



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646 / FAX (985) 876-4115

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

August 17, 2023

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. Pernell Pellegrin, Martin & Pellegrin, CPA's to address Commission on Audit & AUP for FYE 12/31/2022.
7. Approval of the Minutes and Budget to Actual Financial Statement for the month of July 2023.
8. Approve payables through August 17, 2023.

9. OLD BUSINESS:

A. Assignment Reports:

1. Update regarding the expansion of the Aviation area and Unmanned Aircraft Systems (UAS) effort on the HTA. - **Alford/Casey/Ellender/Pellegrin**
 - a. Approval of payment to The Picard Group, LLC in the amount of \$10,000.00 for monthly fee as per written contract.
 - b. Approval of payment to COTS Technology, LLC in the amount of \$3,282.01 for reimbursable travel expenses.
2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA. - **Marmande/Teuton/Ellender/Pellegrin**

B. Taxiway Echo – **Hicks**

1. Approval of payment to Byron E. Talbot, Inc. for Payment No. 5 in the amount of \$1,356,163.76.
2. Discussion and possible approval of an agreement with Byron E. Talbot, Inc. (BET) whereby BET will be responsible for having four inspections of the entire area of concrete in question prior to the end of the two year warranty period, at their expense.

C. Reconstruct Taxiway F – **Hicks**

1. Approval of payment to Providence Engineering and Environmental for Invoice No. 0061150 in the amount of \$2,095.00.
2. Discussion and possible approval of an agreement with Byron E. Talbot, Inc. (BET) whereby BET will be responsible for having four inspections of the entire area of concrete in question prior to the end of the two year warranty period, at their expense.

- D. Update regarding Downtown Jeux, LLC and the former Capital One building. - **Norman/Highstreet**

E. Discussion regarding Airfield Electrical Vault. - *Highstreet*

F. Update regarding the possibility of gaining ownership of the Houma Air Traffic Control Tower. - *Pellegrin*

10. NEW BUSINESS

A. Discussion and possible approval to continue the internship program - *Pellegrin*

B. Discussion and possible approval of hiring Erin Theriot, HTAC Intern, as a full time employee to fill an open position within our office. - *Pellegrin*

C. Approval for up to 4 HTAC staff members to attend the annual LAMA conference, scheduled for November 5-7 in Alexandria, LA.

11. Director's Report:

A. Airport Police Director - *Beattie*

B. Director of Aviation Business & UAS/AAM Development - *Dupre*

C. Deputy Director - *Boudreaux*

D. Executive Director - *Pellegrin*

12. Commissioner's Comments.

13. Public Comments.

14. Adjourn.