



# OKLAHOMA Aerospace & Aeronautics

**OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING  
TUESDAY, JANUARY 30, 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.”

**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**

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 21<sup>st</sup> 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 Michelle Bouziden, Senior Project and Grants Manager**

Michelle Bouziden called roll and recorded the following Commissioners present and absent:

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

<b>Absent</b>	Jim Putnam	Commissioner (At-Large)
	Seth Phillips	Commissioner (District 1)

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 DECEMBER 13, 2023 — Chairman Ortega**  
(Action Required)

Commissioner Hunter 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 - Chairman Ortega  
Commissioner Ritz  
Commissioner Hunter  
Commissioner Raney

Nays - None

Abstain - Commissioner Potter

The motion carried 4-0.

**4. FINANCIAL REPORT — Chris Wadsworth, Chief of Staff** (Information Only)

The Commission will be briefed on current financial figures.

Mr. Wadsworth briefed the Commission on current financial figures and gave a general projection of future revenue levels.

**5. LEGISLATIVE, CONGRESSIONAL AND REGULATORY UPDATE — Director Ardies**  
(Information Only)

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

The Commission was briefed on legislation and public policy issues concerning airports, aviation and aerospace and Department legislative initiatives for the 2024 Legislative session. Director Ardies mentioned several pieces of UAS legislation the Department is keeping an eye on and meeting with the respective authors about. Director Ardies also discussed FAA reauthorization and ensuring that the Mike Monroney Center is protected given the economic driver that it is for the city and state.

**6. FIVE-YEAR AIRPORT CONSTRUCTION PROGRAM – Nick Young, Airport Division Manager** (Action Required)

The Commission will consider approving an amendment to the five-year Airport Construction Program (ACP) to add a project for the **Altus/Quartz Mountain Regional Airport**. The project will install a 100LL Fuel System and a Jet A Fuel System. Based on preliminary estimates, the total project cost of the project is \$1,282,300 and will be funded with \$615,000 of federal grant funds, \$600,000 of state grant funds and \$68,300 of sponsor matching funds.

Commissioner Ritz made a motion to approve the proposed amendment to the five-year Airport Construction Program. Commissioner Potter seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Raney  
Chairman Ortega  
Commissioner Ritz  
Commissioner Hunter

Commissioner Potter

Nays - None

Abstain - None

The motion carried 5-0.

**7. AIRPORT CONSTRUCTION GRANT PROGRAM — Ben Naghavi, Airport Engineer**  
(Information Only)

- A. The Commission will be briefed on an amendment to state grant WWR-24B-PREP to acquire land at the north end of the runway at **West Woodward Regional Airport**. The amendment will allow for additional funding due to a transposed number and additional fees to complete the acquisition. The additional cost will be \$5,430.30 and will be funded with \$5,430.30 of PREP funds.

Ben Naghavi shared with the Commission that the amendment would allow for additional funding due to a transposed number and additional fees needed to complete the acquisition.

**8. AIRPORT CONSTRUCTION GRANT PROGRAM CONSENT DOCKET — Ben Naghavi, Airport Engineer** (Action Required)

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

- A. The Commission will consider approving a change order to state grant 1K4-24-S for reconstructing the taxiway at **David J Perry (Goldsby) Airport**. The change order will allow for subgrade stabilization due to unsuitable subgrade. The estimated additional cost will be \$121,342.20 and will be funded with \$115,275.09 of state grant funds and \$6,067.11 of sponsor matching funds.
- 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 **Elk City Regional Business Airport**. The project consists of constructing a terminal building. Based on bids, the total project cost is \$2,751,107 and will be funded with \$448,000 of federal funds, \$1,000,000 of state grant funds and \$1,303,107 of sponsor matching funds. An approval is contingent upon the Commission 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 **Elk City Regional Business Airport**. The project consists of utility work for the new terminal building and hangar projects. Based on bids, the total project cost is \$540,715.68 and will be funded with \$513,679 of state grant funds and \$27,036.68 of sponsor matching funds. An approval is contingent upon the Commission receiving an acceptable grant application.
- D. The Commission will consider approving a state grant for a project that is currently identified in the Commission's approved Airport Construction Program at **Miami Regional Airport**. The project consists of constructing a new terminal building. Based on bids, the total project cost is \$3,278,500 and will be funded with \$1,049,000 of federal funds, \$1,000,000 of state grant funds and \$1,229,500 of sponsor matching funds. An approval is contingent upon the Commission receiving an acceptable grant application.
- E. The Commission will consider approving a state grant for a project that is currently identified in the Commission's approved Airport Construction Program at **Mid-America**

**Industrial Airport.** The project consists of constructing a new terminal building. Based on bids, the total project cost is \$3,131,585 and will be funded with \$985,000 of federal funds, \$1,000,000 of state grant funds and \$1,146,585 of sponsor matching funds. An approval is contingent upon the Commission receiving an acceptable grant application.

