



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

October 3, 2024

6:00 p.m.

1. Call meeting to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Chairman to announce to the public regarding speaker cards.
5. Chairman to ask that all cellphones be silenced while meeting is in progress.
6. Approval of the Minutes for the month of September 2024.
7. Approval of payables through October 3, 2024.

8. **OLD BUSINESS:**

A. Assignment Reports:

1. Unmanned Aircraft Systems (UAS) effort on the HTA. – *Alford/Casey/Ellender/Pellegrin*
 - a. Reports and action items:
 1. RPA Campus Roads – *Dupre*
 2. RPA Campus Buildings – *Dupre*
 3. RPA General Report – *Rey*
 - b. Approval of Project payments to:
 1. Duplantis Design Group in the amount of \$45,541.14 for Invoice No. 231150824.
 - c. Approval of payments to consultants:
 1. COTS Technology, LLC in the amount of \$13,572.40 – September 2024.
 2. COTS Technology, LLC in the amount of \$7,404.89 for reimbursable travel to Montreal.
 3. The Pelican State Partners, LLC. in the amount of \$2,000.00 – September 2024.
 4. The Padina Group, Inc. in the amount of \$10,000.00 – August 2024.
2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA – *Ellender/Marmande/Pellegrin*
 - a. Approval to advertise an RFP/RFQ from engineers for the Sustainable Aviation Fuel project.
 - b. Approval of payment to All South Consulting Engineers, LLC for Invoice No. 11 in the amount of \$20,591.35.
3. Update regarding Policy, Procedures, and Personnel – *Alford/Casey/Marmande*
 - a. Selection Committee report regarding ADK Executive Search – *Pellegrin*

B. Taxiway Echo & Taxiway Foxtrot – *Highstreet/Boudreaux*

- a. Approval of payment to Providence Engineering and Environmental for Invoice No. 0064757 in the amount of \$6,361.26 for Taxiway Foxtrot.

C. West Ramp Reconstruction – *Boudreaux/Dupre/Highstreet*

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D. Update Airport Master Plan/AGIS – *Boudreaux*

E. New Rates & Charges Survey – *Alford/Boudreaux*

F. Discussion regarding HTAC owned building, old Bristow hangar, damaged during Hurricane IDA – *Pellegrin*

G. HUM Air Traffic Control Tower – *Boudreaux*

H. Update regarding server upgrade for the HTAC's computer systems – *Dupre*

I. Discussion regarding leases both held and released by Duplantis Truck Line, Inc. – *Dupre/Highstreet*

9. NEW BUSINESS:

A. Discussion and approval of demand letter to Airborne Support, Inc. regarding the removal of disabled aircraft on the ramp area. – *Pellegrin/Norman*

B. Discussion and possible approval to purchase and install a SiteSpotter 500Q Surveillance camera system for new Thunderbird Rd. roller gate connected to UAS campus in the amount of \$9,814.12.

10. Director's Report:

A. Airport Police Director – *Beattie*

B. Director of Operations/Maintenance – *Highstreet*

C. Director of Business Development – *Dupre*

D. Deputy Director – *Boudreaux*

E. Executive Director – *Pellegrin*

11. Commissioner's Comments.

12. Public Comments.

13. Adjourn.