



Mark Gordon  
Governor

# WYOMING *Aeronautics Commission*

DEPARTMENT OF TRANSPORTATION

5300 Bishop Boulevard  
Cheyenne, Wyoming 82009-3340

Bruce McCormack, Chairman  
(307) 777-4015



Darin J. Westby, P.E.  
Director

## BUSINESS MEETING AGENDA

Friday, September 20, 2024 at 9:30 A.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 August 16, 2024 & September 5, 2024 (*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. Engineering & Construction Program Update – Mr. Hearn
  - 1. General Matters
  - 2. Standard Reports
    - a) Change Orders Report (*Index Tab 7*)
    - b) Statewide Line Items 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.*

c) Bid Summary Report (*Index Tab 9*)

F. UAS Program Update – Ms. Taylor

1. General Matters

G. Planning & Programming Program Update – Mr. Schutzman

1. General Matters

2. Standard Report

a) Administrative Approvals Report (*Index Tab 10*)

b) Recovered State Funds Report (*Index Tab 11*)

**VII. REGULAR BUSINESS**

A. Review of the Final FY 2024 WACIP Budget Modifications (*Index Tab 12*) – Mr. Schutzman

B. Consideration of the FY 2025 WACIP Budget Modifications (*Index Tab 13*) – Mr. Schutzman – Vote

**VIII. NEW BUSINESS**

*No New Business.*

**IX. AIRPORT PRESENTATIONS**

A. Pine Bluffs Municipal Airport

**X. EXECUTIVE SESSION**

**XI. ANNOUNCEMENTS**

A. Next business meeting will be held October 22, 2024, via videoconference.

**XII. ADJOURNMENT**

A. Consideration of Adjournment – Vote