



**OKLAHOMA AERONAUTICS COMMISSION MEETING
THURSDAY, JANUARY 11, 2017, AT 10 AM
OKLAHOMA DEPARTMENT OF TRANSPORTATION
FIRST FLOOR COMMISSION ROOM
200 NE 21ST STREET
OKLAHOMA CITY OK**

MINUTES

1. **ANNOUNCEMENT OF FILING OF MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT — Chairman Michael Ray**
2. **CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT— Acting Chairman Dave Amis III**

Present	Dave Amis III David Conway Joe Harris Jerry Hunter Kevin Potter Michael Ray Wes Stucky	Commissioner (District 5) Secretary (District 2) Commissioner (At-Large) Commissioner (At-Large) Commissioner (District 1) Chairman (District 3) Vice-Chair (District 4)
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Absent	Kevin Potter	Commissioner (District 1)
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3. **APPROVAL OF THE NOVEMBER 17, 2016, COMMISSION MEETING MINUTES — Acting Chairman Dave Amis III** Commissioner Harris made a motion to approve, Commissioner Stucky seconded.

Action Required

Ayes -	Commissioner Amis Commissioner Conway Commissioner Harris Commissioner Hunter Commissioner Stucky
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Nays -	None
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Abstained -	Commissioner Ray
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The motion carried 5-0.

4. **DIRECTOR'S REPORT— Victor Bird**
 - A. Will Rogers Airport & Tower Tour
 - B. State Chamber Public Affairs Forum

Information Only

5. CENTER FOR AEROSPACE & DEFENSE SUPPLIER QUALITY (CADSQ) — Victor Bird

The Commission was updated regarding the CADSQ program and legislation providing for CADSQ funding.

Information Only

6. EMBRY-RIDDLE AERONAUTICAL UNIVERSITY— Pamela Doty

The Commission was addressed by Pamela Doty, Campus Director, Oklahoma City campus of Embry-Riddle Aeronautical University – Worldwide.

- A. The recently signed agreement between Metro Technology Centers (MTC) and Embry-Riddle Aeronautical University (ERAU) was to facilitate the recognition, applicability, and seamless transition between MTC and ERAU, specifically in reference to aviation maintenance (A&P) coursework, certification, and licenses.

Information Only

7. INTRODUCTION OF NEW AVIATION PROGRAM MANAGER — Victor Bird

Commissioners were introduced to Jennifer Scanlan, the agency's new aviation program manager who started with the Commission on 9/6/16.

Information Only

8. LONGEVITY RECOGNITION OF OAC STAFF—Victor Bird

Commission staff member Sandra Shelton was presented with a certificate and service pin recognizing her years of service as a state employee.

Information Only

9. LEGISLATIVE, CONGRESSIONAL AND REGULATORY UPDATE — Victor Bird

The Commission was briefed on legislation and public policy issues concerning airports, aviation and aerospace in the state.

- A. Aviation Caucus
- B. SB 74 regarding aircraft excise tax exemptions

Information Only

- C. 2017 Legislative Agenda
 - 1. Proposed increase to the aviation fuel tax

Action Required – No Vote Required

10. AVIATION & AEROSPACE DAY AT THE STATE CAPITOL — Victor Bird

The Commission was briefed on possible dates and a new format.

Information Only

11. AVIATION ECONOMIC IMPACT STUDY UPDATE — Grayson Ardies

Staff provided the Commission with an update on the Oklahoma Statewide Aviation Economic Impact Study.

Information Required

- 12. UNMANNED AERIAL SYSTEMS BRIEFING — Grayson Ardies and Sandra Shelton**
Commissioners were briefed on any recent national and Oklahoma news regarding unmanned aerial systems, i.e. drones.
- A. OSU UAS Advisory Committee
 - B. Drone School 101

Information Only

- 13. FINANCIAL REPORT— Jane Mitchell**
The Commission was briefed on the current budget figures for FY 2017.

Information Only

- 14. THREE-YEAR CAPITAL IMPROVEMENT PROGRAM — Grayson Ardies**
The Commission was briefed on staff’s recommendation to develop a 5 year CIP. Commissioner Amis made a motion to approve, Commissioner Conway seconded.

Action Required

Ayes -	Commissioner Amis Commissioner Conway Commissioner Harris Commissioner Hunter Commissioner Stucky Commissioner Ray
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Nays -	None
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The motion carried 6-0.

- 15. PRELIMINARY ENGINEER REPORT PROGRAM – Dale Williams**
- A. The Commission was briefed on the current status of the FY 2016 Preliminary Engineering Report Program.

