



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

Grantee, FTZ No. 279

www.houma-airport.com

(985) 872-4646

AGENDA

February 15, 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. Approval of the Budget to Actual Financial Statement for the month of January 2024.
7. Approve payables through February 15, 2024.

8. OLD BUSINESS:

A. Assignment Reports:

1. Uncrewed Aircraft Systems (UAS) effort on the HTA. - *Alford/Casey/Ellender/Pellegrin*

a. Reports and action items:

1. RPA Campus Roads
2. The Picard Group, LLC is here to give a presentation.
3. Discussion and possible action regarding Pelican State Partners' request to increase its monthly fee to \$3,500.00.

b. Approval of Project payments to:

1. Milford & Associates, Inc., in the amount of \$382.50 for UAS Complex, Phase II.

c. Approval of payments to consultants:

1. Approval of payment to The Picard Group, Inc. in the amount of \$10,000.00 for monthly fee as per written contract.

2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA. - *Marmande/Ellender/Pellegrin*

- a. Approval of payment to All South Consulting Engineers in the amount of \$1,445.40.

3. Update regarding Policy, Procedures, and Personnel- *Casey/Alford/Marmande*

- a. Discussion regarding change of title for Ms. Andrea Dupre to Director of UAS/AAM Development, for purposes of brevity.

B. Taxiway Echo – *Hicks*

C. Reconstruct Taxiway F – *Hicks*

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D. West Ramp Reconstruction – *Hicks*

- 1. Approval of Task Order No. 6 with T. Baker Smith, LLC to provide professional engineering design and surveying services to assist HTAC in the reconstruction of the main portion of the West Ramp.**

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

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

G. Discussion to move forward with a new rates and charges survey – *Alford/Boudreaux*

H. Application and fee received from Acadian Ambulance Service/Air Med Services requesting approval of a new negotiated lease in the amount of \$655.00 per acre, per month, for the lease of 0.90 acre of land designated as Lease No. 2-11-04 for a primary term of three years, with seven, one-year options. (*Current lease expires 4/30/2024*)

I. Discussion regarding HTAC owned building, old Bristow hanger, damaged during Hurricane IDA – *Pellegrin*

9. NEW BUSINESS

A. Discussion regarding HTAC potentially leasing a portion(s) of Rocky Breaux’s building to store electrical equipment and possible electrical training area for HTAC employee(s).

B. Discussion and possible approval to retain Rocky Breaux to oversee and train HTAC’s Operations Maintenance Technician, Whitney Trosclair, with the hands-on electrical experience needed as part of his continuing education in obtaining his electrical license.

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.