

**OKLAHOMA AERONAUTICS COMMISSION MEETING  
THURSDAY, NOVEMBER 10, 2011, AT 10 AM  
OKLAHOMA DEPARTMENT OF TRANSPORTATION  
FIRST FLOOR COMMISSION ROOM  
200 NE 21<sup>ST</sup> STREET  
OKLAHOMA CITY OK**

**AGENDA**

- 1. CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT—  
Chairman Armstrong**
- 2. APPROVAL OF THE SEPTEMBER 8, 2011, REGULAR COMMISSION MEETING  
MINUTES — Chairman Armstrong**

Action Required

- 3. APPROVAL OF APPOINTMENT — Victor Bird**  
Commissioners will consider the appointment of Tamara Alexander as Assistant Operations Officer.

Action Required

- 4. DIRECTOR'S REPORT— Victor Bird**
  - A.** Recognition of Commissioner Stucky's Reappointment
  - B.** Legislative and Congressional Update
  - C.** Center for Aerospace Supplier Quality (CASQ) Prime Contractor Suppliers Roundtable Brief
  - D.** Unmanned Aerial Systems Summit Briefing
  - E.** Review of National Association of State Aviation Officials (NASAO), Aircraft Owners and Pilots Association (AOPA) and National Business Aviation Association (NBAA) Annual Conferences

Information Only

- 5. FINANCIAL REPORT — Elaine Spell**  
The Commission will be briefed on the current budget figures for FY 2012.

Information Only

- 6. CENTER FOR AEROSPACE SUPPLIER QUALITY (CASQ) UPDATE — Victor Bird and Allen Shipes**  
Commissioners will receive an update on CASQ from Director Bird and Allen Shipes, Oklahoma site manager for Logistics Specialties, Inc., a full-service consulting company subcontracted to perform the day-to-day operations of the CASQ program under the direction of the Oklahoma Aeronautics Commission and the Oklahoma Bid Assistance Network.

Information Only

**7. REORGANIZATION OF OAC'S AIRPORTS DIVISION — Victor Bird**

The Commission will be briefed on plans to reorganize the agency's Airports Division.

Information Only

**8. CAPITAL IMPROVEMENT GRANT PROGRAM — Dale Williams**

**A.** The Commission will consider approving a state grant for a project at **McAlester Regional Airport** that is currently identified in the Commission's Capital Improvement Program. The proposed project will consist of improving the runway safety area and runway object free area to meet FAA standards. The total project cost is \$1,924,976 and will be funded with \$1,828,166 of federal funds, \$47,696 state grant funds and \$49,114 sponsor matching funds.

Action Required

**B.** The Commission will consider approving an emergency state grant for a project at **Frederick Municipal Airport** that is *not* currently identified in the Capital Improvement Program. The proposed project will consist of replacing the constant current regulator, which controls the runway lights. Based on three quotes, the total project cost is \$10,250 and will be funded with \$9,225 in state grant funds and \$1,025 of sponsor matching funds.

Action Required

**9. THREE-YEAR CAPITAL IMPROVEMENT PROGRAM — Dale Williams**

The Commission will consider allowing staff to contract the necessary professional services to develop preliminary reports and conduct acceptance testing at airports that are identified of being considered for inclusion in the Commission's Capital Improvement Program. The professional services required are topographical surveys, materials testing, independent fee analyses and other engineering services.

Action Required

**10. ADMINISTRATIVE RULES — Dale Williams and Grayson Ardies**

**A.** The Commission will consider approving the proposed rule changes to the Oklahoma Administrative Code, Chapter 15, Title 25, OAC GRANT PROGRAM. The rules set forth the requirement for participation in the various grant programs administered by the Oklahoma Aeronautics Commission, and to establish the procedures to be followed by the Commission in the administration and enforcement of its duties under Title 3, Oklahoma Statutes, section 81-93 and Title 68, Oklahoma Statutes, section 6003.1.

Action Required

**B.** The Commission will consider approving the proposed rule changes to the Aircraft Pilot and Passenger Protection Act (State Statute Section 120.1 of Title 3). The rules set the requirements and procedures to be followed by the Commission in the

administration and enforcement of its duties regarding the construction of a structure in the vicinity of a public-use airport and notification to military airports in the state of Oklahoma.

Action Required

**11. 2012 COMMISSION MEETINGS — Harve Allen**

Commissioners will consider approving the proposed 2012 meeting schedule for the Oklahoma Aeronautics Commission.

Action Required

**12. ANNOUNCEMENT OF NEXT MEETING — Chairman Armstrong**

The Commission will announce the date, time and place for the next regularly scheduled meeting for the Oklahoma Aeronautics Commission.

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

**14. COMMENTS FROM MEMBERS OF THE PUBLIC**

**15. ADJOURNMENT**