- F. The Commission will consider approving design fees for a project that is currently identified in the Commission’s approved Airport Construction Program at **William R. Pogue Municipal Airport**. The project consists of constructing a new Jet A fuel system. Based on estimates, the cost of the design phase is \$51,000 and will be funded with \$25,500 of state grant funds and \$25,500 of sponsor matching funds. An approval is contingent upon the Commission receiving an acceptable grant application.
  
- G. The Commission will consider authorizing staff to enter into a contract for the construction of projects that are currently identified in the Commission’s approved Airport Construction Program at **Sallisaw Municipal Airport, Seminole Municipal Airport, Stan Stamper Municipal Airport** and **Hefner-Easley Airport**. The projects consist of pavement crack repair and seal coat. The total combined project cost is \$763,844.05. Based on bids, the total project cost at **Sallisaw Municipal Airport** is \$224,508 and will be funded with \$213,282.60 of state funds and \$11,225.40 of sponsor matching funds; the total project cost at **Seminole Municipal Airport** is \$188,565 and will be funded with \$179,136.75 of state funds and \$9,428.25 of sponsor matching funds; the total project cost at **Stan Stamper Municipal** is \$210,970.95 and will be funded with \$200,422.40 and \$10,548.55 of sponsor matching funds; and the total project cost for **Hefner-Easley Airport** is \$139,800.30 and will be funded with \$132,810.29 of state funds and \$6,990.01 of sponsor matching funds.

Commissioner Ritz 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 Potter  
              Chairman Ortega  
              Commissioner Ritz  
              Commissioner Hunter  
              Commissioner Raney

Nays -     None

Abstain - None

The motion carried 5-0.

**9.    PROGRESSING RURAL ECONOMIC PROSPERITY (PREP) FUND PROJECT  
      CONSTENT DOCKET – Director Ardies (Action Required)**

- 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 **Elk City Regional Business Airport**. The project consists of constructing a 100’x150’ hangar. Based on bids, the total project cost is \$2,142,433.05 and will be funded with \$856,973 of state grant funds and \$1,285,460.05 of sponsor matching funds. An approval is contingent upon the Commission 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 the **University of Oklahoma Westheimer Airport**. The project consists of constructing two 100’ x 100’ hangars as well as necessary support infrastructure. Based on bids, the total project cost is \$4,410,220 and will be funded with \$295,000 of federal funds, \$1,764,088 of state grant funds and \$2,351,132 of sponsor matching funds. An approval is contingent upon the Commission receiving an acceptable grant application.

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

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

Nays - None

Abstain - None

The motion carried 5-0.

**10. PROGRESSING RURAL ECONOMIC PROSPERITY (PREP) FUND UPDATE – Director Ardies (Information Only)**

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

The Commission was briefed on PREP funds allocated for certain infrastructure projects at Oklahoma airports, including the four megaprojects at Will Rogers MRO Hangar, Tulsa International Tower, Ardmore Air Cargo Development, and West Woodward Regional, which are all in the design or bidding phase. He mentioned that hangar projects have been identified under the \$14M discretionary hangar fund, including the project just approved at Elk City Regional and University of Oklahoma Max Westheimer Airport. Director Ardies mentioned that part of Ardmore’s project is now under construction, the MRO hangar at Will Rogers and Tulsa air traffic control tower are in the final stages of design, and West Woodward has several projects in design currently. The director also discussed the commercial air service grant program portion of the PREP funds and that Tulsa International has submitted their grant application and that Will Rogers will be doing so in the next couple of months. These will be considered as soon as the March 2024 meeting.

**11. POSSIBLE REVISIONS/ACTION RELATED TO AIRPORT(S) IN THE OKLAHOMA AIRPORT SYSTEM – Director Ardies (Action Required)**

As co-sponsor of the Lake Texoma State Park Airport under state law, the Commission will consider joining a request of the Oklahoma Department of Tourism and Recreation, the owner and co-sponsor of the airport, to remove the airport from the NPIAS and close/abandon the facility. As a part of this request and initial steps, the Commission will consider a joint request letter to the Federal Aviation Administration (FAA) indicating our desire to remove the airport and close/abandon it and a request to determine what necessary steps the FAA will require in that process. In addition, the Commission will consider offering a 30-day comment period for the public prior to final action being considered at the next Commission meeting.

