

HOUMA-TERREBONNE AIRPORT COMMISSION

MINUTES

June 1, 2023

- 1.) A meeting of the Houma-Terrebonne Airport Commission was held on Thursday, June 1, 2023, 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 Casey (Chairman); Mr. Edward L. Marmande (Secretary/Treasurer); Mr. Vincent Celestin; Mr. Christopher Ellender; and Mr. F. Jeffrey “Jeff” Teuton. Commission Member(s) absent were Mr. Joshua Alford (Vice-Chairman), and Mr. Derrick Miller. Also present were: Mr. Mert Pellegrin, Executive Director; Ms. Andrea Dupre, Director of Aviation Business and UAS/AAM Development; Mr. Earl Hicks, Director of Special Projects; Mr. Kyle Highstreet, Director of Operations/Maintenance; Mr. Karl Beattie, Security Manager; 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. Teuton and seconded by Mr. Celestin to approve the Minutes for the month of April 2023. The motion carried.
- 3.) After discussion, it was moved by Mr. Ellender and seconded by Mr. Teuton to approve the payables through June 1st, 2023. The motion carried.
- 4.) Mr. William S. Bordelon Jr., LPL Financial Advisor, is here to address the Houma Terrebonne Airport Commission (HTAC) tonight. After discussion, it was moved by Mr. Marmande and seconded by Mr. Teuton for LPL Financial to reinvest the \$800,000 in the cash account. The motion carried.
- 5.) Update regarding the expansion of the Aviation area and Unmanned Aircraft Systems (UAS) effort on the HTA. After discussion it was moved by Mr. Teuton and seconded by Mr. Marmande to utilize \$75,000 of the \$1 million from the parish towards the purchase of a modular building to be used by the HTAC. The motion carried. After discussion, it was moved by Mr. Teuton and seconded by Mr. Marmande to approve payment to COTS Technology, LLC for the monthly fee per written contract in the amount of \$14,034.26. The motion carried. After discussion, it was moved by Mr. Ellender and seconded by Mr. Marmande to approve payment to The Padina Group for monthly fee for April 2023 in the amount of \$10,000. The motion carried. After discussion, it was moved by Mr. Ellender and seconded by Mr. Teuton to approve payment to Pelican State Partners for the monthly fee for May 2023 in the amount of \$2,000.00. The motion carried.
- 6.) Taxiway Echo. After discussion, it was moved by Mr. Celestin and seconded by Mr. Teuton to approve payment to Infrastructure Consulting for Invoice No. 2004308 in the amount of \$35,222.03. The motion carried.
- 7.) Reconstruct Taxiway F. After discussion, it was moved by Mr. Teuton and seconded by Mr. Ellender to approve payment to Providence Engineering and Environmental for Invoice No. 0060393 in the amount of \$11850.62. The motion carried.

8.) Update regarding Downtown Jeux, LLC and the former Capital One building. After discussion, it was moved by Mr. Teuton and seconded by Mr. Marmande to accept Mr. Tommy Guariscos's bid of \$50,000 with a thirty-day closing on the Capital- One building. The motion carried.

9.) Update and possible approval of repairs to certain HTAC owned road. After discussion, it was moved by Mr. Teuton and seconded by Mr. Celestin to remove this item from the agenda. The motion carried.

10.) Approval for up to three attendees to attend the Annual FAA Drone Symposium & Advanced Air Mobility Summit in Baltimore, Maryland from August 1st - 3rd, 2023. After discussion, it was moved by Mr. Teuton and seconded by Mr. Marmande for up to three attendees to attend the Annual FAA Drone Symposium & Advanced Air Mobility Summit in Baltimore, Maryland from August 1st - 3rd, 2023. The motion carried.

12.) Letter received from P3 Global Personnel, LLC requesting approval of the following for their leases: Sublease a large portion of Lease No. P3-Temp (Blimp Road) to BW Offshore who conducts floating production storage and offloading; Sublease a portion of Lease No. W-1-72 (Rev.) (Clendenning Road) to MLU Services to continue storage of equipment supporting FEMA relocation efforts. After discussion, it was moved by Mr. Teuton and seconded by Mr. Celestin to approve P3 Global Personnel, LLC to sublease a portion of Lease No. W-1-72 (Rev.) (Clendenning Rd.) to MLU Services to continue storage of equipment supporting FEMA relocation efforts. The motion carried.

13.) Discussion and possible action regarding implementation of internships requested by Louisiana Tech University. After discussion, it was moved by Mr. Ellender and seconded by Mr. Teuton to approve the implementation of internships requested by Louisiana Tech University. The motion carried.

14.) There being no further business to discuss, a motion was made by Mr. Celestin and seconded by Mr. Marmande 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

Respectfully submitted,

Edward L. Marmande
Secretary-Treasurer