



# WYOMING *Aeronautics Commission*

DEPARTMENT OF TRANSPORTATION

5300 Bishop Boulevard  
Cheyenne, Wyoming 82009-3340

Bruce McCormack, Chairman  
(307) 777-4015



## BUSINESS MEETING AGENDA

Tuesday, October 17, 2023 at 1:30 P.M.

### I. CALL TO ORDER

### II. PLEDGE OF ALLEGIANCE *(Index Tab 1)*

### III. ROLL CALL

### IV. ADJUSTMENTS TO AGENDA

### V. MINUTES

- A. Consideration of Draft Minutes dated September 7, 2023 *(Index Tab 2)* – Vote
- B. Consideration of Draft Minutes dated September 29, 2023 *(Index Tab 2)* – Vote

### VI. UPDATE/DISCUSSION

- A. Chairman’s Update – Chairman McCormack
- B. Director’s Update – Director Westby
- C. Administrator’s Update – Administrator Olsen
- D. Air Service Development Program Update – Ms. Johnson
  - 1. General Matters
  - 2. Standard Reports
    - a) ASEP Budget Forecast Report *(Index Tab 3)*
    - b) CPA Budget Forecast Report *(Index Tab 4)*
    - c) Percent of Grant Projects by City Report *(Index Tab 5)*
    - d) Monthly Load Factors Report *(Index Tab 6)*
    - e) CPA Quarterly Cost per Passenger Report *(Index Tab 7)*
- E. Engineering & Construction Program Update – Mr. Hearn
  - 1. General Matters
  - 2. Standard Reports
    - a) Change Orders Report *(Index Tab 8)*

*The order of agenda is subject to change. The State of Wyoming supports the Americans with Disabilities Act. Anyone needing aid should contact the Aeronautics Commission at 307-777-4015. Every effort will be made for reasonable accommodations.*

- b) Statewide Line Items Report (*Index Tab 9*)
- c) Bid Summary Report (*Index Tab 10*)

F. Planning & Programming Program Update – Mr. Schutzman

- 1. General Matters
- 2. Standard Monthly Reports
  - a) Administrative Approvals Report (*Index Tab 11*)
  - b) Recovered State Funds Report (*Index Tab 12*)

G. UAS Program Update – Ms. Taylor

- 1. General Matters

**VII. REGULAR BUSINESS**

- A. FY 2023 Year-end Closeout (*Index Tab 13*)
- B. Consideration of the FY 2024 WACIP Budget Modifications (*Index Tab 14*) – Mr. Schutzman – Vote

**VIII. NEW BUSINESS**

*No new business.*

**IX. EXECUTIVE SESSION**

**X. ANNOUNCEMENTS**

- A. Next business meeting will be held November 14, 2023, via videoconference.

**XI. ADJOURNMENT**

- A. Consideration of Adjournment – Vote