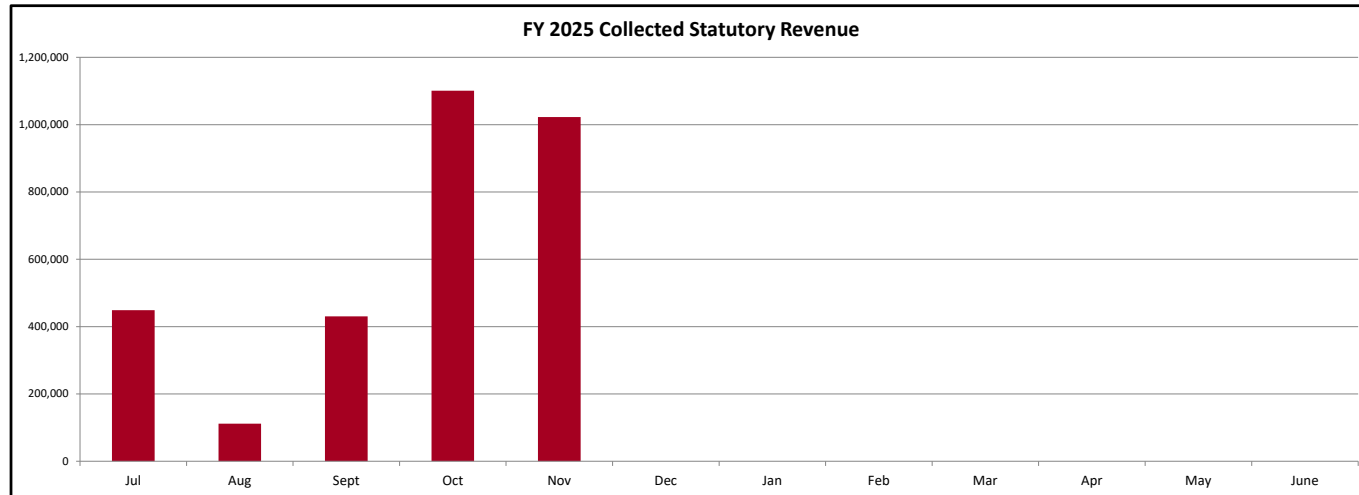
CASH BALANCES:	
Fund 194 (FY24 Appropriation)	3,937,407.24
Fund 195 (FY25 Appropriation)	1,253,161.95
Fund 200 (Revolving Fund)	14,740,169.61
Fund 215 (Long-Term Infrastructure Fund)	3,263,313.17
Fund 400 (Federal Reimbursement Fund)	591,502.34
Total Cash	\$23,785,554.31
ENCUMBRANCES:	
Operations and Maintenance	746,802.07
Aviation Education	941,091.04
UAS/AAM	1,602,066.71
Fund 400 FAA Grants	510,595.30
Airport Construction Program	20,601,170.09
Total Encumbered	(\$24,401,725.21)
UNENCUMBERED CASH BALANCE:	
	(\$616,170.90)
REMAINING EXPECTED REVENUE FOR FY 2025:	
Balance of FY25 Appropriation	8,750,000.00
Balance of 3 Yr. Average of Estimated Aircraft Excise Tax	4,143,122.61
Balance of 3 Yr. Average of Estimated Aircraft Registration Fees & Fuel Tax	938,124.28
APPPA Permit Fees	8,100.00
Total Remaining Expected Revenue for FY 2025	\$13,839,346.88
REMAINING EXPECTED REIMBURSEMENTS:	
Non-Primary Entitlement Reimbursement on funds	0.00
Sponsor Reimbursements on State Grants	869,982.83
FAA Grant Reimbursements	1,418,046.00
Total Remaining Expected Reimbursements for FY 2025	\$2,404,573.43
REMAINING POSSIBLE ENCUMBRANCES FOR FY 2025:	
Airport Construction Program (pre-encumbered projects)	0.00
Airport Construction Program (FY 2024/2025 granted, but not yet fully executed)	837,747.00
Airport Construction Program (scheduled for FY 2025 - not yet granted)	13,948,108.00
Operations/Aviation Education/UAS (budgeted but not encumbered/spent)	7,534,462.25
Total Remaining Possible Encumbrances for FY 2025	(\$22,320,317.25)
AVAILABLE CASH AFTER ENCUMBRANCES & EXPECTED INCOME:	
	(\$6,692,567.84)
YTD EXPENDITURES DURING FY 2025:	
Operations and Maintenance	539,015.60
Aviation Education	436,746.00
UAS/AAM	866,383.41
Airport Construction Program	7,854,073.22
Total YTD Expenditures During FY 2025	\$9,696,218.23



COMPLETION TIME OF PROJECTS ON THIS WORKPAPER ARE SPECULATED FOR ILLUSTRATION TO THE COMMISSION.

