



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

June 20, 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 May 2024.
7. Approval of payables through June 20, 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 –**Dupre/Highstreet**
 2. RPA Campus Buildings –**Dupre**
 3. RPA General Report – **Rey**
 4. Discussion and possible approval to hire Capital Funding Solutions to complete the next Smart Grant submission for an amount of \$15,000.00.
 - b. Approval of Project payments to:
 1. Byron E. Talbot Contractor, Inc. for Invoice No. 23038-4 in the amount of \$321,508.97 for RPA Campus Roads.
 2. Milford and Associates for Invoice No. 024-075 in the amount of \$7,096.50.
 - c. Approval of payments to consultants:
 1. The Picard Group, LLC in the amount of \$10,000.00 – May 2024.
 2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA. – **Ellender/Marmande/Pellegrin**
 - a. Approval of payment to All South Consulting Engineers, LLC for Invoice No. 8 in the amount of \$2,410.65.
 3. Update regarding Policy, Procedures, and Personnel – **Alford/Casey/Marmande**
 - B. Taxiway Echo & Taxiway Foxtrot – **Highstreet/Boudreaux**
 1. Approval of payment to Byron E. Talbot Contractor, Inc. for Invoice No. 9 (Final & Retainage) in the amount of \$85,269.30 for Taxiway Foxtrot.
 - C. West Ramp Reconstruction – **Boudreaux/Dupre/Highstreet**
 1. Approval of payment to T. Baker Smith, LLC for Invoice No. 20241654 in the amount of \$138,176.45.

E. New Rates & Charges Survey – *Alford/Boudreaux*

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

G. Letter received from Mr. Bobby Butler, Ninety, LLC requesting to have Lease No. N-1-16 resurveyed and reduce the current lease dimensions.

H. Approval of a Resolution giving the Executive Director, Deputy Director, and Director of Business Development signing authority to enter into any and all official transactions involving the HTAC - *Norman*

9. **NEW BUSINESS**

None at the printing of this agenda.

10. Director's Report:

A. Airport Police Director – *Beattie*

B. Director of Operations/Maintenance – *Highstreet*

C. Director of Business Development – *Dupre*

D. Deputy Director – *Boudreaux*

E. Executive Director – *Pellegrin*

11. Commissioner's Comments.

12. Public Comments.

13. The HTAC May convene into executive session to discuss the character and professional competence of its staff.

14. Adjourn.