



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

November 7, 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. Mr. Eric Lafleur, Lafleur & Laborde, to address the HTAC regarding bonds.
7. Approval of the Minutes for the month of October 2024.
8. Approval of payables through November 7, 2024.

9. **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***

- a. Approval of and authorization to task All South Consulting Engineers with planning and managing the construction of the UGC Mini Campus.

b. Approval of Project payments to:

1. Byron E. Talbot Contractor, Inc. for Payment No. 8 in the amount of \$65,392.54.00 RPA Campus Roads for final and retainage.

c. Approval of payments to consultants:

1. COTS Technology, LLC in the amount of \$13,269.83 – October 2024.

2. COTS Technology, LLC in the amount of \$909.39 for reimbursable travel to LAMA.

3. The Pelican State Partners, LLC. in the amount of \$2,000.00 – October 2024.

4. The Padina Group, Inc. in the amount of \$10,000.00 – September 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***

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

1. Approval of payment to Providence Engineering and Environmental Group, LLC, in the amount of \$1,102.00 for Invoice No. 0064980 for Taxiway Foxtrot.

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

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

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

10. NEW BUSINESS:

A. Letter received from Terrebonne Arc requesting assistance from the HTAC to repair a road near their facility and to install a stop sign.

11. Director's Report:

A. Airport Police Chief– *Beattie*

B. Director of Operations/Maintenance – *Highstreet*

C. Director of Business Development – *Dupre*

D. Deputy Director – *Boudreaux*

E. Executive Director – *Pellegrin*

12. Commissioner's Comments.

13. Public Comments.

14. HTAC may convene into an executive session to discuss the character and professional competency of candidates for the Executive Director position.

15. Adjourn.