FY 2025 OKLAHOMA DEPARTMENT OF AEROSPACE & AERONAUTICS COLLECTED REVENUE BY MONTH & SOURCE

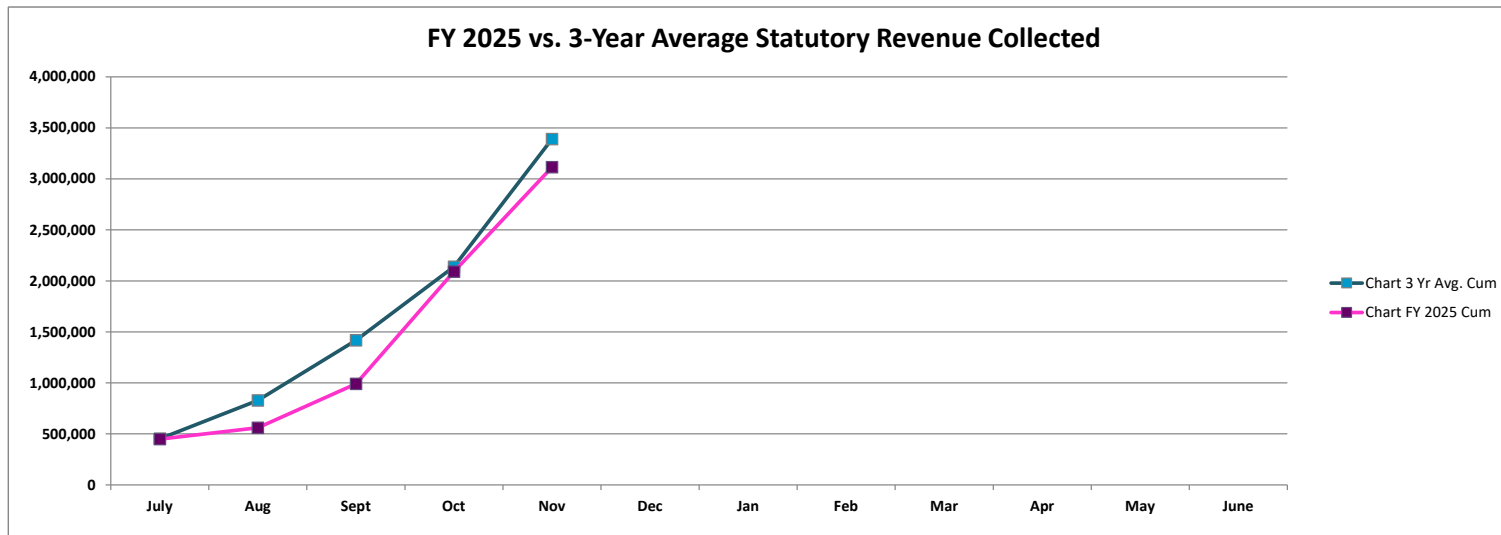
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Received FY 2025	YTD Comparison FY 2024
200 STATUTORY REVENUE:														
423453 Speciality License Plate	1,704.00	984.00	1,512.00	1,464.00	456.00								6,120.00	4,824.00
415509 Gasoline Excise Tax	8,524.05	8,436.27	7,859.01	7,859.53	8,306.11								40,984.97	37,283.71
417171 Aircraft Excise Tax	430,463.00	65,161.00	405,625.00	1,076,710.00	922,957.00								2,900,916.00	2,918,566.66
428101 Aircraft Registration Fees	0.00	0.00	0.00	0.00	75,127.21								75,127.21	391,916.57
428911 APPPA Permit Fee	400.00	400.00	0.00	200.00	400.00								1,400.00	400.00
454102 Funds Previously Disbursed - Cities	0.00	0.00	0.00	0.00	11,597.37								11,597.37	52,781.22
458101 & 479199 Funds Previously Disbursed - Misc	0.00	0.00	0.00	14,500.00	3,731.89								18,231.89	13,351.33
458105 Funds Previously Disbursed - GCR	7,776.93	36,746.98	15,425.39	0.00	0.00								59,949.30	23,065.33
TOTAL STATUTORY REVENUE	448,867.98	111,728.25	430,421.40	1,100,733.53	1,022,575.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,114,326.74	3,442,188.82
400 FEDERAL FUNDS:														
455101 FAA Reimbursement Draws	0.00	74,912.00	0.00	0.00	0.00								74,912.00	166,976.33
TOTAL FEDERAL FUNDS	0.00	74,912.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74,912.00	166,976.33
GRAND TOTAL: ALL FUNDS	448,867.98	186,640.25	430,421.40	1,100,733.53	1,022,575.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,189,238.74	3,609,165.15



