



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

May 15, 2025

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 Minutes and Budget to Actual Financial Statement for the month of April 2025.
7. Approval of payables through May 15, 2025.

8. **OLD BUSINESS:**

A. Assignment Reports:

1. Unmanned Aircraft Systems (UAS) effort on the HTA.

a. Reports and action items:

1. UGC General Report – *Dupre/Pellegrin*

b. Approval of Project payments to:

1. *N/A*

2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA – *Jarvis*

3. Discussion regarding bond financing by HTAC. – *Marmande/Miller*

a. Approval of Resolution for Placement on the Bond Commission Agenda.

- ##### **b. Approval to move forward to pay out current bond (approximately \$164,000.00).**

- #### **B. Update regarding Warranty Inspections on Taxiways Echo and Foxtrot. – *Jarvis/Highstreet***

- #### **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. – *Jarvis***

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

9. NEW BUSINESS:

- A.** Presentation by Simon Aviation Services.
 - 1.** Letter received from MD Flight OPS, LLC requesting the following regarding their Lease No. MD-1-20:
 - a.** Offer to sell improvements to the HTAC in the amount of \$825,000.00.
 - b.** If HTAC refuses offer, approval to sell improvements on said lease to Simon Aviation, LLC in the amount of \$825,000.00.
 - c.** Approval to cancel the existing lease to MD Flight OPS LLC, and execute a new Lease to Simon Aviation LLC regarding the subject property.
- B.** Application and fee received from Simon Aviation Services requesting approval of a new negotiated lease in the amount of \$482.00 per acre, per month, for the lease of 2.880 acre of land designated as Lease No. MD-1-20 for a primary term of ten years and three five year options.
- C.** Letter received from Atlas Manufacturing, LLC requesting the following regarding their Lease No. B-1-78:
 - 1.** Offer to sell improvements to the HTAC in the amount of \$100,000.00.
 - 2.** If HTAC refuses offer, approval to sell improvements on said lease to LJ Coatings, LLC in the amount of \$65,000.00.
 - 3.** Approval to assign said lease to LJ Coatings, LLC to conduct business as a blasting and painting company.

10. Director's Report:

- A.** Airport Police Chief – *Beattie*
- B.** Director of Operations/Maintenance – *Highstreet*
- C.** Deputy Director of Advanced Aviation & Strategic Outreach– *Dupre*
- D.** Airport Deputy Director – *Boudreaux*
- E.** Executive Director – *Jarvis*

11. Commissioner's Comments.

12. Public Comments.

13. Adjourn.