



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

September 7, 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. Approval of the Minutes for the month of August 2023.
7. Approve payables through September 7, 2023.

8. **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. The Picard Group, LLC is here to give a presentation.
 - b. Approval of payment to COTS Technology, LLC in the amount of \$16,536.12 for monthly fee as per written contract.
 - c. Approval of payment to The Pelican State Partners, LLC in the amount of \$2,000.00 for monthly fee as per written contract.
 - d. Approval of payment to The Padina Group, LLC in the amount of \$10,000.00 for monthly fees as per written contract.
 - e. Approval of payment to The Padina Group, LLC in the amount of \$1,814.36 for reimbursable travel expenses for the month of August 2023.
 - f. Approval to move forward with final design, advertisement for construction, and naming of roads regarding the UAS Campus road project.
2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA. - ***Marmande/Teuton/Ellender/Pellegrin***
 - a. Approval of a resolution for the establishment of an HTAC fuel farm at the Houma Terrebonne Airport connected to a suitably-situated fuel terminal in the vicinity of the Houma Navigational Canal to service aviation and maritime industries during normal operations and emergency conditions.

B. Taxiway Echo – ***Hicks***

1. Approval of payment to Infrastructure Consulting & Engineering for Invoice No. 002004311 in the amount of \$61,150.80.
2. Approval of Change Order No. 3 to add 53 calendar days to the contract to allow for the additional time to address the concrete mediation along the first pour section of the project.

3. Approval for Executive Director to execute a Contractor Warranty form, that extends warranty by one additional year to cover the panels not replaced during the project in pour no. 1 (Lot 1), with the added requirement that the contractor be responsible for conducting an inspection every six months by an independent licensed engineer, with the last inspection being prior to expiration of the additional warranty date of September 7, 2025.
4. Approval to accept the project as substantially complete and authorization for the Chairman or Executive Director to sign the Substantial Completion Certificate.

C. Reconstruct Taxiway F – *Hicks*

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

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

9. NEW BUSINESS

- A. Approval of HTAC 5-year Capital Improvement Plan for FY 2024-2028 and resolution to request State/FAA Financial Assistance and allow the HTAC Capital Improvement Plan for 2024-2028 to serve as the grant application.

10. 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*

11. Commissioner's Comments.

12. Public Comments.

13. HTAC to consider going into executive session to discuss the following matter in litigation: "Shanna Buono vs. Clark Gleason, Houma-Terrebonne Airport Commission et al", docket no.187806, 32nd Judicial District Court, Terrebonne Parish.

14. Adjourn.