The Commission was briefed on a request from the Oklahoma Department of Tourism and Recreation, co-sponsor of the Lake Texoma State Park Airport, that Lake Texoma State Park is under consideration for some development. Now that the development announcement has been made, Tourism has asked the Department to inquire with the Federal Aviation Administration and ask what the requirements are to remove the airport from the NPIAS system and close the airport. Director Ardies presented a request to join with Tourism and send a letter to determine steps needed to potentially close the airport. He noted that Lake Texoma is unobligated and has not taken federal or state grants in the last 20 years. In addition, he stated that the Department will offer a 30-day comment period to the public prior to final action at the next Commission Meeting. He said should the Department leave the airport in the system, it would require multiple hundreds of thousands if not millions of dollars because the pavement has deteriorated beyond its useful life. The airport does not have based aircraft or services and is utilized infrequently. Commission Hunter inquired as to the ownership of the property. Director Ardies advised Tourism has a long-term lease with the Army Corp of Engineers for a portion of the property and owns the other portion. Ownership will not change, Tourism may lease for commercial or cabin development as a non-airport asset. After Tourism learned the airport was at its maximum length due to a highway on one end and the lake on the other, they were no longer interested in keeping it open and would rather rely on a runway extension at the Madill Airport or use of the nearby Durant Airport. Commissioner Hunter inquired on the possibility of selling off the surrounding land for proceeds for further development. Director Ardies explained Tourism was not interested in occurring the cost themselves. Commissioner Raney could not see closing it with all this development even if it is only a grass strip. Commissioner Ritz inquired on visual aids. Director Ardies explained it is restricted to daytime VFR only and has a windsock. Commissioner Potter asked for clarification on what was being asked today and Director Ardies reiterated the intent of sending the letter to seek the steps necessary to close the airport. Comment period would essentially open January 31, 2024, emailed to our distribution listed, posted on Department website and posted to aviation groups so those interested have an opportunity to comment.

Commissioner Ritz made a motion to approve the Possible Revisions/Actions Related to the Airport(s) in the Oklahoma Airport System. Chairman Ortega seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

Ayes - Commissioner Potter  
Chairman Ortega  
Commissioner Ritz

Nays - Commissioner Hunter  
Commissioner Raney

Abstain - None

The motion fails 3-2.

## **12. AVIATION AND AEROSPACE EDUCATION UPDATE – Paula Kedy (Information Only)**

The Commission will be briefed on the following:

- A.** Newly approved schools for 2024-2025
- B.** School meetings: Guthrie High School Jan. 11, Choctaw High School Jan. 18, Oklahoma City Public Schools Jan. 19, Stonewall High School Jan. 17, Southwest Technology Center Jan. 26.

**C. Bessie Coleman After-School All Star Program**

**D. OKC Thunder Aero Day**

Paula reported that 13 new schools, Bethany, Bixby, Blackwell, Edmond Memorial, Edmond North, Edmond Santa Fe, Idabel, Jenks, Sapulpa, Savannah, Silo, Tulsa Union High School, and Choctaw have all signed up as new schools to teach the AOPA curriculum for the 2024-2025 school year. Schools have until May 31<sup>st</sup> to apply. Paula also briefed the Commission on recent visits to Guthrie, Choctaw, Stonewall and Southwest Technology Center. Paula also briefed the Commission on two events that were held recently. On January 11<sup>th</sup> staff were at the Capitol to announce the launch of the Bessie Coleman Aviation All-Star Program that will be an after-school program for sixth and seventh grade students at Weatherford and Pryor Public Schools and Springdale Elementary in Tulsa. Our hope is to move it onto more Oklahoma schools in the future. On January 23<sup>rd</sup> the Department partnered with the Oklahoma City Thunder for Aero Day at the Paycom Center. About 450 AOPA students from across the state attended the event, spending the afternoon touring vendor booths and talking with industry representatives and then attending the basketball game that night.

**13. SPONSORSHIP OF 2024 AERO OKLAHOMA DAY AT THE CAPITOL – Director Ardies (Action Required)**

The Commission will consider approving up to \$5,000 for sponsorship of Aero Oklahoma Day at the Capitol scheduled for April 3, 2024, from 9:30 a.m. – 2:00 p.m.

Commissioner Hunter made a motion to approve the Sponsorship of 2024 Aero Oklahoma Day at the Capitol. Commissioner Raney seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

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

Nays - None

Abstain - None

The motion carried 5-0.

**14. PARTNERSHIPS WITH THE OKLAHOMA DEPARTMENT OF COMMERCE FOR 2024 CONFERENCES AND TRADE SHOWS CONSENT DOCKET – Director Ardies (Action Required)**

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

**A. 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 9 - 11, 2024, in Chicago, IL.

**B. 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, April 22 - 25, 2024, in San Diego, CA.

**C. FARNBOROUGH 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 Farnborough International Airshow, July 22-26, 2024, in Farnborough, England.

