

# HOUMA-TERREBONNE AIRPORT COMMISSION

## MINUTES

March 18, 2025

- 1.) A meeting of the Houma-Terrebonne Airport Commission was held on Tuesday, March 18, 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. Edward L. Marmande, Secretary-Treasurer, Mr. Christopher Ellender and Mr. Vincent Celestin. Absent: Mr. Joshua J. Alford, Vice Chairman, 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. Celestin and seconded by Mr. Marmande to approve the Minutes and Budget to Actual Financial Statement for the month of February 2025. No comments were made. The motion carried.
- 3.) After discussion, it was moved by Mr. Ellender and seconded by Mr. Marmande to approve payables through March 13, 2025. No comments were made. The motion carried.
- 4.) Unmanned Aircraft Systems (UAS) effort on the HTA
  - a. After discussion, it was moved by Mr. Ellender and seconded by Mr. Celestin to approve payment to COTS Technology, LLC in the amount of \$13,095.54 as per written contract. The motion carried.
  - b. After discussion, it was moved by Mr. Marmande and seconded by Mr. Celestin to approve payment to The Picard Group, Inc, in the amount of \$10,000.00 as per written contract. The motion carried.
  - c. After discussion, it was moved by Mr. Ellender and seconded Mr. Marmande to approve payment to The Padina Group, LLC in the amount of \$10,000.00 as per written contract. The motion carried.
  - d. After discussion, it was moved by Mr. Celestin and seconded by Mr. Marmande to approve payment to K2 Advocacy, LLC in the amount of \$2,000.00 as per written contract. The motion carried.
- 5.) After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender for staff to engage Eric LaFleur, Bond Attorney to place HTAC on Bond Commission Agenda. The motion carried.
- 6.) After discussion, it was moved by Mr. Celestin and seconded by Mr. Ellender to approve payment to T. Baker Smith, LLC, Invoice No. 20250587 in the amount of \$47,709.00 for the West Ramp (Final Design phases 2-4). The motion carried.
- 7.) After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender to consider ratifying staff and legal’s action to approve the request received from Atlas Manufacturing & Repair, LLC for an extension of the Lease on a “month to month” basis for a period of six months. The motion carried.
- 8.) After discussion, it was moved by Mr. Marmande and seconded by Mr. Celestin to approve of Louisiana Realty Development, LLC to sublease its Lease No. DE-1-99 to Mr. Obin and Ms. Kala Duplantis to still operate as Double Hill Bar and Grill, LLC. The motion carried.
- 9.) After discussion, it was moved by Mr. Celestin and seconded by Mr. Ellender to deviate from the agenda and add on discussion and possible approval for legal to draft a letter allowing airport police to operate drones on airport property. The motion carried.
- 10.) After discussion, it was moved by Mr. Celestin and seconded by Mr. Ellender to approve for legal to draft a letter allowing airport police to operate drones on airport property. The motion carried.
- 11.) After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender to return back to regular session. The motion carried.

12.) There being no further business to discuss, a motion was made by Mr. Ellender 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,

Carleton A. Casey  
Chairman

Edward L. Marmande  
Secretary-Treasurer