



**OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING  
WEDNESDAY, JANUARY 21, 2026 AT 9 AM  
OKLAHOMA DEPARTMENT OF TRANSPORTATION  
FIRST FLOOR COMMISSION ROOM  
200 NE 21ST STREET, OKLAHOMA CITY, OK**

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

**DRAFT MINUTES**

- 1. ANNOUNCEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT, FILING OF MEETING NOTICE, AND POSTING OF THE AGENDA — Vice Chairman Seth Phillips**  
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 — Vice Chairman Phillips and Adrienne Stroud, Executive Assistant**

Adrienne Stroud called roll and recorded the following Commissioners present and absent:

**Present**

Seth Phillips	Vice Chairman (District 1)
Bob Baker	Commissioner (District 3)
Lindy Ritz	Commissioner (District 4)
Blake Raney	Commissioner (District 5)
Jim Putnam	Commissioner (At-Large)
Jerry Hunter	Commissioner (At-Large)
Craig Campbell	Secretary (House Appointed)

**Absent**

Kevin Potter                      Chairman (District 2)  
Bailey J Siegfried              Commissioner (Senate Appointed)

The meeting was called to order at 9:01 a.m. with 7 of 9 Commissioners present.

**3. APPROVAL OF THE MINUTES OF THE OKLAHOMA AEROSPACE AND AERONAUTICS COMMISSION MEETING ON DECEMBER 10, 2025 – Vice Chairman Phillips**

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

Ayes -            Commissioner Phillips  
                    Commissioner Baker  
                    Commissioner Ritz  
                    Chairman Raney  
                    Commissioner Putnam  
                    Commissioner Hunter  
                    Commissioner Campbell

Nays –

Abstain -

The motion carried 7-0.

**4. INTRODUCTION OF NEW COMMISSIONER– Vice Chairman Phillips**

The Commission was introduced to new 3<sup>rd</sup> Congressional District Commissioner Bob Baker.

**5. FINANCIAL REPORT – Chris Wadsworth**

The Commission was briefed on current financial figures.

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

The Commission was briefed on legislation and public policy issues concerning airports, aviation and aerospace and Commission legislative initiatives for the 2026 Legislative session.

**7. ADMINISTRATIVE RULES FOR THE OKLAHOMA DEPARTMENT OF AEROSPACE AND AERONAUTICS – Michelle Bouziden, Senior Project and Grants Manager**

The Commission considered approving the recommended changes to the agency’s administrative rules regarding Title 25, Chapter 15.

Commissioner Ritz made a motion to approve the administrative rules as amended. Commissioner Raney seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -            Commissioner Phillips  
                    Commissioner Baker  
                    Commissioner Ritz  
                    Chairman Raney

Commissioner Putnam  
Commissioner Hunter  
Commissioner Campbell

Nays –

Abstain -

The motion carried 7-0.

**8. AIRPORT CONSTRUCTION GRANT PROGRAM CHANGE ORDER – Michelle Bouziden**

The Commission considered approving an amendment 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 state grant CSM-25-S for Phase 1 of the pavement rehab at **Clinton-Sherman Airport (Burns Flat)**. The change order was necessary for additional construction administration due to extended contract time that resulted from additional spall repair and panel replacements identified while construction was ongoing. The estimated additional cost will be \$60,225 and will be funded with \$60,225 of OSIDA’s PREP funds.

Commissioner Putnam made a motion to approve the Airport Construction Grant Program Change Order. Commissioner Campbell seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -       Commissioner Phillips  
                  Commissioner Baker  
                  Commissioner Ritz  
                  Chairman Raney  
                  Commissioner Putnam  
                  Commissioner Hunter  
                  Commissioner Campbell

Nays –

Abstain -

The motion carried 7-0.