**D. 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 22-28, 2024.

**E. 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. 22-24, 2024, in Las Vegas, NV.

Director Ardies noted that these are the same shows that the Department partnered with Commerce on last year. He gave a brief overview of Commerce’s process of incentivizing new business and on the opportunities trade shows provide for starting and continuing conversations with prospective businesses. Commissioner Raney made a motion to approve the Partnerships with the Oklahoma Department of Commerce for 2024 Conferences and Trade Shows Consent Docket. Commissioner Potter seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

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

Nays - None

Abstain - None

The motion carried 5-0.

**15. TULSA TECHNOLOGY CENTER SPONSORSHIP FOR AEROSPACE MAINTENANCE COMPETITION AT THE 2024 MRO AMERICAS CONFERENCE – Director Ardies (Action Required)**

The Commission will consider approving a \$5,000 sponsorship for the students of Tulsa Tech Aviation Academy Maintenance Team to travel and compete in the 2024 Aerospace Maintenance Competition at the MRO Americas Conference in Chicago, IL, April 8-11, 2024.

Commissioner Ritz made a motion to approve the Tulsa Technology Center Sponsorship for Aerospace Maintenance Competition at the 2024 MRO Americas Conference. Commissioner Raney seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

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

Nays - None



Abstain - None

The motion carried 5-0.

**16. UNMANNED AERIAL SYSTEMS PARTNERSHIP – Director Ardies (Action Required)**

The Commission will consider entering into a partnership with Tulsa area local and governmental entities to support the Tulsa Technology Hub proposal and invest in UAS/AAM infrastructure to support needed testing and development opportunities for the NE region of the state. The potential partnership will include support and acquisition of radar and other detection systems to allow UAS testing and eventual commercial operations as well as supporting the necessary centralized operations center if Tulsa is selected as a Tech Hub.

The Commission was briefed on an opportunity for the Department to support the Tulsa Technology Hub proposal and potentially invest funds in permanent infrastructure items that will support testing and eventual commercial operations of UAS. Director Ardies explained that the goal is for this development to occur in Northeast Oklahoma first as part of this project and then eventually expand it to the rest of the state. Commissioner Potter made a motion to approve the Partnerships with the Unmanned Aerial Systems Partnership. Commissioner Ritz seconded the motion. Chairman Ortega called for the vote, and the votes were recorded as follows:

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

Nays - None

Abstain - None

The motion carried 5-0.

**17. REVIEW OF UPCOMING AVIATION AND AEROSPACE EVENTS — Katelyn Wade (Information Only)**

The Commission will be briefed on upcoming events.

Katelyn Wade briefed the Commission on upcoming aviation and aerospace events throughout the state.

**18. DIRECTOR’S REPORT— Director Ardies (Information Only)**

- A.** Airport meetings – Stan Stamper and Vinita, Dec. 15; Carlton Landing Jan. 3  
Department staff met with these airports to discuss future plans and ways to spend their state and federal funds.
- B.** Tinker Air Force Base strategic planning meeting, Jan. 5  
Department staff met with Tinker officials as well as members of other community groups to discuss protocol and process procedures.
- C.** KOCO interview with Sandra Shelton, Jan. 8  
Director Ardies and Sandra Shelton were interviewed on the morning show discussing the Department and Sandra’s role.
- D.** Fort Sill tour, Jan. 16  
Sandra Shelton, Doug Wood and Katelyn Wade visited Fort Sill regarding how we can better partner and engage with them on future events.

**E. TUL customs facility groundbreaking, Jan. 24**

Nick Young attended the groundbreaking ceremony on behalf of the Department. The facility is expected to be completed at the end of 2025 and will allow for international commercial air travel.

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

Director Ardies told the Commission that a new Executive Assistant has been hired and will start on February 5, 2024. Chairman Ortega and Hunter requested that the Department of Commerce provide metrics and outcomes for the benefits of attending trade shows. Director Ardies said that he would ask Commerce for figures and update the Commission at a future meeting.

**20. ANNOUNCEMENT OF NEXT MEETING — Chairman Ortega**

Chairman Ortega announced that the next meeting will be at 10:00 a.m. on Wednesday, March 6, 2024, at the Oklahoma Department of Transportation First Floor Commission Room, 200 Northeast 21<sup>st</sup> Street in Oklahoma City.

