



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

November 16, 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 Budget to Actual Financial Statement for the month of October 2023.
7. Approve payables through November 16, 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. Approval of payment to Pelican State Partners in the amount of \$2,000.00 for monthly fee for October 2023.
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 Infrastructure Consulting & Engineering for invoice No. 2004314 in the amount of \$47,017.92.

C. Reconstruct Taxiway F – *Hicks*

D. Update regarding the Houma Air Traffic Control Tower. – *Pellegrin/Boudreaux*

E. Discussion and possible approval of an increase for Commission Member per diems – *Celestin*

F. Update Airport Master Plan/AGIS – *Pellegrin/Boudreaux*

9. NEW BUSINESS

- A. Approval for Bristow to move forward with an expansion of their ramp on their leased parcel OH-1-79B as proposed. - *Dupre*
- B. Approve recommendation regarding fiscal agency from January 1, 2024 through December 31, 2028. - *Dupre*

Agenda- Page 2

November 16, 2023

- C. Discussion and possible approval regarding Ms. Andrea Dupre's participation in Leadership Louisiana:
 - 1. Approval for HTAC to pay tuition to Council for a Better Louisiana in the amount of \$3,200.00.
 - 2. Approval for HTAC to pay travel expenses associated with attendance to Leadership Louisiana sessions around the State.

- D. Letter received from Mr. Andrew Cook, Mr. Ralph D. Mitchell, Jr. & Mr. Luke J. Joseph requesting the following regarding their Lease No. SP-1-16:
 - 1. Offer to sell improvements to the HTAC in the amount of \$210,000.00.
 - 2. If HTAC refuses offer, approval to sell improvements on said lease to Mr. Joel Watson in the amount of \$210,000.00.
 - 3. Approval to assign said lease to Mr. Joel Watson to conduct business as a private entity.

- E. Application and fee received from Coyle Enterprises, LLC requesting approval of a new negotiated lease in the amount of \$473.00 per acre, per month for approximately 1.054 acres of land to be designated as Lease No. W-2-68A for a primary term of five years, with one, five-year option to continue its oilfield rentals & manufacturing business. (*current lease expires 1/31/2024*).

- F. Application and fee received from Swire Energy Services, LLC requesting approval of a new negotiated lease in the amount of \$406.00 per acre, per month for approximately 0.235 acres of land to be designated as Lease No. CD-1-84 for a primary term of one year, with nine, one-year options to continue its offshore equipment rentals business. (*current lease expires 2/29/2024*).

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. Adjourn.