



# Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

[www.houma-airport.com](http://www.houma-airport.com)

## AGENDA

March 7, 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 minutes for the month of February 2024.
7. Approve payables through March 7, 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 – *Hicks*
2. Duplantis Design Group (DDG) is here to give a presentation.
3. Gros Flores Positerry (GFP) Architecture & Interior Design is here to give a presentation.
4. The Merlin Group LTD, is here to give a presentation.

##### b. Approval of Project payments to:

1. *None at printing of agenda.*

##### c. Approval of payments to consultants:

1. COTS Technology, LLC in the amount of \$13,523.40 – February 2024.
2. COTS Technology, LLC in the amount of \$3,522.48 for reimbursable travel to HAI.
3. Pelican State Partners in the amount of \$2,000.00 – February 2024.
4. The Padina Group in the amount of \$10,000.00 – December 2023.
5. Request for approval of travel by The Padina Group, Inc. for an estimated amount of \$3,415.00 for reimbursable travel expenses to Montreal for ICAO Remotely Piloted Aircraft System (RPAS) Panel 23rd Meeting.

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 \$39,978.50.

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

#### B. Taxiway Echo – *Hicks*

#### C. Reconstruct Taxiway Foxtrot – *Hicks*

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**D. West Ramp Reconstruction – *Hicks***

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

**1. Discussion regarding plumbing repairs for Air Traffic Control Tower.**

**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***

**J. 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).**

**K. 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.**

**9. NEW BUSINESS**

**A. Approval for the Deputy Director and the Director of Business Development to attend the Loretta Scott, A.A.E. Accreditation/Certification Academy in Denver, Colorado July 7 – 12, 2024.**

**B. Request received from P3 Global Personnel, LLC to purchase the building on their Lease No. W-1-72 (REV) for a purchase price of \$25,000.00.**

**C. Chairman to appoint an assignment group of 1 or 2 members to work with staff on the review and scoring portion of Request for Proposals (RFP) for planning and Request for Qualifications (RFQ) for engineering.**

**10. Director’s Report:**

**A. Airport Police Director – *Beattie***

**B. Director of Business Development – *Dupre***

**C. Deputy Director – *Boudreaux***

**D. Executive Director – *Pellegrin***

**11. Commissioner’s Comments.**

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**12.** Public Comments.

**13.** The HTAC may convene into executive session to discuss the following:  
The character and professional competency of Deanne Benoit-Webb.

**14.** Adjourn.