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

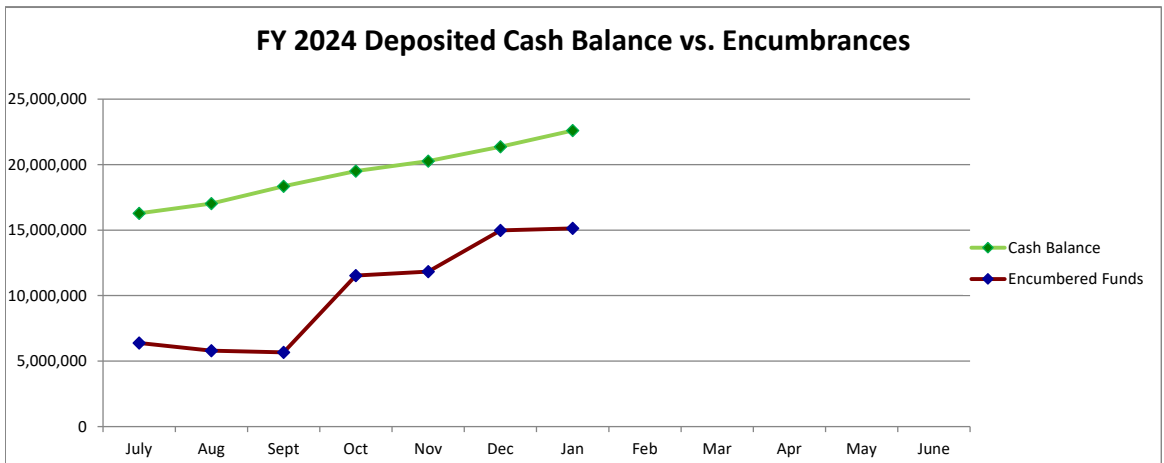
No new business.

**22. ADJOURNMENT**

Chairman Ortega requested a motion to adjourn. Commissioner Raney made a motion to adjourn. Commissioner Potter seconded. Chairman Ortega declared the meeting adjourned at 11:40 a.m.

**Oklahoma Department of Aerospace & Aeronautics  
Financial Summary as of 1/31/24**

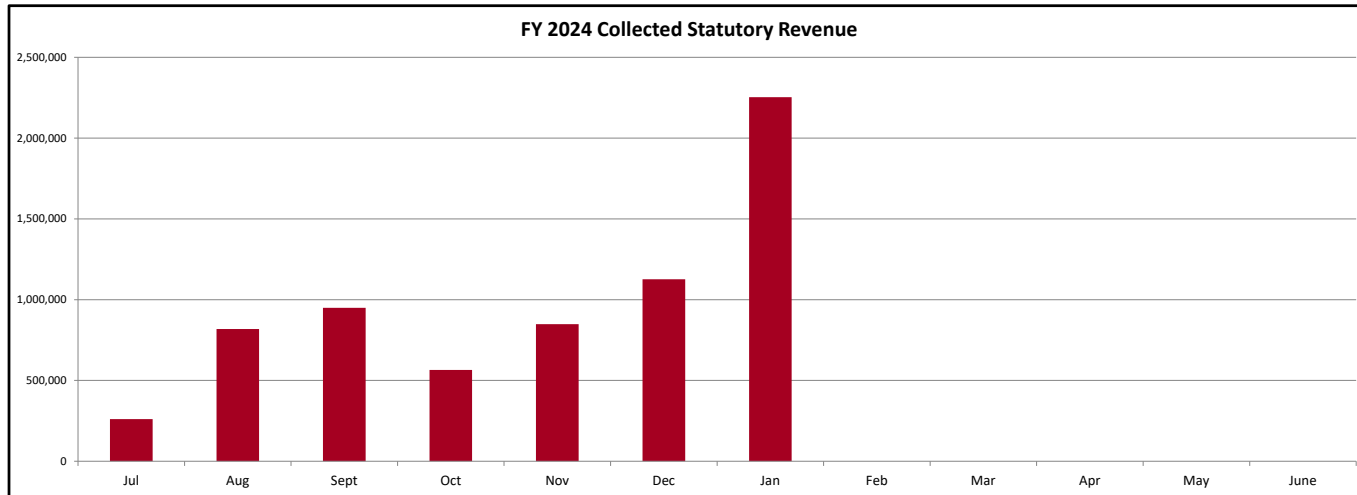
<b>CASH BALANCES:</b>	
Fund 200 (Revolving Fund)	14,705,550.21
Fund 193 (FY23 Appropriation)	1,563,021.21
Fund 194 (FY24 Appropriation)	5,743,464.69
Fund 400 (Federal Reimbursement Fund)	591,198.20
<b>Total Cash</b>	<b>\$22,603,234.31</b>
<b>ENCUMBRANCES:</b>	
Operations and Maintenance	601,241.47
Aviation Education	926,326.80
UAS/AAM	1,516,090.20
Fund 400 FAA Grants	316,491.61
Airport Construction Program	11,771,231.75
<b>Total Encumbered</b>	<b>(\$15,131,381.83)</b>
<b>UNENCUMBERED CASH BALANCE:</b>	
	<b>\$7,471,852.48</b>
<b>REMAINING EXPECTED REVENUE FOR FY 2024:</b>	
Balance of FY23 Appropriation	4,583,333.31
Balance of 3 Yr. Average of Estimated Aircraft Excise Tax	117,429.25
Balance of 3 Yr. Average of Estimated Aircraft Registration Fees & Fuel Tax	331,057.85
APPPA Permit Fees	8,400.00
<b>Total Remaining Expected Revenue for FY 2024</b>	<b>\$5,040,220.40</b>
<b>REMAINING EXPECTED REIMBURSEMENTS:</b>	
Non-Primary Entitlement Reimbursement on funds	0.00
Sponsor Reimbursements on State Grants	506,453.50
FAA Grant Reimbursements	465,198.45
<b>Total Remaining Expected Reimbursements for FY 2024</b>	<b>\$1,088,196.55</b>
<b>REMAINING POSSIBLE ENCUMBRANCES FOR FY 2024:</b>	
Airport Construction Program (pre-encumbered projects)	0.00
Airport Construction Program (FY 2024 granted, but not yet fully executed)	7,365,684.05
Airport Construction Program (scheduled for FY 2024 - not yet granted)	10,293,890.00
Operations/Aviation Education/UAS (budgeted but not encumbered/spent)	1,294,220.39
<b>Total Remaining Possible Encumbrances for FY 2024</b>	<b>(\$18,953,794.44)</b>
<b>AVAILABLE CASH AFTER ENCUMBRANCES &amp; EXPECTED INCOME:</b>	
	<b>(\$5,353,525.01)</b>
<b>YTD EXPENDITURES DURING FY 2024:</b>	
Operations and Maintenance	605,849.67
Aviation Education	409,079.86
UAS/AAM	65,052.08
Airport Construction Program	3,579,667.48
<b>Total YTD Expenditures During FY 2024</b>	<b>\$4,659,649.09</b>



