

HOUMA TERREBONNE AIRPORT COMMISSION
MINUTES
February 13, 2025

1. A meeting of the Houma Terrebonne Airport Commission was held on Thursday, February 13, 2025 at the Airport Commission office. When the Chairman called the meeting to order at 6:00 p.m., the Pledge of Allegiance was recited, and roll call was conducted. Commission Members present were: Mr. Carleton A. Casey, Chairman; Mr. Joshua J. Alford, Vice-Chairman; Mr. Edward L. Marmande, Secretary-Treasurer, Mr. Vincent Celestin, Mr. Derrick Miller and Dr. Kristine Strickland. Also present: Mr. Edwin “Ed” Jarvis, Executive Director; Ms. Heather Boudreaux, Airport Deputy Director; Ms. Andrea Dupre, Deputy Director of Advanced Aviation & Strategic Outreach, and Mr. David J. Norman, III, HTAC Legal Counsel. Note: Unless otherwise noted, all motions are passed unanimously among those present, and the Chairman only votes in the case of a tie.
2. After discussion, it was moved by Mr. Alford and seconded by Mr. Miller to approve the Minutes and Budget to Actual Financial Statement for the month of January 2025. The motion carried.
3. After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender to approve payables through February 13, 2025. The motion carried.
4. Unmanned Aircraft Systems (UAS) effort on the HTA
 - a. After discussion, it was moved by Mr. Celestin and seconded by Mr. Ellender to approve payment in the amount of \$27,335.00 to Milford & Associates, Inc. for Invoice No.025-016 for the RPA Apron. The motion carried.
 - b. After discussion, it was moved by Dr. Strickland and seconded by Mr. Miller to approve payment in the amount of \$3,634.25 to All South Engineers, LLC, for Invoice No. 045-021-01. The motion carried.
 - c. It was moved by Mr. Alford and seconded by Mr. Marmande to approve payment to COTS Technology, LLC, in the amount of \$13,350.23 for January 2025. The motion carried.
 - d. It was moved by Mr. Alford and seconded by Mr. Miller to approve payment to The Picard Group, Inc. in the amount of \$10,000.00 for January 2025. The motion carried.
 - e. It was moved by Mr. Alford and seconded by Mr. Miller to approve payment to The Padina Group, Inc. in the amount of \$10,000.00 for January 2025. The motion carried.
 - f. It was moved by Mr. Alford and seconded by Mr. Celestin to approve payment to The Padina Group, Inc. in the amount of \$1,628.74 for reimbursable travel to NASA and LSU meetings. The motion carried.
 - g. It was moved by Mr. Alford and seconded by Mr. Ellender to approve payment to K2 Advocacy, LLC, in the amount of \$2,000.00 for January 2025. The motion carried.
5. West Ramp Reconstruction
 1. It was moved by Mr. Ellender and seconded by Mr. Celestin to approve payment to T. Baker Smith, LLC, in the amount of \$59,636.25 for Invoice No. 20250190. The motion carried.
6. After discussion, it was moved by Mr. Celestin and seconded by Dr. Strickland to increase fuel flow rates from \$0.06 to \$0.12 per gallon effective May 1, 2025.
7. After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender to give Airborne Support, Inc., 90 days to remove their disabled DC-3 aircraft off of the HTAC public ramp. The motion carried.
8. After discussion, it was moved by Mr. Celestin and seconded by Dr. Strickland to approve the annual FYE 12/31/2025 Budget. The motion carried.
9. After discussion, it was moved by Dr. Strickland and seconded by Mr. Alford to approve to amend all leases from Swire Oilfield Services, LLC to Swire Energy Services, LLC. The motion carried.

10. After discussion, it was moved by Mr. Alford and seconded by Dr. Strickland to approve the request from MDH Reynolds, LLC, to utilize Lease No. D-3-69 (Track 2) as a welding and repair business known as Lovell Industries,. The motion carried.
11. After discussion, it was moved by Dr. Strickland and seconded by Mr. Alford to approve of a resolution (*Attachment No. 1*) to approve the annual Legislative Auditor Systems Survey and Compliance Questionnaire for the period of January 1, 2024, to December 31, 2024. The motion carried.
12. After discussion, it was moved by Mr. Marmande and seconded by Mr. Celestin to approve of a new negotiated lease between the HTAC and Decomposed, LLC, in the amount of \$414.00 per acre, per month, for 1.00 acre designated Lease No. JF-1-25 for a primary term of one year, with (9) 1yr. options. The motion carried.
13. There being no further business to discuss, a motion was made by Mr. Alford and seconded by Mr. Celestin that the meeting adjourn. The Chairman asked if anyone had any more comments. No comments were made. The motion carried.

Approved by

Respectfully submitted by,

Carleton A. Casey
Chairman

Edward L. Marmande
Secretary-Treasurer