**9. AIRPORT CONSTRUCTION GRANT PROGRAM – Nick Young, Airports Division Manager**

**A.** The Commission considered approving a state grant for a project that is currently identified in the Department’s approved Airport Construction Program at El Reno Regional Airport. The project consists of constructing ten (10) interconnected box hangars. Based on bids, the total project cost is \$3,012,420 and will be funded with \$1,204,968 of state grant funds and \$1,807,452 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

**B.** The Commission considered approving a state grant for a project that is currently identified in the Department’s approved Airport Construction Program at University of Oklahoma Westheimer Airport. The project consists of lengthening and strengthening the primary runway, shortening the crosswind runway, rehabilitation of the electrical system, and optimizing connector taxiways. Based on bids, the total project cost is \$28,148,478 and will be funded with \$26,741,054 of federal grant funds, \$703,711 of state grant funds

and \$703,713 of sponsor matching funds. An approval is contingent upon the Department receiving an acceptable grant application.

- C. The Commission considered approving design costs for a project that is currently identified in the Department's approved Airport Construction Program at William R Pogue Municipal Airport (Sand Springs). The project consists of rehabilitating an existing facility to serve as their terminal building and FBO hangar. The estimated cost for the design phase of the project is \$243,100 and will be funded with \$111,826 of state grant funds and \$131,274 of sponsor matching funds.

Commissioner Raney made a motion to approve the Airport Construction Grant Program Items (A-C). Commissioner Campbell seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -        Commissioner Phillips  
                 Commissioner Baker  
                 Commissioner Ritz  
                 Chairman Raney  
                 Commissioner Putnam  
                 Commissioner Hunter  
                 Commissioner Campbell

Nays –

Abstain -

The motion carried 7-0.

**10. CLINTON-SHERMAN CONTRACT – Nick Young, Airports Division Manager**

The Commission considered approving staff to enter into a contract for pavement investigation on the main apron to determine pavement rehabilitation options 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. Total project cost will be \$50,370 and will be funded with \$50,370 of revolving funds from OSIDA.

Commissioner Putnam made a motion to approve the Clinton-Sherman Contract. Commissioner Campbell seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -        Commissioner Phillips  
                 Commissioner Baker  
                 Commissioner Ritz  
                 Chairman Raney  
                 Commissioner Putnam  
                 Commissioner Hunter  
                 Commissioner Campbell

Nays –

Abstain -

The motion carried 7-0.

**11. STATEWIDE AIRPORT PAVEMENT MANAGEMENT SYSTEM UPDATE AND TRAINING – Nick Young, Airports Division Manager**

The Commission considered approving staff to enter into a contract for airport pavement inspections, updates to the APMS online portal, and training for ODAA staff. Total contract cost will be \$412,356 and will be funded with \$412,356 of state funds.

Commissioner Ritz made a motion to approve the Statewide Airport Pavement Management System Update and Training. Commissioner Hunter seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -       Commissioner Phillips  
                  Commissioner Baker  
                  Commissioner Ritz  
                  Chairman Raney  
                  Commissioner Putnam  
                  Commissioner Hunter  
                  Commissioner Campbell

Nays –

Abstain -

The motion carried 7-0.

Commissioner Siegfried arrived at the meeting.

**12. PROGRESSING RURAL ECONOMIC PROSPERITY (PREP) FUND AND PRO-GROWTH AVIATION INFRASTRUCTURE APPROPRIATIONS UPDATE – Director Ardies**

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

**13. 5010 AIRPORT MASTER RECORD INSPECTION UPDATE – Thomas Galloway, Aviation Program Manager**

The Commission was briefed on the 5010 Airport Master Record inspections completed in calendar year 2025.

**14. AIRCRAFT PILOT AND PASSENGER PROTECTION ACT (APPPA) UPDATE – Thomas Galloway**

The Commission was briefed on the number of APPPA permits that have been issued or denied and other APPPA actions that have occurred during 2025.

**15. WIND ENERGY DEVELOPMENT ACT COMPLIANCE UPDATE – Thomas Galloway**

The Commission was briefed on the 2025 submittals in compliance with Title 17 requirements.

**16. 2025 AIRPORT CONSTRUCTION PROGRAM UPDATE – Jeff Kindschuh and Brad Beam, Airport Engineers**

The Commission was briefed on the projects in the Airport Construction Program that were completed during 2025 and update on the year’s engineering efforts for Federal and State funded projects.

**17. 2025 UAS UPDATES – Doug Wood, State Manager for Advanced Air Mobility**

The Commission was briefed on UAS activities and projects that occurred during 2025.