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

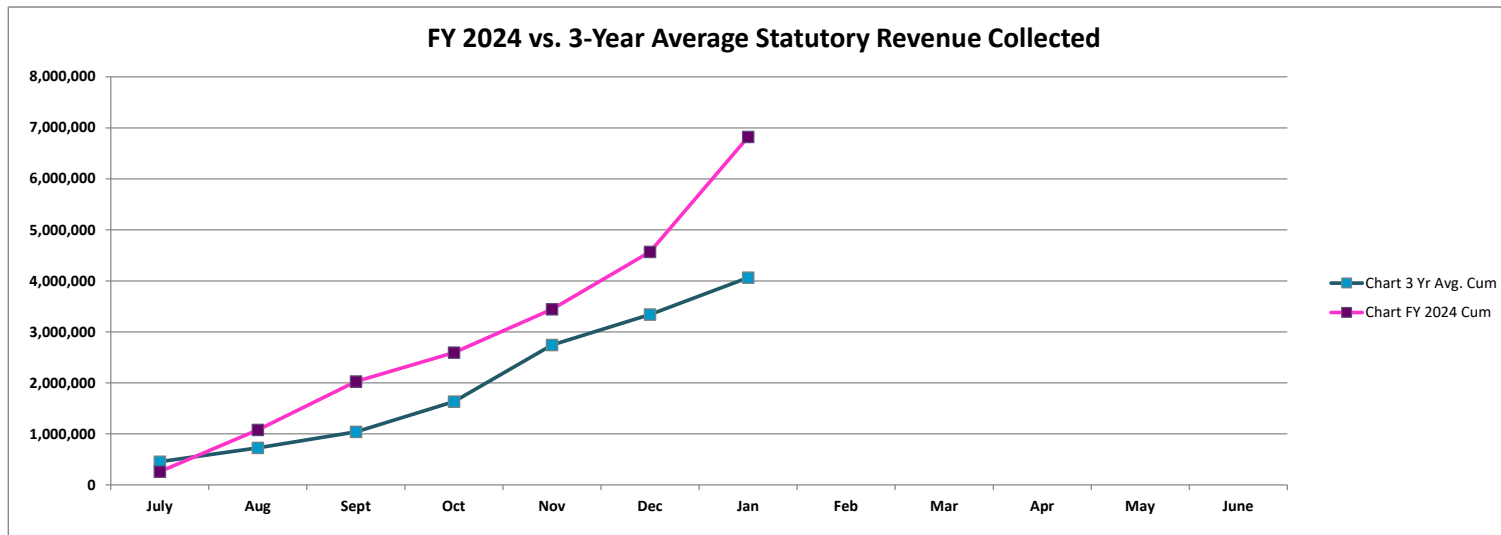
**FY 2024 OKLAHOMA DEPARTMENT OF AEROSPACE & AERONAUTICS COLLECTED REVENUE BY MONTH & SOURCE**

