



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

October 17, 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 Budget to Actual Financial Statement for the month of September 2024.
7. Approval of payables through October 17, 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*

- a. Approval of HTAC commitment to a 25% match to the Capital Outlay Request for construction of Houma-Terrebonne Testing and Educational Facility.

3. RPA General Report – *Rey*

b. Approval of Project payments to:

1. Milford and Associates for Invoice No. 024-112 in the amount of \$1,271.50.

c. Approval of payments to consultants:

1. The Picard 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*

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*

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

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**

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

9. NEW BUSINESS:

A. Application and fee received from Sky Pilot, LLC, requesting approval of a new negotiated lease in the amount of \$485.00 per acre, per month, for the lease of 0.20 acre of land designated as Lease No. TIM-1-14 for a primary term of ten years. (*current lease expires 11/30/2024*) – **Dupre**

B. Discussion and possible approval regarding Landlord Estoppel Certificate between HTAC, Scott-Macon Equipment Louisiana, LLC and Allegiance Crane & Equipment, LLC.

C. Discussion and possible approval regarding exhibiting at Verticon 2025 (formerly known as HAI Expo) March 10-13, 2025, in Dallas, Texas.

D. Approval for staff to attend the SCCAAAE Partnership Conference in Hurst, Texas February 24-26, 2025.

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.