



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

March 21, 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 Budget to Actual Financial Statement for the month of February 2024.
7. Approve payables through March 21, 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. RPA General Report – *Rey*
3. Discussion and possible approval to extend contract with The Picard Group for one year. – *Rey*

b. Approval of Project payments to:

1. Milford & Associates, Inc., in the amount of \$4,563.50 for UAS Complex, Phase II.
2. Byron E. Talbot Contractor, Inc., in the amount of \$164,610.30 for RPA Campus Roads.

c. Approval of payments to consultants:

1. The Padina Group in the amount of \$10,000.00 – January 2024.
2. The Padina Group in the amount of \$2,886.94 for reimbursable travel to university meetings.
3. COTS Technology, LLC in the amount of \$765.78 for reimbursable travel to 2024 Critical Infrastructure Conference for UGC & C-UAS.
4. COTS Technology, LLC in the amount of \$2,024.40 for reimbursable travel to DOT AAM IWG in Dallas, TX.
5. The Picard Group in the amount of \$10,000.00 – invoice #8399

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

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

B. Taxiway Echo – *Hicks*

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C. Reconstruct Taxiway Foxtrot – *Hicks*

- 1. Approval of payment to Providence Engineering and Environmental in the amount of \$3,990.00.**

D. West Ramp Reconstruction – *Hicks*

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

F. Update Airport Master Plan/AGIS – *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*) – *Dupre*

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

J. 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. – *Dupre*

9. NEW BUSINESS

A. Hammonds Air Service (Hammonds) and Aaron Taylor Properties, LLC would like to request approval of the following regarding Hammonds current Lease No. CH-1-07:

- 1. Amend lease to reduce acreage on plat CH-1-07 from 4.07 to 3.462 acres.**
- 2. A partial lease assignment of 0.626 acres to become Lease No. AT-1-24 from Hammonds Air Services to Aaron Taylor Properties, LLC transitioning from a portion of an FBO lease to a general aviation lease. – *Dupre***

B. Approval of travel/training budget for remaining 2024 conferences. – *Boudreaux/Dupre*

C. Present proposed Budget for FYE 12/31/2024 for review. – *Boudreaux*

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. Adjourn.