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Received FY 2024	YTD Comparison FY 2023
<b>200 STATUTORY REVENUE:</b>														
423453 Speciality License Plate	1,176.00	912.00	840.00	1,176.00	720.00	792.00	864.00						6,480.00	5,688.00
415509 Gasoline Excise Tax	7,549.14	6,888.07	7,690.07	6,530.42	8,626.01	7,219.71	7,376.99						51,880.41	50,579.05
417171 Aircraft Excise Tax	207,359.70	730,910.68	906,912.93	490,086.20	583,297.15	915,335.41	2,117,440.03						5,951,342.10	5,503,311.31
428101 Aircraft Registration Fees	39,190.13	57,520.58	12,495.56	32,800.60	249,909.70	192,788.51	122,097.86						706,802.94	1,047,457.20
428911 APPPA Permit Fee	0.00	200.00	200.00	0.00	0.00	0.00	200.00						600.00	1,600.00
454102 Funds Previously Disbursed - Cities	0.00	18,773.47	17,224.75	16,783.00	0.00	8,500.00	0.00						61,281.22	4,221.40
458101 & 479199 Funds Previously Disbursed - Misc	0.00	8.50	79.00	13,263.83	0.00	1,683.00	1,049.21						16,083.54	11,272.10
458105 Funds Previously Disbursed - GCR	5,600.00	2,800.00	4,200.00	4,900.00	5,565.33	0.00	3,905.00						26,970.33	32,371.31
<b>TOTAL STATUTORY REVENUE</b>	<b>260,874.97</b>	<b>818,013.30</b>	<b>949,642.31</b>	<b>565,540.05</b>	<b>848,118.19</b>	<b>1,126,318.63</b>	<b>2,252,933.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,821,440.54</b>	<b>6,656,500.37</b>
<b>400 OAC FEDERAL FUNDS:</b>														
455101 OAC FAA/DoD Reimburse Draws	0.00	113,079.33	0.00	53,897.00	0.00	0.00	77,163.00						244,139.33	556,358.78
<b>TOTAL OAC FEDERAL FUNDS</b>	<b>0.00</b>	<b>113,079.33</b>	<b>0.00</b>	<b>53,897.00</b>	<b>0.00</b>	<b>0.00</b>	<b>77,163.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>244,139.33</b>	<b>556,358.78</b>
<b>GRAND TOTAL: ALL FUNDS</b>	<b>260,874.97</b>	<b>931,092.63</b>	<b>949,642.31</b>	<b>619,437.05</b>	<b>848,118.19</b>	<b>1,126,318.63</b>	<b>2,330,096.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,065,579.87</b>	<b>7,212,859.15</b>



### FY 2024 vs. 3 Year Average Collected Statutory Revenue Comparison

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
<b>FY 2021</b>	264,356	477,931	102,269	152,141	413,341	441,409	180,638	95,077	933,191	1,476,857	273,220	480,535	<b>\$5,290,965</b>
<b>FY 2022</b>	434,517	164,080	372,637	629,392	803,856	763,893	331,556	421,811	367,803	187,473	328,866	691,862	<b>\$5,497,746</b>
<b>FY 2023</b>	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	<b>\$9,959,081</b>
<b>Totals</b>	<b>1,365,670</b>	<b>809,787</b>	<b>939,582</b>	<b>1,789,243</b>	<b>3,326,120</b>	<b>1,785,934</b>	<b>2,172,181</b>	<b>762,116</b>	<b>2,069,131</b>	<b>2,928,445</b>	<b>794,776</b>	<b>2,004,808</b>	
<b>3 Year average</b>	455,223	269,929	313,194	596,414	1,108,707	595,311	724,060	254,039	689,710	976,148	264,925	668,269	<b>\$6,915,931</b>
<b>FY 2024</b>	260,875	818,013	949,642	565,540	848,118	1,126,319	2,252,933						<b>\$6,821,441</b>
<b>Chart 3 Yr Avg. Cum</b>	<b>455,223</b>	<b>725,152</b>	<b>1,038,346</b>	<b>1,634,761</b>	<b>2,743,467</b>	<b>3,338,779</b>	<b>4,062,839</b>						
<b>Chart FY 2024 Cum</b>	<b>260,875</b>	<b>1,078,888</b>	<b>2,028,531</b>	<b>2,594,071</b>	<b>3,442,189</b>	<b>4,568,507</b>	<b>6,821,441</b>						



# ANTONJA CEBALLOS



## Objectives

Seeking the opportunity to contribute to the success of a worthy organization as an Executive Assistant. Highly collaborative EA with 5+ years' experience supporting C-Suite executives. Seeking to take on a more challenging role that fully utilizes my extensive skill set.