18. **AEROSPACE & AVIATION EDUCATION PROGRAM UPDATE – Paula Kedy, Statewide Aerospace STEM Education Manager**
  - A. Meeting with Enid Public Schools administrative team/completion of aircraft build – January 7
  - B. Site visit/planning meeting with Mustang High School for Oklahoma Aviation State Championship – January 9
  - C. Collaborative meeting with Flight Safety International for practice test that will be administered at regional championships – January 14
  - D. Topping Out Ceremony for the new Oklahoma Aviation Academy/Norman Public Schools – January 14
  - E. Preparatory meetings for Bessie Coleman Week to be held January 26-30
  
19. **REVIEW OF AEROSPACE EVENTS AND ACTIVITIES – Sandra Shelton**
  - A. Elk City Ribbon Cutting – December 17
  - B. Tulsa Riverside Runway 13/31 Widening – December 23
  
20. **Oklahoma Women in Aviation & Aerospace Day – Sandra Shelton**  
 The Commission was briefed on the 2025 Women in Aviation & Aerospace Day event hosted at AAR in Oklahoma City on December 12<sup>th</sup>.
  
21. **PREVIEW OF UPCOMING AVIATION AND AEROSPACE EVENTS – Sandra Shelton**  
 The Commission was briefed on upcoming events.
  
22. **DIRECTORS REPORT – Director Ardies**
  - A. NASAO Airports Committee Meeting – December 15
  - B. German Apprenticeship Debrief Meeting – December 19
  - C. UAS Summit, Tinker – January 12
  - D. Senate Budget Hearing – January 13
  - E. House Budget Hearing – January 20

Commissioner Siegfried arrived at the meeting.

23. **PROPOSED 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, Case No. 24-CV-00558-SH, in the United States District Court for the Northern District of Oklahoma, AND CITY OF GROVE AND THE GROVE MUNICIPAL AIRPORT TRUST, 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. – Vice Chairman Phillips**
  - A. Vote to Convene in Executive Session

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

Ayes -       Commissioner Phillips  
                   Commissioner Baker  
                   Commissioner Ritz

Chairman Raney  
Commissioner Putnam  
Commissioner Hunter  
Commissioner Campbell  
Commissioner Siegfried

Nays –

Abstain -

The motion carried 8-0.

**B. Vote to Acknowledge Return to Open Session**

Commissioner Putnam made a motion to return to Open Session. Commissioner Campbell seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -      Commissioner Phillips  
                 Commissioner Baker  
                 Commissioner Ritz  
                 Chairman Raney  
                 Commissioner Putnam  
                 Commissioner Hunter  
                 Commissioner Campbell  
                 Commissioner Siegfried

Nays –

Abstain -

The motion carried 8-0.

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

Commissioner Campbell made a motion to accept the magistrate judges settlement offer in the case of **HUTCHINSON VS. STATE**, *Case No. 24-CV-00558-SH, in the United States District Court for the Northern District of Oklahoma*. Commissioner Putnam seconded the motion. Vice Chairman Phillips called for the vote, and the votes were recorded as follows:

Ayes -      Commissioner Phillips  
                 Commissioner Baker  
                 Commissioner Ritz  
                 Chairman Raney  
                 Commissioner Putnam  
                 Commissioner Hunter  
                 Commissioner Campbell  
                 Commissioner Siegfried

Nays –

Abstain -

The motion carried 8-0.

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

**25. ANNOUNCEMENT OF NEXT MEETING — Vice Chairman Phillips**

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

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

No new business was presented or discussed.

**27. ADJOURNMENT**

Vice Chairman Phillips requested a motion to adjourn. Commissioner Putnam made a motion to adjourn. Commissioner Raney seconded. Vice Chairman Phillips declared the meeting adjourned at 12:09 pm.

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 21<sup>st</sup> Street, Oklahoma City, Oklahoma 73105, and the Oklahoma Department of Aerospace and Aeronautics website at 8:30 a.m. Tuesday January 20, 2026.

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Chris Wadsworth, Chief of Staff

01.20.2026 8:00 AM