FY 2025 vs. 3 Year Average Collected Statutory Revenue Comparison

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
FY 2022	434,517	164,080	372,637	629,392	803,856	763,893	331,556	421,811	367,803	187,473	328,866	691,862	\$5,497,746
FY 2023	666,796	167,776	464,676	1,007,709	2,108,923	580,632	1,659,987	245,228	768,137	1,264,115	192,689	832,412	\$9,959,081
FY 2024	255,275	796,231	927,939	530,593	842,553	1,116,136	2,247,779	584,011	1,119,157	202,216	202,212		\$8,824,102
Totals	1,356,589	1,128,088	1,765,252	2,167,695	3,755,331	2,460,661	4,239,322	1,251,050	2,255,097	1,653,804	723,767	1,524,273	
3 Year average	452,196	376,029	588,417	722,565	1,251,777	820,220	1,413,107	417,017	751,699	551,268	241,256	508,091	\$8,093,643
FY 2025	448,868	111,728	430,421	1,100,734	1,022,576								\$3,114,327
Chart 3 Yr Avg. Cum	452,196	828,225	1,416,643	2,139,208	3,390,985								
Chart FY 2025 Cum	448,868	560,596	991,018	2,091,751	3,114,327								

-276,658



Alva Regional (AVK)
Regional Business Airport

Businesses Utilizing the Airport:

- Sandrige • Chesapeake Energy • Sonic • Devine Water • Central National Bank • Steggs Aerial Spraying • Midwest Feeders • CRI

Proposed Project

The Overall Development Objective (ODO) of the proposed project is to construct a 100'x120' box hangar.

CY 2025: Design and Construct ODO.

Project Justification

This project consists of constructing a new 100' x 120' box hangar. This is in support of a statewide effort to increase revenue-generating aircraft storage facilities at airports across the state. Final location and size will be determined through the preliminary design phase of the project.

Airport Information

- NPIAS: Local
- Based Aircraft & Operations: 44 (4 jets) & 6,500
- Runway 18/36: 5,001' x 75'

Selection Criteria

- Pavement Management: NA
- NPS: Construct Hangar: 67
- OASP Goals: Meet Aviation Demand



Agency Fiscal Year	FY 2025	FY 2026	FY 2027	Total
Department		\$640,000		\$640,000
FAA State Apportionment				
FAA Discretionary				
FAA Non-Primary Entitlement		\$150,000		\$150,000
FAA AIG/BIL		\$444,060		\$444,060
Sponsor			\$365,940	\$365,940
Total		\$1,234,060	\$365,940	\$1,600,000

Federal grants require 10% matching funds while state grants require 5% matching funds. . Department funding is dependent on availability of State funds.

To view full ACP please visit our website oklahoma.gov/aerospace

Claremore Regional (GCM)

Regional Business Airport

Businesses Utilizing the Airport:

- Google •BancFirst •Baker Hughes •Walmart •RCB Bank •GRDA
- G.A.P. Roofing •HyPro Inc •Xcaliber International •AXH

Proposed Project

The Overall Development Objective (ODO) of the proposed project is to purchase a fuel truck.

CY 2025: Purchase Fuel Truck

Project Justification

This project consists of purchasing a 3,000gal fuel truck for Jet-A refueling capabilities. The previous truck has outlived its useful life and has become to expensive to continue upkeep with a new vehicle being the most cost-effective solution long term. This project will be funded through the Department's fuel program.

Airport Information

- NPIAS: Local
- Based Aircraft & Operations: 70 & 15,000
- Runway 18/36: 5,200' x 75'

Selection Criteria

- Pavement Management: N/A
- NPS: N/A
- OASP Goals: Meet Aviation Demand



Agency Fiscal Year	FY 2024	FY 2025	FY 2026	Total
Department		\$152,395		\$152,395
FAA State Apportionment				
FAA Discretionary				
FAA Non-Primary Entitlement				
FAA Additional AIP				
Sponsor		\$152,395		\$152,395
Total		\$304,790		\$304,790

Federal grants require 10% matching funds while state grants require 5% matching funds. Department funding is dependent on availability of State funds.

To view full ACP please visit our website oklahoma.gov/aerospace

Tulsa International Airport (TUL)

National Business Airport

Project Description

The Overall Development Objective (ODO) is to construct a plane spotting and viewing area near the terminal building.

CY 2025: Design & Construct ODO.

Project Justification

Currently there are no areas for the general public to enjoy the sites and sounds of air travel at the Tulsa International Airport. This project will construct a plane spotting and viewing area near the terminal to include educational elements, signage, and playground equipment.

Airport Information

- NPIAS: Small Hub
- Based Aircraft & Operations: 179 (101 jets) & 108,503
- Runway 18L/36R: 10,000' x 150'
- Runway 18R/36L: 6,101' x 150'
- Runway 8/26: 7,376' x 150'
- Control Tower

Selection Criteria

- NPS: N/A
- OASP Goals: Improving Airport Infrastructure for Benefit of the Public



Agency Fiscal Year	FY 2024	FY 2025	FY 2026	Total
Department		\$100,000		\$100,000
FAA State Apportionment				
FAA Discretionary				
FAA Non-Primary Entitlement				
Sponsor		\$650,000		\$650,000
Total		\$750,000		\$750,000

Federal grants require 10% matching funds while state grants require 5% matching funds. Department funding is dependent on availability of State funds.

To view full ACP please visit our website oklahoma.gov/aerospace