## Experience

Executive Assistant to Sr. Executive VP of Human Resources

▪ September 2021 - Current

Paycom

- Provide support to Sr. EVP and direct reports in various administrative tasks including:
  - Travel (domestic & international).
  - Expense reporting.
  - Weekly metrics reports, turnover reports, and various HR reports for CEO.
  - Correspondence via email or written word.
  - Meeting planning and attendance.
  - Document and presentation preparation.
  - Public relations events & speaking engagements.
- Heavy calendar management and optimization of EVP's time.
- Event planning such as:
  - Luncheons.
  - Companywide engagement activities.
  - Department conferences.
- Create and implement project timelines to keep teams on task and complete milestones according to schedule.
- Maintain office of EVP as well as shared spaces within department.

Executive Assistant to COO and Director of Operations

▪ January 2021 – September 2021

Paycom

- Provide support to COO and Director of Operations in various administrative tasks including:
  - Travel (domestic & international).
  - Expense reporting.
  - Weekly departmental metrics and KPI reports.
  - Meeting planning and attendance.
  - Document and presentation preparation.
  - Public relations events & speaking engagements.
- Heavy calendar management and optimization of COO's & Directors time.
- Create and implement project timelines to keep teams on task and complete milestones according to schedule.

- Maintain office of COO & Directors offices as well as shared spaces within department.

#### Team Leader of Customer Service & Assistant to VP of Operations

- October 2015 – December 2020

#### Hobby Lobby E-commerce

- Training, development, and coaching of team of 30+ CSR's.
- Monitored phones and emails to ensure SOP's were being met.
- Received escalated issues and resolved in timely manner.
- Assisted VP of Operations with calendar management, travel arrangements, reporting, and department engagement activities.

#### Gift Shop Manager & Assistant to Director of Volunteer Services

- April 2014 – October 2015

#### OU Medical Center

- Assisted Director with calendar management.
- Meeting preparation and attendance.
- Weekly & monthly reports.
- Engagement activities at the gift shop.
- Drove sales through effective product placement and marketing strategies.

### **Skills**

- Communication
- Collaboration
- Problem solving
- Leadership
- Organization
- Customer service
- Prioritization
- Time management
- Soft skills
- Multitasking
- Event management

### **Education**

University of Oklahoma

Current ▪ Bachelor of Arts in Organizational Leadership

Francis Tuttle School of Culinary Arts

August 2012-May 2014 ▪ Culinary Arts Certification

### **Volunteering**

Regional Food Bank of Oklahoma

Salvation Army – Food pantry, Angel tree warehouse, bell ringing

YWCA – Women's Shelter

Pivot

City Rescue Mission

Jesus House

# Stephanie Holt Lucas



I am an innovative academic leader with 36 years experience focused on engaging students and educators to meet learning objectives and drive student success. I am energetic and passionate about providing empowering leadership for students and teachers. Known for my excellent communication skills, creative thinking, and solid history of achievement and leadership, I have earned a reputation as a consummate professional who inspires excellence in self and others.

## Work Experience

- **Super Star ESL**  
Online English as Foreign Language Teacher  
My Independent Education Consulting Firm  
Edmond, Oklahoma  
September 2021 to Present
- **VIPKID**  
Online English as Foreign Language Teacher  
Hong Kong, China  
December 2017 to Present
- **Chickasaw Nation of Oklahoma**  
Independent Contractor/Curriculum Developer  
November 2018 to Present
- **McAlester Public Schools**  
Director of Curriculum/Professional Development  
July 2012 to June 2021 (retired)  
  
Assistant Principal, McAlester High School  
July 2001 to June 2012  
  
English Teacher/Library Media Specialist  
McAlester High School  
January 1996 to May 2001
- **Norman Public Schools**  
Library Media Specialist  
Jackson Elementary, August 1993 to May 1995
- **University of Oklahoma**  
Assistant, Western History Collections, 1992-1993  
  
Graduate Instructor, English Department, 1989-1992

## Educational Background

- **Doctoral Studies--Education Leadership and Administration**  
University of Oklahoma, 1998-2000  
Endorsement for Secondary School Principal  
Completed Coursework in Education Administration, Supervision & Instruction, School Law, School Finance, The Principalship
- **Master's Degree-- Information Studies**  
University of Oklahoma, 1993  
Endorsement for K-12 Library Media Specialist  
Completed Coursework in Technology of Educational Communications, Computers in Education, School Media Center Administration
- **Master's Degree--English**  
University of Oklahoma, 1992  
Received Honors Distinction on Comprehensive Exams and Recommendation for Doctoral Study
- **Bachelor's Degree--English & Secondary Education**  
East Central University, 1987  
With Highest Honors, GPA 3.98

## Certifications

- **Oklahoma Standard Teaching Certificate**  
Superintendent, Secondary Principal, Library Media Specialist K-12, English Language Arts 6-12, Grammar & Composition 6-12, American Literature, British Literature, World Literature, Yearbook, Journalism, Newspaper
- **TEFL/TESOL Certification**  
International English Academy, 2020  
120 Hours Coursework