Information Only

- B. The Commission considered allowing staff to contract the necessary services required to complete the 2017 Preliminary Engineering Report Program. The project consisted of the Commission contracting more than one firm to develop preliminary engineering reports for projects listed below. The total project cost was estimated to be \$425,000 and was funded with \$382,500 of federal grant funds and \$42,500 of state funds. Commissioner Stucky made a motion to approve, Commissioner Amis seconded.

- R.L. Jones (Tulsa Riverside) – Rehabilitate 1R/19L and Taxiways

- Max Westheimer (OU Norman) – Rehabilitate Parallel Taxiway Systems
- South Grand Lake Regional – Rehabilitate and Widen Runway
- Stillwater Regional – Rehabilitate and Expand Main Parking Apron
- Chandler Regional – Conduct Environmental Study
- Ardmore Executive (Downtown) – Rehabilitate Runway and Parallel Taxiway System, Upgrade Runway and Taxiway Lights and Signage.
- Mid-America Industrial Park – Conduct Environmental Study

Action Required

Ayes - Commissioner Amis
 Commissioner Conway
 Commissioner Harris
 Commissioner Hunter
 Commissioner Stucky
 Commissioner Ray

Nays - None

The motion carried 6-0.

16. COMMUNICATIONS — Sandra Shelton

- A. Aviation Art Contest
- B. Website Update

Information Only

17. AEROSPACE AND AVIATION EDUCATION GRANT PROGRAM — Grayson Ardies and Catherine Taber

The Commission was briefed on changes to the rules that are in the public comment phase.

Information Only

18. AIRCRAFT PILOT AND PASSENGER PROTECTION ACT (APPPA) — Catherine Taber

Commissioners was briefed on the number of APPPA permits issued or denied, and other APPPA actions that occurred since the September 1, 2016, Commission meeting.

Information Only

19. OKLAHOMA AIRPORT OPERATORS ASSOCIATION — Grayson Ardies

The Commission considered renewing its annual membership in the Oklahoma Airport Operators Association (OAOA) for FY2017 and serving as a sponsor for the OAOA Annual Conference, April 23-26 2017, in Stillwater. This request included granting OAC’s director the authority to approve a membership in an amount up to \$5,000. Commissioner Stucky made a motion to approve, Commissioner Conway seconded.

Action Required

Ayes - Commissioner Amis

Commissioner Conway
Commissioner Harris
Commissioner Hunter
Commissioner Stucky
Commissioner Ray

Nays - None

The motion carried 6-0.

20. PARTNERSHIPS/SPONSORSHIPS WITH THE OKLAHOMA DEPARTMENT OF COMMERCE AND OTHER STATE/LOCAL ENTITIES - Victor Bird

Commissioner Harris made a motion to approve items A, B, and C, and Commissioner Amis seconded.

- A. 2017 Unmanned Aerial Vehicle Systems International Conference scheduled May 8-11. The funding request is for up to \$5,000.
- B. 2017 MRO America Conference scheduled for April 25-27. The funding request is for up to \$5,000.
- C. 2017 EAA Airventure at Oshkosh scheduled for July 24-30. The funding request is for up to \$4,000.

Action Required

Ayes - Commissioner Amis
Commissioner Conway
Commissioner Harris
Commissioner Hunter
Commissioner Stucky
Commissioner Ray

Nays - None

The motion carried 6-0.

21. APPROVAL TO PROCEED WITH REQUEST FOR QUALIFICATIONS FOR NEW PAVEMENT MANAGEMENT PROGRAM — Grayson Ardies and Catherine Taber

The Commission's current pavement management program was created in the late 1990s. This program has been a valuable tool for capital planning that has allowed federal, state, and local officials to determine the current condition of airport pavements across the state. Although it has been a great resource to use, the current system has become outdated and is ready for an overhaul. The Commission considered authorizing staff to move forward with the FAA consultant selection process and developing a statement of work with an estimate of costs for this project. Commissioner Conway made a motion to approve, Commissioner Amis seconded.

Action Required

Ayes - Commissioner Amis
Commissioner Conway
Commissioner Harris

Commissioner Hunter
Commissioner Stucky
Commissioner Ray

Nays -

None

The motion carried 6-0.

22. REVIEW OF UPCOMING AVIATION AND AEROSPACE EVENTS — Sandra Shelton

Information Only

23. CONCLUDING REMARKS REGARDING AGENDA ITEMS — Victor Bird and Commissioners

24. ANNOUNCEMENT OF NEXT MEETING — Chairman Michael Ray

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

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

26. COMMENTS FROM MEMBERS OF THE PUBLIC

27. ADJOURNMENT

1/11/2017
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